



CITY OF INDIANOLA COUNCIL MEETING

November 4, 2019

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public comment
5. Consent
 - A. Approval of agenda
 - B. **Page 4** October 21, 2019 Minutes
 - C. Applications
 1. **Page 9** A renewal refuse hauling permit for TRM Disposal, LLC
 - D. **Page 10** Final consideration of an ordinance for a request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa (P&Z approved unanimously on September 10, 2019)
 - E. **Page 25** Final consideration of an ordinance for a request from Wouter Hertzberger and Jessica E Halgren-Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola (P&Z approved unanimously on September 10, 2019)
 - F. **Page 36** Resolution approving a public utility easement for the east/west and north/south alley of Steele and Granthams addition (action goes along with agenda items 5D and 5E).
 - G. **Page 40** Resolution amending the City Financial Disclosure Policy and a Post-Issuance Tax Compliance and Record Retention Policy.

- H. **Page 68** Resolution authorizing the execution of a supplemental agreement with Snyder and Associates for the Iowa Avenue paving project.
 - I. **Page 84** Resolution Approving Salaries
 - J. **Page 86** Receive and file the Indianola Library's Annual Report.
 - K. **Page 91** Resolution authorizing the execution of an agreement with MidAmerican Energy for the supply of electricity to the City of Indianola's proposed Water Resource Recovery Facility.
 - L. **Page 97** Resolution authorizing the execution of an agreement with the Iowa Department of Human Services regarding the Ground Emergency Medical Transportation Provider Program.
 - M. **Page 111** Resoulution approving a professional services agreement with Elder Corporation for the brush grinding at the Brush Facility for the 2019-2020 season.
 - N. **Page 117** Change order number one for the East Hillcrest Avenue Trail Connector project in the amount of \$500.00 for a 24-inch area intake in place of an 18-inch area intake on the west end of the project. Revised contract amount is \$152,401.00.
 - O. **Page 119** Claims on the computer printout for November 4, 2019.
6. Council Reports
- A. **Page 131** Consideration of a request from Indianola High School students with the Indianola Recognition of Service organization regarding the banners on the Square.
7. Mayor's Report - Kelly B. Shaw
- A. Community Update
8. Public Consideration
- A. Old Business
 - 1. **Page 132** Public hearing and approval for a sign exemption request from Parker Signs for Casual Rags located at 207 W. First Avenue.
 - B. New Business
 - 1. **Page 138** Resolution approving emergency repairs for a sinkhole discovered in a swale adjacent to the west wall of Norwalk Ready Mix's lot.
 - 2. **Page 142** Resolution setting a public hearing for December 16, 2019, to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the City's 2019 Indianola Water Resource Recovery Facility project plan.
 - 3. **Page 146** Resolution setting a date for a public hearing for December 16, 2019, to consider the plans, specs and form of contract for the 2019 Indianola Water Resource Recovery Facility and taking of bids (December 19, 2019).
9. Other Business

A. Page 150 City Manager's Report - Ryan Waller

- 1. Page 151** Discussion and direction regarding possible additional improvements to the curb and gutters along Hwy 92 as part of the State of Iowa's Hwy 92 project.
- 2. Page 152** Receive and file correspondence from Oct 18 and 25, 2019, weekly updates from City Manager, Ryan Waller.

10. Adjourn

Meeting Date: 11/04/2019

Subject

October 21, 2019 Minutes

Information

Fiscal Impact

Attachments

191021 Minutes

REGULAR SESSION – OCTOBER 21, 2019

The City Council met in regular session at 6:00 p.m. on October 21, 2019 in the City Hall Council Chambers. Mayor Kelly B. Shaw called the meeting to order and on roll the following members were present: Shirley Clark, Joe Gezel, Bob Kling, Greg Marchant, John Parker and Greta Southall.

A motion was made by Marchant and seconded by Kling to enter into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. On roll call the vote was, AYES: Clark, Parker, Kling, Gezel, Southall and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

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

Public Comment

Cindy Johnson, 309 N. 16th Street, spoke regarding the YMCA.

Stephanie Erickson, 1102 E. Kentucky, spoke regarding her election sign on West Highway 92.

The following items were pulled from the consent agenda:

- Item 6D – Resolution setting November 4, 2019 as a public hearing for a sign exemption request from Parker Signs for Casual Rags located at 207 W. First Avenue
- Item 6H – Final consideration of an amendment to the City's parking regulations establishing a No Parking Zone on North 9th Street starting at 300' north of East Madison Avenue and continuing north to 1,250' north of East Madison Avenue
- Item 6L – Change order number one in an amount of \$204,450 for the West Third Sanitary Sewer Improvements

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

Approval of agenda

October 7, 2019 Minutes

Applications

- A renewal Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for Los Padrinos, LLC - 200 S. Jefferson
- A renewal Class "B" Native Wine, Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for The Groggy Dog, LLC - 116 W. Ashland
- A renewal Class "C" Liquor License and Sunday Sale Privilege for Hy Vee Market Cafe - 910 N. Jefferson
- A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor License and Sunday Sales Privilege for the Hy Vee Food Store - 910 N. Jefferson

Second consideration of an ordinance for a request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Second consideration of an ordinance for a request from Wouter Hertzberger and Jessica E Halgren-

Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola

Final consideration of an ordinance amendment to Chapter 165 (Zoning Regulations), regarding fence regulations and adoption of ORDINANCE NO. 1621 entitled, “AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165.10(9), ZONING REGULATIONS CONCERNING FENCES” – the ordinance to be effective upon publication

Resolution No. 2019-202 approving petition and waiver for the Hillcrest Trail Project (The complete resolution may be viewed at the City Clerk’s Office)

Resolution No. 2019-203 Approving Salaries (The complete resolution may be viewed at the City Clerk’s Office)

Resolution No. 2019-204 approving the subordination of City lien to mortgage lender TruBank for property at 1101 Ann Parkway (The complete resolution may be viewed at the City Clerk’s Office)

Authorize past due sewer of \$5,297.36, recycling of \$923.75 and storm water fees of \$238.99 to be sent to the State Off-Set Program for collection

Refuse hauling rate increase from Waste Connections and Waste Management effective January 1, 2020

Street closure request from the Indianola Chamber of Commerce - Shop Local Small Business Saturday - November 30, 2019 from 7:00 a.m. - noon - will close Ashland Avenue at the intersections of East 1st Street and Ashland, North Howard and Ashland and North Ashland and North Buxton

Street closure request from the Indianola Chamber of Commerce for their Light Up The Square - December 6, 2019 from 4:00 p.m. - 8:00 p.m. - will close the downtown square and one block in each direction

Street closure request from Karey Bishop/Iowa Realty to close West Orchard starting at 801 W. Orchard Avenue to the East side of 901 W. Orchard at North "G" Street on October 22, 2019 from 3:00 p.m. - 7:00 p.m.

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

Claims on the computer printout for October 21, 2019

The following resolution entitled, “RESOLUTION SETTING A PUBLIC HEARING (November 4, 2019) AS A PUBLIC HEARING FOR A SIGN EXEMPTION REQUEST FROM PARKER SIGNS FOR CASUAL RAGS LOCATED AT 207 W. FIRST AVENUE” was approved on a motion by Clark and seconded by Southall. On roll call the vote was, AYES: Kling, Gezel, Southall, Marchant and Clark. NAYS: None. ABSTAINED: Parker. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-205
RESOLUTION SETTING A PUBLIC HEARING (November 4, 2019) AS A PUBLIC HEARING FOR
A SIGN EXEMPTION REQUEST FROM PARKER SIGNS FOR CASUAL RAGS LOCATED
AT 207 W. FIRST AVENUE

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

Upon the final consideration of an amendment to the City's parking regulations establishing a No Parking Zone on North 9th Street starting at 300’ north of East Madison Avenue and continuing north to 1,250’ north of East Madison Avenue, Southall moved and Kling seconded to adopt ORDINANCE NO. 1622 “AN

ORDINANCE AMENDING TRAFFIC CONTROL OF THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, BY RESTRICTING PARKING ON NORTH 9TH AND EAST MADISON” On roll call the vote was, AYES: Marchant, Clark, Parker, Kling, Gezel and Southall. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the ordinance to be effective upon publication

It was moved by Parker and seconded by Gezel to approve change order number one in an amount of \$204.50 for the West Third Sanitary Sewer Improvements. On roll call the vote was, AYES: Kling, Gezel, Southall, Marchant, Clark and Parker. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

The July and August 2019 Treasurer’s Report was approved on a motion by Marchant and seconded by Kling. On roll call the vote was, AYES: Clark, Parker, Kling, Gezel, Southall and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

The July and August 2019 EMS Billing Activity was approved on a motion by Marchant and seconded by Parker. On roll call the vote was, AYES: Clark, Parker, Kling, Gezel, Southall and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

Council member Parker presented the Greater Des Moines Convention Report.

Mayor Shaw was excused from the meeting and Mayor Pro Tem Clark took over as chair.

A public hearing was held on the potential sale of interest in real property located at 910 East 2nd. There were no objections either oral or written. Council member Southall introduced the following resolution entitled, “RESOLUTION MAKING FINAL DETERMINATION ON POTENTIAL SALE OF INTEREST IN REAL PROPERTY AND APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF INDIANOLA AND COVERED BRIDGES COFFEE DBA CABIN COFFEE OF INDIANOLA AND RANDALL D. HANNA AND REBECCA S. HANNA.” Council member Parker seconded the motion to adopt. On roll call the vote was, AYES: Marchant, Clark, Parker, Kling, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-206

RESOLUTION MAKING FINAL DETERMINATION ON POTENTIAL SALE OF INTEREST IN REAL PROPERTY AND APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF INDIANOLA AND COVERED BRIDGES COFFEE DBA CABIN COFFEE OF INDIANOLA AND RANDALL D. HANNA AND REBECCA S. HANNA

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

The following resolution entitled, “RESOLUTION APPROVING THE REQUEST FROM KEVIN J. CRAWFORD OF COOPER CRAWFORD AND ASSOCIATES, LLC FOR APPROVAL OF A PLAT OF SURVEY AT 1305, 1307 AND 1313 SOUTH ‘L’ COURT” was approved on a motion by Parker and seconded by Southall. On roll call the vote was, AYES: Kling, Gezel, Southall, Marchant, Clark and Parker. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-207

RESOLUTION APPROVING THE REQUEST FROM KEVIN J. CRAWFORD OF COOPER CRAWFORD AND ASSOCIATES, LLC FOR APPROVAL OF A PLAT OF SURVEY AT 1305, 1307 AND 1313 SOUTH ‘L’ COURT

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

It was moved by Kling and seconded by Parker to approve the following resolution entitled, “RESOLUTION APPROVING THE REQUEST FROM MATT THOMAS OF THOMAS LAND SURVEY,

LLC FOR APPROVAL OF A PLAT OF SURVEY AT 306 NORTH 5TH STREET.” On roll call the vote was, AYES: Gezel, Southall, Marchant, Parker and Kling. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-208

RESOLUTION APPROVING THE REQUEST FROM MATT THOMAS OF THOMAS LAND SURVEY,
LLC FOR APPROVAL OF A PLAT OF SURVEY AT 306 NORTH 5TH STREET

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

A motion was made by Parker and seconded by Marchant to receive and file correspondence of the weekly updates dated October 4 and 11, 2019 from Ryan Waller, City Manager. On roll call the vote was, AYES: Kling, Gezel, Southall, Marchant, Clark, and Parker. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Meeting adjourned at 6:50 p.m. on a motion by Southall and seconded Parker.

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Meeting Date: 11/04/2019

Subject

A renewal refuse hauling permit for TRM Disposal, LLC

Information

This is a renewal refuse hauling permit for TRM Disposal, LLC. The paperwork is in order for approval.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 11/04/2019

Subject

Final consideration of an ordinance for a request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa (P&Z approved unanimously on September 10, 2019)

Information

The City Council will need to hold the final consideration of an ordinance for a request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.

The proposed alley to be vacated is unimproved (see packet), is not needed for the use of the public, and its maintenance at the public expense is no longer justified. However, there are various electrical utilities, including overhead and underground lines, as well as fiber lines that are located within the portion of the alley proposed to be vacated. The property owners abutting this vacation are all applicants to the request, and their abutting halves of the alley will be transferred to them.

Staff recommended and P&Z unanimously approved the request subject to a public utility easement be maintained and recorded with the proposed right-of-way vacation.

Fiscal Impact

Attachments

Davison Grimm Glascock Info
Ordinance
Resolution
Davison QCD
Grimm QCD
Glascock QCD



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 • comdev@indianolaiowa.gov

Staff Report

Planning and Zoning Commission

Date of Meeting: September 10, 2019

Agenda Item: 7. C. Consider request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.

Application Type: Right-of-Way Vacation

Applicant: Timothy G. Grimm (303 East Salem Avenue)
Jeanenne E Glascock Revocable Trust (309 East Salem Avenue)
Tim J and Laura L Davison (110 South Jefferson Way)

Application Summary: Request for vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

137.01 POWER TO VACATE. When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

137.02 PLANNING AND ZONING COMMISSION. Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

137.03 NOTICE OF VACATION HEARING. The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

137.04 FINDINGS REQUIRED. No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

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

137.05 DISPOSAL OF VACATED STREETS OR ALLEYS. When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

ANALYSIS

The proposed alley to be vacated is unimproved, is not needed for the use of the public, and its maintenance at the public's expense is no longer justified. However, there are various electrical utilities, including overhead and underground lines, as well as fiber lines that are located within the portion of the alley proposed to be vacated. The property owners abutting this vacation are all applicants to the request, and their abutting halves of the alley will be transferred to them, if approved by Council.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the right-of-way vacation request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 2, approving the right-of-way vacation request subject to the following condition:

1. A public utility easement be maintained and recorded with the proposed right-of-way vacation.



Community Development

PO Box 299, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 phone • 515.961.9402 fax

Agreement to Purchase Alley

Tim G. Grimm requests to purchase the alley legally described as:

1. The North $\frac{1}{2}$ full width of The North-South Alley That parallels The East Side of Lot 4 (^{303 East} Salem) on Block Ten (10) of The Steele + Grantham's Addition. 2. the West $\frac{1}{2}$ full width of the East-West Alley That borders The South Lot Boundary-Lines of Lot 4 and 5 (^{303 East Salem}) on Block Ten (10) of The Steele + Grantham's Addition.

The undersigned owns the property adjacent to the alley legally described above and agrees to purchase the alley.

Name: Tim DAVISON - DAVISON LLC

Address: 110 S Jeff + 308 E 1st

Signature: [Signature]

Date: 8-9-19

Name: Jeanine Mascock

Address: 309 East Salem

Signature: [Signature]

Date: 8-9-2019

Name: Tim Grimm

Address: 303 East Salem 777-1427

Signature: [Signature]

Date: 8/15/19

No#: _____

\$200.00 Fee

Receipt

ORDINANCE NO. _____

ORDINANCE VACATING A PORTION OF ALLEYS in the City of Indianola, Warren County, Iowa AND RETAINING EASEMENT RIGHTS

WHEREAS, on the 7th day of October 2019, pursuant to published notice as required by law, the City Council of the City of Indianola, Iowa held a public hearing on proposals to vacate portions of alleys, located in the City of Indianola, Warren County, Iowa and more particularly described as:

Timothy G. Grimm- The North Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the West Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Jeanenne E Glascock Revocable Trust – The East Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Tim J and Laura L Davison- The South Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Wouter Hertzberger and Jessica E Halgren-Hertzberger- The South half of the North and South alley in Block 19 of College Addition to the City of Indianola; and

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

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

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

Timothy G. Grimm- The North Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the West Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Jeanenne E Glascock Revocable Trust – The East Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Tim J and Laura L Davison- The South Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Wouter Hertzberger and Jessica E Halgren-Hertzberger- The South half of the North and South alley in Block 19 of College Addition to the City of Indianola.

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

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

RESOLUTION NO. 2019-____

RESOLUTION APPROVING SALE OF CERTAIN ALLEYS in the City of Indianola, Warren County, Iowa TO ADJACENT PROPERTY OWNERS

WHEREAS, the City of Indianola, Iowa owns property generally described as alleys, located in the City of Indianola, Warren County, Iowa and more particularly described as:

Timothy G. Grimm- The North Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the West Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Jeanenne E Glascock Revocable Trust – The East Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Tim J and Laura L Davison- The South Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

Wouter Hertzberger and Jessica E Halgren-Hertzberger- The South half of the North and South alley in Block 19 of College Addition to the City of Indianola; and

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

WHEREAS, the required applications have been made, notice and consent of adjacent property owners secured, and Planning and Zoning recommended Council approval of the proposal on September 10, 2019; and

WHEREAS, in accordance with the Code of Iowa Section 364.7, notice and hearing as provided by law was held on October 7, 2019; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the sale of the alleys as set out above is hereby approved.

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

Dated this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266 (515) 274-1450

Taxpayer Information: Tim J. and Laura L. Davison, , Indianola, Iowa 50125

QUIT CLAIM DEED

For the consideration of One Dollar and other valuable consideration, the City of Indianola, Iowa does hereby Quit Claim to Tim J. and Laura L. Davison, Husband and Wife, all its right, title, interest, estate, claim and demand in the following described real estate in Warren County, Iowa:

The South Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, to Indianola, Iowa.

Subject to all easements, covenants, and restrictions of record and subject to easement rights to the City of Indianola for public utilities.

This deed is exempt according to Iowa Code section 428A.2(6).

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

City of Indianola, Iowa

By: _____
Kelly B. Shaw, Mayor

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY

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

Notary Public in and for the State of Iowa

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266 (515) 274-1450

Taxpayer Information: Timothy G. Grimm, , Indianola, Iowa 50125

QUIT CLAIM DEED

For the consideration of One Dollar and other valuable consideration, the City of Indianola, Iowa does hereby Quit Claim to Timothy G. Grimm, a single man, all its right, title, interest, estate, claim and demand in the following described real estate in Warren County, Iowa:

The North Half of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa and the West Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.

Subject to all easements, covenants, and restrictions of record and subject to easement rights to the City of Indianola for public utilities.

This deed is exempt according to Iowa Code section 428A.2(6).

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated:_____

City of Indianola, Iowa

By: _____
Kelly B. Shaw, Mayor

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY

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

Notary Public in and for the State of Iowa

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266 (515) 274-1450

Taxpayer Information: Jeanenne E. Glascock Revocable Trust, Indianola, Iowa 50125

QUIT CLAIM DEED

For the consideration of One Dollar and other valuable consideration, the City of Indianola, Iowa does hereby Quit Claim to Jeanenne E. Glascock Revocable Trust, all its right, title, interest, estate, claim and demand in the following described real estate in Warren County, Iowa:

The East Half of the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.

Subject to all easements, covenants, and restrictions of record and subject to easement rights to the City of Indianola for public utilities.

This deed is exempt according to Iowa Code section 428A.2(6).

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

City of Indianola, Iowa

By: _____
Kelly B. Shaw, Mayor

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY

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

Notary Public in and for the State of Iowa

Meeting Date: 11/04/2019

Subject

Final consideration of an ordinance for a request from Wouter Hertzberger and Jessica E Halgren-Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola (P&Z approved unanimously on September 10, 2019)

Information

City Council will need to hold the final consideration of an ordinance for a request from Wouter Hertzberger and Jessica E Halgren-Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola.

The proposed alley to be vacated is unimproved (see packet), is not needed for the use of the public, and its maintenance at the public expense is no longer justified. There are no public utilities located in this easement. The property owners abutting this vacation have agreed to give the Hertzberger's the full portion of the alley requested to be vacated.

Staff recommended and P&Z unanimously approved this request as submitted.

Fiscal Impact

Attachments

Hertzberger Alley Info
Hertzberger QCD



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 • comdev@indianolaiowa.gov

Staff Report

Planning and Zoning Commission

Date of Meeting: September 10, 2019

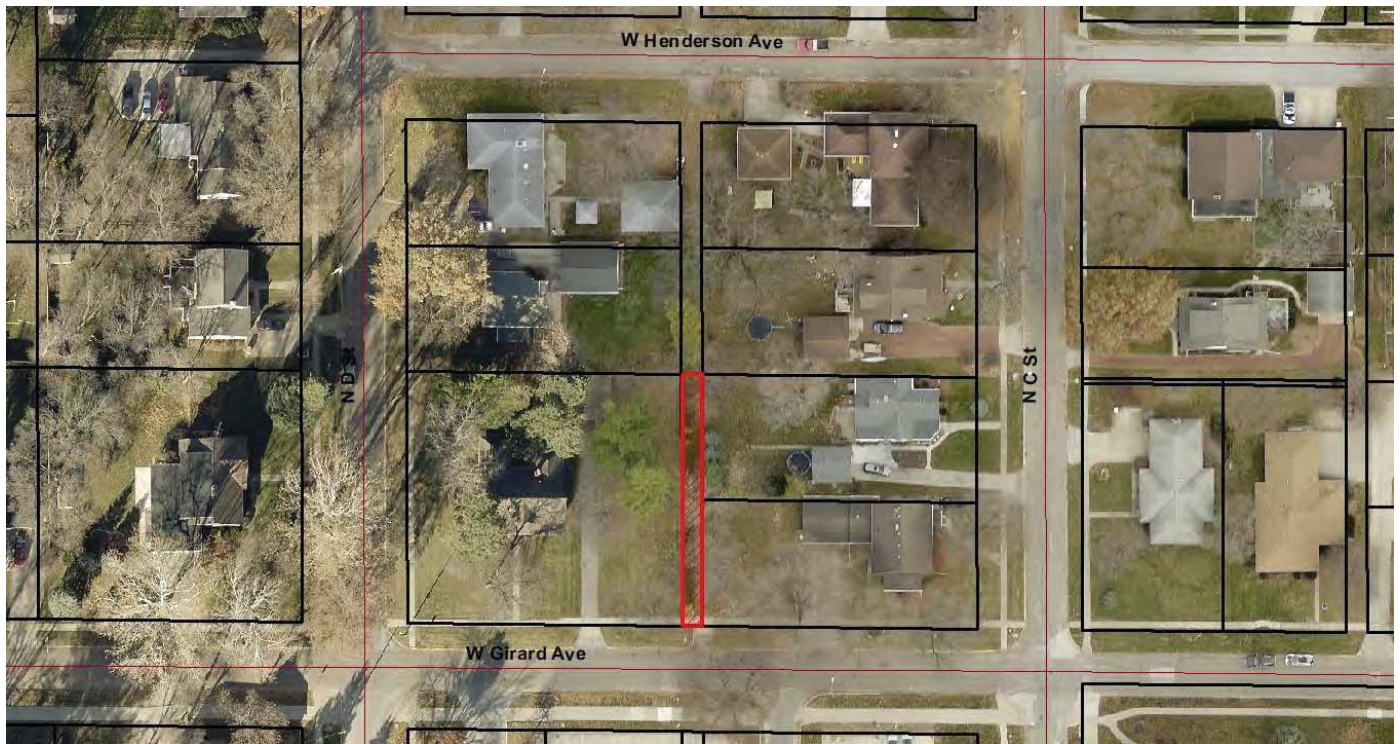
Agenda Item: 7. D. Consider request from Wouter Hertzberger and Jessica E Halgren-Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola.

Application Type: Right-of-Way Vacation

Applicant: Wouter Hertzberger and Jessica E Halgren-Hertzberger (410 West Girard Avenue)

Application Summary: Request for vacation and conveyance of South half of the North and South alley in Block 19 of College Addition to the City of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

137.01 POWER TO VACATE. When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

137.02 PLANNING AND ZONING COMMISSION. Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

137.03 NOTICE OF VACATION HEARING. The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

137.04 FINDINGS REQUIRED. No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

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

137.05 DISPOSAL OF VACATED STREETS OR ALLEYS. When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

ANALYSIS

The proposed alley to be vacated is unimproved, is not needed for the use of the public, and its maintenance at the public's expense is no longer justified. There are no public utilities located in this easement. The property owners abutting this vacation have agreed to give the Hertzberger's the full portion of the alley requested to be vacated, if approved by Council.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the right-of-way vacation request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, approving the right-of-way vacation request, as submitted.



COMMUNITY DEVELOPMENT

Agreement to Purchase Alley

JESSICA HALGREN / Wouter HERTZBERGER requests to purchase the alley legally described as:

The undersigned owns the property adjacent to the alley legally described above and agrees to purchase the alley.

Name: JESSICA HALGREN / Wouter HERTZBERGER

Address: 410 WEST GIRARD AVE, INDIANOLA, IA

Signature: [Signature]

Date: August 21, 2019

Signature: _____

Date: _____

Name: CARL HALGREN / MORGAN HALGREN

Address: 801 NORTH "C" STREET, INDIANOLA, IA 50125

Signature: [Signature]

Date: August 21, 2019

Signature: _____

Date: _____



COMMUNITY DEVELOPMENT

Agreement to Purchase Alley

JESSICA HALGREN / WOUTER HERTZBERGER requests to purchase the alley legally described as:

The undersigned owns the property adjacent to the alley legally described above and agrees to purchase the alley.

Name: JESSICA HALGREN / WOUTER HERTZBERGER

Address: 410 WEST GIRARD AVE, INDIANOLA, IA

Signature: [Signature]

Date: August 21, 2019

Signature: _____

Date: _____

Name: Pam Bachof

Address: 805 North C street, Indianola, IA

Signature: Pam Bachof

Date: 8-21-19

Signature: Karl Bachof

Date: 8-21-19

To:

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

Copy:

Jessica Halgren and Wouter Hertzberger
410 W. Girard Ave
50125 Indianola, Iowa

Indianola, September 3, 2019

Dear Sir,

This letter is in relation to the request from:

Jessica Halgren and Wouter Hertzberger
410 West Girard Avenue, Indianola, Iowa 50125
Also known as: 24-76-24 COLLEGE ADD LOTS 6 & 7 BLK 19

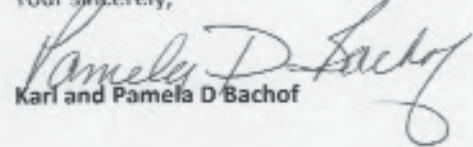
to purchase the alley abutting to our property.

This is to confirm that we:

Karl and Pamela D Bachof
805 North C street
Parcel ID: 48140190050
Also known as: 24-76-24 COLLEGE ADD LOT 5 BLK 19

1. Agree to the alley vacation;
2. Do not wish to deed the vacated alley deeded to us; and
3. Agree with the portion of the alley vacated to Jessica Halgren and Wouter Hertzberger

Your sincerely,

 9-3-19
Karl and Pamela D Bachof

To:

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

September 2, 2019

Dear Charlie,

This letter is in relation to our request to purchase the alley abutting to our property as well as the properties of:

Carl and Morgan Halgren

801 North C street
Parcel ID: 48140190080
Also known as: 24-76-24 COLLEGE ADD LOT 8 BLK 19

and

Karl and Pamela D Bachof

805 North C street
Parcel ID: 48140190050
Also known as: 24-76-24 COLLEGE ADD LOT 5 BLK 19

We confirm that we accept to purchase the portions of the alley that are adjacent to our neighbors' property (as stated above) and that they do not wish to purchase.

Your sincerely,



Jessica Halgren and Wouter Hertzberger
410 W Girard Ave
Indianola IA 50125

To:

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

Copy:

Jessica Halgren and Wouter Hertzberger
410 W. Girard Ave
50125 Indianola, Iowa

Indianola, September 3, 2019

Dear Sir,

This letter is in relation to the request from:

Jessica Halgren and Wouter Hertzberger
410 West Girard Avenue, Indianola, Iowa 50125
Also known as: 24-76-24 COLLEGE ADD LOTS 6 & 7 BLK 19

to purchase the alley abutting to our property.

This is to confirm that we:

Carl and Morgan Halgren
801 North C street
Parcel ID: 48140190080
Also known as: 24-76-24 COLLEGE ADD LOT 8 BLK 19

1. Agree to the alley vacation;
2. Do not wish to deed the vacated alley deeded to us; and
3. Agree with the portion of the alley vacated to Jessica Halgren and Wouter Hertzberger

Your sincerely,

Carl R. Halgren
Susan Morgan Halgren
Carl and Morgan Halgren

Sept. 3, 2019

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266 (515) 274-1450

Taxpayer Information: Wouter Hertzberger and Jessica E. Halgren-Hertzberger,
Indianola, Iowa 50125

QUIT CLAIM DEED

For the consideration of One Dollar and other valuable consideration, the City of Indianola, Iowa does hereby Quit Claim to Wouter Hertzberger and Jessica E. Halgren-Hertzberger, Husband and Wife, all its right, title, interest, estate, claim and demand in the following described real estate in Warren County, Iowa:

The South half of the North and South alley in Block 19 of College Addition to the City of Indianola, Iowa.

Subject to all easements, covenants, and restrictions of record and subject to easement rights to the City of Indianola for public utilities.

This deed is exempt according to Iowa Code section 428A.2(6).

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

City of Indianola, Iowa

By: _____
Kelly B. Shaw, Mayor

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY

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

Notary Public in and for the State of Iowa

Meeting Date: 11/04/2019

Subject

Resolution approving a public utility easement for the east/west and north/south alley of Steele and Granthams addition (action goes along with agenda items 5D and 5E).

Information

Resolution approving a public utility easement for the east/west and north/south alley of Steele and Granthams addition (action goes along with agenda items 5D and 5E).

Fiscal Impact

Attachments

Public Utility Easement
Resolution for Utility Ease

When Recorded Return to:

City of Indianola, Iowa
Attn: City Clerk
110 North 1st Street
Indianola, IA 50023

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266

Phone: 515-274-1450

PUBLIC UTILITY EASEMENT

The undersigned, City of Indianola, Iowa, hereinafter referred to as "Grantor", in consideration of the sum of one dollar (\$1.00), and other valuable consideration, does hereby sell, grant and convey unto the City of Indianola, Iowa, a municipal corporation, in the County of Warren, State of Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement under, through, and across the following described real estate:

East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

The above described easement is granted unto the City of Indianola, Iowa, for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

Public Utilities

1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.
2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.
3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including but not limited to, the right to remove any

unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.

4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area.

5. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor for property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement.

6. Easement Benefit. This Easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees.

7. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto affixed our hands this ____ day of _____ 2019.

CITY OF INDIANOLA, IOWA

By: _____
Kelly B. Shaw, Mayor

Attest:

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, COUNTY OF WARREN, ss:

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

Notary Public in and for the State of Iowa

RESOLUTION NO. 2019-____

**A RESOLUTION APPROVING PUBLIC UTILITY
EASEMENT FOR THE EAST/WEST AND NORTH/SOUTH
ALLEY OF STEELE AND GRANTHAMS ADDITION**

WHEREAS, the City of Indianola is in need of certain public utility easements in order for the vacation and sell of the following alley:

East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South Alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa

WHEREAS, the City Council believes it to be in the best interest of the City to approve and accept the public utility easement agreements.

BE IT, THEREFORE, RESOLVED by the City of Indianola, Iowa, that the public utility easement in the form attached hereto as Exhibit A, is hereby approved and accepted.

BE IT FURTHER RESOLVED that the Mayor and the City Clerk, if required by the public utility easement, are hereby authorized to execute said Agreements on behalf of the City of Indianola, Iowa.

DATED this 4th day of November 2019.

Kelly B. Shaw, MAYOR

ATTEST:

Diana Bowlin, CITY CLERK

Meeting Date: 11/04/2019

Subject

Resolution amending the City Financial Disclosure Policy and a Post-Issuance Tax Compliance and Record Retention Policy.

Information

Council will need to consider a resolution amending the City Financial Disclosure Policy and a Post-Issuance Tax Compliance and Record Retention Policy.

Included in your packet is an amended Continuing Disclosure Policy and a Post-Issuance Tax Compliance and Record Retention Policy. These two policies have been reviewed and are recommended for adoption by Michael Maloney, the City's financial advisor at D.A. Davidson and Eric Bohlert, the City's bond attorney at the Ahlers Law Firm. These policies include required actions to be taken by the City in order to be in compliance with rules established by the Security Exchange Act of 1934. Some of these requirements include record retainage, providing training, and certain electronic filings when certain events, such as a bond rating change, takes place. The City is assisted in meeting compliance requirements by D.A. Davidson.

Fiscal Impact

Attachments

Tax Compliance Policy
Disclosure Policy
Resolution policy amendments

Indianola, Iowa
Post-Issuance Tax Compliance and Record Retention Policy

Definitions

“Advisors” means the Issuer’s Bond Counsel, Financial Advisor, paying agent, and Rebate Analyst.

“Bonds” mean bonds, notes or other obligations subject to the Code, Rules and applicable securities regulations.

“Code” means the Internal Revenue Code of 1986, as amended.

“Governing Body” means the City Council of the Issuer.

“Issuer” means the City of Indianola, in the County of Warren, State of Iowa.

“Rules” means Sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended, and the U.S. Treasury Regulations promulgated thereunder.

Purpose

Issuers of tax-exempt governmental Bonds must comply with federal tax rules pertaining to expenditure of proceeds for qualified costs, rate of expenditure, use of bond financed property, investment of proceeds in compliance with arbitrage rules, and retention of records.

As an issuer of such Bonds, the Governing Body, is required by Rules to take certain actions subsequent to the issuance of the Bonds to ensure the continuing tax-exempt status of such Bonds. Further, Section 6001 of the Code and Section 1.6001-1(a) of the Treasury Regulations impose record retention requirements on the Issuer with respect to its tax-exempt governmental Bonds. This policy is designed to ensure that the Issuer complies with its tax compliance obligations under applicable provisions of the Rules.

Effective Date and Term

The effective date of this policy shall be the date of approval by the Governing Body, and shall remain in effect until superseded or terminated by action of the Governing Body. The Issuer shall comply with this policy upon issuance of Bonds and as long as the Bonds remain outstanding. This policy may be revised to comply with amendments to the Rules during the period the Bonds are outstanding.

Responsible Parties

The Finance Director shall be the party primarily responsible for ensuring that the Issuer successfully carries out its tax compliance requirements under applicable provisions of the Rules with regard to all obligations of the Issuer. The Finance Director is referred to as the “Compliance Officer” for purposes of this policy. The Compliance Officer shall be assisted by other staff and officials when appropriate and at the Compliance Officer’s discretion. The Compliance Officer shall also be authorized to retain and consult with the Advisors during the time the Bonds are outstanding for assistance in carrying out post-issuance tax compliance requirements.

The Compliance Officer shall be responsible for assigning post-issuance tax compliance responsibilities to other staff. The Compliance Officer shall consult Advisors or such other professional service organizations as are necessary to ensure compliance with the post-issuance tax compliance requirements of the Issuer. The Compliance Officer shall provide training and educational resources to staff responsible for ensuring compliance with any portion of the tax compliance requirements of this policy.

Expenditure of Bond Proceeds -- Review Process:

The Compliance Officer shall review the resolution authorizing issuance for each tax-exempt obligation, and shall:

- a) obtain a computation of the yield on such issue from the Issuer’s financial advisor;
- b) create a separate Project Fund (with as many sub-funds as shall be necessary to allocate proceeds among the projects being funded by the issue) into which the proceeds of issue shall be deposited;
- c) review all requisitions, draw schedules, draw requests, invoices and bills requesting payment from the Project Fund;
- d) determine whether payment from the Project Fund is appropriate, and if so, make payment from the Project Fund (and appropriate sub-fund if applicable);
- e) maintain records of the payment requests and corresponding cancelled checks showing payment;
- f) consult with the Advisors to ensure that such expenditures are within the sixty (60) day period prior to the date in which the Issuer made a “declaration of intent”

to reimburse such costs or are preliminary expenditures under the Code, in the event the Issuer seeks to utilize bond proceeds for costs that were incurred prior to the issuance of the bonds. If proceeds are used for such reimbursement, a copy of the declaration of intent shall be obtained and included in the records for the Bonds if not already part of the transcript.;

- g) maintain records showing the earnings on, and investment of, the Project Fund;
- h) ensure that investments acquired with proceeds are purchased at fair market value;
- i) identify bond proceeds or applicable debt service allocations that must be invested with a yield-restriction and monitor the investments of any yield-restricted funds to ensure that the yield on such investments does not exceed the yield to which such investments are restricted; and
- j) If not otherwise provided for in the Tax Exemption Certificate executed by the officers of the Issuer at closing, the Compliance Officer shall prepare an “allocation memorandum” for each issue of Bonds that accounts for the allocation of the proceeds of the Bonds to expenditures not later than the earlier of:
 - Eighteen (18) months after the later of (i) the date the expenditure is paid, or (ii) the date the project that is financed by the Bonds is placed in service; or
 - Sixty (60) days after the earlier of (i) the fifth (5th) anniversary of the issue date of the Bonds, or (ii) the date sixty (60) days after the retirement of the Bonds.

Rate of Expenditure:

The Compliance Officer shall ensure that the expenditure of bond proceeds will be monitored against the expenditure expectations represented in the Tax Exemption Certificate for such bond issue to ensure that:

- Five percent (5%) of the net sale proceeds were spent or committed within six (6) months of the issue date;
- Eighty-five percent (85%) of the net sale proceeds were spent within three (3) years of the issue date; and
- the Issuer proceeded with due diligence to complete the project and fully spend the net sale proceeds; or

- One hundred percent (100%) of proceeds used for current refunding within ninety (90) days of issuance.

Failure to meet the expected expenditure expectations represented in the Tax Exemption Certificate for such bond issue shall be documented and retained by the Compliance Officer in the records for the bond issue.

Arbitrage Rules and Rebate Requirements

The Compliance Officer shall review the Tax-Exemption Certificate for each tax-exempt obligation, and the expenditure records, and shall:

- a) monitor and ensure that proceeds of each such issue are spent within the temporary period set forth in such certificate;
- b) if the “small issuer” exception does not apply (not more than \$5 million issued in a calendar year), monitor and ensure that the proceeds are spent in accordance with one or more of the applicable exceptions to rebate as set forth in such certificate (e.g. six month exception, eighteen month exception, two year “construction issue” exception);
- c) not less than sixty (60) days prior to a required expenditure date within applicable rebate exception(s), confer with bond counsel if it appears expenditures will fail to meet the applicable temporary period or rebate exception expenditure requirements of the Tax-Exemption Certificate;
- d) in the event of failure to meet a temporary period or rebate exception:
 - i. procure a timely computation of any rebate liability and, if rebate is due, file a Form 8038-T and arrange for payment of such rebate liability;
 - ii. arrange for timely computation and payment of “yield reduction payments” (as such term is defined in the Code and Treasury Regulations), if applicable;
- e) ensure that the investment of bond proceeds is made only in permitted investments of the Issuer as outlined in Iowa Code chapters 12B and 12C, and any official policy;

- f) consult with the Advisors to ensure that the investment of bond proceeds is performed in compliance with the arbitrage rules and rebate requirements;
- g) consult with the Advisors to identify bond proceeds that must be yield-restricted and shall monitor the investments of any yield-restricted funds to ensure that the yield on such investments does not exceed the yield to which such investments are restricted;
- h) contact the Rebate Analyst (and, if appropriate, bond counsel) prior to the fifth anniversary of the date of issuance of each issue of bonds of the Issuer and each fifth anniversary thereafter to arrange for calculations and reports of the rebate requirements with respect to such bonds;
- i) if a rebate payment is required to be paid by the Issuer, the Compliance Officer shall prepare or cause to be prepared the appropriate form to be filed with the IRS (Form 8038-T);
- j) The Compliance Officer shall ensure that guaranteed investment contracts (GIC) will be purchased only using the three-bid “safe harbor” of applicable Treasury regulations, in compliance with fee limitations on GIC brokers in the regulations. The Compliance Officer shall ensure that all other investments will be purchased only in market transactions.

Filings with Internal Revenue Service

The Compliance Officer, with assistance from Bond Counsel, shall ensure that each issuance of Bonds is properly reported with the Internal Revenue Service (IRS) as required by Section 149(e) of the Code. On the issue date of each series of Bonds, the Compliance Officer shall consult with the Advisors to identify the deadline to file the requisite IRS form for such issue.

If a bond issue consists of tax-exempt Bonds, the Issuer must report the tax-exempt portion on Form 8038-G or 8038-GC.

Reporting the Issuance of Tax-Exempt Bonds

The original issuance of a tax-exempt bond issue with an issue price of one-hundred thousand dollars (\$100,000) or greater shall be reported on Form 8038-G. The original issuance of a tax-exempt bond issue with an issue price less than one-hundred thousand dollars (\$100,000) shall be reported on Form 8038-GC.

- Forms 8038-G and 8038-GC shall be filed by the Compliance Officer or Bond Counsel no later than the 15th day of the 2nd calendar month following the quarter in which the Bonds were issued.
- The Compliance Officer shall consult with the Advisors to ensure the Form 8038-G is accurately filled out.

Rebate Reporting Requirements

The Compliance Officer shall contact the rebate analyst prior to the 5th anniversary of the issue date on each series of Bonds and each 5th anniversary thereafter to arrange for calculations of the rebate requirements with respect to such Bonds. If a rebate payment is required to be paid, the Compliance Officer shall prepare or cause to be prepared a Form 8038-T, and submit such Form 8038-T to the IRS with the required rebate payment.

If the Issuer is authorized to recover a rebate payment previously paid, the Compliance Officer shall prepare or cause to be prepared a Form 8038-R, with respect to such rebate recovery, and submit such Form 8038-R to the IRS.

Use of Bond-Financed Property

The Compliance Officer shall monitor the use of all bond-financed facilities in order to determine whether private business uses of bond-financed facilities have exceeded the de minimis limits set forth in Section 141(b) of the Code (generally 10% of bond proceeds) as a result of leases and subleases, licenses, management contracts, research contracts, naming rights agreements or other arrangements that provide special legal entitlements to nongovernmental persons. Prior to entering into such leases or other contracts, the Compliance Officer shall consult with Bond Counsel to ensure appropriate action is taken with respect to the bond-financed facilities.

To this end, the Compliance Officer shall:

- a) maintain appropriate records and a list of all bond financed assets. Such records shall include the actual amount of proceeds (including investment earnings) spent on each of the bond financed assets;
- b) with respect to each bond financed asset, the Compliance Officer will monitor and confer with bond counsel with respect to all proposed:
 - i. management contracts,
 - ii. service agreements,
 - iii. research contracts,
 - iv. naming rights contracts,

- v. leases or sub-leases,
 - vi. joint venture, limited liability or partnership arrangements,
 - vii. sale of property;
 - viii. any other change in use of such asset; or
 - ix. output contracts (including retail and wholesale requirements contracts);
- c) maintain a copy of the proposed agreement, contract, lease or arrangement, together with the response by bond counsel with respect to the proposal for at least three (3) years after retirement of all tax-exempt obligations issued to fund all or any portion of bond financed assets, or obligations issued to refund those obligations;
 - d) provide training and educational resources to any staff member that has the primary responsibility for the operation, maintenance, or inspection of bond-financed facilities with regard to the limitations on the private business use and on the private security or payments with respect to bond-financed facilities;
 - e) ensure that no item of bond-financed property will be sold or transferred to a nonexempt party without advance arrangement of a “remedial action” under the applicable Treasury Regulations and the Compliance Officer shall consult with bond counsel prior to the sale or transfer of any bond-financed property; and
 - f) In the event of an action with respect to a bond financed asset, which may cause the private business tests or private loan financing test to be met, the Compliance Officer shall contact bond counsel for advice and ensure timely remedial action under IRS Regulation Sections 1.141-12.

Advance Refundings

The Compliance Officer shall be responsible for the following current, post issuance and record retention procedures with respect to advance refunding bonds:

- a) Identify and select bonds to be advance refunded with advice from internal financial personnel, and/or the Issuer’s Financial Advisor;
- b) Identify, with advice from Advisors, any possible federal tax compliance issues prior to structuring any advance refunding;
- c) Review the structure with the input of the Advisors, of advance refunding issues prior to the issuance to ensure (i) that the proposed refunding is permitted pursuant to

applicable federal tax requirements if there has been a prior refunding of the original bond issue; (ii) that the proposed issuance complies with federal income tax requirements which might impose restrictions on the redemption date of the refunded bonds; (iii) that the proposed issuance complies with federal income tax requirements which allow for the proceeds and replacement proceeds of an issue to be invested temporarily in higher yielding investments without causing the advance refunding bonds to become “arbitrage bonds”; and (iv) that the proposed issuance will not result in the Issuer’s exploitation of the difference between tax exempt and taxable interest rates to obtain an financial advantage nor overburden the tax exempt market in a way that might be considered an abusive transaction for federal tax purposes.

d) Collect and review data related to arbitrage yield restriction and rebate requirements for advance refunding bonds. To ensure such compliance, the Compliance Officer shall engage a rebate consultant to prepare a verification report in connection with the advance refunding issuance. Said report shall ensure said requirements are satisfied.

e) Ensure, whenever possible, the purchase of demand deposit Treasury securities from the State and Local Governmental Series (“SLGS”) to size each advance refunding escrow. The Financial Advisor shall be included in the process of subscribing SLGS. To the extent SLGS are not available for purchase, the Compliance Officer shall, in consultation with Bond Counsel and the Financial Advisor, comply with IRS regulations.

f) To the extent as Issuer elects to the purchase a guaranteed investment contract, the Compliance Officer shall ensure, after input from Bond Counsel, compliance with any bidding requirements set forth by the IRS regulations.

g) In determining the issue price for any advance refunding issuance, the Compliance Officer shall obtain and retain issue price certification by the purchasing underwriter at closing.

h) After the issuance of an advance refunding issue, the Compliance Officer shall ensure timely identification of violations of any federal tax requirements and engage Bond Counsel in attempt to remediate same in accordance with IRS regulations.

Record Retention

Management and retention of records related to the Issuer’s bond issues shall be supervised by the Compliance Officer. Records and documents pertaining to cancellation, transfer, redemption or replacement of Issuer bonds shall be preserved by the Issuer or its agent for a period of not less than 11 years, as set forth in Iowa Code Section 76.10. Other records shall be retained

during the period in which the bonds remain outstanding (plus any refunding bonds) plus three (3) years. Records may be in the form of documents and electronic copies of documents, appropriately indexed to specific bond issues and compliance functions.

The Compliance Officer shall collect and retain the following records with respect to each issue of Bonds of the Issuer and with respect to the facilities financed with the proceeds of such Bonds:

- audited financial statements of the Issuer;
- appraisals, demand surveys, or feasibility studies, if any, with respect to the facilities to be financed with the proceeds of such Bonds;
- publications, brochures, and newspaper articles, if any, related to the bond financing;
- trustee or paying agent statements;
- records of all investments and the gains (or losses) from such investments;
- paying agent or trustee statements regarding investments and investment earnings;
- reimbursement resolutions, if any, and expenditures reimbursed with the proceeds of such Bonds;
- allocations of proceeds to expenditures (including costs of issuance) and the dates and amounts of such expenditures (including any requisitions, expenditure/draw schedules, expenditure/draw requests, invoices, bills, and cancelled checks with respect to such expenditures;
- contracts entered into for the construction, renovation, or purchase of bond-financed facilities;
- an asset list or schedule of all bond financed depreciable property and any depreciation schedules with respect to such assets or property;
- records of the purchases and sales of bond-financed assets;
- private business uses of bond-financed facilities that arise subsequent to the date of issue through leases and subleases, licenses, management contracts, research contracts, naming rights agreements, or other arrangements that provide special legal entitlements to nongovernmental persons and copies of any such agreements or instruments; arbitrage rebate reports and records of rebate and yield reduction payments, if any; resolutions or other actions, if any, taken by the Board of Education subsequent to the date of issue with respect to such Bonds;
- formal elections authorized by the Code or Treasury Regulations that are taken with respect to such bonds;
- relevant correspondence relating to such Bonds;
- documents related to guaranteed investment contracts or certificates of deposit, credit enhancement transactions, and financial derivatives entered into subsequent to the date of issue;
- copies of any and all forms filed with the IRS for each series of Bonds including, as applicable, Form 8038-G, Form 8038-GC, Form 8038-T and Form 8038-R; and

- the official transcript prepared by Bond Counsel with respect to each series of Bonds of the Issuer.

Identification of Violations and Corrections

If, during the period the Bonds remain outstanding, it is determined that a violation of federal tax requirements has occurred, the Compliance Officer shall immediately consult with the Advisors to ensure that corrective or remedial action is taken. In consultation with Bond Counsel, the Compliance Officer shall become acquainted with the remedial actions under Treasury Regulations, Section 1.141-12, to be utilized in the event that private business use of bond-financed facilities exceeds the de minimus limits under Section 141(b)(1) of the Code. In consultation with Bond Counsel, the Compliance Officer shall become acquainted with the Tax Exempt Bonds Voluntary Closing Agreement Program, described in Notice 2008-31, 2008-11 I.R.B. 592, to be utilized as a means for an issuer to correct any post-issuance infractions of the Rules with respect to its outstanding Bonds.

Continuing Disclosure Obligations

In addition to its post-issuance compliance requirements under applicable provisions of the Rules, the Issuer has agreed to provide continuing disclosure, such as annual financial information and event notices, pursuant to a continuing disclosure certificate or similar document (the “Continuing Disclosure Certificate”) prepared by Bond Counsel and made a part of the transcript with respect to each issue of Bonds of the Issuer that is subject to such continuing disclosure requirements. The Continuing Disclosure Documents shall be executed by the Issuer to assist the underwriters of the Issuer’s Bonds in meeting their obligations under Securities and Exchange Commission Regulation, 17 C.F.R. Section 240.15c2-12, as in effect and interpreted from time to time (“Rule 15c2-12”). The continuing disclosure obligations of the Issuer shall be governed by the Continuing Disclosure Certificate and by the terms of Rule 15c2-12. The Compliance Officer shall be primarily responsible for undertaking such continuing disclosure obligations and to monitor compliance with such obligations in accordance with the City’s Disclosure Policy.

~~The Compliance Officer shall assure compliance with each Continuing Disclosure Certificate and annually, per continuing disclosure agreements, file audited annual financial statements and other information required by each Continuing Disclosure Certificate. The Compliance Officer will monitor material events as described in each Continuing Disclosure Certificate and assure compliance with material event disclosure. Events to be reported shall be reported promptly, but in no event not later than ten (10) Business Days after the day of the occurrence of the event, and shall include, but not be limited to:~~

~~——— a) ——— Principal and interest payment delinquencies;~~

- ~~_____ b) _____ Non payment related defaults, if material;~~
- ~~_____ c) _____ Unscheduled draws on debt service reserves reflecting financial difficulties;~~
- ~~_____ d) _____ Unscheduled draws on credit enhancements relating to the bonds reflecting financial difficulties;~~
- ~~_____ e) _____ Substitution of credit or liquidity providers, or their failure to perform;~~
- ~~_____ f) _____ Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax-exempt status of the bonds, or material events affecting the tax-exempt status of the bonds;~~
- ~~_____ g) _____ Modifications to rights of Holders of the Bonds, if material;~~
- ~~_____ h) _____ Bond calls (excluding sinking fund mandatory redemptions), if material, and tender offers;~~
- ~~_____ i) _____ Defeasances of the bonds;~~
- ~~_____ j) _____ Release, substitution, or sale of property securing repayment of the bonds, if material;~~
- ~~_____ k) _____ Rating changes on the bonds;~~
- ~~_____ l) _____ Bankruptcy, insolvency, receivership or similar event of the Issuer;~~
- ~~_____ m) _____ The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and~~
- ~~_____ n) _____ Appointment of a successor or additional trustee or the change of name of a trustee, if material.~~

Other Post-Issuance Actions

If, in consultation with the Advisors, the Compliance Officer determines that any additional action not identified in this policy must be taken by the Compliance Officer to ensure the

continuing tax-exempt status or “qualified” status of any issue of the Issuer’s Bonds, the Compliance Officer shall take such action if the Compliance Officer has the authority to do so. If, after consultation with the Advisors, the Compliance Officer determines that this policy shall be amended or supplemented to ensure the continuing tax-exempt status or “qualified” status of any issue of the Issuer’s Bonds, the Compliance Officer shall follow the appropriate Issuer policy that this document be so amended or supplemented.

Taxable Governmental Bonds

Most of the provisions of this policy, other than the provisions Continuing Disclosure Obligations subsection of this policy, are not applicable to governmental Bonds the interest on which is includable in gross income for federal income tax purposes (i.e. “taxable governmental Bonds”). If an issue of taxable governmental Bonds is later refunded with the proceeds of an issue of tax-exempt governmental Bonds, then the uses of the proceeds of the taxable governmental Bonds and the uses of the facilities financed with the proceeds of the taxable governmental Bonds shall be relevant to the tax-exempt status of the refunding Bonds. Therefore, if there is any reasonable possibility that an issue of taxable governmental Bonds may be refunded, in whole or in part, with the proceeds of an issue of tax-exempt governmental Bonds then, for purposes of this policy, the Compliance Officer shall treat the issue of taxable governmental Bonds as if such issue were an issue of tax-exempt governmental Bonds and shall carry out and comply with the requirements of this policy with respect to such taxable governmental Bonds. The Compliance Officer shall seek the advice of Bond Counsel as to whether there is any reasonable possibility of issuing tax-exempt governmental Bonds to refund an issue of taxable governmental Bonds.

PASSED AND APPROVED THIS ____ DAY OF _____, 2011.

Mayor

ATTEST:

City Clerk

| [00827459-2\13538-00000827459-1\13538-000](#)

CITY OF INDIANOLA, IOWA

CONTINUING DISCLOSURE POLICY AND GUIDELINES FOR OPERATING UNDER CONTINUING DISCLOSURE OBLIGATIONS SECTION OF POST-ISSUANCE TAX COMPLIANCE AND RECORD RETENTION POLICY

Article I General Overview

Section 1.01 **Purpose.** This Continuing Disclosure Policy (“**Policy**”) of the City of Indianola, Iowa, (“**Issuer**”) is intended to ensure that the Issuer efficiently carries out its continuing disclosure obligations with respect to securities it issues or guarantees pursuant to Rule 15c2-12, as amended (the “**Rule**”), promulgated under the Securities Exchange Act of 1934, as amended.

Section 1.02. **Background.** The Rule prohibits underwriters from offering bonds to the public unless the issuer provides an official statement and contractually promises to provide specified disclosures as required in the Rule. To facilitate compliance with the Rule, each issuer must enter into a continuing disclosure agreement with the purchaser or underwriter in connection with each new issuance of obligations which fall within the Rule, thereby creating a contractual promise on behalf of the issuer to provide the market with these disclosures. The Issuer is responsible for ensuring that all disclosure documents contain accurate information. The SEC has asserted that, under Rule 10b-5, “disclosure documents used by municipal issuers, such as official statements, are subject to the prohibition against false or misleading statements of material facts, including the omission of material facts necessary to make the statements made, in light of the circumstances in which they were made, not misleading.”

Section 1.03. **Obligations Subject to the Rule.** Various offerings are fully or partially exempt from the continuing disclosure provisions under the Rule. Offerings with an aggregate original principal amount of less than \$1 million (“**Small Offerings**”), offerings sold prior to July 3, 1995 (“**Old Offerings**”) and offerings sold by an issuer directly to investors without using a broker, dealer, or municipal securities dealer as an underwriter or placement agent (“**Direct Offerings**”) are fully exempt from all continuing disclosure provisions under the Rule, unless the Issuer voluntarily agrees to provide continuing disclosures for an otherwise exempt Obligation. Such exempt offerings may constitute a reportable “Financial Obligation” under a continuing disclosure agreement entered into after February 27, 2019.

Section 1.04 **Definitions.** In addition to the terms defined above, the following capitalized terms shall have the following meanings:

- (A) “CAFR” means the Comprehensive Annual Financial Report of the Issuer.
- (B) “Disclosure Counsel” means legal counsel (which may be bond counsel under separate engagement for a series of Obligations) engaged for the purpose of assisting the Issuer in meeting its primary and secondary market disclosure obligations.
- (C) “EMMA” means the Electronic Municipal Market Access system of the MSRB. Information regarding submissions to EMMA is available at <http://emma.msrb.org/>.
- (D) “Employee” means any person who, as part of his or her employment with the Issuer, has regular responsibility for the administration of matters related to Obligations.
- (E) “Financial Advisor” means a municipal advisor engaged for the purpose of assisting with

the Issuer's structuring and sale of Obligations.

(F) "Financial Obligation" means a (i) debt obligation¹; (ii) derivative instrument entered in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii).

By way of further explanation of the definition:

- The term Financial Obligation is intended to distinguish debt, debt-like, and debt-related obligations (which could impact the City's liquidity, overall creditworthiness, or an existing Securities-holder's rights) from ordinary financial and operating obligations incurred in the normal course of City operations.
- The term Financial Obligation shall not include Securities as to which an official statement has been provided to the MSRB consistent with the Rule.
- The term Financial Obligation includes lease arrangements entered into by the City that operate as vehicles to borrow money, e.g. create an obligation to repay borrowed money over time under the terms of a lease equivalent to a similar obligation incurred under the terms of an indenture, loan agreement or similar contract, but does not include lease arrangements that are not vehicles to borrow money (e.g. operating leases) which do not represent competing debt of the City.
- A "derivative instrument" includes a swap, security-based swap, futures contract, forward contract, option, any combination of the foregoing, or any similar instrument to which the City is a counterparty, designed to hedge against the risks of a related debt obligation, as opposed to such vehicles designed to mitigate investment risk.
- The City should analyze each "Financial Obligation" upon the facts and circumstances in accordance with the Rule, and any subsequent guidance thereunder by the SEC.

¹ SEC guidance as of the date of the policy indicates the term "debt obligation" includes, but is not limited to: (1) any short-term or long-term debt obligation of the Issuer under the terms of an indenture, loan agreement or similar contract; (2) a direct purchase of municipal securities of the Issuer by an investor; (3) a direct loan to the Issuer by a bank; and (4) generally, lease arrangements entered into by the Issuer that operate as a vehicle to borrow money.

~~(F)~~(G) "Fiscal Year" means the fiscal year of the Issuer, beginning on July 1 of each year and ending on the last day of June of the following year, or any other consecutive twelve-month period adopted by the Governing Body or by law as the official accounting period of the Issuer.

~~(G)~~(H) "Governing Body" means the City Council (the "Council") of the Issuer.

~~(H)~~(I) "Issuer" means the City of Indianola, Iowa.

~~(I)~~(J) "Listed Event" means any of the events listed in Exhibit A of this Policy.

~~(J)~~(K) "MSRB" means the Municipal Securities Rulemaking Council or any other Council or entity which succeeds to the functions currently delegated to the Municipal Securities Rulemaking Council by the Rule.

~~(K)~~(L) "Obligations" means any securities issued by, or whose payment is guaranteed by the Issuer.

~~(L)~~(M) "SEC" means the United States Securities and Exchange Commission.

Commented [EB1]: Given the addition of new defined term "Financial Obligation", changing this "Obligations" reference to "Securities" may help distinguish these defined terms. Some issuers were getting confused by Obligations vs. Financial Obligations, etc. Happy to discuss more.

Article II Key Participants and Responsibilities

Section 2.01. Disclosure Coordinator. By adoption of this Policy, the Finance Director is hereby appointed to act as the disclosure coordinator ("**Disclosure Coordinator**") of the Issuer.

Section 2.02 Responsibilities. The Disclosure Coordinator is responsible for the following tasks:

(A) reviewing and approving all preliminary and final official statements relating to the Issuer's securities, together with any supplements, for which a continuing disclosure undertaking is required (each, an "**Official Statement**"), before such documents are released, in accordance with Article III below;

~~(B)~~ moderating City Council (or departmental, if delegated) approval of all Financial Obligations triggering a Listed Event Notice under any new continuing disclosure agreement entered into after February 27, 2019;

~~(B)~~(C) reviewing annually the Issuer's status and compliance with its continuing disclosure undertakings, including filings of disclosure documents and compliance with this Policy, in accordance with Articles IV (Annual Report Filings) and V (Listed Event Filings) below;

~~(C)~~(D) serving as a "point person" for personnel to communicate issues or information that should be or may need to be included in any disclosure document;

~~(D)~~(E) recommending changes to this Policy to the Governing Body as necessary or appropriate;

~~(E)~~(F) communicating with third parties, including coordination with outside consultants assisting the Issuer, in the preparation and dissemination of disclosure documents to

make sure that assigned tasks have been completed on a timely basis and making sure that the filings are made on a timely basis and are accurate;

~~(F)(G)~~ in anticipation of preparing disclosure documents, soliciting “material” information (as defined for purposes of federal securities law) from identified Employees;

~~(G)(H)~~ maintaining records documenting the Issuer’s compliance with this Policy; and

~~(H)(I)~~ ensuring compliance with training procedures as described below.

The responsibilities of the Disclosure Coordinator to make certain filings with the MSRB under Articles IV (Annual Report Filings) and V (Listed Event Filings) may be delegated by contract to a dissemination agent, under terms approved by the Governing Body.

The Disclosure Coordinator shall instruct Employees of the obligation to communicate with the Disclosure Coordinator on any information relating to Financial Obligations or amendments to existing Financial Obligations promptly following occurrence.

Article III **Official Statements**

3.01. **Review and Approval of Official Statements.** Whenever the Issuer Issues Obligations, a preliminary official statement and a final official statement may be prepared (“**Official Statements**”). Each of these Official Statements contains financial and other information relating to the Issuer. The Disclosure Coordinator, with assistance from any retained Disclosure Counsel and/or Financial Advisor, shall have primary responsibility for ensuring that all such information is accurate and not misleading in any material aspect. The Official Statement shall also include a certification that the information contained in the Official Statement regarding the Issuer, as of the date of each official statement, does not contain any untrue statement of material fact or omit to state any material fact necessary to make the information contained in the Official Statement, in light of the circumstances under which it was provided, not misleading. When undertaking review of a final or preliminary Official Statement, the Disclosure Coordinator shall:

- (A) review the Official Statement and confirm that there are no misstatements or omissions of material information in any sections and that the Official Statement accurately states all material information relating to the Issuer and that all information relating to the Issuer has been critically reviewed by the appropriate person(s) for a given department responsible for the information referenced therein;
- (B) draft, or cause to be drafted, for the Official Statement descriptions of (i) any material current, pending or threatened litigation, (ii) any material settlements or court orders and (iii) any other legal issues that are material information for purposes of the Official Statement; and
- (C) report any significant disclosure issues and concerns to Disclosure Counsel and/or Financial Advisor.

Section 3.02. **Submission of Official Statements to the Governing Body for Approval.** The Disclosure Coordinator shall submit all Official Statements to the Governing Body for review and approval. The approval of an Official Statement by the Governing Body shall be docketed as a new business matter and shall not be approved as a consent item. The Governing Body shall undertake such review as deemed necessary by the Governing Body, following consultation with

the Disclosure Coordinator, to fulfill the Issuer's responsibilities under applicable federal and state securities laws.

Article IV ***Annual Report Filings***

Section 4.01. **Overview.** Under the continuing disclosure undertakings, the Issuer has entered into in connection with its debt offerings, the Issuer is required each year to file annual reports with the MSRB's EMMA system in accordance with such undertakings. Such annual reports are generally required to include: (1) certain updated financial and operating information, and (2) the Issuer's audited financial statements. The documents, reports and notices required to be submitted to the MSRB pursuant to this Policy shall be submitted through EMMA in an electronic format, and shall be accompanied by identifying information, in the manner prescribed by the MSRB, or in such other manner as is consistent

with the Rule. A description of the format and information presently prescribed to be filed with EMMA is included in Exhibits A - C. To facilitate the Issuer's continuing disclosure undertakings the Disclosure Coordinator shall:

- (A) maintain a record of all continuing disclosure obligations of the Issuer using a chart substantially in the form attached as Exhibit C, which shall identify and docket all continuing disclosure deadlines;
- (B) schedule email reminders on the EMMA website for each Obligation to help ensure timely filing of financial disclosures;
- (C) ensure that preparation of the Issuer's annual reports commence as required under each specific continuing disclosure undertaking;
- (D) comply with the Issuer's obligation to file annual reports by submitting or causing the required (i) annual financial information and operating data and (ii) audited financial statements (all of which may be included in the Issuer's CAFR) to be submitted to the MSRB through EMMA. If within a continuing disclosure agreement, the Issuer has agreed to furnish information that is outside the scope of the CAFR, the Issuer shall file a supplement to the CAFR when filing with the MSRB through EMMA;
 - a. If the event the Issuer does not have audited financial statements available by the filing deadline imposed by the continuing disclosure agreement, the Disclosure Coordinator shall instead submit the Issuer's unaudited financial statements and follow the requirements of the continuing disclosure agreement with respect thereto. Audited financial statements shall be filed as soon as available.
 - b. All documents submitted to the MSRB through EMMA that are identified by specific reference to documents already available to the public on the MSRB's Internet website or filed with the SEC shall be clearly identified by cross reference;
 - c. Not more than five (5) days after the submission deadline, the Disclosure Coordinator shall confirm and document in accordance with Section 6.01 hereof that Annual Reports have been submitted and filed properly with the MSRB through EMMA; and

- (E) File a “failure to file notice” as needed in accordance with the Rule. The failure to file notice shall include information describing the nature and/or cause of the failure to meet the contractual deadline and, if available, an approximate timeframe for when the complete information is expected to be submitted.

Article V

Listed Event Filings

Section 5.01. Disclosure of Listed Events. Pursuant to Rule 15c2-12(b)(5)(i)(C), the Issuer is obligated to disclose to the MSRB notice of certain specified events with respect to the Issuer’s Obligations (a “**Listed Event**”). All Employees shall be instructed to notify the Disclosure Coordinator if he or she becomes aware of any of the Listed Events listed in the Issuer’s continuing disclosure undertakings. The Disclosure Coordinator may consult with Disclosure Counsel, or the Financial Advisor, to discuss the event and to determine whether a filing is required or is otherwise desirable. If such a filing is deemed necessary, the Disclosure Coordinator shall cause a notice of the Listed Event (a “**Listed Event Notice**”) that complies with Rule 15c2-12 to be prepared, and the Disclosure Coordinator shall file, or cause to be filed, the Listed Event Notice as required by Rule 15c2-12 as follows:

(A) Prior to issuance of new Securities after February 27, 2019, a complete list of current Financial Obligations shall be compiled in accordance with Exhibit D hereof, and submitted to the Disclosure Coordinator for continuous monitoring with regard to compliance with all Disclosure Agreements entered into on or after February 27, 2019.

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(B) The Disclosure Coordinator shall monitor and periodically review the Listed Events identified on Exhibit A, in connection with the Obligations identified on the Chart in Exhibit C to determine whether any event has occurred that may require a filing with EMMA.

(C) The Disclosure Coordinator shall file, in a timely manner, a notice of the occurrence of any Listed Event or Events with the MSRB via EMMA with respect to any Obligations to which the Listed Event or Events are applicable, in a timely manner not in excess of ten (10) business days after the occurrence of the Listed Event.

(D) The Disclosure Coordinator shall subscribe to any available ratings agency alert service regarding the ratings of any Obligations.

Article VI

Miscellaneous

Section 6.01. Documents to be Retained. The Disclosure Coordinator shall be responsible for retaining records demonstrating compliance with this Policy. The Disclosure Coordinator shall retain an electronic or paper file (“**Transcript**”) for each continuing disclosure Annual Report Filing that the Issuer completes, and for each Listed Event Filing that the Issuer completes. Each Transcript shall include final versions of documents submitted to the MSRB through EMMA. The Transcript shall be maintained for a period of eleven (11) years from the final retirement of the Obligations.

Commented [EB2]: Securities law “look back” is five years. This could be shortened to 5 years.

Section 6.02. Education and Training. The Issuer shall conduct periodic training to assist the Disclosure Coordinator, all Employees and the Governing Body in understanding and performing their responsibilities under this Policy. Such training sessions shall include a review of this Policy, the Issuer's disclosure obligations under applicable federal and state securities laws, including the Listed Events in Exhibit A, and the disclosure responsibilities and potential liabilities of members of Issuer staff and members of the Governing Body. Such training sessions may include meetings with Disclosure Counsel, teleconferences, attendance at seminars or conferences where disclosure responsibilities are discussed, and/or recorded presentations. Disclosure Coordinator shall maintain a record of training activities in furtherance of this Policy.

Section 6.03. Public Statements Regarding Financial Information. Whenever the Issuer makes statements or releases information relating to its finances to the public that is reasonably expected to reach investors and the trading markets (including, without limitation, all Listed Event notices, statements in the CAFR, and other financial reports and statements of the Issuer), the Issuer is obligated to ensure that such statements and information are complete, true, and accurate in all material aspects. The Disclosure Coordinator shall assist the Governing Body in ensuring that such statements and information are accurate and not misleading in any material aspect. Investment information published on the Issuer's website may include a cautionary statement referring investors to EMMA as the official repository for the Issuer's Securities-related data. at the request of the Disclosure Coordinator, substantially as follows:

~~"The only information on this website that is posted with the intention of reaching the investing public, including bondholders, rating analysts, investment advisors, or any other members of the investment community, is located on the "investor information" web pages. Other than the specific information presented in the investor information web pages, no other information on the Issuer's website is intended to be the basis of or should be relied upon in making an investment decision. Because each security issued by~~

~~he Issuer or its related entities may involve different sources of payment and security, you should refer for additional information to the official statement and continuing disclosure filings for the particular security. The information posted in the investor information web pages speaks only as of its date."~~

Commented [EB3]: We can help you draft this if needed.

EXHIBIT A

LISTED EVENTS

The Disclosure Coordinator should periodically review this list to determine whether any event has occurred that may require a filing with EMMA.

~~For securities (subject to Rule 15c2-12) issued on or after December 1, 2010, or for variable rate demand bonds that are converted from a mode currently exempted from rule 15c2-12 to a mode not so exempted on or after December 1, 2010, the following events automatically trigger a requirement to file on EMMA within ten (10) business days of their occurrence, without regards to the materiality of the event:~~

- ~~1. principal and interest payment delinquencies~~
- ~~2. unscheduled draws on debt service reserves reflecting financial difficulty~~
- ~~3. unscheduled draws on credit enhancements reflecting financial difficulty~~
- ~~4. substitution of credit or liquidity providers, or their failure to perform~~
- ~~5. adverse tax opinions or events affecting the tax-exempt status of the security~~
- ~~6. tender offers~~
- ~~7. defeasances~~
- ~~8. rating changes~~
- ~~9. bankruptcy, insolvency, receivership or similar event of the obligated person~~
- ~~10. failure to provide in a timely manner notice of failure to provide required annual financial information by the date specified in any continuing disclosure undertaking~~

~~The following events trigger a requirement to file notice of their occurrence on EMMA within ten (10) business days after their occurrence, once they are determined to be material by the Disclosure Coordinator:~~

- ~~1. non-payment related defaults~~
- ~~2. modifications to the rights of security holders~~
- ~~3. bond calls~~
- ~~4. release, substitution or sale of property securing repayments of the securities~~
- ~~5. the consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms~~
- ~~6. appointment of a successor or additional trustee or the change of name of a trustee~~

The following events automatically trigger a requirement to file on EMMA within ten (10) business days of

Commented [EB4]: We suggest Ex. A be written to coincide with how your CDCs are drafted for consistency. If you prefer to stay with the original style, you would simply need to add new events (15) and (16) re: "Financial Obligations" (which are applicable to CDCs entered into after 2/27/19).

their occurrence (listed events are subject to change by the SEC):

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- (7) Modifications to rights of security holders, if material;
- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the securities, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership or similar event of the obligated person²;

Note to paragraph (12):

The event is considered to occur when any of the following occur: The appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

- (13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

- (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material;

² The term "obligated person" for purposes of the Rule shall mean the party, if other than the Issuer, responsible for the obligations subject to the Rule, e.g. in a conduit issue sold through the Issuer, the conduit party would be the "obligated person" under the continuing disclosure agreement.

The following events trigger a requirement to file notice of their occurrence on EMMA within ten (10) business days after their occurrence, and apply to continuing disclosure agreements entered into by the Issuer on or after February 27, 2019:

(15) Incurrence of a Financial Obligation of the obligated person, if material³, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the obligated person, any of which affect security holders, if material*; and

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the obligated person, any of which reflect financial difficulties.

³ Materiality is determined upon the incurrence of each distinct Financial Obligation, taking into account all relevant facts and circumstances. A Financial Obligation is considered to be incurred when it is enforceable against the City. Listed Event Notices for Financial Obligations (e.g. under 15 and 16 above) should generally include a description of the material terms of the Financial Obligation, including: (i) date of the incurrence, (ii) principal amount, (iii) maturity and amortization; (iv) interest rate(s), if fixed, or method of computation, if variable, (v) other appropriate terms, based on the circumstances. In addition to a summary of material terms, the City may alternatively, or in addition, submit related materials, such as transaction documents (which may require some redaction), terms sheets prepared in connection with the Financial Obligation, or continuing covenant agreements or financial covenant reports.

EXHIBIT B

Suggested Practices in Submitting Annual Financial Information to EMMA*

Annual Financial Information is to be submitted to EMMA as follows:

- through the EMMA Dataport;
- in one or more electronic word-searchable portable document format files configured to permit documents to be saved, viewed, printed and retransmitted by electronic means (“properly formatted pdf file”); and
- indexed by the submitter as “Annual Financial Information and Operating Data” – this EMMA indexing category should be used for all submissions consisting of one or both parts of an annual financial information submission. A submission should be indexed in EMMA by the submitter as “Annual Financial Information and Operating Data” if it consists of complete annual financial information (including audited financial statements and/or the CAFR).

If the audited financial statements have not been prepared in time to meet the deadline:

- file unaudited financial statements with a notice to the effect that the unaudited financial statements are being provided pending completion of audited financial statements and that the audited financial statements will be submitted to EMMA when they have been prepared.

If annual financial information is provided by reference to other submitted documents file:

- a notice that includes specific reference to a document available on the EMMA website or the SEC (such as, but not limited to, an official statement), to the extent that such document in fact includes the information required to be included in the annual financial information; and
- the submitter should confirm that such document in fact is available from the EMMA website or the SEC and should include in such notice (A) a textual description of the document that includes the required information, with sufficient detail for a reasonable person to determine the precise document being referenced, and (B) an active hyperlink to the pdf file of such document as then posted on the EMMA website or to the SEC’s EDGAR system; further, if such document includes audited financial statements, the submitter should also index such submission as “Audited Financial Statements or CAFR” in addition to (but not instead of) “Annual Financial Information and Operating Data” unless the submitter submits such audited financial statements separately to EMMA.

Failure to file notices are to be submitted to EMMA as follows:

- through the EMMA Dataport;
- as an electronic word-searchable and properly formatted pdf file; and

- indexed by the submitter as “Failure to Provide Annual Financial Information.”

** Procedures subject to change.*

EXHIBIT C

DEBT INVENTORY & CONTINUING DISCLOSURE SUMMARY

Update and complete with each new issue of Obligations, and upon any disclosure filing

NAME OF ISSUE/PRINCIP AL AMOUNT	DATE OF ISSUE	FINAL MATURIT Y DATE	CUSIP FOR FINAL MATURIT Y	DATE BY WHICH ANNUAL REPORTS MUST BE FILED (OR “EXEMPTION” UNDER THE RULE)	ANNUAL REPORTS INFORMATION TO BE FILED	SOURCE OF INFORMATI ON	DATE INFORMATI ON WAS FILED

EXHIBIT D
FINANCIAL OBLIGATION INVENTORY
Update Upon Incurrence

<u>DESCRIPTION OF SECURITY AND ORIGINAL PAR AMOUNT</u>	<u>DATE INCURRED</u>	<u>FINAL PAYMENT DATE</u>	<u>MATERIAL TERMS (RATES/PAYMENT/ DEFAULT/REMEDIES)</u>	<u>PLEGGED SECURITY</u>	<u>SOURCE OF INFORMATION</u>	<u>DATE INFORMATION WAS FILED ON EMMA</u>

RESOLUTION NO. 2019-____

RESOLUTION AMENDING THE CITY COUNCIL POLICY

WHEREAS, the City of Indianola Council Policy is amended over time; and

WHEREAS, the policy regarding the City Financial Disclosure Policies need to be amended; and

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

That the Council Policy for the City Financial Disclosure Policies shall be amended as shown in Exhibit "A"

Passed and approved this 4th day of November, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 11/04/2019

Subject

Resolution authorizing the execution of a supplemental agreement with Snyder and Associates for the Iowa Avenue paving project.

Information

Resolution (packet) authorizing the execution of a supplemental agreement with Snyder and Associates for the Iowa Avenue paving project.

This agreement includes topographic and boundary survey, geotechnical investigation, preliminary road and drainage design, public information meetings, and right of way design. The work also includes final construction plans and specifications, bidding documents and assistance during bidding, construction administration and observation. The agreement proposes a bid letting in March of 2020, with construction to take place April-September 2020.

Fiscal Impact

Attachments

Iowa Ave Memo
Supplemental Iowa Ave Agreement
Resolution for Iowa Ave



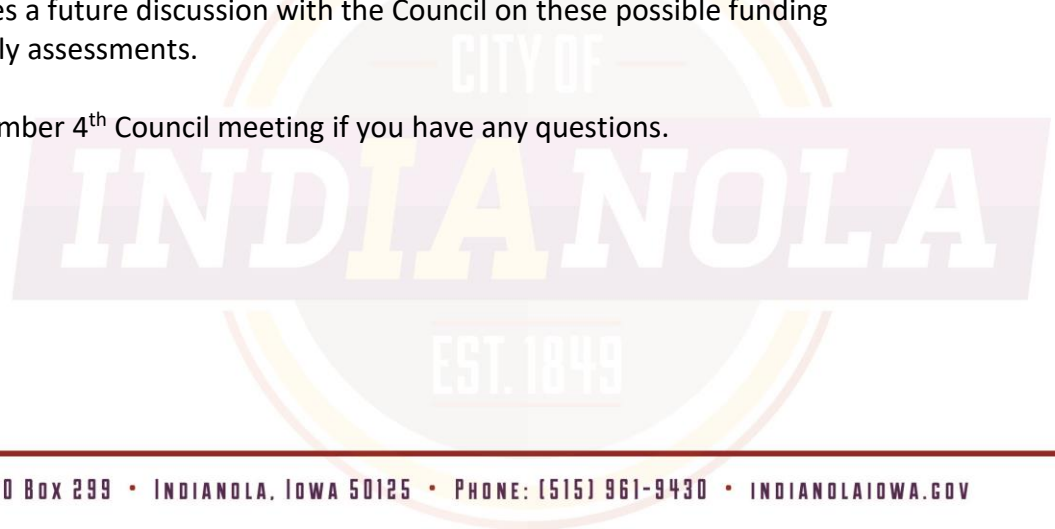
COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Andrew J. Lent, Finance Director
Date: November 4, 2019
Re: Supplemental Agreement for Iowa Avenue Paving

Attached is a proposed supplemental agreement to the Professional Services Agreement between the City and Snyder and Associates for the paving of Iowa Avenue from 15th Street east one-quarter (¼) mile. This agreement includes topographic and boundary survey, geotechnical investigation, preliminary road and drainage design, public information meetings, and right of way design. The work also includes final construction plans and specifications, bidding documents and assistance during bidding, construction administration and observation. The agreement proposes a bid letting in March of 2020, with construction to take place April-September 2020.

As the Council is aware, Missouri Valley JATC is building an approximately 50,000 square foot building northeast of the intersection of East Iowa Avenue and North 15th Street. Staff updated Council on this project at its May 20, 2019 Study Meeting, outlining that this project would require new infrastructure and infrastructure upgrades. At its meeting on October 7, 2019, the City Council approved the second amendment of the FY 20 budget, which included \$1,494,475 for the paving of Iowa Avenue from 15th Street east one-quarter (¼) mile. Staff has submitted a grant application that, if awarded, would offset \$627,000 of those costs. The City would be responsible to match 50% of those costs plus engineering and administration costs, which is about \$867,000. Possible funding mechanisms to help with these costs could include assessments, TIF-revenue bonds, or additional grant opportunities such as the state's RISE grant. Staff anticipates a future discussion with the Council on these possible funding mechanisms, especially assessments.

I will attend the November 4th Council meeting if you have any questions.



Project No.: 119.0557

**Supplemental Agreement No. 22
A Supplement to the
City of Indianola, IA & Snyder & Associates, Inc.
PROFESSIONAL Services Agreement**

Snyder & Associates, Inc. (Service Provider) agrees to provide to City of Indianola (City) the PROFESSIONAL services described below for the Project identified below. The PROFESSIONAL services shall be performed in accordance with and shall be subject to the terms and conditions of the "PROFESSIONAL Services Agreement" executed by and between City and Service Provider on the 17th day of October, 2016.

PROJECT NAME:

Iowa Avenue Paving – 15th Street east 0.25 miles

PROJECT DESCRIPTION:

The PROJECT consists of completing survey, preliminary design, final design, assessment plats and schedules and Construction administration for paving and storm sewer to Iowa Ave from 15th Street east to near the east City limits, approximately 0.25 miles.

SCOPE OF WORK:

Refer to attached Exhibit "A".

SCHEDULE:

Snyder & Associates, Inc. is prepared to begin work on these services upon completion of an executed agreement.

COMPENSATION:

Snyder & Associates, Inc. will provide the above services at the standard hourly rate found in Exhibit B, not to exceed \$113,580.

Consultant is directed to proceed with the Work as set forth herein upon both parties executing this Work Order.

CITY OF INDIANOLA

SNYDER & ASSOCIATES, INC.

By:

By:

(Authorized signature)

(Authorized signature)

(Title)

President
(Title)

Date:

Date:

10/30/2019

EXHIBIT ‘A’

EAST IOWA AVENUE PAVING N 15TH STREET EAST 0.25 MILES FOR CITY OF INDIANOLA, IOWA

SCOPE OF WORK October 10, 2019

I. PROJECT DESCRIPTION

The project includes PROFESSIONAL engineering services for a grading and paving project for the construction of East Iowa Avenue from the west approach of North 17th Street east to the east line of the NW quarter of the SW quarter of Section 20-76-23 in Indianola, Iowa. The project is approximately 0.25 miles in length. PROFESSIONAL services will include topographic and boundary survey, geotechnical investigation, preliminary road and drainage design, public information meetings, and right of way design. The work also includes final construction plans and specifications, bidding documents and assistance during bidding, construction administration and observation.

II. SCOPE OF SERVICES

A. BASIC SERVICES

1. Project Administration

- a. Monthly progress reports to the CLIENT.
- b. Monthly billing reports.
- c. The PROFESSIONAL will develop preliminary plan and profiles for the purpose of coordinating with existing utility owners in the corridor. The PROFESSIONAL will meet with utility owners when the design and construction plans are approximately 50% complete. A second meeting with utility owners will be held when the design and construction plans are approximately 95%. PROFESSIONAL will coordinate with the CLIENT and utility companies to discuss location of facilities and potential impacts as a result of the project. This agreement does not include design of any private utility facilities. It is understood that the PROFESSIONAL will hold and facilitate two (2) group utility meetings to address specific issues related to the project. PROFESSIONAL will prepare and distribute meeting minutes to all attendees. Any subsurface utility engineering (SUE) services requested to obtain accurate utility depth and location information will be paid for as a change to the agreement
- d. Project design review with the CLIENT, as needed.
- e. Several fund sources have been identified for the project including Economic Development Administration grant, local funds and special

assessments. The PROFESSIONAL will coordinate with the City to meet grant and funding requirements as appropriate.

- f. Utility Coordination. The PROFESSIONAL will coordinate the design of the improvements with private utilities including communications, gas and cable television present in the corridor, with particular attention to the crossing of the gas products pipeline. Coordination with Indianola Municipal Utilities will also be conducted through the project related to potential water main extension, existing and proposed fiber, electrical distribution and street lighting. It is understood that IMU will design the street lighting and the PROFESSIONAL will coordinate the location.
- g. Public Engagement. The PROFESSIONAL will conduct a public information meeting, in open house format, to present preliminary findings and project information and to gather concerns and issues from the public. Project progress will be presented to council and a final public information meeting will be conducted to set the letting date and approve the plans, specifications and form of contract.

2. Topographic Survey

The PROFESSIONAL will survey a 250-foot wide corridor along East Iowa Avenue. This service includes:

- a. Horizontal Datum will be provided using local datum.
- b. Vertical Datum will be provided using NAVD 88.
- c. Set a minimum of one permanent benchmark on site with description and elevation to the nearest 0.01-foot. Larger sites will require benchmarks at intervals not to exceed 1000-feet horizontal or 25-feet vertical.
- d. Spot elevations displayed to the nearest 0.01 feet to be included for shots and are to be shown on a separate computer-aided design (CAD) drawing level to view when applicable. An approximate 50-foot grid will be used to create a topography map along with other grade breaks such as tops, toes, drainage ways, tops and bottoms of retaining walls, etc.
- e. Contours shall be shown at 1-foot intervals.
- f. The PROFESSIONAL will perform a field survey locating visible improvements such as structures, parking, signs, sidewalks and other visible features above grade will be shown. Below grade non-visible structures or improvements will be shown from information as provided by site owner and would be approximate. Below grade non-visible structures may require further investigation if potentially in conflict with proposed improvements.
- g. The PROFESSIONAL will provide known existing utility information based on record information, surface evidence, as-built drawings and utility company field locates. This service includes contacting Iowa One Call following Chapter 480 of the Iowa Code to locate existing public utilities on the site and perform a field survey locating visible utilities and the location of below grade utility locates by Iowa One Call. Private utilities will not be located. The utility survey will meet the requirements of an ASCE Standard CI/ASCE 38-02 Quality Level "C" Subsurface

Utility Engineering survey. Quality Level C involves surveying visible above-ground utility facilities, such as manholes, valve boxes, posts, etc., and correlating this information with existing utility records. When using this information, it is not unusual to find that many underground utilities have been either omitted or erroneously plotted. Enhancing the survey to a Quality Level B or A will be considered additional services.

- h. Location of trees 6 inches and greater not lying with wooded area will be noted as deciduous or coniferous.
- i. The drip line or perimeter outline of wooded/brush areas will be shown.

3. Boundary Survey

- a. The PROFESSIONAL will field verify the existing boundary line(s) to facilitate right of way design and enable creation construction documents. This service includes, researching the public records in the county courthouse to acquire the current recorded deed(s), subdivision plat(s), recorded survey(s) and section corner certificate(s); perform a field survey locating existing monuments and the best available evidence needed to re-establish the record boundary lines; graphically show the boundary on the construction documents for design purposes only. The CLIENT shall provide or disclose all known information pertaining to the property. This would include but not limited to boundary conflicts with adjoining owners, deeds, surveys concepts drawings and easements. This work does not constitute a certified boundary survey and missing monuments will not be set.
- b. Ambiguities in existing deed(s), disputed boundaries/corners, revisions, modifications and changes of scope will be considered additional services.

4. Preliminary Design and Plans

- a. Preliminary Design. Preliminary design will be performed for roadway, sidewalk, multi-use trail, entrances and accesses storm sewer and drainage, grading improvements in coordination with site improvements adjacent to the project. Sanitary sewer improvements and water main extensions may be included with the project at a future time but included by amendment or under separate contract.
- b. PROFESSIONAL will collect and summarize the design standards applicable to this project. Iowa Statewide Urban Design and Specifications program (Iowa SUDAS) shall be used as guidance on development of these standards. Design parameters will be summarized and presented to the CLIENT for review and approval prior to design.
- c. PROFESSIONAL will make two (2) site visits coordinating with CLIENT staff to review the project site and discuss construction methods, existing pavement conditions, existing pavement structure, proposed pavement section options, underground utility assessment, and agree on a mutual course of action.

- d. PROFESSIONAL will make site visits as required to gain information regarding pavement condition, construction limits, general utility and surface features, and other pertinent information to design the improvements.
 - e. Iowa SUDAS shall be used for guidance on applicable design standards. If variations of these design standards is required for the project the CLIENT shall coordinate these design exceptions with the CLIENT for general concurrence.
 - f. All plans shall be prepared on 11"x17" paper in black and white ink unless color plans are required to show details. Construction plans shall be at a general scale of 1" = 40'.
 - g. Preliminary Plans will be submitted to the CLIENT for review and comment.
 - h. Final plan preparation shall not commence until after the CLIENT has reviewed the preliminary plans and approval with a notice to proceed is given.
5. Final Design Plans & Specifications. PROFESSIONAL will utilize the topographic survey and base maps to prepare construction drawings for this Project. This plan shall be in substantial conformance with the agreed plan of action from the CLIENT. The construction documents and specifications shall include:
- 1. Project title sheet
 - 2. General notes sheet
 - 3. Typical sections for proposed improvements including materials and subgrade work.
 - 4. Tabulations of quantities and estimate reference information.
 - 5. Plan and profile sheets with standard features such as construction limits, existing features, proposed pavement limits, pavement markings, etc.
 - 6. Horizontal and vertical control plan
 - 7. Right of Way plan
 - 8. A traffic control and staging plan to complete the construction with the intent of minimal inconvenience to adjacent property owners.
 - 9. Detail sheets for driveway and intersection design.
 - 10. Typical details for pedestrian ramp reconstruction including detailed sheets for compliance with Iowa SUDAS.
 - 11. Erosion control plan
 - 12. Special details
 - 13. Cross sections
 - a. The PROFESSIONAL shall complete the final design, plans and specifications for the improvements for the established scope for the project and shall furnish a copy of these documents to the CLIENT for review and approval prior to final acceptance. The design documents will follow the current CLIENT requirements.
 - b. Specification "front ends" shall be prepared by the PROFESSIONAL for this project. The "front ends" shall include: Notice of Hearing and Letting, Information for Bidders, Bid Form, Standard Form of Agreement, Bid Bond,

Performance Bond, Payment Bond, Notice to Proceed, General Conditions, and Supplemental General Conditions.

- c. Permits – The PROFESSIONAL shall complete and obtain required permits from the Iowa Department of Natural Resources as necessary for the sanitary sewer, water main, and NPDES, as well as from Iowa DOT for work within State ROW. All applicable fees shall be paid by the CLIENT.
- d. Soils Investigation and Materials Testing – PROFESSIONAL, through a Subconsultant, shall perform geotechnical investigation at select locations within the project limits. This investigation is meant to give the PROFESSIONAL existing pavement and substructure depths and conditions to properly design the proposed improvements. The geotechnical Subconsultant will perform pavement cores and soil borings to a depth of 24” – 36” below the bottom of pavement at selected locations through the project site.
- e. Opinion of Probable Construction Costs - The PROFESSIONAL shall prepare an opinion of total probable construction costs based upon the designs developed for the project improvements. Statements of probable construction costs prepared by the PROFESSIONAL represent the best judgment as a design PROFESSIONAL familiar with the construction industry. It is recognized, however, that the PROFESSIONAL has no control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the PROFESSIONAL does not guarantee that any actual cost will not vary from any cost estimate prepared by the PROFESSIONAL.
- f. PROFESSIONAL shall administer a quality control review which includes a site walk through and a thorough plan review. This quality review of the plan will be performed by a PROFESSIONAL Engineer at least once during the project development process.

B. BID PHASE SERVICES

1. Bid Assistance

Upon receipt of authorization by the CLIENT to proceed, the PROFESSIONAL shall perform the following services:

- a. Construction Contract Documents - The project will be let by the CLIENT, and the PROFESSIONAL shall supply the necessary documents for this process.
- b. Advertising - The PROFESSIONAL shall answer questions from potential contractors, subcontractor and suppliers, and coordinate with CLIENT staff during this phase of services.
- c. The PROFESSIONAL shall attend the meeting at which bids are received, tabulate the bids and make recommendations to the City Council regarding the awarding of the construction contract to the lowest qualified bidder for the project.

C. CONSTRUCTION PHASE SERVICES

1. Construction Administration

Upon award of the construction contract, the PROFESSIONAL shall perform the following administrative services during construction of the proposed improvements:

- a. During the construction phases, the PROFESSIONAL shall specify the testing of materials and administrative procedures as per the CLIENT's requirements and as directed by the PROFESSIONAL.
- b. Preconstruction Conferences - The PROFESSIONAL shall arrange and conduct a preconstruction conference with the Contractor and CLIENT, to review the contract requirements, details of construction, utility conflicts and work schedule prior to construction.
- c. Periodic Site Observation - The PROFESSIONAL shall make periodic visits to the construction site to (a) observe the progress and (b) determine if the results of the construction work substantially conform to the drawings and specifications in the construction contract.
- d. Contractor Payment Requests - The PROFESSIONAL shall review the requests of the contractor for progress payments and shall approve a request, based on site observations, which authorizes payments and is a declaration that the contractor's work has progressed to the point indicated.
- e. Notification of Nonconformance - The PROFESSIONAL shall notify the CLIENT of any known work which does not conform to the construction contract, make recommendations to the CLIENT for the correction of nonconforming work and, at the request of the CLIENT, see that these recommendations are implemented by the contractor.
- f. Shop Drawings - The PROFESSIONAL shall review shop drawings and other submissions of the Contractor for general compliance with the construction contract.
- g. Change Orders - The PROFESSIONAL shall prepare change orders for approval of the CLIENT.
- h. Substantially Complete Final Site Observation - The PROFESSIONAL shall perform a site observation to determine if the project is substantially complete according to the plans and specifications and make recommendation on final payment for each construction phase.
- i. During the Construction Services phase, the Project Manager shall confer with the CLIENT to report project status. A written progress report shall be submitted and written in such a way that it is suitable for use as a City Council information item.
- j. If the Contractor exceeds the estimated working days in completing construction of the project for any of the project lettings, or if change orders or project additions require additional working days, the PROFESSIONAL will be compensated for administration, inspecting and staking services based on established hourly rates and fixed expenses outlined in the PROFESSIONAL's Standard Fee Schedule (Exhibit "B").
- k. Final Acceptance. It is understood that the CLIENT will accept any portion of the project only after recommendation by the PROFESSIONAL. Final

acceptance of the project by the CLIENT shall not be deemed to release the Contractor from responsibility for insuring that the work is done in a good and workmanlike manner, free of defects in materials and workmanship nor the PROFESSIONAL for liability of design.

2. Construction Observation. The PROFESSIONAL will provide one or more resident construction observer for the project as required during the construction phase. If the Contractor requests a waiver of any provisions of the plans and specifications, the PROFESSIONAL will make a recommendation on the request to the CLIENT for their determination. No waiver shall be granted if such waiver would serve to reduce the quality of the final product. The CLIENT shall never be deemed to have authorized the PROFESSIONAL to consent to the use of defective workmanship or materials. The construction observer will give guidance to the project during the construction periods, including the following:
 - a. Checking of lines and grades required during construction.
 - b. Observation of the work for general compliance with plans and specifications.
 - c. Keep a record or log of Contractor's activities throughout construction, including notation on the nature and cost of any extra work or changes ordered during construction.
 - d. Resident Services provide the CLIENT with representation at the job site during the construction phases of the project which results in increasing the probability that the project will be constructed in substantial compliance with the plans and specifications, and contract documents. However, such resident services do not guarantee the Contractor's performance. Resident services do not include responsibility for construction means, controls, techniques, sequences, procedures or safety.
 - e. Construction Testing. The construction observer shall coordinate the acceptance testing and monitoring according to CLIENT requirements. Concrete field air and slump tests required will be completed by the Resident Engineer or construction observer. Moisture and density control tests will be required by the contractor.
3. Record Drawings
Record Documents. The PROFESSIONAL shall furnish reproducible record documents for each project phase according to CLIENT requirements. Such as-builts may contain a waiver of liability phrase in regard to unknown changes made by the Contractor without CLIENT/PROFESSIONAL approval

D. ADDITIONAL SERVICES

1. Geotechnical Investigation
 - a. The PROFESSIONAL will hire Allender Butzke Engineers, Inc., an independent subcontractor, to obtain up to 3 soil borings along the existing gravel road. The geotechnical investigation includes drilling, sampling,

lab testing, engineering analysis of subgrade conditions and slope stability, and a written report.

2. Assessments, Plats and Schedules (only if required)
 - a. The PROFESSIONAL shall prepare two sets of Preliminary and Final Assessments, Plats and Schedules for the project. The assessment improvements will be based on the preliminary estimated costs for total improvements.

The PROFESSIONAL will develop the assessments based on adopted policy based on the modified flint formula method. If alternative assessment method(s) are to be developed, as requested by the CLIENT, payment to the PROFESSIONAL will be based on hourly rates and fixed expenses as outlined in the PROFESSIONAL'S Standard Fee Schedule attached herein under Exhibit "B". The PROFESSIONAL shall prepare Final Assessment Plats and Schedules utilizing the actual project unit costs and apply these costs to the assessment distribution method.

Petition and Waiver. The CLIENT may request assistance in obtaining signed Petition and Waiver documents from property holders within the assessment district. This assistance includes review of petition and waiver documents prepared by the CLIENT and meeting with the property holders. In addition the PROFESSIONAL will coordinate the petition and waiver with the CLIENT's legal representative.

The PROFESSIONAL shall participate in the public hearing process and assisting the CLIENT in answering any public questions concerning the assessments.

3. Sanitary Sewer (only if required)
 - a. Professional will provide preliminary and final design and plans for a sanitary sewer extension from 15th Street east approximately 800 feet if it is determined feasible and cost effective to include in the project. The decision will be based on the service area and potential conflicts with the gas products pipe line. The construction documents will include:
 1. General notes
 2. Typical details
 3. Tabulations
 4. Sewer plan and profile sheets
 5. Coordination with crossing and parallel utilities
 6. DNR permit application, exclusive of filing fees
 7. Specifications for materials and construction methods including testing requirements.
 8. Opinion of probable construction costs

4. Acquisition Plats (only if required)
 - a. PROFESSIONAL will provide easement plats in accordance with the Iowa Code. This service includes a drawing certified by a PROFESSIONAL land surveyor licensed in the State of Iowa at a suitable scale depicting the needs along with legal descriptions in word format and electronic coordinates with elevations of critical monuments found during the boundary verification. Four original plats with an original signature will be provided to the CLIENT for the recording of the plat at the Warren County Recorder's office. The estimated budget for this service is based on a unit price of six hundred and fifty dollars (\$650.00) for each plat created. No permanent easement or right of way plats are anticipated for this project. Plats will not be prepared for temporary easement acquisitions. Plan sheets will be used for temporary easement exhibits.
5. Right of Way Services
 - a. The PROFESSIONAL will design right of way that needs to be acquired to construct the proposed improvements.

III. SCHEDULE

The PROFESSIONAL will complete the above scope of services to accommodate a March bid letting. Milestone dates for the project are as follows:

Preliminary Design	December 1, 2019
Public Information Meeting	December 2019
Right of Way Plans & Assessment Plats	January 2020
Final Design Plans Specifications & Estimate	February 2020
Public Hearing	March 2020
Bid Letting	March 2020
Construction	April 2020 – September 2020

IV. FEES

The above scope of services will be billed at the standard hourly rates found in Exhibit B.

BASIC SERVICES

Project Administration	\$9,700
Topographic Survey	\$6,200
Boundary Survey	\$2,400
Preliminary Design & Plans	\$16,000
Final Design Plans & Specifications	<u>\$21,000</u>
SUBTOTAL	\$55,300

BID PHASE SERVICES

Bid Assistance	\$2,260
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CONSTRUCTION PHASE SERVICES

Construction Administration	\$15,150
Construction Observation	\$16,440
Record Drawings	<u>\$4,200</u>
SUBTOTAL	\$35,790

ADDITIONAL SERVICES

Geotechnical Investigation	\$4,130
Assessment, Plats & Schedules	10,700
Sanitary Sewer Design	\$3,600
Acquisition Plats - \$600/ea – assume 3	<u>\$1,800</u>
SUBTOTAL	\$20,230

Right of Way Services By Amendment

TOTAL\$113,580

V. REIMBURSABLE EXPENSES

The following items are not included in the above scope and fee and will be reimbursed at actual expenses. The following are estimated fees:

- Mileage
- Permit Fees
- Public Notice

EXTRA SERVICES

The following items shall be considered extra services and are not included within the Scope of Work. These items are listed to further assist with clarity of project scope as well as provide a listing of services, which PROFESSIONAL could perform upon request.

1. Submittal fees and/or permit fees to any and all regulatory agencies.
2. NPDES permit application fees
3. Street lighting design
4. CLIENT requested major revisions
5. Utility company locates
6. Quality Level A or B Subsurface Utility Engineering Surveys
7. Individual 404 Permit application process
8. Environmental studies

EXHIBIT 'B'

SNYDER & ASSOCIATES, INC. 2019-20 STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate
Professional	
<i>Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way, Graphic Designer</i>	
Principal II	\$208.00 /hour
Principal I	\$197.00 /hour
Senior	\$177.00 /hour
VIII	\$163.00 /hour
VII	\$155.00 /hour
VI	\$148.00 /hour
V	\$138.00 /hour
IV	\$128.00 /hour
III	\$116.00 /hour
II	\$106.00 /hour
I	\$93.00 /hour
Technical	
<i>Technicians--CADD, Survey, Construction Observation</i>	
Lead	\$125.00 /hour
Senior	\$119.00 /hour
VIII	\$111.00 /hour
VII	\$103.00 /hour
VI	\$92.00 /hour
V	\$82.00 /hour
IV	\$76.00 /hour
III	\$64.00 /hour
II	\$56.00 /hour
I	\$48.00 /hour
Administrative	
II	\$64.00 /hour
I	\$52.00 /hour
Reimbursables	
Mileage	<i>Current IRS standard rate</i>
Outside Services	<i>As Invoiced</i>

RESOLUTION NO. 2019-_____

**RESOLUTION APPROVING SUPPLEMENTAL NO. 22 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH SNYDER &
ASSOCIATES FOR THE IOWA AVENUE PAVING**

WHEREAS, the City Indianola, Iowa, is in engaged with Snyder and Associates to provide municipal engineering services for the City; and

WHEREAS, the City of Indianola, Iowa, is in need of a supplemental agreement with Snyder and Associates for the Iowa Avenue Paving (Services); and

WHEREAS, it is the determination of the City Council that the City should enter into the Supplemental No. 22 Professional Services Agreement with Snyder & Associates 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 Supplemental Professional Services Agreement with Snyder & Associates for the Iowa Avenue Paving 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 Supplemental Professional 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 4th day of November, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 11/04/2019

Subject

Resolution Approving Salaries

Information

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

Aaron Hurt, Fire Training Captain, From R8.5 - Hire \$76014.84/year (\$250 long) to Range 8.5 -1 \$78,287.87/year (\$250 long) effective November 10, 2019.

Matt Anders, Heavy Equipment Operator, Range R23-4, \$64,200.87/year (\$350 long), temporary 5% increase in absence of Street Department Supervisor, effective October 27, 2019.

Steve Greif, Heavy Equipment Operator, Range R23-4, \$64,200.87/year (\$350 long), temporary 5% increase in absence of Street Department Supervisor, effective October 27, 2019.

Fiscal Impact

Attachments

Resolution Approving Salaries

RESOLUTION 2019-_____
APPROVING SALARIES

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

Aaron Hurt, Fire Training Captain, from R8.5 - Hire \$76014.84/year (\$250 long) to Range 8.5 -1 \$78,287.87/year (\$250 long) effective November 10, 2019.

Matt Anders, Heavy Equipment Operator, Range R23-4, \$64,200.87/year (\$350 long), temporary 5% increase in absence of Street Department Supervisor, effective October 27, 2019.

Steve Greif, Heavy Equipment Operator, Range R23-4, \$64,200.87/year (\$350 long), temporary 5% increase in absence of Street Department Supervisor, effective October 27, 2019.

Passed and approved on the 4th day of November 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 11/04/2019

Subject

Receive and file the Indianola Library's Annual Report.

Information

Council will need to receive and file the Indianola Library's Annual Report.

Fiscal Impact

Attachments

Library Annual Report



— Public Library —

Indianola Public Library Annual Report FY19

The Indianola Public Library has served the citizens of Indianola since 1884 and is the ninth oldest public library in the state of Iowa. Oversight is provided by a seven-member volunteer board of Library Trustees: President James Lee; Vice President Betsy Freese; Andrew Brittingham, Cyd Dyer, Patricia Hicks, Thomas Smith, and Colleen Willmott. This annual report summarizes the expenditures, activities, and circulation of the library from July 1, 2018 – June 30, 2019. The full report as submitted to the State Library of Iowa is public record and is available upon request.

Section 1: Capital Income and Expenditures

This year's capital expenditures included the launching of a new Integrated Library System (ILS). The system chosen was SirsiDynix's Symphony with BLUECloud Central, whose primary advantage is efficiency and ability to adapt to new technologies. This replaced a 20-year shared system with Simpson College and was launched in August 2018.

Advantages of the Symphony ILS:

- Annual savings of \$10,000
- Automatic ordering which reduced the box-to-shelf time from four weeks to one day
- Advanced reports which promote better purchasing decisions
- Improved financial record keeping
- Automatic renewals
- Text message notices
- Mobile circulation which allows access to the ILS from anywhere
- Mobile app for smart phones
- Direct downloads of digital materials from catalog to device

Section 2: Operating Income and Expenditures

There were no major spending initiatives besides the new ILS. Operating income was \$639,774. Revenue from overdue fines equaled \$4,383.

Section 3: Staff and Salary

The Library's staff includes four full-time professional librarians (4 FTE) plus five part-time library assistants (2 FTE). Hours for part-time circulation staff increased slightly in FY19.

Indianola Public Library's Staffing Levels (measured in full-time equivalency)

2011	2012	2013	2014	2015	2016	2017	2018	2019
7.25	7.25	7.25	7.38	5.88	5.88	5.88	5.88	6.00

Comparison to the Des Moines Metro Libraries (measured in full-time equivalency)

Altoona	Clive	Indianola	Johnston	Norwalk	Waukee	West DM	Urbandale
9.93	8.63	6.00	15.60	7.23	12.00	27.50	26.30

Section 4: Library Collection

Due to space limitations, the Library's physical collection remains relatively steady from year to year, while the digital collection continues to grow. Physical items remain the core collection accounting for 86% of total circulation. Creating space to increase the collection is a priority. Preliminary data from a community survey reports that 35% of Indianola respondents who use other libraries do so for a better selection of materials.

Physical books and magazines	39,988
Ebooks and digital audiobooks	72,465
Total Collection	112,453

Comparison to Des Moines Metro Libraries

	Altoona	Clive	Indianola	Johnston	Norwalk	Waukee	West DM	Urbandale
Number of Physical Items	60,765	75,750	39,988	89,929	36,683	37,221	170,688	152,908
Square footage	19,300	11,000	11,250	27,000	11,500	16,315	51,400	56,000

Circulation

The number of material checkouts in FY 19 was 114,039, an increase of 5% over last year and up 11% from two years ago. Despite these improvements, circulation per capita remains well below the standard set by metro libraries.

Circulation Per Capita

Altoona	Clive	Indianola	Johnston	Norwalk	Waukee	West DM	Urbandale
12.70	10.78	7.34	15.88	11.48	10.83	10.93	14.20

Section 5: Program Attendance and Other Services

Library Card Holders

The number of active library users in FY19 was 10,796. Sixty-nine percent of card holders are Indianola residents, 21% are rural Warren County residents, and 10% live in Warren County cities or elsewhere in Iowa.

Door Count

A total number of library visits was 76,062.

Library Programs

Interest in programs remains strong, and library programs are well-designed and well-attended. However, the number of programs offered, particularly to adults, is lower than other Des Moines metro libraries. The prominence of programming in libraries continues to grow, and this is an area targeted for improvement in the Library's upcoming strategic plan. Barriers to success include staff levels and program space limitations.

Children's attendance	10,005
Teen attendance	359
Adult attendance	432

Total attendance at library programs 10,918

Number of Adult Programs Offered: Comparison to Metro Library Programs

Altoona	Clive	Indianola	Johnston	Norwalk	Waukee	West DM	Urbandale
121	201	52	136	143	76	124	294

Section 6: Library Building

The library is open to the public 52 hours a week. Preliminary data from a community survey reports that 21% of Indianola respondents who use other libraries do so for more convenient hours.

Hours Open Each Week

Altoona	Clive	Indianola	Johnston	Norwalk	Waukee	West DM	Urbandale
69	65	52	59	57	58	65	70

Building Maintenance and Repairs

Routine maintenance	\$8,912.85
Utilities	\$18,601.79
Insurance	\$3,933.63
Repairs	\$1,502.70
Total Building Costs for FY 19	\$32,950.97

Repair Details

HVAC repairs	\$852.12
Roof repairs	\$418.13
Handicapped accessible door repairs	\$232.45

Conclusions

The Library is moving in a positive direction. In the last year circulation increased, more people received library cards, and the new user features of the ILS computer system are popular with patrons. However, the Library would better serve the community of Indianola with more materials, increased hours, additional programming, and building updates.

Meeting Date: 11/04/2019

Subject

Resolution authorizing the execution of an agreement with MidAmerican Energy for the supply of electricity to the City of Indianola's proposed Water Resource Recovery Facility.

Information

Council will need to approve a Resolution authorizing the execution of an agreement with MidAmerican Energy for the supply of electricity to the City of Indianola's proposed Water Resource Recovery Facility.

Fiscal Impact

Attachments

Resolution with MAE

Agreement with MAE

RESOLUTION NO. 2019-_____

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN
AGREEMENT WITH MIDAMERICAN ENERGY FOR
SUPPLY OF ELECTRICITY TO THE CITY OF
INDIANOLA’S PROPOSED WASTEWATER TREATMENT
PLANT**

WHEREAS, the City is constructing a Wastewater Treatment Plant; and

WHEREAS, the City of Indianola will need to execute an agreement with MidAmerican Energy to supply electricity to the City of Indianola’s proposed Wastewater Treatment Plant; and

WHEREAS, the agreement with MidAmerican Energy to supply electricity to the City of Indianola’s proposed Wastewater Treatment Plant is attached hereto as Exhibit “A”.

IT IS THEREFORE RESOLVED that the agreement with MidAmerican Energy for the supply of electricity to the City of Indianola’s proposed Wastewater Treatment Plant is hereby approved and accepted.

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

DATED this _____ day of _____ 2019.

Kelly B. Shaw, MAYOR

ATTEST:

Diana Bowlin, CITY CLERK



MidAmerican Energy
Attn: John Clark - DMCC
PO Box 657
Des Moines, IA 50306

October 23, 2019

City of Indianola Waste Water Treatment Facility
Ryan Waller, City Manager
P.O. Box 299
Indianola, Iowa

RE: Electrical distribution to serve the future Waste Water Treatment Facility for the City of Indianola at Grimes Street and 110th in Indianola, Iowa - WMIS 2766575.

Dear Mr. Waller:

The enclosed drawing shows MidAmerican Energy Company's proposal to provide the underground primary distribution system and pad mounted transformer for the applicant's 480/277 volt, 4000 amp, three-phase, four-wire underground electric service for the above project. There is no application charge for the installation. This proposal is valid for 90 days and if MidAmerican Energy Company construction has not commenced within 12 months it may be voided. This proposal is subject to the following terms:

MidAmerican Energy Company Proposes To:

1. Furnish and install the pad mounted transformer at the location shown on the enclosed drawing.
2. Furnish and install underground primary cable between the transformer and MidAmerican Energy Company's distribution system in customer-installed conduit.
3. Connect the primary and secondary cables at the transformer.
4. Furnish instrument transformers as required for metering (above 1200 amp), which may be picked up at MidAmerican Energy Company's storeroom.
5. Furnish and install the applicable electric meter(s).

The Applicant Agrees To:

1. Furnish and install the transformer pad including specified elbows and ducts, according to the enclosed transformer pad drawings and minimum specifications. A level graded, 10 foot minimum clearance is to be maintained from the front of the pad to the nearest fixed structure.

October 23, 2019

Page 2

2. Furnish and install an additional secondary duct for temporary service (if required).
3. Furnish, install, own and maintain all 4-inch ducts as shown on attached prints. All ducts shall be black w/red stripe or grey in color, PVC type schedule 40 or schedule 40 HDPE coil-able. Applicant shall install the ducts a minimum of forty-two (42) inches and a maximum of forty-eight (48) inches below finish grade with capped and staked ends and equipped with pull wires. MidAmerican Energy Company will provide marker balls for the duct ends. These are available at MidAmerican Energy Company's storeroom. Applicant is responsible for correct placement and depth of conduit. **Note: No more than ten (10) conduits allowed within the secondary compartment of the transformer pad.**
4. All duct elbows shall be fiberglass, forty-eight (48) inches in radius, heavy wall, with factory assembled plastic couplings on each end to mate with schedule 40 PVC duct.
5. Furnish and install barrier walls around the transformer that may be required by the governing authorities' standards to shield windows, doors and other building openings.
6. Furnish and install guard posts around the transformer (if needed).
7. Notify MidAmerican Energy Company 48 hours before pouring the concrete transformer pad. Please contact me at (515) 242-3918 to arrange for inspection.
8. Furnish, install, own, and maintain all secondary cable between the transformer and the metering point.
9. Furnish easements to MidAmerican Energy Company without cost. (Furnish survey drawing and/or legal description for easement preparation). If a 3rd party easement is required any cost associated in obtaining the easement will be paid by the applicant.
10. Install metering instrument transformers sized and furnished by MidAmerican Energy Company, and furnish and install the meter socket and test switch for all instrument transformer services.
11. Bushing mounted current transformers (CT's) are only approved for services above 1200 Amp.
12. Furnish and install an electric meter setting for each tenant, applicable sockets, conduit, cabinets and wiring according to MidAmerican Energy Company's standards. Please contact your local customer project coordinator to complete the service application to initiate new meter and service connection.

13. **Furnish and install an oil containment structure (moat) around MidAmerican Energy Company's transformer. Please note the required specification for the oil containment structure is located on the design print provided with this proposal and in MidAmerican Energy Company's Electric Service Manual (curb style containment structure is not acceptable).**
14. Locate all underground facilities such as storm and sanitary sewer, septic lines, underground electric cable, communication cable, irrigation systems and water lines that are not located by members of One Call. MidAmerican Energy Company assumes no liability for private facilities not located.
15. Be responsible for complying with all aspects of compliance as required by any local, state, or federal permit or plan associated with storm water pollution prevention or erosion control. It is specifically understood and agreed that MidAmerican Energy Company is providing the service requested by the Applicant solely for the Applicant. MidAmerican Energy Company will not become or agree to become a co-permittee or operator for the purpose of applicants' compliance with any local, state or federal permit or plan associated with storm water pollution prevention or erosion control.
16. Stake all necessary lot lines, corners and buildings before installation of the primary cable.

All meter and related metering equipment locations shall be approved by the company. Unless Company approval of an exception is given, all meters and related meter equipment must be installed outside and securely attached to permanent structure.

MidAmerican Energy Company will not hook up permanent electric service until the oil containment structure is installed around the transformer.

If a change is made to your facility that requires oil containment around any existing transformers, you will be responsible for the cost to install the containment structure/s.

If MidAmerican Energy Company is required to start construction of underground electric facilities during the winter season, the work will be subject to an additional winter construction charge.

There is an additional charge for connecting and disconnecting your temporary construction power pole. If this additional service is required, MidAmerican Energy Company will bill the Applicant accordingly.

October 23, 2019

Page 4

The undersigned certifies that the structure served by the electric distribution system meets the energy conservation standards as contained in the Iowa Administrative Code Section 661-16.800 sometimes known as the "State Building Code Thermal and Lighting Efficiency Standards."

MidAmerican Energy Company installed facilities will remain the property of MidAmerican Energy Company.

If this proposal is satisfactory, please sign and return one (1) copy to me. MidAmerican Energy Company will release the work for scheduling upon receipt of the signed proposal, easement (if needed) and site readiness. If you have questions, please call me at (515) 242-3918.

Sincerely,
MidAmerican Energy Company

A handwritten signature in black ink that reads "John Clark". The signature is written in a cursive style with a large, looped "J" and a stylized "C".

John Clark
Customer Project Coordinator

Enclosures:

Option A _____ I am requesting bushing mounted current transformers for metering greater than 1200 amps (one meter only).

Option B _____ I am not requesting bushing mounted current transformers for metering.

Accepted By: _____

Date: _____ Date Service Required: _____

Meeting Date: 11/04/2019

Subject

Resolution authorizing the execution of an agreement with the Iowa Department of Human Services regarding the Ground Emergency Medical Transportation Provider Program.

Information

Council will need to authorize a resolution (packet) authorizing the execution of an agreement with the Iowa Department of Human Services regarding the Ground Emergency Medical Transportation Provider Program. As previously reported to the City Council, the Ground Emergency Medical Transportation (GEMT) Program is a voluntary program that allows publicly owned or operated emergency ground ambulance transportation providers to receive supplemental payments that cover the difference between a provider's actual costs per GEMT transport and the Medicaid base payment, mileage and other sources of reimbursement. Given that the City meets the program requirements and would generate additional revenue for the City, staff recommends participation in the program. Staff is currently working with our billing company to determine the estimated positive financial impact.

Fiscal Impact

Attachments

GEMT Memo
Resolution for GEMT Agree
GEMT Agreement



FIRE DEPARTMENT

TO: Mayor Kelly Shaw and City Council Members
CC: City Manager Ryan Waller; Finance Director Andy Lent
FROM: Fire Chief Gregory M. Chia
DATE: October 29, 2019
RE: Intergovernmental Transfer Agreement (IGTA)

As previously reported to the City Council, the Ground Emergency Medical Transportation (GEMT) Program is a voluntary program that allows publicly owned or operated emergency ground ambulance transportation providers to receive supplemental payments that cover the difference between a provider's actual costs per GEMT transport and the Medicaid base payment, mileage and other sources of reimbursement.

Providers receive cost-based, supplemental payments on a prospective basis for emergency ground ambulance transportation of Medicaid Fee-for-Service (FFS) and Medicaid managed care (MCO) members under Title XIX of the federal Social Security Act (SSA) and the Affordable Care Act (ACA) only.

Provider participation is voluntary. Eligible providers must meet the following criteria:

- Provide GEMT services to Iowa Medicaid members.
- Be an enrolled Iowa Medicaid provider for the period being claimed.
- Be publicly owned or operated by the state, a city, a county, a fire protection district, or a community services district, or federally recognized Indian tribe or any unit of government as defined in 42 CFR Sec. 433.50.

Given that the City meets the program requirements and would generate additional revenue for the City, staff recommends participation in the program. Staff is currently working with our billing company to determine the estimated positive financial impact.



RESOLUTION NO. 2019-_____

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN
AGREEMENT WITH THE IOWA DEPARTMENT OF
HUMAN SERVICES AND THE CITY OF INDIANOLA FOR
INTERGOVERNMENTAL TRANSFER OF PUBLIC FUNDS**

WHEREAS, the City desires to enter into an agreement with the Iowa Department of Human Services for Intergovernmental Transfer of Public Funds; and

WHEREAS, the City of Indianola will need to execute an agreement with the Iowa Department of Human Services for International Transfer of Public Funds; and

WHEREAS, the agreement with the Iowa Department of Human Services for Intergovernmental Transfer of Public Funds with the City of Indianola is attached hereto as Exhibit “A”.

IT IS THEREFORE RESOLVED that the agreement with the Iowa Department of Human Services for Intergovernmental Transfer of Public Funds with the City of Indianola is hereby approved and accepted.

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

DATED this _____ day of _____ 2019.

Kelly B. Shaw, MAYOR

ATTEST:

Diana Bowlin, CITY CLERK

**INTERGOVERNMENTAL TRANSFER OF PUBLIC
FUNDS AGREEMENT BETWEEN
THE IOWA DEPARTMENT OF HUMAN SERVICES AND**

Ground Emergency Medical Transportation Provider (GEMT Provider)

This Intergovernmental Transfer Agreement (Agreement) is entered into between the Iowa Department of Human Services (IDHS) and the ground emergency medical transportation (GEMT) Provider. It provides for an intergovernmental transfer of funds to the IDHS from the GEMT Provider in order to provide the non-federal share of the reconciled cost reimbursement amount for the uncompensated Medicaid cost associated with GEMT services.

The GEMT Provider is authorized by House File (HF) 2285 of the 2018 Iowa legislative session to enter into and carry out an Intergovernmental Transfer (IGT) Agreement to transfer funds through IGTs to the IDHS for use as the non-federal share of Medicaid expenditures.

AGREEMENT

1. **GEMT Program Compliance.** Attached hereto as Exhibit A is State Plan Amendment IA-19-002 (SPA), which address the GEMT Program. The GEMT Provider shall at all times comply with all requirements of the SPA.
2. **Compliance with Provider Agreement and GEMT Program Eligibility.** The GEMT Provider's Iowa Medicaid Provider Agreement is incorporated herein by reference. The parties stipulate to the inclusion of any future amendments or replacement of any such provider agreements by this reference. The GEMT Provider hereby represents, warrants and covenants that is and at all relevant times will be an Eligible GEMT Provider as that term is defined in the SPA. If at any time the GEMT Provider's status changes such that it is no longer an Eligible GEMT Provider, the GEMT Provider shall immediately notify the IDHS.
3. **Fund Transfer.** The GEMT Provider agrees to transfer funds to IDHS at the times and in the amounts determined in accordance with the following paragraphs of this Agreement. The transfer shall be made prior to the payment by IDHS for the uncompensated Medicaid cost associated with GEMT services. The GEMT Provider will transfer funds to IDHS equivalent to the non-federal share of the payments to be made upon notification by IDHS.
4. **Funds Certification.** The GEMT Provider shall certify that the funds transferred qualify for federal financial participation (FFP) pursuant to 42 CFR part 433 subpart B and are not derived from impermissible sources such as recycled Medicaid payments, federal money excluded from use as State match, impermissible taxes, and non-bona fide provider-related donations. Impermissible sources do not include revenue received from programs such as Medicare or Medicaid to the extent that the program revenue is not obligated to the State as the source of funding.

5. **Record Retention and Access.** The parties agree that each shall maintain necessary records and supporting documentation applicable to the uncompensated Medicaid cost associated with GEMT services payments to assure that claims for total funds and federal funds are in accordance with applicable federal requirements, including but not limited to those record retention requirements set forth in the SPA. The parties agree to make those records available to the parties and to any and all state or federal oversight authorities immediately upon request.

6. **Notices:** Any written notice required by this Agreement shall be sent to:

For: _____
GEMT Provider

Printed Name: _____

Title: _____

Address: _____

E-mail address _____

For IDHS:

Printed Name: _____

Title: _____

Address: _____

E-mail address: _____

7. **Repayment Obligation:** In the event that any State and/or federal funds are deferred and/or disallowed as a result of any audits or expended in violation of the laws applicable to the expenditure of such funds, the GEMT Provider shall be liable to the Agency for the full amount of any claim disallowed and for all related penalties incurred. The requirements of this paragraph shall apply to the GEMT Provider as well as any subcontractors of the GEMT Provider. To the extent that the GEMT Provider receives

payments that exceed the permissible amount allowed pursuant to the SPA, the parties hereby deem the excess funds received by the GEMT Provider to be an “overpayment” subject to return to the IDHS within 60 days pursuant to Section 2.5 of the Provider Agreement.

8. **Assignment:** This Agreement is not assignable.
9. **No Third-Party Beneficiaries.** There are no third-party beneficiaries to this Agreement. This Agreement is intended only to benefit the IDHS and the GEMT Provider.
10. **Amendment:** This Agreement may be modified at any time by the written agreement of both parties.
11. **Term & Termination:** This Agreement covers the period beginning on or after July 1, 2019 and ending June 30, 2020. This Agreement may be canceled by either party after giving thirty (30) days prior notice in writing to the other party. All obligations of the parties incurred or existing under this Agreement as of the date of expiration or termination survive the expiration or termination of the Agreement.
12. **Execution:** In consideration of the mutual covenants in this Agreement and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into this Agreement and have caused their duly authorized representatives to execute this Agreement.

GEMT Provider

Signature

Date

Printed Name

Title

IOWA DEPARTMENT OF HUMAN SERVICES

Director

Date

Updated October 14, 2019

Attachment A – Approved State Plan Amendment IA-19-002

State/Territory:

IOWA**Methods and Standards for Establishing Payment Rates for Other Types of Care****Supplemental payment for publicly owned or operated ground emergency medical transportation providers**

This program provides supplemental payments for eligible Ground Emergency Medical Transportation (GEMT) providers that meet specified requirements and provide GEMT services to Iowa Medicaid members.

Supplemental payments provided by this program are available only for the uncompensated and allowable direct and indirect costs incurred by eligible GEMT providers while providing GEMT services to Iowa Medicaid members. The supplemental payment covers the gap between the eligible GEMT provider's total allowable costs for providing GEMT services as reported on the GEMT services cost report and the amount of the base payment, mileage, and all other sources of reimbursement.

The supplemental payment amounts shall be calculated annually on a prospective basis after the conclusion of each state fiscal year (SFY). Payments shall not be paid as individual increases to current reimbursement rates as described in other parts of this state plan for GEMT services.

This supplemental payment applies only to Iowa Medicaid services rendered to Iowa Medicaid members by eligible GEMT providers on or after July 1, 2019.

A. Definitions

1. "Department" means the Iowa Department of Human Services.
2. "Direct Costs" means all costs that can be identified specifically with particular final cost objectives in order to meet all medical transportation mandates.
3. "Shared Direct Costs" are direct costs that can be allocated to two or more departmental functions or cost objectives on the basis of shared benefits.
4. "Indirect Costs" means costs for a common or joint purpose benefitting more than one cost objective that are allocated to each benefiting objective using an agency approved indirect rate or an allocation methodology. Indirect costs rate or allocation methodology must comply with 2 C.F.R. Part 200 and CMS non-institutional reimbursement policy.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA**Supplemental payment for publicly owned or operated ground emergency medical transportation providers**

5. "Eligible GEMT Provider" means a provider who is eligible to receive supplemental reimbursement because it meets all of the following requirements continuously during the claiming period:
 - a. Provides Ground Emergency Medical Transportation services to Iowa Medicaid members.
 - b. It is a provider that is enrolled as an Iowa Medicaid provider for the period being claimed.
 - c. Is owned or operated by an eligible governmental entity, to include the state, a city, county, fire protection district, community services district, health care district, federally recognized Indian tribe or any unit of government as defined in 42 C.F.R. Sec. 433.50.
6. "Dry Run" means a run that does not result in either a transport or a delivery on-site of Medicaid covered services.
7. "GEMT Transport" means GEMT services provided by eligible GEMT providers to individuals and does not, include dry runs as defined in Paragraph, A.6.
8. "GEMT Services" means both the act of transporting an individual from any point of origin to the nearest medical facility capable of meeting the emergency medical needs of the patient, as well as the advanced, limited-advance, and basic life support services provided to an individual by GEMT providers before or during the act of transportation.
 - a. "Advanced Life Support" means special services designed to provide definitive prehospital emergency medical care, including but not limited to, cardiopulmonary resuscitation, cardiac monitoring, cardiac defibrillation, advanced airway management, intravenous therapy, administration with drugs and other medicinal preparations, and other specified techniques and procedures.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA**Supplemental payment for publicly owned or operated ground emergency medical transportation providers**

- b. "Limited-Advanced Life Support" means special services to provide prehospital emergency medical care limited to techniques and procedures that exceed basic life support but are less than advanced life support services.
 - c. "Basic Life Support" means emergency first aid and cardiopulmonary resuscitation procedures to maintain life without invasive techniques.
9. "Service Period" means the period from July 1 through June 30 of each SFY.
10. "Shift" means a standard period of time assigned for a complete cycle of work, as set by each eligible GEMT provider. The number of hours in a shift may vary by GEMT provider but will be consistent to each GEMT provider.

B. Supplemental Reimbursement Methodology -General Provisions

1. Computation of allowable costs and their allocation methodology must be determined in accordance with Medicaid cost principles at 2 C.F.R. Part 200, which establish principles and standards for determining allowable costs and the methodology for allocating and apportioning those expenses to the Iowa Medicaid program, except as expressly modified below.
2. Iowa Medicaid base payments to the GEMT providers for providing GEMT services are derived from the Ambulance provider fee schedule established for reimbursements payable by the Iowa Medicaid program by procedure code. The base payments for these eligible GEMT providers are fee-for-service (FFS) payments. The primary source of paid claims data and other Iowa Medicaid reimbursements is the Iowa Medicaid Management Information System (IA-MMIS). The number of paid Iowa Medicaid FFS GEMT transports is derived from and supported by the IA-MMIS reports for services during the applicable service period.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

3. The total uncompensated care costs of each eligible GEMT provider available to be reimbursed under this supplemental payment program will equal the shortfall resulting from the allowable costs determined using the Cost Determination Protocols (Section C.) for each eligible GEMT provider rendering GEMT services to Iowa Medicaid members net of the amounts received and payable from the Iowa Medicaid program and all other sources of reimbursement for GEMT services provided to Iowa Medicaid members. If the eligible GEMT providers do not have any uncompensated care costs, then the provider will not receive supplemental reimbursement under this supplemental payment program.
4. The Iowa Medicaid supplemental payment under this segment are the uncompensated care costs for GEMT services provided by eligible GEMT providers to Iowa Medicaid members as determined by the Prospective Supplemental Payment Amount (Section D.).

C. Cost Determination Protocols

1. An eligible GEMT provider's specific allowable cost per-GEMT transport rate will be calculated based on the provider's audited financial data reported on the GEMT services cost report. The per-GEMT transport cost rate will be the sum of actual allowable direct, shared direct, and indirect costs of providing GEMT services **(excluding cost associated with dry runs as defined in Paragraph A.6 and runs where a Medicaid covered service was delivered but no transport occurred)** divided by the actual number of GEMT transports (including dry runs as defined in Paragraph A.6 **and runs where a Medicaid covered service was delivered but no transport occurred**) provided for the applicable service period.
 - a. Direct costs for providing GEMT services include only the unallocated payroll costs for the shifts in which personnel dedicate 100 percent of their time to providing GEMT services, medical equipment and supplies, and other costs directly related to the delivery of covered services, such as first-line supervision, materials and supplies, professional and contracted services, capital outlay, travel, and training. These costs must be in compliance with Medicaid non-institutional reimbursement policies and are directly attributable to the provision of the GEMT services.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

- b. Shared direct costs for GEMT services must be allocated for personnel, capital outlay and other costs; such as medical supplies, professional and contracted services, training and travel. The personnel costs will be allocated based on a percentage of total hours logged performing GEMT services activities versus other service activities. The capital and other shared direct costs will be allocated based on the percentage of total call volume.
- c. Indirect costs are determined by applying the cognizant agency specific approved indirect cost rate to its total direct costs (Paragraph C.1.a) or derived from provider's approved cost allocation plan. Eligible GEMT providers that do not have a cognizant agency approved indirect cost rate or approved cost allocation plan, the costs and related basis used to determine the allocated indirect costs must be in compliance with Medicaid cost principles specified at 2 C.F.R. Part 200.
- d. The GEMT provider specific per-GEMT transport cost rate is calculated by dividing the total net GEMT services allowable costs (Paragraph C.1.a, C.1.b, and C.1.c) of the specific provider by the total number of GEMT transports provided by the provider for the applicable service period.

D. Prospective Supplemental Payment Amount

- 1. The Department will calculate annual prospective supplemental payment amounts for eligible GEMT provider on a per-GEMT transport basis. The per-GEMT transport prospective supplemental payment amount for each provider is based on the provider's completed annual cost report in the format prescribed by the Department for the applicable cost reporting year. The Department will make adjustments to the as-filed cost report based on the results of the most recently retrieved IA-MMIS report.
- 2. Each eligible GEMT provider must compute the annual cost in accordance with the Cost Determination Protocols (Section C.) and must submit the completed annual as-filed cost report, to the Department five (5) months after the close of the service period.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA**Supplemental payment for publicly owned or operated ground emergency medical transportation providers**

3. The prospective supplemental payment amount is calculated by subtracting from Iowa Medicaid's portion of the total GEMT allowable costs (Paragraph C.1) from the as-filed cost report adjusted by the Department (Paragraph D.1), the total Iowa Medicaid base payments (Paragraph B.2) and other payments, such as Iowa Medicaid co-payments, received by the providers for providing GEMT services to Iowa Medicaid members. The result of this calculation is the uncompensated care costs for GEMT services provided to Iowa Medicaid members.
4. The result in Paragraph D.3 is divided by the Iowa Medicaid GEMT transports (including dry runs as defined in Paragraph A.6) from the as-filed cost report adjusted by the Department to calculate the per-GEMT services prospective supplemental payment amount. This amount will be paid prospectively, in addition to the Iowa Medicaid base payments (Paragraph B.2) on a claim by claim basis.
5. The prospective supplemental payment amount will be updated the following July 1, and every year thereafter, following submission and review of the cost report. Specifically, the prior year's uncompensated care amount per Medicaid transport will be paid as an adjustment to the following year's base rate.

E. Eligible GEMT Provider Reporting Requirements

Eligible GEMT providers shall:

1. Submit the GEMT services cost report no later than five (5) months after the close of the CY, unless a provider has made a written request for an extension and such request is granted by the Department.
2. Provide supporting documentation to serve as evidence supporting information on the submitted cost report and the cost determination as specified by the Department.
3. Keep, maintain, and have readily retrievable, such records as specified by the Department to fully disclose reimbursement amounts to which the eligible government entity is entitled, and any other records required by CMS.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA**Supplemental payment for publicly owned or operated ground emergency medical transportation providers**

4. Comply with the allowable cost requirements provided in 2 C.F.R. Part 200, and Medicaid non-institutional reimbursement policy.

F. Department Responsibilities

1. The Department will submit to CMS claims for GEMT services that are allowable and in compliance with federal laws and regulations and Medicaid non-institutional reimbursement policy.
2. The Department will, on an annual basis, submit any necessary materials to the federal government to provide assurances that claims will include only those expenditures that are allowable under federal law.
3. The Department may conduct on-site audits as necessary and will complete the audit within two years of the postmark date of the accepted cost report.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

Meeting Date: 11/04/2019

Subject

Resoulution approving a professional services agreement with Elder Corporation for the brush grinding at the Brush Facility for the 2019-2020 season.

Information

Council will need to approve a resolution (packet) authorizing a professional services agreement with Elder Corporation for the brush grinding at the Brush Facility for the 2019-2020 season.

Fiscal Impact

Attachments

Resolution with Elder
Professional Services Agreement
Brush Grinding Memo

RESOLUTION NO. 2019-_____

**RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH ELDER CORPORATION FOR THE BRUSH
GRINDING AT THE BRUSH FACILITY**

WHEREAS, the City Indianola, Iowa, is in need of engaging a company to provide brush grinding for the City (hereinafter referred to as “Services”) for the 2019-2020 season at Brush Facility; and

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

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Elder Corporation of Des Moines, Iowa to perform the Services; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Elder Corporation 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 Professional Services Agreement with Elder Corporation for the Services 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 Professional 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 _____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 4th day of November, 2019, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and Elder Corporation of Des Moines, Iowa hereinafter referred to as "SERVICE PROVIDER" for the Brush Grinding at the Brush Facility.

WHEREAS, the CITY is in need of a Brush Grinding at the Brush Facility, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

WHEREAS, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "B" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out

of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

2. SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set forth in Exhibit "C."

3. This Agreement may be terminated by either party for cause or by CITY for convenience upon fourteen (14) days' written notice by the terminating party to the other party of such termination in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

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

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

"CITY":

CITY OF INDIANOLA

By: _____
Kelly B. Shaw, Mayor

Attest: _____
Diana Bowlin, City Clerk

"SERVICE PROVIDER":

By: _____
Name: _____
Title: _____



— Streets Department —

To: Mayor and City Council
From: Diana Bowlin, City Clerk
CC: Ryan Waller, City Manager
Date: October 29, 2019

Subject: 2019 Brush Grinding Quotes

In October staff issued a request for the 2019/20 winter brush grinding quotes. The RFQ was posted on the City's web site, Iowa League of Cities Web Site and on the City's Facebook page. The City received the following two quotations on October 29, 2019:

<u>Company</u>	<u>Mobilization Fee</u>	<u>Grinding</u>	<u>Total</u>
Elder Corporation Des Moines, Iowa	\$2,500.00	\$17,500.00	\$20,000.00
J. Pettiecord, Inc. Bondurant, Iowa	\$2,500.00	\$32,500.00	\$35,000.00

In FY2018, the grinding was done for the amount of \$9,450, therefore the grinding in FY2020 was budgeted at \$10,000. In FY2019, the grinding was done for \$9,000. We believe the increase is due to a larger amount of brush needing to be grinded down and an increase in hauling expense, such as fuel.

Staff recommends approval of the quote from Elder Corporation of Des Moines, Iowa for the 2019/20 winter brush grinding service for \$20,000. The additional cost will be covered by reserve funding, or by cost savings later in the year. This is an annual operation that needs to take place to allow for room at the brush facility.



Meeting Date: 11/04/2019

Subject

Change order number one for the East Hillcrest Avenue Trail Connector project in the amount of \$500.00 for a 24-inch area intake in place of an 18-inch area intake on the west end of the project. Revised contract amount is \$152,401.00.

Information

This Change Order (packet) is to substitute a 24-inch area intake in place of an 18-inch area intake on the west end of the project. This change was recommended by the engineer, street department staff and the contractor during a field inspection. This change will provide a future property owner to connect to the storm sewer and will also provide for future development north of East Hillcrest Avenue to connect storm sewer without having to disturb the new trail infrastructure.

Change Order Number One results in a net increase of \$500.00 to the project, resulting in a final contract amount of \$152,401.00.

Fiscal Impact

Attachments

Hillcrest Change Order Memo



— Parks and Recreation —

TO: Mayor Shaw and City Council

FROM: Doug Bylund, Director of Parks and Recreation

CC: Ryan Waller, City Manager
Andy Lent, Director of Finance

DATE: October 29, 2019

SUBJECT: East Hillcrest Trail Connector Change Order Number One

The purpose of this memo is to recommend approval of Change Order Number One for the East Hillcrest Trail Connector Project.

This Change Order is to substitute a 24" area intake in place of an 18" area intake on the west end of the project. This change was recommended by the engineer, street department staff and the contractor during a field inspection. This change will provide a future property owner to connect to the storm sewer and will also provide for future development north of East Hillcrest Avenue to connect storm sewer without having to disturb the new trail infrastructure.

Change Order Number One results in a net increase of \$500.00 to the project, resulting in a final contract amount of \$152,401.00.



Meeting Date: 11/04/2019

Subject

Claims on the computer printout for November 4, 2019.

Information

Claims on the computer printout for November 4, 2019.

Fiscal Impact

Attachments

Vendor Report 11042019

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	URBAN RENEWAL CONSULTATION	10/25/2019	600.00	GENERAL FUND
AHLERS & COONEY P.C.	AMENDMENT #2 HILLCREST	10/25/2019	134.00	GENERAL FUND
AHLERS & COONEY P.C.	LEGAL SERVICES	10/22/2019	315.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			1,049.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	TOYS FOR TRUNK OR TREAT	10/20/2019	43.96	PARK & RECREATI
AMAZON CAPITAL SERVICES	KEYS FOR TREADMILL	10/20/2019	25.77	PARK & RECREATI
AMAZON CAPITAL SERVICES	BALLOONS FOR DANCE	10/15/2019	30.97	PARK & RECREATI
AMAZON CAPITAL SERVICES	CHILDREN'S COSTUME PARTY MATERIALS	10/16/2019	47.05	PARK & RECREATI
AMAZON CAPITAL SERVICES	EZYROLLER FOR ZONE	10/21/2019	143.95	PARK & RECREATI
Total AMAZON CAPITAL SERVICES:			291.70	
ANDERSON, DANIEL T.				
ANDERSON, DANIEL T.	COED LEAGUE SB	10/17/2019	112.00	PARK & RECREATI
ANDERSON, DANIEL T.	COED LEAGUE SB	10/24/2019	112.00	PARK & RECREATI
Total ANDERSON, DANIEL T.:			224.00	
APEX PROPERTY SERVICES				
APEX PROPERTY SERVICES	ABATEMENT	10/25/2019	955.00	GENERAL FUND
APEX PROPERTY SERVICES	ABATEMENT.	10/25/2019	375.00	GENERAL FUND
Total APEX PROPERTY SERVICES:			1,330.00	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW - ABANDONED	09/23/2019	165.00	POLICE FUND
Total AUBERT'S TOWING:			165.00	
BANKERS TRUST COMPANY				
BANKERS TRUST COMPANY	INVESTMENT SERVICES 3/1/19-9/30/19	10/08/2019	5,286.29	GENERAL FUND
Total BANKERS TRUST COMPANY:			5,286.29	
BAUER BUILT TIRE - DES MOINES				
BAUER BUILT TIRE - DES MOIN	TIRES FOR 335	09/06/2019	2,728.00	FIRE FUND
Total BAUER BUILT TIRE - DES MOINES:			2,728.00	
BENDON INDIANOLA MECHANICAL LLC				
BENDON INDIANOLA MECHANI	GAS VALVE	10/10/2019	93.95	FIRE FUND
Total BENDON INDIANOLA MECHANICAL LLC:			93.95	
BROWN, ALISON				
BROWN, ALISON	MEALS	10/09/2019	28.96	LIBRARY FUND
BROWN, ALISON	MILEAGE	10/21/2019	14.85	LIBRARY FUND
Total BROWN, ALISON:			43.81	
BRUENING ROCK PRODUCTS				
BRUENING ROCK PRODUCTS	ROAD STONE	10/14/2019	538.04	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total BRUENING ROCK PRODUCTS:			538.04	
CCP INDUSTRIES INC.				
CCP INDUSTRIES INC.	ORANGE LATEX GLOVES	10/14/2019	239.05	SEWER FUND
Total CCP INDUSTRIES INC.:			239.05	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	CAULKING & PAVER SAND	10/16/2019	25.84	POOL (MEMORIAL)
Total CIRCLE B CASHWAY:			25.84	
CLIVE POWER EQUIPMENT				
CLIVE POWER EQUIPMENT	SAW BLADES	10/18/2019	112.75	ROAD USE TAX FU
Total CLIVE POWER EQUIPMENT:			112.75	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	REPAIRS ON BLOWER & TRIMMER	10/16/2019	61.24	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	CHAINS SPARPENED	10/16/2019	56.00	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			117.24	
COMER, JANIS				
COMER, JANIS	MEALS	10/21/2019	28.48	LIBRARY FUND
COMER, JANIS	MILEAGE	10/21/2019	33.18	LIBRARY FUND
Total COMER, JANIS:			61.66	
CONVERGINT TECHNOLOGIES LLC				
CONVERGINT TECHNOLOGIES	CONTROL ACCESS DOORS	09/09/2019	22,000.00	VEHICLE RESERV
Total CONVERGINT TECHNOLOGIES LLC:			22,000.00	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	COED LEAGUE SB	10/17/2019	112.00	PARK & RECREATI
CRAWFORD, RICHARD L.	COED LEAGUE SB	10/24/2019	140.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			252.00	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	TIRE ROTATION 245	10/24/2019	176.87	AMBULANCE FUN
Total DOWNEY TIRE PROS:			176.87	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	MONTHLY CLEANING	10/20/2019	4,000.00	GENERAL FUND
DUST PROS JANITORIAL	MONTHLY CLEANING FEE	10/17/2019	1,462.00	PARK & RECREATI
Total DUST PROS JANITORIAL:			5,462.00	
EMERGENCY APPARATUS MAINTENANCE				
EMERGENCY APPARATUS MAI	PUMP TEST 331	10/10/2019	643.81	FIRE FUND
EMERGENCY APPARATUS MAI	PUMP TEST 332	10/10/2019	643.81	FIRE FUND
EMERGENCY APPARATUS MAI	PUMP TEST 333	10/10/2019	643.81	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total EMERGENCY APPARATUS MAINTENANCE:			1,931.43	
FISCHER BROS. LLC				
FISCHER BROS. LLC	VMAC SLIDE REPAIR - REFIXED, 1/2 PRICE	07/10/2019	275.00	POOL (MEMORIAL)
Total FISCHER BROS. LLC:			275.00	
FOSTER COACH SALES INC				
FOSTER COACH SALES INC	REAR LATCH 246	10/02/2019	59.01	AMBULANCE FUN
Total FOSTER COACH SALES INC:			59.01	
GALLS LLC				
GALLS LLC	UNIFORMS/BURRELL	10/08/2019	373.66	FIRE FUND
GALLS LLC	UNIFORMS/WALKER	10/16/2019	121.98	FIRE FUND
GALLS LLC	UNIFORMS/CHIA	10/16/2019	179.73	FIRE FUND
GALLS LLC	UNIFORMS/HURT	10/16/2019	657.15	FIRE FUND
GALLS LLC	UNIFORMS/HURT	10/16/2019	42.99	FIRE FUND
GALLS LLC	UNIFORMS/HURT	10/18/2019	9.90	FIRE FUND
GALLS LLC	BLOWER SOFTSHELL	10/21/2019	145.98	AMBULANCE FUN
GALLS LLC	UNIFORMS/WALKER	10/22/2019	251.68	FIRE FUND
Total GALLS LLC:			1,783.07	
GRAVES, RICK				
GRAVES, RICK	2 DAYS OF MILEAGE TO LEADERSHIP CLAS	10/25/2019	31.67	SEWER FUND
Total GRAVES, RICK:			31.67	
H & W RECYCLING				
H & W RECYCLING	FALL CLEAN UP	10/23/2019	1,875.00	GENERAL FUND
Total H & W RECYCLING:			1,875.00	
HART, NORMAN				
HART, NORMAN	WELLNESS - SEPT & OCT	10/23/2019	50.00	SEWER FUND
Total HART, NORMAN:			50.00	
HENDERSON TRUCK EQUIPMENT				
HENDERSON TRUCK EQUIPME	SANDER PARTS	10/11/2019	130.25	ROAD USE TAX FU
Total HENDERSON TRUCK EQUIPMENT:			130.25	
HOWREY CONSTRUCTION LLC				
HOWREY CONSTRUCTION LLC	HILLCREST TRAIL PAY APP #2	10/29/2019	12,160.95	CAPITAL PROJECT
Total HOWREY CONSTRUCTION LLC:			12,160.95	
HURT, AARON				
HURT, AARON	MILEAGE	10/24/2019	231.42	FIRE FUND
Total HURT, AARON:			231.42	
HY-VEE FOOD STORE				
HY-VEE FOOD STORE	INDOOR PLAY DATE - COOKIES, RIBBON CU	10/22/2019	19.98	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HY-VEE FOOD STORE:			19.98	
INDOFF INCORPORATED				
INDOFF INCORPORATED	OFFICE SUPPLIES	08/26/2019	154.21	FIRE FUND
Total INDOFF INCORPORATED:			154.21	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	DEVICE PAYMENT WITH PAPER CUT & CONN	10/21/2019	3,260.60	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	PAPER & INK	10/21/2019	79.88	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	OFFICE SUPPLIES	10/22/2019	156.80	GENERAL FUND
Total INFOMAX OFFICE SYSTEMS INC.:			3,497.28	
IOWA LAW ENFORCEMENT ACADEMY				
IOWA LAW ENFORCEMENT AC	MMPI RESULTS X3	10/14/2019	450.00	POLICE FUND
Total IOWA LAW ENFORCEMENT ACADEMY:			450.00	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	10/14/2019	442.80	SEWER FUND
Total IOWA ONE CALL:			442.80	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	AUTISM SIGNS	09/30/2019	63.10	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			63.10	
JAMES OIL COMPANY LLC				
JAMES OIL COMPANY LLC	FUEL FOR CITY HALL GENERATOR	10/30/2019	392.43	GENERAL FUND
Total JAMES OIL COMPANY LLC:			392.43	
JENSON ELECTRIC				
JENSON ELECTRIC	RELOCATE JUNCTION BOX AT WESLEY LIFT	10/25/2019	2,148.75	SEWER FUND
Total JENSON ELECTRIC:			2,148.75	
JESS' LOCK AND KEY				
JESS' LOCK AND KEY	SERVICE	10/06/2019	95.00	POLICE FUND
JESS' LOCK AND KEY	LOCK REPAIR - AMPHITHEATER	10/10/2019	188.00	PARK & RECREATI
JESS' LOCK AND KEY	SERVICE	09/03/2019	93.00	POLICE FUND
Total JESS' LOCK AND KEY:			376.00	
JETCO INC				
JETCO INC	QUAIL MEADOWS PROGRAM CONTROLS	10/23/2019	272.50	SEWER FUND
Total JETCO INC:			272.50	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	MONTHLY LAB TESTS	10/17/2019	1,027.20	SEWER FUND
Total KEYSTONE LABORATORIES INC:			1,027.20	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - NOV 2019	10/24/2019	2,912.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,912.00	
LENT, ANDREW				
LENT, ANDREW	LENT - MILEAGE TO/FROM MFPRSI SUMMIT	10/30/2019	24.82	GENERAL FUND
Total LENT, ANDREW:			24.82	
LITTLE PRINCESS PARTIES				
LITTLE PRINCESS PARTIES	CHILDREN'S COSTUME PARTY - PRINCESS	10/16/2019	325.00	PARK & RECREATI
Total LITTLE PRINCESS PARTIES:			325.00	
MAHASKA COMMUNICATION GROUP				
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	10/01/2019	29.13	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	10/01/2019	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	10/01/2019	96.14	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	10/01/2019	817.83	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	10/01/2019	202.10	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	10/01/2019	29.13	GENERAL FUND
Total MAHASKA COMMUNICATION GROUP:			1,181.93	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	LIGHT BULBS	08/28/2019	8.99	FIRE FUND
MCCOY HARDWARE INC	DRYWALL ANCHOR FOR DRINKING FOUNTA	10/14/2019	6.74	PARK & RECREATI
MCCOY HARDWARE INC	BRACE & HARDWARE FOR DRINKING FOUN	10/14/2019	10.74	PARK & RECREATI
MCCOY HARDWARE INC	PAINT SUPPLIES	10/23/2019	25.91	PARK & RECREATI
MCCOY HARDWARE INC	BASTER - USED TO WINTERIZE ICE MACHIN	10/25/2019	3.41	POOL (MEMORIAL)
MCCOY HARDWARE INC	AA BATTERIES	10/29/2019	8.99	SEWER FUND
Total MCCOY HARDWARE INC:			64.78	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	COED LEAGUE SB	10/17/2019	112.00	PARK & RECREATI
MCINTYRE, CRAIG	COED LEAGUE SB	10/24/2019	112.00	PARK & RECREATI
Total MCINTYRE, CRAIG:			224.00	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	10/15/2019	56.67	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	10/15/2019	29.64	SEWER FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	10/21/2019	136.43	GENERAL FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	10/17/2019	49.86	SEWER FUND
MID AMERICAN ENERGY CO.	UTILITIES	10/17/2019	22.76	FIRE FUND
MID AMERICAN ENERGY CO.	UTILITIES	10/17/2019	12.62	FIRE FUND
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	10/17/2019	87.07	PARK & RECREATI
MID AMERICAN ENERGY CO.	HEAT/BUILDING	10/17/2019	18.36	POLICE FUND
Total MID AMERICAN ENERGY CO.:			413.41	
MILLER ELECTRIC SERVICES				
MILLER ELECTRIC SERVICES	3 BASEMENT FIXTURES	10/24/2019	242.14	GENERAL FUND
Total MILLER ELECTRIC SERVICES:			242.14	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MUNICIPAL SUPPLY INC				
MUNICIPAL SUPPLY INC	HYDRANT REPAIR	09/25/2019	88.60	PARK & RECREATI
MUNICIPAL SUPPLY INC	PRO RING	10/14/2019	74.75	ROAD USE TAX FU
Total MUNICIPAL SUPPLY INC:			163.35	
NAPA AUTO PARTS				
NAPA AUTO PARTS	UNIT 43	10/21/2019	10.99	ROAD USE TAX FU
NAPA AUTO PARTS	PARTS FOR COLD PATCH MACHINE	10/21/2019	13.68	ROAD USE TAX FU
Total NAPA AUTO PARTS:			24.67	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	W VALLEY PLACE	10/07/2019	1,391.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	W VALLEY PLACE	10/08/2019	889.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	1315 E CLINTON	10/08/2019	1,047.75	ROAD USE TAX FU
NORWALK READY-MIXED CON	1315 E CLINTON	10/09/2019	1,210.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			4,538.25	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	HYD FILTER	10/17/2019	20.94	ROAD USE TAX FU
O'REILLY AUTO PARTS	UNIT 24, 23 & 12	10/21/2019	254.79	ROAD USE TAX FU
O'REILLY AUTO PARTS	BRAKE CLEAN	10/21/2019	67.92	ROAD USE TAX FU
O'REILLY AUTO PARTS	UNIT 12	10/21/2019	8.59	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			352.24	
PAPER 101				
PAPER 101	PAPER	10/24/2019	263.04	GENERAL FUND
PAPER 101	PAPER	10/24/2019	131.52	POLICE FUND
PAPER 101	PAPER	10/24/2019	131.52	FIRE FUND
PAPER 101	PAPER	10/24/2019	131.52	LIBRARY FUND
PAPER 101	PAPER	10/24/2019	131.52	PARK & RECREATI
Total PAPER 101:			789.12	
PATRICK, MICHELE				
PATRICK, MICHELE	MILEAGE/MEALS - ILA CONFERENCE	10/21/2019	215.28	LIBRARY FUND
Total PATRICK, MICHELE:			215.28	
PAYETTE, AARON				
PAYETTE, AARON	WELLNESS - OCT	10/14/2019	15.00	FIRE FUND
Total PAYETTE, AARON:			15.00	
PEOPLES BANK				
PEOPLES BANK	FIELD IMPROVEMENT LOAN	10/28/2019	13,849.92	PARK & RECREATI
Total PEOPLES BANK:			13,849.92	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	CARDIAC MONITOR LEASE	10/06/2019	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	METAL FOR FUEL PUMP	10/14/2019	7.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			7.00	
PINE VALLEY INSPECTIONS/CONSULTING LLC				
PINE VALLEY INSPECTIONS/CO	PLAN REVIEWS	10/27/2019	595.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			595.00	
PRO-IMAGE SIGN & LIGHTING				
PRO-IMAGE SIGN & LIGHTING	VEHICLE GRAPHICS FOR 2019 F350	10/21/2019	73.00	PARK & RECREATI
Total PRO-IMAGE SIGN & LIGHTING:			73.00	
PROSCREENING LLC				
PROSCREENING LLC	BACKGROUND CHECK	10/15/2019	48.50	ROAD USE TAX FU
Total PROSCREENING LLC:			48.50	
PURCHASE POWER				
PURCHASE POWER	POSTAGE	10/10/2019	5.50	GENERAL FUND
Total PURCHASE POWER:			5.50	
SANDRY FIRE SUPPLY LLC				
SANDRY FIRE SUPPLY LLC	RESCUE RANDY 165	10/09/2019	917.18	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			917.18	
SHOTTENKIRK FORD OF INDIANOLA				
SHOTTENKIRK FORD OF INDIA	2019 F-350 4X4	10/14/2019	37,261.00	VEHICLE RESERV
SHOTTENKIRK FORD OF INDIA	UNIT #41 RELAY	10/21/2019	14.48	ROAD USE TAX FU
Total SHOTTENKIRK FORD OF INDIANOLA:			37,275.48	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	10/24/2019	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SWEENEY COURT REPORTING SERVICES				
SWEENEY COURT REPORTING	BOA MEETING 10/10/19	10/28/2019	491.19	WWTP FACILITY C
Total SWEENEY COURT REPORTING SERVICES:			491.19	
T & R AUTOMOTIVE				
T & R AUTOMOTIVE	REPLACE 3 COILS ON 2006 F-250	10/24/2019	266.46	PARK & RECREATI
Total T & R AUTOMOTIVE:			266.46	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT 1506	10/24/2019	85.00	GENERAL FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	10/24/2019	82.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	10/24/2019	54.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			221.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
TEAM SIDELINE				
TEAM SIDELINE	SPORTS WEBSITE	10/24/2019	399.00	PARK & RECREATI
Total TEAM SIDELINE:			399.00	
THEISEN'S				
THEISEN'S	LIME	08/13/2019	10.76	ROAD USE TAX FU
THEISEN'S	RV ANTIFREEZE	10/15/2019	17.94	PARK & RECREATI
THEISEN'S	TRANS-HYDRAULIC OIL	10/15/2019	37.98	PARK & RECREATI
THEISEN'S	T.W. CONCRETE BOOTS	10/17/2019	12.99	ROAD USE TAX FU
THEISEN'S	RV ANTIFREEZE	10/24/2019	17.94	PARK & RECREATI
THEISEN'S	PAINTING SUPPLIES	10/24/2019	52.21	PARK & RECREATI
Total THEISEN'S:			149.82	
TK CONCRETE INC				
TK CONCRETE INC	2019 DRAINAGE PAY APP #1	10/29/2019	58,211.25	STORMWATER UTI
Total TK CONCRETE INC:			58,211.25	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES -3	10/12/2019	106.44	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE	10/12/2019	47.01	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2	10/12/2019	93.75	SEWER FUND
Total U.S. CELLULAR:			247.20	
VAN WALL EQUIPMENT				
VAN WALL EQUIPMENT	SAW PARTS	07/24/2019	303.12	ROAD USE TAX FU
VAN WALL EQUIPMENT	CAB FILTER COVER RETURN	07/30/2019	102.51	PARK & RECREATI
VAN WALL EQUIPMENT	REPAIRS TO JD 445	08/20/2019	295.83	PARK & RECREATI
VAN WALL EQUIPMENT	HOSE CONNECTOR & O-RING FOR STIHL T	09/09/2019	12.25	ROAD USE TAX FU
VAN WALL EQUIPMENT	REPAIRS TO JD 445	09/13/2019	1,400.64	PARK & RECREATI
VAN WALL EQUIPMENT	O-RINGS FOR HYDRAULIC COUPLER	10/16/2019	3.86	PARK & RECREATI
Total VAN WALL EQUIPMENT:			1,913.19	
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	10/15/2019	358.60	POLICE FUND
Total VERIZON WIRELESS:			358.60	
WASTE SOLUTIONS OF IA				
WASTE SOLUTIONS OF IA	PORT-A-POTTY SERVICE	10/09/2019	85.00	GENERAL FUND
Total WASTE SOLUTIONS OF IA:			85.00	
WELLS FARGO CCER				
WELLS FARGO CCER	PHILLIPS 66 - MINIT MARTNCIC training - Tam	09/02/2019	20.63	POLICE FUND
WELLS FARGO CCER	SQ BUSY BEE GARDENLandscaping	09/02/2019	9.18	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Landscaping mater	09/02/2019	34.73	LIBRARY FUND
WELLS FARGO CCER	HOLIDAY INN EXPRESSNCIC training - Tammy	09/02/2019	330.72	POLICE FUND
WELLS FARGO CCER	CASEYS GEN STORE 2097Staff Mtg	09/02/2019	26.72	LIBRARY FUND
WELLS FARGO CCER	HOLIDAY INNHotel for Tims Training	09/02/2019	447.48	GENERAL FUND
WELLS FARGO CCER	WAL-MART #3762office supplies	09/03/2019	42.68	POLICE FUND
WELLS FARGO CCER	AMZN MKTP US MO52D06X165022- DVDs	09/02/2019	40.88	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MO52D06X165070- Materials	09/02/2019	82.08	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MO9BS6PD065022- DVDs	09/02/2019	50.88	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMZN MKTP US MO9BS6PD065070-DVD cas	09/02/2019	22.69	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US GZ9X44713Family programs	09/05/2019	14.99	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Publicity 10.44	09/05/2019	10.44	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Landscaping	09/02/2019	7.94	LIBRARY FUND
WELLS FARGO CCER	ADOBE CREATIVE CLOUDmonthly software s	09/02/2019	52.99	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514Sockets and tools for rep	09/02/2019	246.45	AMBULANCE FUN
WELLS FARGO CCER	BOUND TREE MEDICAL LLCsuccs	09/02/2019	47.32	AMBULANCE FUN
WELLS FARGO CCER	AWL PEARSON EDUCATIONParamedic class ,	09/05/2019	235.39	AMBULANCE FUN
WELLS FARGO CCER	AWL PEARSON EDUCATIONParamedic class ,	09/05/2019	235.39	AMBULANCE FUN
WELLS FARGO CCER	DOWNEY TIRE PROSNail Removal from Tire o	09/04/2019	23.45	GENERAL FUND
WELLS FARGO CCER	PAYPAL SPRINGERPRO63100- Pest control	09/04/2019	79.00	LIBRARY FUND
WELLS FARGO CCER	PER MAR SECURITY63100- Security	09/04/2019	940.80	LIBRARY FUND
WELLS FARGO CCER	VISTAPR VISTAPRINT.COMEbertowski cards	09/05/2019	35.99	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Ebertowski hallway	09/06/2019	.50	POLICE FUND
WELLS FARGO CCER	NAPA PARTS 0000514Fuel for Small engines a	09/06/2019	175.92	FIRE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Office supplies 3.2	09/05/2019	3.24	LIBRARY FUND
WELLS FARGO CCER	AWL PEARSON EDUCATIONParamedic class ,	09/05/2019	235.39	AMBULANCE FUN
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	09/05/2019	600.00	LIBRARY FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Childrens program	09/05/2019	19.74	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- E-audiobooks	09/06/2019	114.99	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- E-books	09/06/2019	60.00	LIBRARY FUND
WELLS FARGO CCER	AWL PEARSON EDUCATIONParamedic class ,	09/05/2019	235.39	AMBULANCE FUN
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	09/05/2019	600.00	LIBRARY FUND
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	09/05/2019	600.00	LIBRARY FUND
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	09/05/2019	402.76	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	09/06/2019	54.99	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- E-books	09/06/2019	115.00	LIBRARY FUND
WELLS FARGO CCER	THE UPS STORE #6682Return for Extra Code	09/06/2019	10.96	GENERAL FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	09/06/2019	67.49	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	09/06/2019	99.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- Ebooks	09/06/2019	65.00	LIBRARY FUND
WELLS FARGO CCER	TRM DISPOSAL64090- Trash removal	09/06/2019	97.00	LIBRARY FUND
WELLS FARGO CCER	BOUND TREE MEDICAL LLCThiamine, Oxytoci	09/09/2019	329.75	AMBULANCE FUN
WELLS FARGO CCER	RECORDED BOOKS65021- Book on CD	09/06/2019	71.98	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	09/06/2019	31.50	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- Ebooks	09/06/2019	65.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- E-audiobook	09/06/2019	50.00	LIBRARY FUND
WELLS FARGO CCER	L-TRON CORPORATIONreplacement cable Ca	09/09/2019	26.50	POLICE FUND
WELLS FARGO CCER	THE GREATER DES MOINESParking for meeti	09/09/2019	7.50	GENERAL FUND
WELLS FARGO CCER	RECORDED BOOKS65021- E-audiobooks	09/06/2019	50.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- E-audiobooks	09/06/2019	50.00	LIBRARY FUND
WELLS FARGO CCER	IOWA LIBRARY ASSOCIATIONILA conference	09/06/2019	170.00	LIBRARY FUND
WELLS FARGO CCER	PARKING RAMPSParking for 2019 Economic F	09/06/2019	3.00	GENERAL FUND
WELLS FARGO CCER	PRH AR800-733-300065021- Books on CD	09/09/2019	26.25	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491Zone and senior supplies	09/10/2019	50.05	PARK & RECREATI
WELLS FARGO CCER	MARVEL SUBSCRIPTION65020- Magazine su	09/09/2019	16.89-	LIBRARY FUND
WELLS FARGO CCER	BAKER & TAYLOR - BOOKS65022- DVDs	09/09/2019	31.15	LIBRARY FUND
WELLS FARGO CCER	MERCY MEDICAL 00015776Ambulance Pharm	09/09/2019	627.50	AMBULANCE FUN
WELLS FARGO CCER	GOTPRINT.COMChildrens garden sign	09/09/2019	33.18	PARK & RECREATI
WELLS FARGO CCER	GOVDEALSChairs for breakroom	09/10/2019	7.06	SEWER FUND
WELLS FARGO CCER	ISU INTRANSSteve Greif Matt Anders attended	09/10/2019	170.00	ROAD USE TAX FU
WELLS FARGO CCER	THE OTHER PLACEWWTP mtg lunch	09/09/2019	42.30	GENERAL FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Midazolam and Etomi	09/09/2019	93.84	AMBULANCE FUN
WELLS FARGO CCER	BAKER & TAYLOR - BOOKS65020- Books	09/09/2019	2,828.23	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US 4R0DF3RG365022- DVDs	09/09/2019	66.10	LIBRARY FUND
WELLS FARGO CCER	IOWA LEAGUE OF CITIESLent-IMFOA Fall 201	09/11/2019	155.00	GENERAL FUND
WELLS FARGO CCER	BOUND TREE MEDICAL LLCCEMS Supplies - R	09/11/2019	43.15	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US MO55D1SC0Library materials	09/10/2019	75.94	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	WAL-MART #1491Supplies for Special Friends	09/10/2019	14.29	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Key tags, file folders and mail	09/10/2019	10.42	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491batteries/office supplies	09/10/2019	101.11	POLICE FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Childrens programs	09/12/2019	8.54	LIBRARY FUND
WELLS FARGO CCER	MCDONALDS F21539senior trip expenses	09/12/2019	33.16	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Pickard Concessions	09/10/2019	71.10	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Special Event: Childrens Cos	09/10/2019	4.38	PARK & RECREATI
WELLS FARGO CCER	NATL ASSOC OF EMS EDUCATOAnnual NAE	09/10/2019	95.00	AMBULANCE FUN
WELLS FARGO CCER	GOTPRINT.COMreprint 2 Pickard sponsor bann	09/11/2019	164.72	PARK & RECREATI
WELLS FARGO CCER	CHARLES GABUS FORD RENTArental van se	09/13/2019	111.99	PARK & RECREATI
WELLS FARGO CCER	OTC BRANDS, INC.Tattoos for Halloween Part	09/13/2019	40.72	PARK & RECREATI
WELLS FARGO CCER	WPY IOWA WATER ENVIRONMENRick and Ke	09/11/2019	380.00	SEWER FUND
WELLS FARGO CCER	DOWNEY TIRE PROSfront tire for Medic 247 a	09/11/2019	579.17	FIRE FUND
WELLS FARGO CCER	BOUND TREE MEDICAL LLLidocaine	09/11/2019	55.56	AMBULANCE FUN
WELLS FARGO CCER	THE INTERNATIONAL SOCIAnnual ISFSI Due	09/11/2019	125.00	FIRE FUND
WELLS FARGO CCER	DLH GRAFXUniform caps for members	09/16/2019	526.80	FIRE FUND
WELLS FARGO CCER	AMZN MKTP US N535S7N0365070- notepad gl	09/16/2019	12.14	LIBRARY FUND
WELLS FARGO CCER	USPS PO 184365062565080- postage	09/12/2019	19.98	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM M29535013 AMZNBooks and b	09/12/2019	130.00	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491Ice packs for Pickard Park	09/12/2019	2.98	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Zone supplies	09/13/2019	54.44	PARK & RECREATI
WELLS FARGO CCER	OREILLY AUTO PARTS 337Small tool set for P	09/16/2019	10.99	FIRE FUND
WELLS FARGO CCER	AMAZON.COM HU0CC3MB3 AMZN65060- Per	09/16/2019	20.25	LIBRARY FUND
WELLS FARGO CCER	CHARLES GABUS FORD RENTArental van se	09/13/2019	32.75	PARK & RECREATI
WELLS FARGO CCER	QT 513 04005138Gas for rental van senior	09/13/2019	35.08	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US O23T58T53 AMOffice supplie	09/16/2019	8.99	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US HO19R4BG3Board game coll	09/16/2019	15.98	LIBRARY FUND
WELLS FARGO CCER	USPS PO 184365062565080- Postage	09/18/2019	20.72	LIBRARY FUND
WELLS FARGO CCER	NOBBIES - CLIVEzone supplies	09/18/2019	19.99	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US N535S7N0365060- binder fold	09/16/2019	7.06	LIBRARY FUND
WELLS FARGO CCER	WESTSIDE MUFFLER & REPAIRRetrofit of Muf	09/16/2019	202.26	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US XR7AR54P3 AMOffice supplie	09/16/2019	36.82	LIBRARY FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271senior potluck cake	09/16/2019	21.99	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US WH69I09T365070- Book tape	09/17/2019	54.71	LIBRARY FUND
WELLS FARGO CCER	TIKLY.COTrails Summit Conference	09/18/2019	75.00	PARK & RECREATI
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPCPR cards	09/18/2019	14.00	AMBULANCE FUN
WELLS FARGO CCER	MCCOY TRUE VALUEKeys and trash bags	09/23/2019	36.79	FIRE FUND
WELLS FARGO CCER	IOWA LIBRARY ASSOCIATION62300- ILA conf	09/23/2019	35.00	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US X76BB92D365070- labels	09/23/2019	9.95	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US CP9ZI77Z365022- DVD	09/16/2019	19.96	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US GM2AH4U0365070- First-aid	09/23/2019	22.49	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US N40CB1GO365022- DVDs	09/23/2019	61.90	LIBRARY FUND
WELLS FARGO CCER	MCCOY TRUE VALUEDoor repair for fire safety	09/24/2019	7.19	FIRE FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Childrens program	09/19/2019	16.44	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US 412BG0FO3Family program	09/20/2019	23.90	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491zone snacks	09/23/2019	51.76	PARK & RECREATI
WELLS FARGO CCER	LA QUINTA INNS 1051WEFTEC Hotel for Blak	09/25/2019	67.93	SEWER FUND
WELLS FARGO CCER	WM SUPERCENTER #1491office supplies	09/26/2019	21.46	POLICE FUND
WELLS FARGO CCER	SAVOR-MCCORMICK PLACEMeal for Rick, Ty,	09/26/2019	55.50	SEWER FUND
WELLS FARGO CCER	DEMCO65025- Enrich Iowa- display racks	09/23/2019	1,765.41	LIBRARY SPECIAL
WELLS FARGO CCER	BOUND TREE MEDICAL LLCEpi 1-1000	09/23/2019	185.00	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US G25151CX365070- labels	09/23/2019	23.90	LIBRARY FUND
WELLS FARGO CCER	EL FOGONMetro Finance Directors Meeting, 24	09/26/2019	12.70	GENERAL FUND
WELLS FARGO CCER	SWISSOTEL CHICAGOHotel for Rick at WEFT	09/27/2019	1,169.32	SEWER FUND
WELLS FARGO CCER	GOTPRINT.COMChildrens Costume Party bann	09/27/2019	69.65	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514Engine scanner tool Med	09/24/2019	155.51	AMBULANCE FUN
WELLS FARGO CCER	GOTPRINT.COMindoor playground sign	09/25/2019	15.86	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM OW4980EA3 AMZN65022- DV	09/25/2019	32.92	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMZN MKTP US65022- pre-order price protecti	09/26/2019	.03-	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Publicity	09/26/2019	12.26	LIBRARY FUND
WELLS FARGO CCER	MOOD PANDORA Pandora hold music	09/27/2019	26.95	GENERAL FUND
WELLS FARGO CCER	COD - PASSPORT PARKINGLent-Parking, ILO	09/27/2019	5.00	GENERAL FUND
WELLS FARGO CCER	DES MOINES AIRPORT AUTHORAirport Parki	09/27/2019	40.00	SEWER FUND
WELLS FARGO CCER	NAPA PARTS 0000514Electrical connector kit f	09/27/2019	246.28	AMBULANCE FUN
WELLS FARGO CCER	AED SUPERSTOREaed hard case 181 - ultimat	09/30/2019	199.00	POLICE FUND
WELLS FARGO CCER	THE REDSTONE INNHotel, ILOC Annual	09/26/2019	173.38	GENERAL FUND
WELLS FARGO CCER	FROGGYS FOG LLC Smoke fluid for fire safety	09/30/2019	229.98	FIRE FUND
WELLS FARGO CCER	MCCOY TRUE VALUEChain hook for fire trainin	09/30/2019	6.74	FIRE FUND
WELLS FARGO CCER	ADOBE ACROPRO SUBSsoftware	09/30/2019	14.99	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Publicity	09/30/2019	9.97	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Office supplies	09/30/2019	6.97	LIBRARY FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Program supplies for	09/27/2019	42.11	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491110-2100-65076 th	09/02/2019	14.48	ROAD USE TAX FU
WELLS FARGO CCER	BOUND TREE MEDICAL LLC Glucose	09/02/2019	25.95	AMBULANCE FUN
WELLS FARGO CCER	WM SUPERCENTER #1491Lock for Pickard Fi	09/02/2019	7.37	PARK & RECREATI
WELLS FARGO CCER	COLORBLEND Sbulbs for parks	09/30/2019	759.00	PARK & RECREATI
WELLS FARGO CCER	BOUND TREE MEDICAL LLC Epi 1-10000	09/30/2019	73.00	AMBULANCE FUN
WELLS FARGO CCER	ADOBE PRODUCTSCredit of taxes previously	09/30/2019	35.99-	GENERAL FUND

Total WELLS FARGO CCER:

20,520.32

WOOSLEY LANDSCAPING & MOWING

WOOSLEY LANDSCAPING & M	PARKS MOW CONTRACT	10/28/2019	6,285.00	PARK & RECREATI
WOOSLEY LANDSCAPING & M	MAC MOW CONTRACT	10/28/2019	480.00	POOL (MEMORIAL)
WOOSLEY LANDSCAPING & M	LIBRARY MOW CONTRACT	10/28/2019	210.00	LIBRARY FUND

Total WOOSLEY LANDSCAPING & MOWING:

6,975.00

Grand Totals:

223,096.29

City Council: _____

Meeting Date: 11/04/2019

Subject

Consideration of a request from Indianola High School students with the Indianola Recognition of Service organization regarding the banners on the Square.

Information

Consideration of a request from Indianola High School student members of Indianola Recognition of Service to continue the program, expand zones and waive fees and insurance for the banners on the Square.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 11/04/2019

Subject

Public hearing and approval for a sign exemption request from Parker Signs for Casual Rags located at 207 W. First Avenue.

Information

Council needs to hold a public hearing (no additional readings) and give approval for a request from Parker Signs for Casual Rags (packet) to allow a projection style sign at their business located at 207 W. First Avenue.

Roll call is in order.

Fiscal Impact

Attachments

Casual Rags Memo

Letter

Application

Casual Rags Proof

Casual Rags Mockup



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: November 4, 2019
Re: Public hearing for a sign exemption from Parker Signs for Casual Rages located at 207 W. 1st Avenue

Casual Rags proposes to erect a nine (9) square foot projecting sign at their business located at 207 West 1st Avenue. According to Section 155.24 of the Code of Ordinances of Indianola, Iowa, it is unlawful for any person to erect or maintain any projecting sign unless located within Blocks 6, 7, 8, 12, 13, 16, 17 and 18 of the Original Town Plat, which are the eight (8) blocks that touch The Square. Projecting signs, if allowed, shall not exceed 24 square feet. 207 West 1st Avenue is in Block 23, which is just one block south of Block 16.

Whenever, because of unusual circumstances, there are practical difficulties involved in carrying out the provisions of the Code, the Council may grant a specific exemption for individual situations, provided the Council shall first find that a special and unusual, individual circumstance makes the strict application of this chapter impractical and that the exemption granted with appropriate safeguards is in conformity with the intent and purpose of this chapter. The Council may grant the exemption with such safeguards as it feels are necessary in order to conform with the intents and purposes of the code provided that the Council finds that granting of the exemption will not adversely affect the public interest.

By making exceptions in the code by block rather than by street, you create a situation where businesses on one side of the street may be allowed an exception, where businesses on the other side of the street are not allowed an exception. If Casual Rags were located on the north side of the West 1st Avenue, as opposed to the south side, the proposed sign would be allowed. It is for this reason that the Community Development Department believes there does exist a special and unusual circumstance, and it is for that reason we recommend approval of the sign exemption as proposed.

I will attend the November 4th Council meeting if you have any questions.

October 16, 2019

Mr. Charlie Dissell
Director of Community Development & Economic Development
City of Indianola
110 North First Street
Indianola, IA 50125

Dear Charlie,

On behalf of Stacie Baker of Casual Rags I am requesting an exception to the sign code of Indianola to allow for a projection style sign. The city code allows for projection style signs on the square and the four blocks adjacent to the square in each direction. Casual Rags is zoned the same as the businesses on the square and, in our opinion, could be considered as part of the square business area. With the majority of business traffic coming from South Buxton Street the projection style sign would be fit this location. Let me know if you need any other information from me.

Respectfully,



John Parker Jr.
President



CITY OF INDIANOLA SIGN APPLICATION



Sign Permit #: _____

Applicant/Owner

Erector

Name Stacy Baker - Casual Rags	Name Parker Signs & Graphics, Inc.
Address 207 West First Ave	Address 12869 Geneva Street
City Indianola	City Indianola
Phone 515.961.7352	Phone 515.962.0330
Address of Sign Location 207 West First Ave	

Description of Work:



Erect



Alter



Repair

Type of Sign:



Canopy



Wall



Sidewalk (C-3 Only)



Awning



*Temporary



Marquee



Free Standing



Pole



Ground

Electric



Yes



No

Size of Sign:

Length 36"

Height 36"

Sq Ft 9 sqft

Weight _____

Zone _____

Height of Bottom Edge:

Above Ground 9'-4"

Height of Top Edge 12'-4"

Wall Sign % of Building Face:

2 %

Public Liability Insurance Required:

Yes ☐

No ☐

Materials of Construction:

FACE

Wood ☐

Plastic ☐

Other ☒

FRAME

Wood ☐

Metal ☒

Other ☐

SUPPORTS

Wall ☒

Metal ☐

Other ☐

*Temp Sign Issued

Remove By

Initial

Lot Plan - Show property lines, buildings/structures in the immediate area and the sign location.

See attached drawing

List below type, size, area and location of each existing sign or affected building and/or property frontage.

Location	Type	Size	Area(sq ft)
----------	------	------	-------------

1. _____

2. _____

3. _____

(Official use only) Erected Signs _____

(Official use only) Total _____

State what the sign will indicate below.

If required, please attach two ink drawings showing the plans, specifications and method of construction for the sign(s). Attention should be given to the drawings to show the method of attaching the sign to the building or the method of supporting the sign from the ground.

I hereby acknowledge that I have read this application that is correct and I agree to comply with all city ordinances and state laws regulating signs and billboards.

[Signature]
Sign erector or authorized agent

10/16/19

Date

\$ _____

Amount

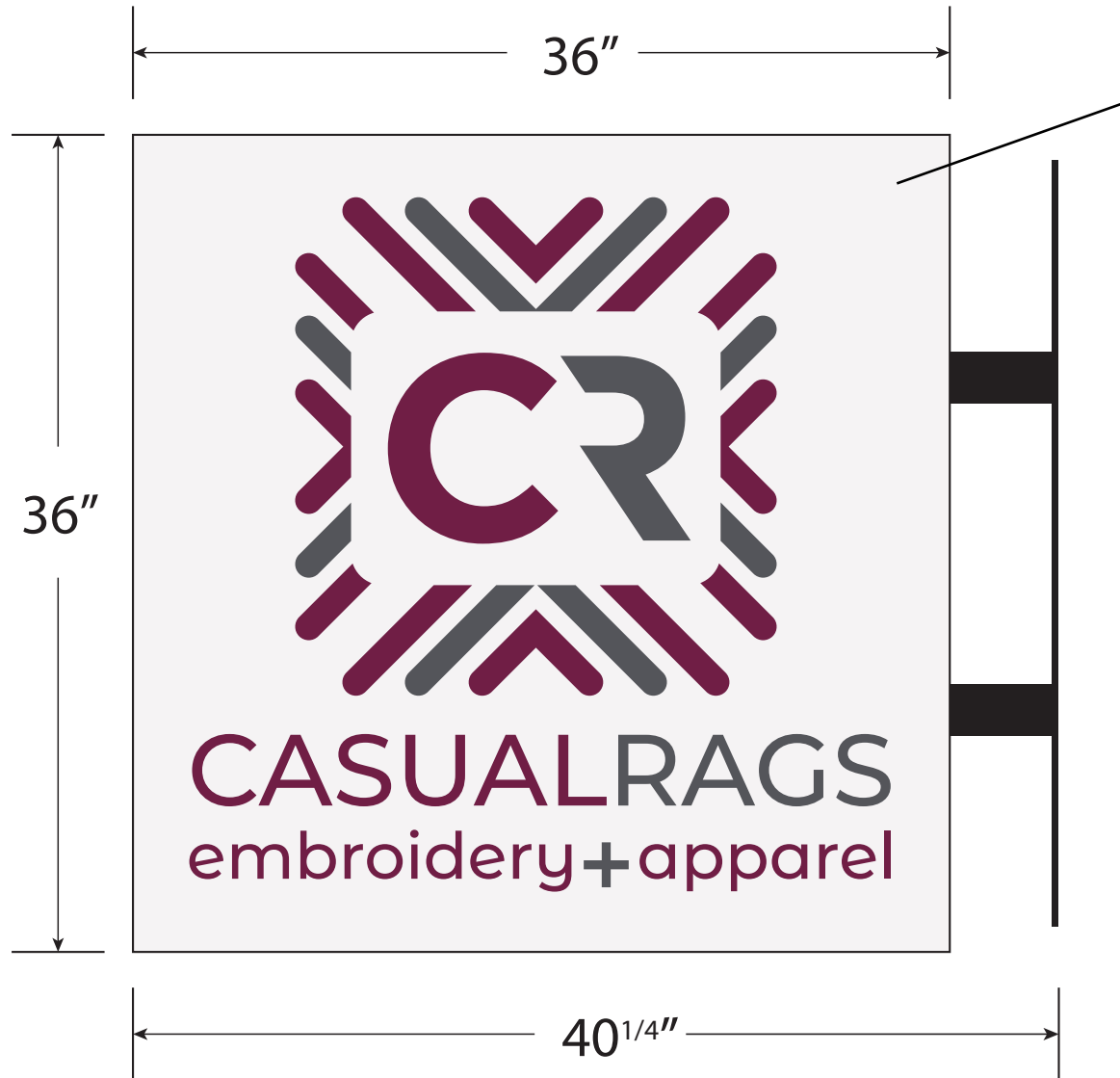
Plan reviewed by _____

Date _____

Community Development Director _____

Receipt No. _____ Approved _____ Denied _____

Building Front Sign



Sherwin Williams
SW0055 Light
French Grey

Date 11/16/19	Project Name Casual Rags - Building Sign - Front	Customer Approval	Date
Drawn By John Parker	Address 207 West First Ave	© 2019 Parker Signs & Graphics, Inc. Parker Signs & Graphics , Incorporated has the exclusive right to reproduce, display, prepare derivative works of, or distribute copies of the copyrighted work above. All manners of infringement prohibited by law.	
Revision # 3	City/State Indianola, IA		





Date 11/16/19	Project Name Casual Rags - Building Sign - Front	Customer Approval	Date
Drawn By John Parker	Address 207 West First Ave	© 2019 Parker Signs & Graphics, Inc. Parker Signs & Graphics , Incorporated has the exclusive right to reproduce, display, prepare derivative works of, or distribute copies of the copyrighted work above. All manners of infringement prohibited by law.	
Revision # 3	City/State Indianola, IA		



Meeting Date: 11/04/2019

Subject

Resolution approving emergency repairs for a sinkhole discovered in a swale adjacent to the west wall of Norwalk Ready Mix's lot.

Information

Council will need to approve a resolution for emergency repairs for a sinkhole discovered in a swale adjacent to the west wall of Norwalk Ready Mix's lot.

Snyder and Associates has provided information (packet) certifying that emergency repairs are necessary to allow a continuous connection to a storm sewer outlet, and to avoid problems with flooding and expansion of the existing void.

Roll call is in order.

Fiscal Impact

Attachments

NRM Memo

Resolution Authorizing Repairs

October 30, 2019

Ryan Waller
City of Indianola
110 North 1st Street
PO Box 299
Indianola, IA 50125

RE: NORWALK READY MIX STORM SEWER FAILURE

Dear Mr. Waller:

On October 15, 2019, Norwalk Ready Mix notified City staff of an uncovered section of storm sewer and a large void on the west end of their property. The failure is located in a swale adjacent to the west wall of Norwalk Ready Mix's lot, with East Clinton Avenue to the south and the McVay Trail to the north. Snyder & Associates was requested to review the failure and recommend a course of action for repairs.

The 36" reinforced concrete pipe (RCP) connects to an area intake that drains to East Clinton Avenue and extends to the northeast through residential properties and the Norwalk Ready Mix site before outletting into the channel north of the McVay Trail. The pipe type changes from 36" RCP to a 48" corrugated metal pipe (CMP) west of the precast block wall along the Norwalk Ready Mix yard. The pipe type change is the beginning of the void and the CMP is sunken/collapsed. The void extends approximately 25 linear feet directly underneath a paved portion of Norwalk Ready Mix's lot where trucks frequent to wash out. From the outlet end north of the McVay Trail, the CMP is in good condition, leaving the extents of failed pipe unknown.

Without a continuous connection to an outlet, storm sewer system flooding and expansion of the void is imminent. In addition, a void of this size below Norwalk Ready Mix's paved lot threatens to cave in the existing wall situated above the void.

In light of the foregoing, Snyder & Associates certifies that the failure constitutes an emergency repair. The pipe size is large enough that City crews and equipment are not able to perform the repair. Permission is requested to solicit informal quotes to make the repair on a time and material basis. While the extent of the void and pipe replacement is not known, it is estimated that it will include a manhole and approximately 40 linear feet of pipe and surface restoration.

Until repairs are completed, the area where the void is suspected is coned off and is unusable for Norwalk Ready Mix.

Respectfully,

SNYDER & ASSOCIATES, INC.



David N. Moeller, P.E.
President

MLA

Enclosure

RESOLUTION NO. _____

**RESOLUTION APPROVING EMERGENCY REPAIRS FOR THE NORWALK
READY MIX STORM SEWER FAILURE PROJECT**

WHEREAS, Snyder & Associates, Inc, the engineers for the City of Indianola, Iowa, have determined that immediate replacement of storm sewer pipes are necessary; and

WHEREAS, the 36” reinforced concrete pipe (RCP) connects to an area intake that drains to East Clinton Avenue and extends to the northeast through residential properties and the Norwalk Ready Mix site before outletting into the channel north of the McVay Trail. The pipe type changes from 36” RCP to a 48” corrugated metal pipe (CMP) west of the precast block wall along the Norwalk Ready Mix yard. The pipe type change is the beginning of the void and the CMP is sunken/collapsed. The void extends approximately 25 linear feet directly underneath a paved portion of Norwalk Ready Mix’s lot where trucks frequent to wash out. From the outlet end north of the McVay Trail, the CMP is in good condition, leaving the extents of failed pipe unknown; and

WHEREAS, the engineers have provided the attached letter certifying that emergency repairs are necessary to allow a continuous connection to a storm sewer outlet, and to avoid problems with flooding and expansion of the existing void; and

WHEREAS, the City Council of the City of Indianola has determined that emergency repairs are necessary and that a delay of advertising and public letting might cause serious loss or injury and finds that it is necessary to institute emergency proceedings in accordance with Iowa Code Section 384.103(2).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Indianola, Iowa hereby approves the emergency repairs for the Norwalk Ready Mix Storm Sewer Failure Project in accordance with the recommendation from the engineer, Snyder & Associates, Inc.

PASSED AND APPROVED this 4th day of November, 2019.

Kelly B. Shaw, Mayor

Attest:

Diana Bowlin, City Clerk

Meeting Date: 11/04/2019

Subject

Resolution setting a public hearing for December 16, 2019, to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the City's 2019 Indianola Water Resource Recovery Facility project plan.

Information

Council will need to consider a Resolution setting a Public Hearing for December 16, 2019, to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the City's 2019 Indianola Water Resource Recovery Facility project plan.

In your packet (attached) is the Resolution, Public Hearing Checklist and Public Notice.

Roll call is in order.

Fiscal Impact

Attachments

Public Hearing Checklist
Resolution set PH for SRF
Public Hearing Notice

SRF Public Hearing Checklist

A public hearing must be held locally if the State Revolving Fund will be used to finance the project. The primary purpose of the hearing is to discuss the results of the environmental review.

- ☐ Adequate public notification provided to the media and all interested parties at least 30 days prior to the hearing. The purpose of the public hearing must be identified in the notification.
- ☐ Reports, documents and data relevant to the discussion at the public hearing shall be available at the project central depository for public review generally not less than 30 days before the public hearing.
- ☐ Hearings must be held at convenient times and places.
- ☐ Alternative strategies, environmental impacts, and institutional arrangements including user charge estimates should be discussed.
- ☐ All interested parties should be allowed adequate time to present their views. A question and answer period is recommended.
- ☐ The municipality shall prepare a transcript, recording or other complete record of the hearing and make it available for public review.
- ☐ A responsiveness summary (summary of public comments) and proof of publication must be submitted to the Environmental Review Specialist.

***Send materials to State Revolving Fund, Iowa Department of Natural Resources,
502 E. 9th Street, Des Moines, IA 50319-0034.***

RESOLUTION NO. 2019-_____

RESOLUTION SETTING A PUBLIC HEARING TO REVIEW AN
APPLICATION FOR A STATE REVOLVING FUND (SRF) LOAN
AND TO MAKE AVAILABLE TO THE PUBLIC THE CONTENTS
OF AN ENVIRONMENTAL INFORMATION DOCUMENT AND THE
CITY OF INDIANOLA PROJECT PLAN

WHEREAS, the City of Indianola will be holding a public hearing on December 16, 2019 at 6:00 p.m. to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the City of Indianola project plan; and

WHEREAS, the proposed project includes construction of a headworks building, grit building, two (2) oxidation ditches, three (3) secondary clarifiers, UV disinfection building, equalization tank, peak flow treatment building, solids processing building, aerobic digesters, biosolids storage tank, administration/vehicle storage building, yard piping and associated structures, and roadway. The project covers an estimated total of 35.50 acres with approximately 30.00 acres of ground disturbing construction activity.

WHEREAS, the purpose of this public hearing is to inform area residents of Indianola of this proposed action, discuss the actual cost and user fees associated with this project, and to address citizen's concerns, if any, with the plan.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the proposed application is hereby set for the 16th day of December, 2019, at 6:00 o'clock p.m. in the Council Chambers of the Municipal Building in Indianola, Iowa.

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

APPROVED AND ADOPTED this the 4th day of November, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

SRF Public Notice For Indianola Water Resource Recovery Facility



PUBLIC HEARING NOTICE

The City of Indianola will be holding a Public Hearing to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the City of Indianola project plan. These documents include design and environmental information related to the proposed construction of the City of Indianola Water Resource Recovery Facility.

The proposed project includes construction of a headworks building, grit building, two (2) oxidation ditches, three (3) secondary clarifiers, UV disinfection building, equalization tank, peak flow treatment building, solids processing building, aerobic digesters, biosolids storage tank, administration/vehicle storage building, yard piping and associated structures, and roadway. The project covers an estimated total of 35.50 acres with approximately 30.00 acres of ground disturbing construction activity.

The purpose of this Public Hearing is to inform area residents of Indianola of this proposed action, discuss the actual cost and user fees associated with this project, and to address citizen's concerns, if any, with the plan.

The Public Hearing location and time are as follows:

December 16, 2019 – 6:00 p.m.
City of Indianola
110 N 1st St
Indianola, IA 50125

All interested persons are encouraged to attend this hearing. Written comments on this proposal may also be submitted prior to the hearing. Questions regarding this hearing or the availability of documentation may be directed to the City of Indianola at 515-961-9410.

Meeting Date: 11/04/2019

Subject

Resolution setting a date for a public hearing for December 16, 2019, to consider the plans, specs and form of contract for the 2019 Indianola Water Resource Recovery Facility and taking of bids (December 19, 2019).

Information

Council needs to consider a resolution (packet) to set a date for a public hearing on December 16, 2019, to consider the plans, specs and form of contract for the 2019 Indianola Water Resource Recovery Facility and taking of bids (December 19, 2019).

Roll call is in order.

Fiscal Impact

Attachments

Resolution setting PH for contract

The Meeting was called to order by Mayor Kelly B. Shaw and on roll call the following City Council members were

Present:

Absent:

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

The roll was called and the vote was,

AYES:

NAYS:

Whereupon, the Mayor declared the following resolution duly adopted:

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

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

2019 Indianola Water Resource Recovery Facility

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

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

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

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

2019 Indianola Water Resource Recovery Facility

The Project shall consist of: Administration/Vehicle Storage Building with administrative area, control room, offices, IT room, training and breakroom, locker rooms, mezzanine, vehicle storage bays; Headworks Building with screening, influent pump room, flow measurement; Grit Removal Building with flow measurement, diversion gate; Two-Stage Oxidation ditch activated sludge system with flow splitter; Secondary Treatment Building with return sludge and waste sludge pumping and control, flow measurement, office and operations laboratory; Secondary Clarifiers with flow splitter, scum removal; Ultraviolet Disinfection Building with meter vault, flow measurement, effluent pumping, effluent sampling; Aerobic Digesters with mixing, aeration system; Solids Processing Building with aeration blowers, waste sludge thickening, sludge pumping, biosolids pumping, flow measurement; Biosolids Storage Tank and Biosolids Pumping Station with tank decant, mixing system and truck load-out; Equalization Tank and Return Pumping Station with mixing, flow measurement; Peak Flow Treatment Building with chemical feed systems, flow measurement; Electrical Enclosure and emergency engine generator; Sitework with access roads, yard piping, grading, drainage, yard structures, surfaces, erosion control, landscaping, fencing, lighting, security with associated mechanical, electrical, instrumentation and controls, architectural, and structural systems. Altogether, the disturbed area at the Farm Site to construct these facilities will include approximately 30 acres. Construction methods will be traditional excavation to install structure foundations and piping.

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

Section 2. The amount of the bid security to accompany each bid for the supplying of the public materials, supplies and equipment shall be in the amount of 5 percent of the bid price consisting of a check drawn on and certified by an Iowa bank or a bank chartered under the laws of the United States, a cashier's check drawn on an Iowa bank or a bank chartered under the laws of the United States, a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States or a bid bond authorized and executed by a corporation authorized to contract as a surety in the State of Iowa pursuant to the provisions of Section 26.8 of the Code of Iowa.

Section 3. A public hearing on the plans, specifications, form of contract and estimated costs of the public improvements will be held in the City Council Chambers in the Indianola Municipal Building, 110 North 1st Street, Indianola, Iowa, at 6:00 p.m. on December 16, 2019, at which time and place the City Council will consider the adoption of the plans, specifications, form of contract and estimate of costs and will consider any objections offered for the construction of the contemplated public improvements.

Section 4. In accordance with previous direction by the City Council and the notice to bidders posted in accordance with Iowa Code Section 26.3, sealed proposals will be received by the City Council at the Municipal Building, Indianola, Iowa, until 10:00 a.m. on December 19, 2019. Diana Bowlin, City Clerk, is hereby authorized and directed at 10:00 a.m. on that date to open and tabulate the results of all sealed bids received. The bids will be acted upon by the City Council at its regular meeting to be held in the council chambers of the Indianola Municipal Building, Indianola, Iowa, at 6:00 p.m. on January 6, 2020, or at such later time and place as may then be fixed.

Section 5. BE IT FURTHER RESOLVED, that the City Council authorizes the City Clerk of the City of Indianola to post a notice to bidders once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by either the City of Indianola or a statewide association that represents the City of Indianola. Posting shall not be less than thirteen clear days nor more than forty-five days prior to December 19, 2019, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 10:00 A.M., on such date.

Section 5. BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to publish notice of hearing once in the "Indianola Record Herald and Tribune", a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 6:00 P.M. on December 16, 2019.

PASSED AND APPROVED this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 11/04/2019

Subject

City Manager's Report - Ryan Waller

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 11/04/2019

Subject

Discussion and direction regarding possible additional improvements to the curb and gutters along Hwy 92 as part of the State of Iowa's Hwy 92 project.

Information

Council will need to provide direction regarding possible additional improvements to the curb and gutters along Hwy 92 as part of the State of Iowa's Hwy 92 project.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 11/04/2019

Subject

Receive and file correspondence from Oct 18 and 25, 2019, weekly updates from City Manager, Ryan Waller.

Information

In your packet are the October 18 and 25, 2019, weekly updates from Ryan Waller, City Manager.

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

Fiscal Impact

Attachments

Weekly 10182019
IMU Electric Rates
JC Referendum
JC Meeting Announcement
Current Projects 1018
Bldg Permits 1018
Code Enforcement 1018
Open House Invitation
Fair Play Agreement
WWTP Schedule
Update Ltr
Nov 4 Draft
Nov 18 Draft
Waller's Weekly 10252019
P.H. Article
Council PPT 102119
CIP Presentation
Library Annual Report
WC Legislative 2019
Referendum Information
JC Meeting Announcement
Draft November 4
Thank You Email
Current Projects 1025
Code Enforcement 1025
Bldg Permits 1025

Jackie Raffety

From: Ryan Waller
Sent: Friday, October 18, 2019 5:32 PM
To: Ryan Waller
Subject: Waller's Weekly 10.18.19
Attachments: IMU Electric Rates.pdf; Justice Center Referendum Information.pdf; Justice Center Meeting Announcement Final.pdf; Curent Projects Update- Oct 18.pdf; 2019 Building Permits- Oct 18.pdf; Code Enforcement- Oct 18.pdf; Invite_2019-10-22_Open House.pdf; Fair Play Agreement.pdf; WWTP Schedule.pdf; Update Ltr 10.18.19.pdf; Draft November 4, 2019 Agenda.pdf; Draft November 18, 2019 Agenda.pdf

Good afternoon, all.

Happy Friday. Below and attached, please find this week's update email. As always, if there are any questions, please let me know.

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Justice Center Informational Meeting – Attached, please find a notice of an informational meeting being hosted by the Chamber of Commerce and the John C. Culver Public Policy Center. Also attached is an informational piece on the upcoming referendum vote. The meeting is scheduled for 6:30 p.m. on October 28 at Simpson College's Black Box Theater, located in the Kent Center.

Indianola Municipal Utilities (IMU) Electric Rates – Attached is an article dated October 17, 2019 providing information concerning an increase in IMU's electric rates.

Wastewater Treatment Plant (WWTP) – Attached, please find an updated schedule for the City's proposed WWTP. The City's project team, which includes staff and representatives from HR Green, will be working on scheduling a comprehensive update sometime in November.

Comprehensive Plan Open House - The open house for the Comprehensive Plan update is scheduled for Tuesday, October 22 from 5:30 - 7:30 pm at the Indianola YMCA. A copy of the invite is attached and has been shared extensively throughout the community (especially via social media).

RAGBRAI Committee Update – Earlier this week, the Treasurer for the community's RAGBRAI committee shared that it is estimated the committee raised approximately \$22,000. This amount does not include the positive financial impact to businesses or the local economy during our community's hosting of RAGBRAI riders. Our community's RAGBRAI Executive Committee will be meeting in the near future to develop a process to disperse the funds to community not-for-profits. Congratulations to all involved!

Fair Play Agreement - Recently, staff was briefed on the efforts of Capital Crossroads to update the existing Fair Play Agreement that is used by many cities in the Des Moines Metro Region. This type of agreement sets out ground rules while economic development projects are being negotiated, particularly as it relates to businesses relocating from one metro community to another. The current draft of the Fair Play Agreement is attached. Once a final draft is available, staff will present this agreement to Council for direction.

Parks Winterization - Staff has been working this week to prepare the park system for the winter season. The restrooms have been closed in order to drain the plumbing to prevent freezing. Irrigation systems at Buxton Park, Pickard Park, the Aquatic Center, and the Hwy 65/69 Medians have also been drained. As you are aware, removal of the flowers at Buxton Park, Sesquicentennial Park, the Square (with the assistance of IMU) and other city flower beds is also part of this process. Information regarding these activities have been communicated via our various tools. We are pleased to share that we have received praise and appreciation from members of the community about our beautification efforts. Full winterization of the medians in Hwy 65/69 is scheduled for Tuesday, November 12. This will include cutting back all the plants as required by IDOT in order to minimize the impact of the snow on traffic. The inside lanes of the highway will be closed in the morning and work is expected to be completed prior to the evening commute.

City Hall/Public Safety Building Assessment – Attached, please find a project update regarding the building assessment project.

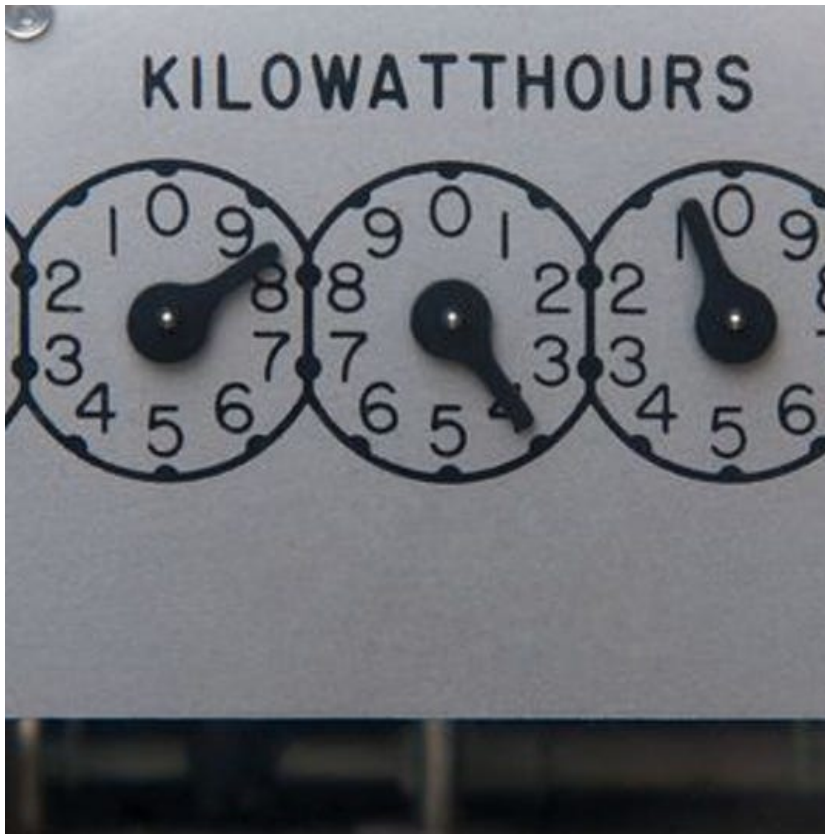
Community Development Updates – Attached, please find various updates provided by the Community Development Department.

Upcoming City Council Agenda – Attached, please find the draft agendas for the upcoming meetings. As a reminder, these are fluid documents that can change on a regular basis (i.e.

some items may get added/rescheduled due to Council direction, as well as other factors that may or may not be within the control of the City departments).

Indianola Municipal Utilities to raise electric rates for first time in two years

Sarah Kay LeBlanc, Des Moines Register Published 1:07 a.m. CT Oct. 17, 2019



Indianola Municipal Utilities will raise electric rates 3.9%. (Photo: File, File)

Indianola Municipal Utilities will raise electric rates for the first time in two years.

The Board of Trustees approved a 3.9% increase Monday. The board held a public hearing but no residents attended.

The change will be reflected in Dec. 1 utility bills. Chris DesPlanques, general manager for the Indianola Municipal Utilities said the rates were last changed by 7% two years ago.

Municipal Energy Agency of Nebraska is raising the wholesale cost it charges Indianola Municipal Utilities and the rate increase will go to cover that, he said.

"(The rates are) evaluated for appropriateness every year and when it's not necessary there are no costs that get passed on," he said.

How much more customers will pay will depend on their energy usage. DesPlanques said for an apartment with an average monthly electric bill of \$80, the extra cost per month will be \$3.12. For a home with an average bill of \$150, the additional cost will be \$5.85, he said.

Sarah LeBlanc covers Warren County for the Register. Reach her at 515-284-8457 or sleblanc@registermedia.com (<mailto:sleblanc@registermedia.com>).

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WARREN COUNTY JUSTICE CENTER

IMPORTANT INFORMATION FOR NOVEMBER 5, 2019 VOTE



THE PAST

On August 7, 2018, a referendum for \$29.9 million to construct a new Law Enforcement Center and Courthouse, at the same location as the existing courthouse, was passed with 70% approval by Warren County voters. Warren County moved forward with detailed building design of the new facility and demolition of the old courthouse. Bids for the new construction project were opened in early July 2019. Overall, the bids were unfavorable to the estimated budget. With the total project exceeding the estimated budget, the Board of Supervisors rejected the building plans and the bids on August 13, 2019. Warren County is now seeking approval from the voters for an additional \$3.5 million to complete the project.

Good faith estimates at the time of the original referendum ranged from \$28.6 million to \$34 million for the project. The cost was preferred on the low end of the scale and the estimated project budget was set at \$29.9 million in bond proceeds with an additional \$1.2 million of County reserves, if needed, for a total budget of \$31.1 million. Total estimated project budget with the July 9, 2019 bid results was projected at \$37.4 million. Multiple factors contributed to the overage:

- General Market Conditions – A summer bid letting resulted in adverse market conditions. Contractors were already booked for the year, therefore, some bids were not as competitive as anticipated.
- Construction trends – The impact of additional tariffs has driven up the cost of construction materials, particularly steel.
- Exterior Cladding / Interior Finishes – The bids received for various finishes, including masonry, were unexpectedly higher than estimated.
- Project Scope – The scope of the project evolved through the design phase causing an increase to finished space.

THE PRESENT

The Board of Supervisors contemplated multiple routes to solve the dilemma. Each possible solution had its own set of pros and cons. On September 17, 2019 a majority of the Board voted to schedule a bond referendum in order for voters to decide whether to bond for an additional \$3.5 million to complete the project on the square. If approved, these additional funds would keep the facility on the Indianola square, minimize delays in construction, and capitalize on all-time low interest rates for bonding.

HOW DOES AN ADDITIONAL \$3.5 MILLION SOLVE THE PROBLEM?

- General Market Conditions – Anticipated bid letting for this plan is January 2020 – the optimal time to release projects such as these which should result in competitive bids.
- Construction trends – A Spring 2020 groundbreaking minimizes the impact of construction inflation. Construction inflation is estimated at 4% annually – over a million dollar increase each year that this project is delayed.
- Finishes – The revised building design committee’s objective is to isolate and eliminate elements that drove up the cost. This group is actively addressing design details for cost effectiveness.
- Project Scope – The revised building design committee intends to balance the needs of the facility users with the parameters of the budget to create appropriate spaces that will last, at minimum, the life of the bond.

IS THE BUILDING EXPANDABLE?

- Jail -The building can accommodate 32 inmates in the booking area and up to 88 inmate housing beds in the jail with the addition of a second bunk in select cells housing units. An expansion, if needed in the future, is planned west of the structure adding 32 beds for a total of 120 housing beds in the jail.
- Courts -The revised plan has 4 finished courtrooms with unfinished space in the basement to allow for future court and courtroom needs.

HOW WILL THIS IMPACT MY PROPERTY TAXES?

If the referendum passes, the increase to the debt levy is estimated at \$.09/\$1,000 of taxable value. The total estimated debt levy for this project is estimated at \$.97/\$1,000 of taxable value. The original tax rate estimate at the time of the 08/07/18 referendum was \$.95/\$1,000. Record low interest rates and valuation changes have driven the cost to borrow down.

Assessed Value	Est Annual Tax Increase	Est Monthly Tax Increase
Residence - \$100,000	5.12	0.43
Multi-Residential - \$100,000	6.75	0.56
Commercial - \$100,000	8.10	0.68
Agricultural - \$100,000	5.05	0.42

BALLOT QUESTION

"Shall the County of Warren, State of Iowa, be authorized to enter into a Loan Agreement and issue its General Obligation Capital Loan Notes in an amount not exceeding the amount of \$3,500,000 for the purpose of designing, constructing, furnishing, and equipping a new Law Enforcement Center and Courthouse at the present site, to include: Sheriff's Offices, 911 Communications, Booking and Inmate Detention, Law Enforcement and Emergency Services training facility, Emergency Management Office, County Attorney's Offices and Iowa District Court Services; it being understood that the outcome of this referendum shall not terminate or restrict authority previously granted to enter into a Loan Agreement and issue General Obligation Capital Loan Notes in an amount not to exceed \$29,900,000 at an election held on August 7, 2018."

Vote **YES** if you **want** to allow an additional \$3.5 million for the construction of a new Law Enforcement Center and Courthouse on the Indianola square.

Vote **NO** if you **do not want** to allow an additional \$3.5 million for the construction of a new Law Enforcement Center and Courthouse on the Indianola square.

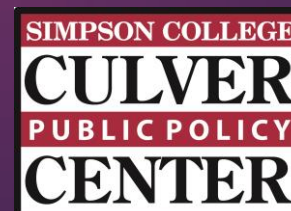
JUSTICE CENTER PUBLIC INFORMATION MEETING

OCTOBER 28, 2019
KENT CENTER, BLACK BOX THEATRE
SIMPSON COLLEGE
6:30 P.M. – 7:30 P.M.

Supervisor Aaron DeKock, Chair of the Justice Center Committee, will provide information and answer questions about the \$3.5m Justice Center bond referendum



HOSTED BY





COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: October 18, 2019
Subject: Current Projects Update

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

- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - Site development is taking place and work is progressing.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.

- Comments on construction plans returned on September 11.
- Revised construction plans were submitted on September 18
- Construction plans were approved on October 8.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
 - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
 - The City Council held a public hearing and first consideration at its September 16 meeting.
 - This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
 - Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
 - The developer submitted a preliminary plat to the City on September 24.
 - Comments on preliminary plat returned on October 4.
- **Warren County Justice Center (115 North Howard Street)**
 - Staff has continued to meet with the General Contractor on this project to discuss site layout, utilities, closures, haul routes, etc.
 - Staff compiled a comment and questions to the County's contractor and design team on March 27. Staff received a response to this letter on April 12.
 - City is working to review stormwater improvements that were installed.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20

- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff met with property owner on May 23 to discuss financial assistance options.
 - Building permit application applied for on June 14.
 - Building permit comments were returned on June 25.
 - Groundwork on the site has begun.
 - Building Permit was issued on August 15.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.
 - The existing Mudslingers Coffee Shop would remain.
 - A code review was submitted to the City for review by the architect on July 29.
 - The City returned comments on that code review on July 31.
 - Engineer inquired about site plan approval process on August 23.
 - Site plan submitted on September 5.
 - Initial comments on the site plan were returned on September 19.
 - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
 - Revised site plan submitted on October 4.
 - 2nd review comments on the site plan were returned on October 17.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.

- City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
- City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
- A revised site plan was submitted on May 20.
- Revised comments were returned on June 4.
- A second revised site plan was submitted on June 11.
- Site Plan was approved on June 11.
- Building permit application was submitted on June 14.
- Building permit comments were returned on July 2.
- Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
- Building permit application submitted on August 2
- Staff meet with the contractor on August 23 to discuss building/inspection process.
- Fire review comments returned to applicant on September 23.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Scooters Coffee (Southeast Corner of North Jefferson Way and East Kentucky Avenue)**
 - Site plan and building permit were submitted on October 9.



Community Development

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2019 Building Permit Report

<u>Permit</u>	<u>DATE Permit Issued</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>CONTRACTOR</u>	<u>CONSTRUCTION</u>	<u>SQUARE FEET</u> *new residential only	<u>Finaled Date</u>	<u>VALUE</u>
1	1/3/2019	Brandon Frericks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083



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17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie Lovan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		TEMP CO	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000



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38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966
39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000
41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling			\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling			\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690



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57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling			\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling			\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500



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79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000
80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100
87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling			\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 South O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Feters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling			\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500



Community Development

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2019 Building Permit Report

101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0
102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer			\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer			\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer			\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage			\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000
107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling			\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	IR	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776		\$800,000



Community Development

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2019 Building Permit Report

121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbel Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Resdential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000
132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisian Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	IR	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	IR	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commerical			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000



Community Development

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2019 Building Permit Report

145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000
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Community Development

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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	9/24/2019	Trash	801 E 1st	9/24/2019		Trash along side driveway. No progress. Sent letter 10/03/2019. Need to schedule abatement for trash removal. Grass is now over 6" tall. Send letter for grass.	10/21/2019	
Open	9/30/2019	Tall grass/Weeds	1210 E Euclid	10/3/2019	10/3/2019	Grass is well over 6 inches. Brush overtaking west side of house. Sent letter on 10/3/19. Need to schedule abatement.	10/21/2019	
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property. No change. Send Letter 10/21/19	10/23/2019	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated.	10/23/2019	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	10/23/2019	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Grass has been mowed	10/23/2019	



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Code Enforcement Tracking Report

Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	10/23/2019	
Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Dumpster was on site for a few weeks, but is now gone. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week.	10/23/2019	
Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied or a building permit. Property owner met with staff to discuss timeline. Discussing with attorneys on next steps. Now has trash all over yard. Notice served. Started the process of issuing a Municipal Infraction.	10/23/2019	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition.	10/23/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November.	10/23/2019	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November.	10/30/2019	



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Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1.	11/1/2019	
Closed	9/17/2019	Tall grass/ weeds	215 N Buxton	9/18/2019	9/18/2019	Weeds removed.		10/10/2019
Closed	8/21/2019	Over Grown Vegetation and Junked Vehicles	1701 Country Club Rd	8/21/2019	8/22/2019	Vehicles removed, brush cleared		10/9/2019
Closed	8/22/2019	Sidewalks	606 and 806 Trail Ridge	8/23/2019	9/6/2019	Sidewalks fixed		10/9/2019
Closed	9/20/2019	Tall Grass/Weeds	909 N J Street	9/30/2019	10/3/2019	Lawn mowed		10/9/2019
Closed	10/3/2019	Tree Down	313 S D	10/3/2019		Tree taken care of, lawn mowed		10/9/2019
Closed	8/20/2019	Brush	207 South H Street	8/21/2019	8/29/2019	Done		10/3/2019
Closed	8/20/2019	Tall Grass/Weeds and Junk/Debris	209 South H Street	8/21/2019	8/29/2019	Topper moved		10/3/2019
Closed	9/9/2019	Abandoned vehicles, trash	208 W Ashland	9/9/2019	9/12/2019	Done		10/3/2019
Closed	9/16/2019	Tall Grass/Weeds	906 W Detroit	9/16/2019	9/18/2019	Done		10/3/2019
Closed	9/18/2019	Tall grass/Weeds	207 W Salem	9/16/2019	9/17/2019	Tall grass, weeds, and brush on backside of property taken care of.		9/26/2019
Closed	9/12/2019	Tall Grass/Weeds and Junk/Debris	1009 E Salem	9/12/2019	9/12/2019	Property abated.		9/23/2019
Closed	9/13/2019	Tall Grass/Weeds	402 W 1st	9/16/2019	9/16/2019	Property has been mowed.		9/23/2019
Closed	9/17/2019	Trash	407 W 1st	9/17/2019		Property has been cleaned.		9/23/2019
Closed	8/13/2019	Junk	204 North J Street	8/13/2019	8/20/2019	Property cleaned up		9/18/2019
Closed	8/19/2019	Tall Grass/Weeds	1400 Block of West Iowa	8/19/2019	8/23/2019	Abated 09/13/2019		9/18/2019
Closed	8/22/2019	Tall Grass/Weeds	1101 N L	8/23/2019	8/23/2019	Abated 09/13/2019		9/18/2019
Closed	8/26/2019	Tall Grass/Weeds	610 North N Street	8/29/2019	8/29/2019	Abated 09/13/2019		9/18/2019
Closed	9/6/2019	Tree	400 W Orchard Ave	9/6/2019		Tree branches cut back so stop sign is visible.		9/12/2019
Closed	8/22/2019	Tall Grass/Weeds	1600 Block of West 13th Street	8/29/2019		Grass on south side of road needs to be cut back. Property owner was contacted by phone.		9/4/2019
Closed	8/29/2019	Tall Grass/Weeds	1600 Block of West Iowa	8/29/2019		Grass on north side of road needs cut back. Property owner was contacted by phone.		9/4/2019
Closed	8/4/2019	Abandoned Vehicle	1215 E Girard	8/5/2019	8/16/2019	Property has been mowed and vehicle removed.		8/29/2019
Closed	8/5/2019	Tall Grass/Weeds	Corner of 14th/E Hillcrest Ave	8/7/2019		Corner has been mowed/cut down.		8/29/2019



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Code Enforcement Tracking Report

Closed	8/19/2019	Tall Grass/Weeds	506 North Kenwood	8/19/2019		Property has been mowed.		8/29/2019
Closed	8/23/2019	Junk/Junk Vehicles	1806 S E	8/23/2019	8/23/2019	Property has been cleaned.		8/29/2019
Closed	8/13/2019	Tall Grass/Weeds	901/902 Summerset Place	8/13/2019		Tall Grass and weeds over 2' along silt fence on west property line. Talked with property owner who stated it would be taken care of. Issue resolved.		8/22/2019
Closed	8/7/2019	Nuisance Smell	1104 West Boston Ave	8/7/2019		Upon follow up inspection, smell was no longer present.		8/20/2019
Closed	8/14/2019	Sump Pump	1101 North Buxton	8/15/2019		Discharge relocated.		8/20/2019
Closed	8/1/2019	Tall Grass/Weeds	1007 North D St	8/2/2019	8/7/2019	Grass over 6" as well as downed tree limbs. Grass mowed and branches picked and on the driveway.		8/15/2019
Closed	7/19/2019	Junk/Junk Vehicles Tall Grass/Weeds	604 E Ashland	7/24/2019		Homeowner has asked for 3 weeks to get property cleaned up. Clean up complete. Shed in the backyard is used for storage and camper has current registration.		8/14/2019
Closed	8/7/2019	Tall Grass/Weeds	3007 North Jefferson	8/9/2019		Relator was contacted. Issue has been resolved.		8/12/2019
Closed	8/1/2019	Tall Grass/Weeds	1204 North D St	8/2/2019		Grass mowed/tree trimmed		8/8/2019
Closed	8/1/2019	Tall Grass/Weeds	511 North 1st St	8/2/2019		Grass mowed.		8/8/2019
Closed		Unsafe Building	301 West 2nd Ave	4/24/2019	4/25/2019	Issues Resolved.		8/8/2019
Closed	7/19/2019	Tall Grass/Weeds	909 N J Street	7/24/2019	8/1/2019	Upon inspection on 8/7, issue is resolved.		8/7/2019
Closed		Tall Grass/Weeds	513 North 1st St	7/30/2019	8/1/2019	Grass is mowed.		8/7/2019
Closed		Tree	800 W Boston	7/11/2019	7/29/2019	Upon inspection on 8/7, issue is resolved.		8/7/2019
Closed	7/29/2019	Overgrown tree/bushes on Sidewalk	306 W 1st Street	7/30/2019		Property owner called on 7/30 and said it would be corrected within 24 hours.		8/1/2019
Closed	7/30/2019	Tree	110 N 1st St	7/30/2019		Tree branches low on Salem Avenue side.		7/31/2019
Closed	7/15/2019	Junk	206 W Iowa Ave	7/26/2019	N/A	Mattress in front yard.		7/26/2019



Community Development

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Code Enforcement Tracking Report

Closed	7/22/2019	Overgrown bushes in alley	1006 North C St	7/24/2019	N/A	Property owner called on 7/25/19 and has someone contracted to trim the bushes and it will be done in a week.		7/26/2019
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YOU'RE INVITED!

ELEVATE INDIANOLA

PUBLIC OPEN HOUSE

TUESDAY, OCTOBER 22ND
5:30 - 7:30 PM
INDIANOLA YMCA
306 W SCENIC VALLEY AVE

**YOU LET US KNOW WHAT YOU WANTED FOR THE FUTURE
OF YOUR COMMUNITY, AND WE LISTENED!**

**STOP BY TO PROVIDE FEEDBACK ON THE DRAFT GOALS AND MAPS THAT
WILL GUIDE THE FUTURE OF INDIANOLA! WE HOPE TO SEE YOU THERE!**

**FOR MORE PROJECT INFO AND BACKGROUND, VISIT
ELEVATEINDIANOLA.COM**



Memorandum of Understanding Greater Des Moines Fair Play Agreement

To maintain a vibrant business environment and maximize benefit to residents and taxpayers of the region, the Greater Des Moines Fair Play Agreement (FPA) puts forth ground rules applicable when economic development projects are being negotiated. The three primary principles are these:

- 1. Elected officials and/or city staff should not initiate business relocations from one Greater Des Moines FPA signatory to another.**
- 2. Communities will communicate throughout the process, with special emphasis at both the onset and toward conclusion of negotiations.**
- 3. Communities should work together to ensure responsible stewardship of taxpayer dollars.**

If a community learns of a business' intention to relocate outside the community in which it is currently located, the prospective city should inform the business that it will not negotiate the terms of an incentive before the current host community has been informed of the business' potential relocation. (Providing information on sites and buildings and providing publicly-available information on incentive programs does not constitute "negotiation.")

After the business provides notice to the host city of its intention to relocate, the new host community may finalize and recommend approval of an incentive package for the business. The incentive package offered to prospective businesses should fall within the bounds of what the community typically offers based on its recent similar development agreements and/or the city's publicly-available established economic development incentive policies. The host community may offer any level of incentive package that it would like to retain the business.

The incentive package may include tax abatement, as defined by state statute, or Tax Increment Financing (TIF) used in a variety of ways, including for infrastructure, or other local assistance.

Local incentive packages are not limited in situations where a community is working to attract a business from outside the region.

Greater Des Moines FPA signatories should make publicly available their City Council-approved economic development incentive policies.

If the prospective community abides by the terms of the fair play agreement on a specific project, the host community will seek City approval for sign-off when required for State incentives.

FPA signatories will work with Greater Des Moines Partnership staff on economic development projects at appropriate times to ensure coordination with State of Iowa economic development programs and to strengthen regional collaboration.

The FPA will be reviewed every ten years. A new community may enter the FPA at any point with the assistance of the Partnership and communication via the current signatories.



WATER POLLUTION CONTROL

October 16, 2019

WWTP Schedule (updated)

- All plans and specifications complete – Friday, Nov. 1st
- Reproduction of documents – Monday, Nov. 4th
- Indianola Council Meeting – Resolution accepting plans, specs, contract and
- Bid documents available to bidders – Tuesday, Nov. 5th
- Pre-Bid Meeting – Thursday, Nov. 21st in City Council Chambers
- Public Hearing – Dec. 16th City Council meeting
- Bid Opening – Thursday, Dec. 19th
- Notice to Proceed – January 20, 2020





October 18, 2019

Ryan Waller
City of Indianola
110 North 1st Street
Indianola, Iowa 50125

Ryan,

I wanted to provide a progress update for the office and bunk room project. This weeks' activities:

- Met with staff to confirm floor plan, furniture finishes and furniture components. Furniture order was placed today, and the final quote is \$64 less than original proposal at \$45,204.
- Reviewed project schedule and work sequence with staff and we are on track to complete before the Christmas holiday. Critical path for our schedule is furniture lead time and initiating on site work by 10/28. Staff has made great progress with space file and equipment cleanout efforts. Alex and MyLisa will be moving to the lower level temporarily.
- Confirmed that there are no environmental concerns in the specific work areas.
- Received a second proposal from Allied Interiors for wall, ceiling, carpet, paint and blinds. Their proposal was slightly more cost competitive for walls, ceiling and paint with more resources available for immediate work.
- Dumpster location was discussed and determined to avoid interference with visitors and staff activities.
- Soliciting proposals for existing furniture removal and re-use. Staff was not able to find another user/need within other City departments.

Please let me know if you have any questions. Thank you for the opportunity!

A handwritten signature in black ink, appearing to read 'Matt Brown', followed by a long horizontal line.

Matt Brown, AIA
President
1925 High Street
Des Moines, IA 50309
mattb@formationgroup-us.com
www.formationgroup-us.com

November 4, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Final consideration of a request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.
- Resolution approving public utility easement for the east/west and north/south alley of Steele and Granthams addition
- Final consideration of a request from Wouter Hertzberger and Jessica E Halgren-Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola
- Annual review of the Stormwater Masterplan and Street Masterplan
- Resolution amending the City Council Policy for an amendment to the City financial Disclosure Policies
- Request from Indianola High School Students regarding the banners on the square
- Supplemental Agreement for Iowa Avenue Paving
- Resolution accepting a professional service agreement for applying sealant and painting of the Aquatic Center pool surface
- Public hearing for a sign exemption from Parker Signs for Casual Rags located at 207 W. 1st Avenue
- Discussion and direction regarding possible infrastructure repairs as part of the State of Iowa's Highway 92 project

November 18, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Approval of Urban Renewal Report
- Resolution for Certification of Urban Renewal Debt
- Treasurer Report

November 18, 2019
Council Study Meeting

Jackie Raffety

From: Ryan Waller
Sent: Friday, October 25, 2019 1:28 PM
To: Ryan Waller
Subject: Waller's Weekly 10.25.19
Attachments: P.H. Article.pdf; Council PPT 102119R (003).pdf; Oct 2019 CIP Presentation.pdf; Library Annual Report to Council.pdf; WarrenCountyLegislative2019.jpg; Justice Center Referendum Information.pdf; Justice Center Meeting Announcement Final.pdf; Draft November 4, 2019 Agenda.pdf; Draft November 4, 2019 Agenda.pdf; Thank you Email.pdf; Curent Projects Update-Oct 25.pdf; Code Enforcement-Oct 25.pdf; 2019 Building Permits- Oct 25.pdf

Good afternoon, all.

I hope this finds everyone well. Below and attached, please find a copy of this week's update email. Please feel free to share this with others. Also, please know that past versions are archived on the City's website at <http://indianolaiowa.gov/790/Wallers-Weekly-Update-2019>, as well as in the various City Council agenda packets.

As always, if there are any questions, please let me know.

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Comprehensive Plan Open House - The open house for the *Elevate* Indianola Comprehensive Plan Update took place this past Tuesday. Thank you to everyone who attended! We had a tremendous turnout and received many great comments to assist us in presenting the final plan to the community and the City Council. In an effort to make sure we get as much feedback as possible, we are keeping the public comment period open until Friday, November 22. Anyone can visit www.elevateindianola.com to review the draft comprehensive plan, the draft implementation plan, the posters that were used at the open house, the results of the community survey, as well as other documents related to the update of the Comprehensive Plan. Please remember that these are not final documents. The goal of the open house was to present what has been prepared to date and seek feedback on how we are progressing with crafting the vision. A copy of the draft plan and all of the display posters used at the open house

may also be viewed at City Hall. Staff continues to work with our consultants on reviewing and incorporating comments, as well as planning for our next steps in the project. Information on this important project will be forthcoming via the weekly emails and other city communication tools.

Kading Properties – As the City Council was made aware, Kading Properties has filed two separate actions. The first filing was a petition for writ of certiorari in district court and the second is a revised application to the City for the proposed Lincoln Ridge developments. City staff has recently commenced the code compliance review process of the revised application. Please know that as dictated by City Code, this application will follow the same process as the first, which involves: 1) code compliance review, 2) review by the Planning and Zoning Commission, and 3) review and action by the City Council. As was done with the previous application, City Staff has shared information with the neighborhood via a designated point of contact and, like last time, is committed to providing regular updates as information becomes available.

Justice Center Informational Meeting – Attached, please find a notice of an informational meeting being hosted by the Chamber of Commerce and the John C. Culver Public Policy Center. Also attached is an informational piece on the upcoming referendum vote. The meeting is scheduled for 6:30 p.m. on October 28 at Simpson College's Black Box Theater, located in the Kent Center.

Capital Improvement Program – Attached, please find the materials reviewed during the City Council Study Session on Monday, October 21st. This material was presented consistent with the Council's approved budget schedule, which is intended to provide City Council with ample time to review information prior to a time when decisions are required. As noted during the meeting, the information contained in the presentation was compiled based on City Council direction, as well as operational needs. The City Council will be presented this list again next month for the purpose of prioritizing in December via the ranking method utilized last year.

City Hall/Public Safety Building Assessment – Attached, please find a copy of the presentation that was reviewed during the City Council Study Session on Monday, October 21. The direction received from the City Council was to pursue option one of the attached presentation.

Pleasant Hill Public Safety Building – Attached, please find an article that appeared in a recent insert of the Business Record. This is being provided for informational purposes only as it relates to the City's current City Hall/Public Safety building assessment project.

Library Annual Report – Attached, please find a copy of the Library's Annual Report presentation that was reviewed during the City Council Study Session on Monday, October 21.

Thank you Email – Attached, please find a copy of an email received thanking the City for completing the Hillcrest Trail.

Legislative Luncheon – Attached is a flier for this year's Warren County Legislative Luncheon. The Norwalk Chamber is scheduled to host this year's event. Registration may be done via

https://mms.norwalkchamber.net/members/evr/reg_event.php?orgcode=NORW&evid=50471945.

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

Upcoming City Council Agenda – Attached, please find the draft agendas for the upcoming meetings. As a reminder, these are fluid documents that can change on a regular basis (i.e. some items may get added/rescheduled due to Council direction, as well as other factors that may or may not be within the control of the City departments).

PUBLIC PRIDE: NEW PUBLIC SAFETY BUILDING PROVIDES NECESSITY TO COMMUNITY



Pleasant Hill's current public safety building was built in 1993 for the police and fire department. Almost 30 years later, a rise in population has led to a need for more space.

About a decade ago, the close quarters compelled Pleasant Hill leaders to initiate a space-needs study on Pleasant Hill's public buildings. The study concluded there is inefficient space to conduct daily operations in the public safety facilities. Due to many factors, action was not taken. In 2017, a second study was commissioned. This study determined a new public safety building was needed as quickly as possible.

Construction on the new public safety building begins fall 2019. It will be located west of Northeast 70th Street, along recently renamed Martha L Miller Drive. The main building will house the police department, as well as a

community space for events and training.

"This building is for the residents of Pleasant Hill, so a space for the public is important," said Candace Bell, Pleasant Hill communication specialist.

A fire department auxiliary building, which will have two apparatus bays and staff quarters, is located to the west of the main structure. Fire headquarters will remain in the current public safety building on Maple Drive. Renovations will be completed on the current public safety building once the police department moves into its new location. These renovations will provide needed space for the fire department.

Bids were awarded in September 2019 and the estimated completion date is fall 2020.

"Public safety and emergency response are the top priority for the elected officials," Mayor Sara Kurovski said. "Ensuring that we have the right facilities to be able to respond to residents and meet their public safety needs while providing new safe space for our officers to perform their duties and renovating the old space to expand for fire and EMS response is now a reality."



City Administration Program Review

October 21, 2019

Direction and Observations

2018 Report Conclusion - Move a Department. The Municipal Building is capable of housing both police and fire program, but it would require city administration/community development to relocate to another site.

Action: Evaluate other City owned site opportunities to accommodate space program deficit and per the programming study, City Administration, including Community Development occupy 6,063 square feet today and have a forecasted need of 11,982 square feet by 2030.

Formation Group toured four (4) City owned sites and concluded that the Library site had the greatest potential to consider...

Library Observations

Indianola Public Library, 207 N B Street (11,250 square feet brick exterior, built in 1990)

- 22,500 sf (.52 acres) full city block site, with buildable area.
- Building shell in fair condition, but needing mechanical system repairs including a new cooling system compressor. Extensive visible corrosion on boiler piping and boiler. Pneumatic temperature controls are problematic. System is beyond normal system life expectancy.
- Roof was noted to have issues – likely due to age and skylight connector between north and south will always be susceptible to leaking.
- Main entrance location is difficult for visitors to find.
- Office/administration area on northeast does not have a second exit, no windows which is a safety risk for staff and visitors.
- North building area has an unusually low ceiling and structure height making re-purposing difficult.

Libraries are a community space but their use is evolving and operating budgets continue to decrease. Ideally, libraries will continue to be collaborative community spaces by sharing space and increasing relevant programming for the communities they serve.

Conclusions

Based on our review of existing properties/buildings owned by the City, the most logical relocation site for City Administration would be a new combined facility at the Library site.

- Library sits on a 22,500 sf (.52 acres) site with the balance of the city block undeveloped, which would be adequate for a new two-story structure and parking.
- Site is good for pedestrian access as well as vehicular access and parking and is just north of the main square which makes it a desirable location. Near other civic and community focused programs.
- Existing Library building systems are in need of significant repairs which can be replaced as part of a larger project.
- Library and City Administration space types and community uses can overlap in 3,250-5,750 square feet.
- **Current Library and City Administration functions occupy 16,814 sf of space. A new, combined facility, leveraging shared space would require 26,784 square feet based on 2030 forecasted need.**

Examples of this are the Clive city administration and library facility located at 1900 NW 114th Street, Clive (20,354 sf), and the newly constructed Ankeny library, which includes the City Council chambers, located at 1250 SW District Drive, Ankeny (55,000 sf).

Direction Needed

The City Council is being asked to consider the following options:

Option 1: Build new City Administration building on the Library block to share community space and parking. Demolish and replace the existing library to address existing Library program, security, entrance location and mechanical system problems. Once City Administration has moved, renovate and expand the existing Municipal Building for Police and Fire.

Option 2: Move park to location A or B from current Municipal Building block, build new Police/Fire/City Administration building on vacant portion of block, then demolish existing Municipal Building.

Option 2A: Move park to Library site. Address existing Library security, entrance location and mechanical systems.

Option 2B: Move park to location to be determined by City Council.

City of Indianola Capital Improvement Plan

FY 2020-2025



Presentation Purpose

- ☐ Vehicles and Equipment
- ☐ Infrastructure Capital Improvements
 - ☐ General Fund
 - ☐ Streets
 - ☐ Sanitary/StormWater Sewer
- ☐ Mainly Update-Will seek prioritization later



Vehicles and Equipment



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
CITY HALL/PUBLIC SAFETY BUILDING						
Front Office/Fire Department Bunk Room Renovation	108,730					
COMMUNITY DEVELOPMENT						
Ford F150			25,000			
Additional Vehicle for Rental Inspector						



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
Information Technology						
Email Exchange Server - In House	17,366					
Computer Replacement	22,500	22,500	22,500	22,500	22,500	22,500
Main Switch Stack						
Firewall Upgrade						
Disaster Recovery Blade Replacement	12,000	12,000	8,000			
Network Security Drive			6,500			
Phone System Upgrade/Maintenance	1,500	25,000				
Electronic Door Locks	48,159					
Public Computer Lab Replacements		6,500				



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

Last Updated:
10/21/19

POLICE (Vehicles on 4-year Rotation)

	FY20	FY21	FY22	FY23	FY24	FY25
Replace Programmable Door Locks	12,469					
Computer Equipment with Prairie Meadows Grant	23,000					
SUV 201 2020 Ford Explorer (Replace 151)	32,932					
SUV 202 2020 Ford Explorer (Add on)	32,932					
SUV 211 2021 Ford Explorer (Add on)		32,932				
SUV 212 2021 Ford Explorer (Replace 161)		32,932				
SUV 213 2021 Ford Explorer (Add on)		32,932				
SUV 221 2022 Ford Explorer (Replace 171)			32,932			
SUV 222 2022 Ford Explorer (Replace 172)			32,932			
SUV 231 2023 Ford Explorer (Replace 181)				32,932		
SUV 232 2023 Ford Explorer (Replace 182)				32,932		
Car 21 2010 Dodge Avenger						
Car 21 Detective replacement	25,000					
Car 45 2012 Dodge Avenger						
Car 45 Detective Replacement			25,000			
SUV 241 2024 Ford Explorer (replace 201)					36,000	
SUV 242 2024 Ford Explorer (replace 202)					36,000	
SUV 251 2025 Ford Explorer (replace 211)						37,000
SUV 252 2025 Ford Explorer (replace 212)						37,000
SUV 253 2025 Ford Explorer (replace 213)						37,000



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
FIRE						
Tender #335	300,000					
Hydraulic Extraction Tools	37,000					
Truck #334 (aerial)		850,000				
50 Portable Radios for P25			100,000			
Command Vehicle (with Equipment)						
Thermal Imaging Units (3)				30,000		
Fire Safety Trailer					75,000	
Engine #333						
Engine #332				475,000		
Engine #331					475,000	



Fire Vehicle Rotation

Vehicle	Age (When Replaced)	Rotation Cycle	CIP Year
Tender	18	20 Years	FY 2020
Truck #334 (aerial)	Do Not Have	20 Years	FY 2021
Engine #333			
Engine #332	23	25-30 Years	FY 2023
Engine #331	24	25-30 Years	FY 2024

- Will need to look for funding options for aerial truck (\$850,000)
- AFG Grant is Being Sought for Tender (90% grant)
- Budgeting Without Grant Funds for Fire Equipment



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
Ambulance (Medic Units:3 Yr. Rotation)						
Medical Monitors			130,000			
2016 Ford Chassis Ambulance (Medic Unit 245)						
2012 Ford Chassis Ambulance (Medic Unit 246)			218,000			
2014 Ford Chassis Ambulance (Medic Unit 247)						218,000
2018 Dodge Chassis Ambulance (Medic Unit 248)						



Ambulance Rotation

3-Year Rotation

	2019	2022	2025	2028	2031
1st Out	248	246	247	245	248
2nd Out	245	248	246	247	245
3rd Out	247	245	248	246	247
Reserve/Special Event	246	247	245	248	246



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
PARKS						
1998 F150						
2003 Ford F-350 (dump box)	37,621					
2006 F-250 4x4 Truck with Plow		37,000				
2007 F150 (downtown beautifcation)			15,000			
2009 F150 4x2				25,000		
2014 F250 (w/ plow)						
1998 Stiener Power Unit (Backup Unit)						
2000 JD 6110 w/loader/2000 Land Pride	68,770					
2005 Kubota L4630	35,000					
2007 Bobcat 2200S	18,000					
2004 Toro 328D						
2015 VenTrac				40,000		



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
RECREATION						
1998 Ford Cargo Van						
2005 Dodge Caravan		25,000				
John Deere 1200A Field Finisher						
John Deere 4320				25,000		



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	FY20	FY21	FY22	FY23	FY24	FY25
STREETS						
2014 Elgin Street Sweeper	256,330					300,000
2016 Ford 4x4 Exten Cab/Plow						
2000 Ford F450 Crew Cab	45,000					
2006 International Dump/Plow Equipment		95,000				
2007 International Dump/Plow Equipment				175,000		
2007 International Dump/Plow Equipment			175,000			
1998 Bobcat Skid Loader (Case Track Loader to replace) (compact Wheel Loader)					75,000	
2002 310 John Deere Backhoe						
2007 310 John Deere Backhoe			125,000			
2003 Case Maintainer				250,000		
Skid loader snow pusher		4,000				
Wheel loader snow pusher					150,000	



VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

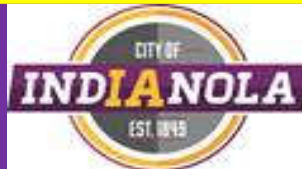
	FY20	FY21	FY22	FY23	FY24	FY25
Sanitary Sewer						
2014 F250 4x4 w/ Snow Plow					38,000	
Ford F-150 2012		28,000				
Vactor Jet Vac 2011					410,000	
Ford F-550 2007 W/ Service Body			91,000			
BOBCAT UTV(replacing Kubota and IH Tractor)		63,000				
2 New Lift Station Pumps for Backup per year	30,000	30,000	30,000	30,000	30,000	30,000

Future: forklift for new WTPP



VEHICLES AND EQUIPMENT FUNDING SOURCE TOTALS

	FY 20	FY 21	FY 22	FY 23	FY24	FY25
Fund 190 Beginning Balance	1,153,677	797,957	433,957	245,957	-29,043	-9,043
Transfer from General Gov. (001)						
Transfer from IT	65,916	66,000	37,000	22,500	22,500	22,500
Transfer from Police (011)	126,333	98,796	90,864	65,864	72,000	111,000
Transfer from Fire (015)	100,000	100,000	100,000	100,000	100,000	100,000
Transfer from Ambulance (016)	40,000	100,000	100,000	100,000	100,000	100,000
Transfer from Library (041)						
Transfer from Parks & Recreation (042)	113,000	62,000	15,000	90,000		
Transfer from RUT (110)	154,000	260,000	260,000	260,000	260,000	260,000
Transfer from WWTP	30,000	121,000	121,000		478,000	30,000
Total Transfer In	629,249	807,796	723,864	638,364	1,032,500	
Property Tax	125,000	125,000	125,000	200,000	275,000	275,000
Sale of Equipment						
Donations/Grants	54,340			25,000	60,000	
Bond Notes						
Less Purchases	(1,164,308)	(1,296,796)	(1,036,864)	(1,138,364)	(1,347,500)	(681,500)
Ending Balance	797,957	433,957	245,957	-29,043	-9,043	-415,543



Key Takeaways-Vehicles/Equipment

- Moving towards level transfers to cover purchases for departments
- Funding of Larger Fire Equipment will be a decision point
- Staff will prepare funding options



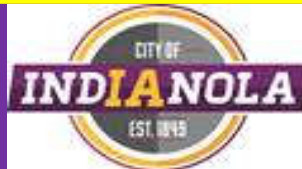
Capital Infrastructure



INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

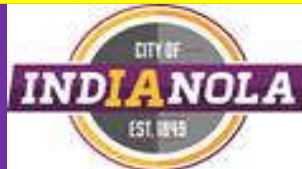
(General Fund)

	FY20	FY21	FY22	FY23	FY24	FY25
CITY HALL/PUBLIC SAFETY BUILDING						
Architectural Services for Proposal on City Hall Building		75,000				



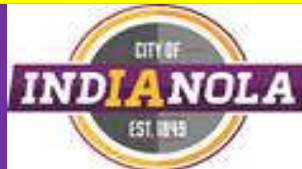
INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN
(General Fund)

	FY20	FY21	FY22	FY23	FY24	FY25
LIBRARY						
Wall Repair and Painting	15,000					
HVAC Compressor (will be moved to FY20)		11,285				
Lighting Replacement			30,000			
Library Boiler Replacement			60,000			
Circulation Desk Replacement		25,000				
Flooring Replacement, entryway and Rooms A & B				20,000		
Public Bathroom Upgrades					20,000	
Roof						40,000
Library Chiller Replacement						80,000



INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN
(General Fund)

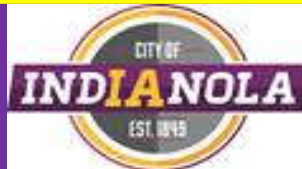
	FY20	FY21	FY22	FY23	FY24	FY25
PARKS						
EAB Program	19,800	20,000				
Pickard Park Entrance Signage/Lighting	25,000					
Pickard Youth Softball Complex Field/Irrigation	20,000					
Moats Restroom Replacement	25,000	100,000				
Trails - E Hillcrest	165,000	96,000				
Jerry Kelley Trail Expansion (Memorial Park to Kenwood)	553,711					
Jerry Kelley Trail (Iowa Avenue from Kenwood to Steven Court)		123,200	290,000			
McVay Connect to BF Trails - Area 7 (15th Street to Balloon Field)				382,000	178,750	
15th Street Trail Extension						
North Loop Trail - Area 2 (North Sewer Plant to Summerset Trail)						
North Loop Trail - Area 3 (Brush Facility to North Sewer Plant)						
Southeast Loop Trails - Area 4 (W 17th Ave to Middle School)						
South central Loop Trails - Area 5 (South Park to W 17th Ave)						
Southwest Loop Trails - Area 6 (McCord Park to Downey Park)						



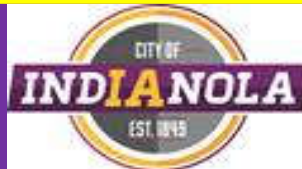
INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

(General Fund)

	FY20	FY21	FY22	FY23	FY24	FY25
POOL						
Pump Replacement - Yellow Slide	15,000					
Pump Replacement - Blue Slide	15,000					
Pool Bath House and Pump Room Roofs			30,000			
Overhead PA/Sound System Replacement/Upgrade	6,392					
Pool Deck Concrete Replacement - Shallow Pool perimeter						
Pool Painting (Last done in April 2015)	39,975					
Slide Refurb		10,000		45,000		
Pool Steps		41,000				

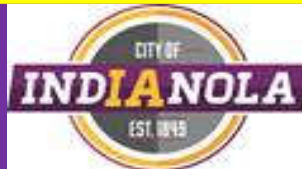


GENERAL FUND PROJECTS FUNDING SOURCE TOTALS						
	FY 20	FY 21	FY 22	FY 23	FY24	FY25
Fund 301 Beginning Balance	676,373	545,762	431,562	416,562	309,562	405,812
Refunds/Reimbursements						
Donations						
Transfer from General Gov. (001)						
Transfer from Library	15,000	36,285	90,000	20,000	20,000	120,000
Transfer From Parks	89,900	150,000	150,000	150,000	150,000	150,000
Transfer from P&R for Moats RR	25,000	25,000				
Transfer from Parks for JK Trail	55,000					
Transfer from P&R for Hilcrest Trail	95,000					
Transfer from P&R for EAB						
Transfer from Pool	76,367	51,000	30,000	45,000		
Total Transfers	356,267	262,285	270,000	215,000	170,000	270,000
Property Tax Revenues	125,000	125,000	125,000	125,000	125,000	125,000
GO Borrowing						
State/Federal Grants	280,000					
Property Owners Contributions/Assessments	8,000					
Donations						
Less CIP Costs (not including Traffic/Streets)	(899,878)	(501,485)	(410,000)	(447,000)	(198,750)	(120,000)
ENDING FUND BALANCE	545,762	431,562	416,562	309,562	405,812	680,812



STREETS INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

	FY20	FY21	FY22	FY23	FY24	FY25	Future	TOTAL
COMMUNITY DEVELOPMENT								
ST-2: Iowa Avenue Extension for Missouri Valley JATC	1,494,475							
Downtown Streetscape		2,000,000	2,700,000					
TRAFFIC SIGNALIZATION								
ST-5: Traffic Signal Timing Updates (US65 & IA92)	160,000							160,000
STREETS								
Major Capital Improvement Projects								
ST-1: Hillcrest Avenue Reconstruction	20,000		470,000	2,510,000	1,542,500		3,742,000	8,284,500
ST-3: North 14th Street Improvements								774,000
ST-6: K Street Roadway Improvements	40,000			3,194,000	1,150,000		3,385,000	7,769,000
Capital Reconstruction/Preventive Maintenance								
ST-7: Pavement Indexing	12,000	15,000						27,000
Ashland--Reconstruction 9th St East to HS	75,000							75,000
Iowa Avenue--N 1st Street East to Jefferson Way	155,000							155,000
Clinton Street (Reconstruction Howard to Buxton		175,000						175,000
W Lincoln St--Reconstruction E Street east to C Street			262,000					262,000
Apple Drive-Reconstruction Philip PI North to Rolling Vista				260,000				260,000
Capital Reconstruction/Preventive Maintenance TBD					260,000	260,000		
TOTAL	1,956,475	2,190,000	3,432,000	5,964,000	2,952,500	260,000	7,427,000	18,241,500



CIRPTA

STREET PROJECTS FUNDING SOURCE TOTALS

	FY 20	FY 21	FY 22	FY 23	FY 24	FY25
Fund 321 Beginning Balance	(199,142)	(97,542)	202,458	190,458	420,458	17,958
State/Federal Grants	928,838			1,000,000	700,000	
Transfer from RUT (110) (Restricted)	262,000	250,000	250,000	250,000	250,000	250,000
Transfer from Gas Franchise (099)		240,000		240,000		240,000
Transfer from General Gov. (001)						
Transfer from IMU for Infrastructure						
Transfer from TIF	867,237					
Other Revenue						
GO Borrowing		2,000,000	3,170,000	4,704,000	1,600,000	
Less Streets/Traffic Control costs (Actual/Above)	(1,956,475)	(2,190,000)	(3,432,000)	(5,964,000)	(2,952,500)	(260,000)
ENDING FUND BALANCE	(97,542)	202,458	190,458	420,458	17,958	247,958

TSIP Grant for Battery Backup Project: \$80,000

ICAAP for Traffic Signalization Project: \$121,600

FEMA and State for June 2018 storm:\$100,000

Was originally in FY19 budget but moved to FY20 in first amendment

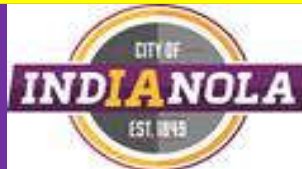
\$627,238: EDA grant for Iowa Avenue

- Decision Points for Council on street improvements will revolve around borrowing
- Conversations with IMU on utility infrastructure will be necessary



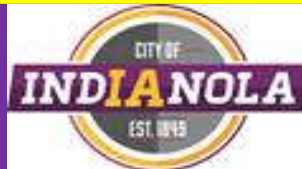
INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

SANITARY SEWER	FY20	FY21	FY22	FY23	FY24	FY25
3rd Avenue Sanitary Sewer (between F and G Streets)	250,000					
Sewer Replacement in Alley North of West Salem			230,000			
Upgrade South Plant Lift Station		850,000				
Upgrade Wesley Lift Station Controls		50,000				
I 5 St and Hwy 92 sewer	10,310					
Autumn Ridge Assistance	40,000					
Summercrest Lift Station	750,000					
Savannah Homes	100,000					
Annual Sewer Mains Inspection/Repair						
Cleaning Televising	25,000	25,000	25,000	25,000	25,000	25,000
Smoke Testing	11,250	11,250	11,250	11,250	11,250	11,250
Manhole Repair	42,500	70,000	70,000	70,000	70,000	70,000
Lining Repair Sewer Mains	111,400	118,750	118,750	118,750	118,750	118,750
Flow Monitoring						
Contingency	77,600	25,000	25,000	25,000	25,000	25,000
Total WPC CIP (Fund 710)	1,418,060	1,150,000	480,000	250,000	250,000	250,000



SANITARY SEWER FUNDING SOURCE TOTALS						
	FY 20	FY 21	FY 22	FY 23	FY24	FY25
Fund 710 Beginning Balance	1,035,529	140,372	13,275	56,178	329,081	601,986
Sanitary Sewer Utility Revenue	3,136,300	3,136,300	3,136,300	3,136,300	3,136,300	3,136,300
Transfer In-Local Option Sales Tax Revenue (Summercrest Lift Station)		500,000				
Less General Engineering Consulting	(50,000)	(50,000)	(50,000)	(50,000)	(49,999)	(49,998)
Less CIP Costs	(1,418,060)	(1,150,000)	(480,000)	(250,000)	(250,000)	(250,000)
Less Transfers Out	(2,563,397)	(2,563,397)	(2,563,397)	(2,563,397)	(2,563,396)	(2,563,395)
ENDING FUND BALANCE	140,372	13,275	56,178	329,081	601,986	874,893
Percent of Expenditures	3.53%	0.36%	1.85%	11.70%	21.40%	31.10%

- New WWTP is not included-Mike Maloney, D.A. Davidson incorporates these expenses in a separate proforma for the entire utility



INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

STORMWATER UTILITY	FY20	FY21	FY22	FY23	FY24	FY25
Stormwater Plan	10,000	15,000	15,000			
Stormwater Utility Verification Process		15,000	15,000			
K Street Culvert Replacement	145,000					
2019 Storm Drainage Project (OSTY) Engineering	150,000					
Clinton Ave Culvert (Boston & J)		65,000	565,000			
Misc Channel Stabilization	80,000	80,000	80,000	40,000		
Total Storm Sewer CIP (Fund 670)	385,000	175,000	675,000	40,000		

- Verification Process is to check rates and billing in anticipation of Stormwater Master Plan



STORM SEWER FUNDING SOURCE TOTALS						
	FY 20	FY 21	FY 22	FY 23	FY24	FY25
Fund 650 Beginning Balance	548,629	285,814	228,914	-327,986	-249,886	-131,785
Storm Sewer Utility Revenue	204,000	200,000	200,000	200,000	200,001	200,002
Transfer to Debt Service						
SRF Interest						
Less Transfer for Finance/Billing	(17,915)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)
Less Transfer to Debt Service	(63,900)	(63,900)	(63,900)	(63,900)	(63,900)	(63,900)
Less CIP Costs	(385,000)	(175,000)	(675,000)	(40,000)	0	0
ENDING FUND BALANCE	285,814	228,914	-327,986	-249,886	-131,785	-13,683
Percent of Expenditures	74.24%	130.81%	-48.59%	-624.71%		

- Clinton Avenue Culvert will be a decision point for Council



Key TakeAways:

- ❑ Information is Mainly to Start Discussion. Council will be determining priorities later.
- ❑ Decision Points
 - ❑ Fire Vehicles (Aerials, Fire Engines)
 - ❑ Streetscape
 - ❑ K Street/Hillcrest Avenue
 - ❑ Clinton Avenue Culvert
- ❑ Staff will return with funding options





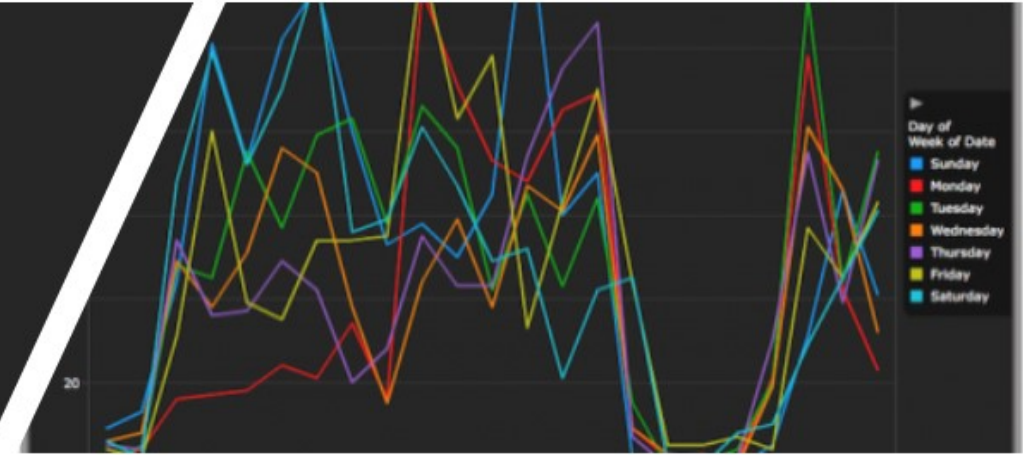


PUBLIC LIBRARY FY19 ANNUAL REPORT

Best Library User Experience

BLUE Cloud | “Symphony” Library System

- Direct digital downloads
- Automatic renewals
- Text messages notices
- Popular mobile app
- Integrates well with new technologies
- Increased efficiency
- Advanced reports
- Automatic ordering
- Annual savings of \$10,000+



INDIANOLA PUBLIC LIBRARY



Learn more. Play more. Do more. **Start here.**

2019



389

number of library programs

10,796

people attended library programs

10,918



total number of
registered card
holders

76,062

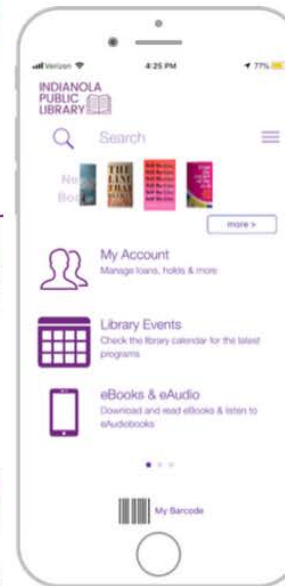
people visited
the library

15,289

library website visits

147,558

mobile app hits



114,039

total items checked out

75,491

books checked out

10,157

DVDs checked out

11,916

eBooks checked out

7,883

eAudiobooks checked out



Circulation per Capita

7.34

Library	Circulation per Capita
Urbandale	14.20
Altoona	12.70
Clive	10.78
West Des Moines	10.93
Johnston	15.88
Waukee	10.83
Norwalk	11.48
Metro Average	12.47
Indianola	7.34

Library	Circulation per Capita	Hours Open
Urbandale	14.20	70
Altoona	12.70	69
Clive	10.78	65
West Des Moines	10.93	65
Johnston	15.88	59
Waukee	10.83	58
Norwalk	11.48	57
Metro Average	12.47	63
Indianola	7.34	52

Library	Circulation per Capita	Hours Open	Staff Size (FTE)
Urbandale	14.20	70	25.62
Altoona	12.70	69	9.93
Clive	10.78	65	8.63
West Des Moines	10.93	65	19.5
Johnston	15.88	59	15.48
Waukee	10.83	58	12.00
Norwalk	11.48	57	7.23
Metro Average	12.47	63	14.06
Indianola	7.34	52	6.00

Library	Circulation per Capita	Hours Open	Staff Size (FTE)	Programs for Adults
Urbandale	14.20	70	25.62	294
Altoona	12.70	69	9.93	121
Clive	10.78	65	8.63	201
West Des Moines	10.93	65	19.50	124
Johnston	15.88	59	15.48	136
Waukee	10.83	58	12.00	76
Norwalk	11.48	57	7.23	143
Metro Average	12.47	63	14.06	156
Indianola	7.34	52	6.00	52

Library	Building size (sq. feet)	Collection Size (physical)
Urbandale	56,000	152,908
West Des Moines	51,400	170,688
Johnston	27,000	89,929
Altoona	19,300	60,765
Waukee	16,315	37,221
Norwalk	11,500	36,683
Clive	11,000	75,750
Metro Average	27,502 sq feet	89,134
Indianola	11,250 sq. feet	38,998



Building Costs

Utilities	\$18,602
Janitorial	\$15,353
Maintenance	\$8,913
Insurance	\$3,934
Repairs	\$1,503
Total	\$48,305



Repairs

HVAC	\$852.12
Roof	\$418.13
Automatic Doors	\$232.45
Total repairs	\$1,502.70



Upcoming Repairs

Chiller Replacement	\$82,285
Boiler Replacement	\$56,194
Roof Replacement	\$32,630

Upcoming Building Needs

Handicap Accessible Circulation Desk
Furniture replacement
Bathroom improvements
Flooring replacement
Lighting





PUBLIC LIBRARY ANNUAL REPORT

A photograph of the Warren County Courthouse, a large, ornate building with a central dome and multiple smaller domes. The building is yellow with blue accents and is set against a clear blue sky. The text "WARREN COUNTY EVENT" is overlaid on the image in a white box.

WARREN COUNTY EVENT

LEGISLATIVE LUNCH & LEARN

TUES, DEC 10 | 11:00 AM - 1:00 PM

WARRIOR RUN | 3089 NORTH AVE, NORWALK

- Hear from our elected State officials from Warren County about their vision for the 2019 legislative season
- Hosted by Norwalk, Indianola, Carlisle Chambers

\$20 PER ATTENDEE - INCLUDES LUNCH

REGISTER TO ATTEND AT WWW.NORWALKCHAMBER.ORG

WARREN COUNTY JUSTICE CENTER

IMPORTANT INFORMATION FOR NOVEMBER 5, 2019 VOTE



THE PAST

On August 7, 2018, a referendum for \$29.9 million to construct a new Law Enforcement Center and Courthouse, at the same location as the existing courthouse, was passed with 70% approval by Warren County voters. Warren County moved forward with detailed building design of the new facility and demolition of the old courthouse. Bids for the new construction project were opened in early July 2019. Overall, the bids were unfavorable to the estimated budget. With the total project exceeding the estimated budget, the Board of Supervisors rejected the building plans and the bids on August 13, 2019. Warren County is now seeking approval from the voters for an additional \$3.5 million to complete the project.

Good faith estimates at the time of the original referendum ranged from \$28.6 million to \$34 million for the project. The cost was preferred on the low end of the scale and the estimated project budget was set at \$29.9 million in bond proceeds with an additional \$1.2 million of County reserves, if needed, for a total budget of \$31.1 million. Total estimated project budget with the July 9, 2019 bid results was projected at \$37.4 million. Multiple factors contributed to the overage:

- General Market Conditions – A summer bid letting resulted in adverse market conditions. Contractors were already booked for the year, therefore, some bids were not as competitive as anticipated.
- Construction trends – The impact of additional tariffs has driven up the cost of construction materials, particularly steel.
- Exterior Cladding / Interior Finishes – The bids received for various finishes, including masonry, were unexpectedly higher than estimated.
- Project Scope – The scope of the project evolved through the design phase causing an increase to finished space.

THE PRESENT

The Board of Supervisors contemplated multiple routes to solve the dilemma. Each possible solution had its own set of pros and cons. On September 17, 2019 a majority of the Board voted to schedule a bond referendum in order for voters to decide whether to bond for an additional \$3.5 million to complete the project on the square. If approved, these additional funds would keep the facility on the Indianola square, minimize delays in construction, and capitalize on all-time low interest rates for bonding.

HOW DOES AN ADDITIONAL \$3.5 MILLION SOLVE THE PROBLEM?

- General Market Conditions – Anticipated bid letting for this plan is January 2020 – the optimal time to release projects such as these which should result in competitive bids.
- Construction trends – A Spring 2020 groundbreaking minimizes the impact of construction inflation. Construction inflation is estimated at 4% annually – over a million dollar increase each year that this project is delayed.
- Finishes – The revised building design committee's objective is to isolate and eliminate elements that drove up the cost. This group is actively addressing design details for cost effectiveness.
- Project Scope – The revised building design committee intends to balance the needs of the facility users with the parameters of the budget to create appropriate spaces that will last, at minimum, the life of the bond.

IS THE BUILDING EXPANDABLE?

- Jail -The building can accommodate 32 inmates in the booking area and up to 88 inmate housing beds in the jail with the addition of a second bunk in select cells housing units. An expansion, if needed in the future, is planned west of the structure adding 32 beds for a total of 120 housing beds in the jail.
- Courts -The revised plan has 4 finished courtrooms with unfinished space in the basement to allow for future court and courtroom needs.

HOW WILL THIS IMPACT MY PROPERTY TAXES?

If the referendum passes, the increase to the debt levy is estimated at \$.09/\$1,000 of taxable value. The total estimated debt levy for this project is estimated at \$.97/\$1,000 of taxable value. The original tax rate estimate at the time of the 08/07/18 referendum was \$.95/\$1,000. Record low interest rates and valuation changes have driven the cost to borrow down.

Assessed Value	Est Annual Tax Increase	Est Monthly Tax Increase
Residence - \$100,000	5.12	0.43
Multi-Residential - \$100,000	6.75	0.56
Commercial - \$100,000	8.10	0.68
Agricultural - \$100,000	5.05	0.42

BALLOT QUESTION

"Shall the County of Warren, State of Iowa, be authorized to enter into a Loan Agreement and issue its General Obligation Capital Loan Notes in an amount not exceeding the amount of \$3,500,000 for the purpose of designing, constructing, furnishing, and equipping a new Law Enforcement Center and Courthouse at the present site, to include: Sheriff's Offices, 911 Communications, Booking and Inmate Detention, Law Enforcement and Emergency Services training facility, Emergency Management Office, County Attorney's Offices and Iowa District Court Services; it being understood that the outcome of this referendum shall not terminate or restrict authority previously granted to enter into a Loan Agreement and issue General Obligation Capital Loan Notes in an amount not to exceed \$29,900,000 at an election held on August 7, 2018."

Vote **YES** if you **want** to allow an additional \$3.5 million for the construction of a new Law Enforcement Center and Courthouse on the Indianola square.

Vote **NO** if you **do not want** to allow an additional \$3.5 million for the construction of a new Law Enforcement Center and Courthouse on the Indianola square.

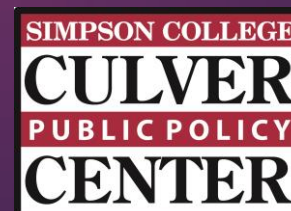
JUSTICE CENTER PUBLIC INFORMATION MEETING

OCTOBER 28, 2019
KENT CENTER, BLACK BOX THEATRE
SIMPSON COLLEGE
6:30 P.M. – 7:30 P.M.

Supervisor Aaron DeKock, Chair of the Justice Center Committee, will provide information and answer questions about the \$3.5m Justice Center bond referendum



HOSTED BY



November 4, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Final consideration of a request from Tim J/Laura L Davison, Timothy G Grimm, and Jeanenne E Glascock Revocable Trust for a right-of-way vacation and conveyance of the East 75' of the West Half of the East and West alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa, and the North Half of the North and South alley in Block Ten of the Steele and Granthams Addition to Indianola, Iowa.
- Resolution approving public utility easement for the east/west and north/south alley of Steele and Granthams addition
- Final consideration of a request from Wouter Hertzberger and Jessica E Halgren-Hertzberger for a right-of-way vacation and conveyance of the South half of the North and South alley in Block 19 of College Addition to the City of Indianola
- Annual review of the Stormwater Masterplan and Street Masterplan
- Resolution amending the City Council Policy for an amendment to the City financial Disclosure Policies
- Request from Indianola High School Students regarding the banners on the square
- Supplemental Agreement for Iowa Avenue Paving
- Resolution accepting a professional service agreement for applying sealant and painting of the Aquatic Center pool surface
- Public hearing for a sign exemption from Parker Signs for Casual Rags located at 207 W. 1st Avenue
- Discussion and direction regarding possible infrastructure repairs as part of the State of Iowa's Highway 92 project

Ryan Waller

From: Diana Bowlin
Sent: Wednesday, October 23, 2019 1:57 PM
To: Ryan Waller; Doug Bylund
Subject: FW: Big THANKS!!

From: RM30 Scenic Trails Manager <scenictrailsmanager@calamar.com>
Sent: Wednesday, October 23, 2019 1:18 PM
To: Diana Bowlin <dbowlin@indianolaiaowa.gov>
Subject: Big THANKS!!

We just wanted to email and say THANK YOU for finishing the trail over here on the north side of town. It is something that our residents really enjoy and part of the reason we chose our name! Have a great rest of your day & week! Thanks again! 😊

Arwen Chaplin
Community Manager
Scenic Trails Active Living
610 E Scenic Valley Ave
Indianola, IA 50125
Phone: (515) 442-9681
Cell: (515) 631-8276
scenictrailsmanager@calamar.com
www.calamar.com



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COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: October 25, 2019
Subject: Current Projects Update

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

- **Cabin Coffee (910 East 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
- **Scooters Coffee (1112 North Jefferson Way)**
 - Site plan and building permit were submitted on October 9.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site plan and stormwater management plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)
 - Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plex's, for a total of 126 units.
 - Site plan and stormwater management plan comments were returned to the applicant on June 20.
 - Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council.
 - Revised site plans for Cavitt Creek Condominiums I were submitted on June 28.
 - Revised site plans for Cavitt Creek Condominiums II were submitted on July 10.
 - Kading Properties hosted a neighborhood meeting on July 16.
 - Revised site plan comments were returned on July 26.
 - Revised site plans for both sites were submitted on July 31.
 - Revised site plan comments were returned on August 6.
 - These items were reviewed by Planning and Zoning Commission Meeting at its September 10 meeting.
 - The Planning and Zoning Commission recommended the site plans be denied at its September 10th meeting.
 - The City Council denied the site plan at its September 16 meeting.

- New and Revised site plans have been submitted.
- Staff is in the review process of the new and revised site plans.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
 - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
 - A revised site plan was submitted on May 20.
 - Revised comments were returned on June 4.
 - A second revised site plan was submitted on June 11.
 - Site Plan was approved on June 11.
 - Building permit application was submitted on June 14.
 - Building permit comments were returned on July 2.
 - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
 - Building permit application submitted on August 2
 - Staff meet with the contractor on August 23 to discuss building/inspection process.
 - Fire review comments returned to applicant on September 23.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.

- The existing Mudslingers Coffee Shop would remain.
- A code review was submitted to the City for review by the architect on July 29.
- The City returned comments on that code review on July 31.
- Engineer inquired about site plan approval process on August 23.
- Site plan submitted on September 5.
- Initial comments on the site plan were returned on September 19.
- Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
- Revised site plan submitted on October 4.
- Building Permit application and plans submitted on October 14.
- 2nd review comments on the site plan were returned on October 17.
- Building permit comments returned on October 18.
- Revised building permit plans received on October 23.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff met with property owner on May 23 to discuss financial assistance options.
 - Building permit application applied for on June 14.
 - Building permit comments were returned on June 25.
 - Groundwork on the site has begun.
 - Building Permit was issued on August 15.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20

- **Warren County Justice Center (115 North Howard Street)**
 - Staff has continued to meet with the General Contractor on this project to discuss site layout, utilities, closures, haul routes, etc.
 - Staff compiled a comment and questions to the County's contractor and design team on March 27. Staff received a response to this letter on April 12.
 - City is working to review stormwater improvements that were installed.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
 - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
 - The City Council held a public hearing and first consideration at its September 16 meeting.
 - This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
 - Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
 - The developer submitted a preliminary plat to the City on September 24.
 - Comments on preliminary plat returned on October 4.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.
 - Comments on construction plans returned on September 11.
 - Revised construction plans were submitted on September 18
 - Construction plans were approved on October 8.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.

- A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.



Community Development

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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	10/30/2019	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated.	10/30/2019	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	10/30/2019	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property.	10/30/2019	
Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	10/30/2019	
Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week.	10/30/2019	



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Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Property owner met with staff to discuss timeline. Now has trash all over yard. Notice served. Municipal infraction served on 10/21/2019. Will check regularly.	10/30/2019	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	10/30/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November.	10/30/2019	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November.	10/30/2019	
Open	10/21/2019	Junk vehicle parts all over yard	105 West 8th	10/23/2019	10/23/2019	Junk vehicle parts stacked up alongside garage and in front yard.	10/31/2019	
Open	10/22/2019	Tall grass/Weeds	1603 West Detroit	10/23/2019	10/24/2019	Sent Letter 10/24/2019	10/31/2019	
Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. Work has commenced on west side of house. Will check regularly.	11/1/2019	
Closed	9/24/2019	Trash	801 E 1st	9/24/2019		Trash along side driveway. Sent letter 10/03/2019. Grass is now over 6" tall. Send letter for grass. Abated 10/24/2019		10/24/2019



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Code Enforcement Tracking Report

Closed	9/30/2019	Tall grass/Weeds	1210 E Euclid	10/3/2019	10/3/2019	Grass is well over 6 inches. Brush overtaking west side of house. Sent letter on 10/3/19. Abated 10/24/2019		10/24/2019
Closed	9/17/2019	Tall grass/ weeds	215 N Buxton	9/18/2019	9/18/2019	Weeds removed.		10/10/2019
Closed	8/21/2019	Over Grown Vegetation and Junked Vehicles	1701 Country Club Rd	8/21/2019	8/22/2019	Vehicles removed, brush cleared		10/9/2019
Closed	8/22/2019	Sidewalks	606 and 806 Trail Ridge	8/23/2019	9/6/2019	Sidewalks fixed		10/9/2019
Closed	9/20/2019	Tall Grass/Weeds	909 N J Street	9/30/2019	10/3/2019	Lawn mowed		10/9/2019
Closed	10/3/2019	Tree Down	313 S D	10/3/2019		Tree taken care of, lawn mowed		10/9/2019
Closed	8/20/2019	Brush	207 South H Street	8/21/2019	8/29/2019	Done		10/3/2019
Closed	8/20/2019	Tall Grass/Weeds and Junk/Debris	209 South H Street	8/21/2019	8/29/2019	Topper moved		10/3/2019
Closed	9/9/2019	Abandoned vehicles, trash	208 W Ashland	9/9/2019	9/12/2019	Done		10/3/2019
Closed	9/16/2019	Tall Grass/Weeds	906 W Detroit	9/16/2019	9/18/2019	Done		10/3/2019
Closed	9/18/2019	Tall grass/Weeds	207 W Salem	9/16/2019	9/17/2019	Tall grass, weeds, and brush on backside of property taken care of.		9/26/2019
Closed	9/12/2019	Tall Grass/Weeds and Junk/Debris	1009 E Salem	9/12/2019	9/12/2019	Property abated.		9/23/2019
Closed	9/13/2019	Tall Grass/Weeds	402 W 1st	9/16/2019	9/16/2019	Property has been mowed.		9/23/2019
Closed	9/17/2019	Trash	407 W 1st	9/17/2019		Property has been cleaned.		9/23/2019
Closed	8/13/2019	Junk	204 North J Street	8/13/2019	8/20/2019	Property cleaned up		9/18/2019
Closed	8/19/2019	Tall Grass/Weeds	1400 Block of West Iowa	8/19/2019	8/23/2019	Abated 09/13/2019		9/18/2019
Closed	8/22/2019	Tall Grass/Weeds	1101 N L	8/23/2019	8/23/2019	Abated 09/13/2019		9/18/2019
Closed	8/26/2019	Tall Grass/Weeds	610 North N Street	8/29/2019	8/29/2019	Abated 09/13/2019		9/18/2019
Closed	9/6/2019	Tree	400 W Orchard Ave	9/6/2019		Tree branches cut back so stop sign is visible.		9/12/2019
Closed	8/22/2019	Tall Grass/Weeds	1600 Block of West 13th Street	8/29/2019		Grass on south side of road needs to be cut back. Property owner was contacted by phone.		9/4/2019
Closed	8/29/2019	Tall Grass/Weeds	1600 Block of West Iowa	8/29/2019		Grass on north side of road needs cut back. Property owner was contacted by phone.		9/4/2019
Closed	8/4/2019	Abandoned Vehicle	1215 E Girard	8/5/2019	8/16/2019	Property has been mowed and vehicle removed.		8/29/2019
Closed	8/5/2019	Tall Grass/Weeds	Corner of 14th/E Hillcrest Ave	8/7/2019		Corner has been mowed/cut down.		8/29/2019
Closed	8/19/2019	Tall Grass/Weeds	506 North Kenwood	8/19/2019		Property has been mowed.		8/29/2019
Closed	8/23/2019	Junk/Junk Vehicles	1806 S E	8/23/2019	8/23/2019	Property has been cleaned.		8/29/2019



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Code Enforcement Tracking Report

Closed	8/13/2019	Tall Grass/Weeds	901/902 Summerset Place	8/13/2019		Tall Grass and weeds over 2' along silt fence on west property line. Talked with property owner who stated it would be taken care of. Issue resolved.		8/22/2019
Closed	8/7/2019	Nuisance Smell	1104 West Boston Ave	8/7/2019		Upon follow up inspection, smell was no longer present.		8/20/2019
Closed	8/14/2019	Sump Pump	1101 North Buxton	8/15/2019		Discharge relocated.		8/20/2019
Closed	8/1/2019	Tall Grass/Weeds	1007 North D St	8/2/2019	8/7/2019	Grass over 6" as well as downed tree limbs. Grass mowed and branches picked and on the driveway.		8/15/2019
Closed	7/19/2019	Junk/Junk Vehicles Tall Grass/Weeds	604 E Ashland	7/24/2019		Homeowner has asked for 3 weeks to get property cleaned up. Clean up complete. Shed in the backyard is used for storage and camper has current registration.		8/14/2019
Closed	8/7/2019	Tall Grass/Weeds	3007 North Jefferson	8/9/2019		Relator was contacted. Issue has been resolved.		8/12/2019
Closed	8/1/2019	Tall Grass/Weeds	1204 North D St	8/2/2019		Grass mowed/tree trimmed		8/8/2019
Closed	8/1/2019	Tall Grass/Weeds	511 North 1st St	8/2/2019		Grass mowed.		8/8/2019
Closed		Unsafe Building	301 West 2nd Ave	4/24/2019	4/25/2019	Issues Resolved.		8/8/2019
Closed	7/19/2019	Tall Grass/Weeds	909 N J Street	7/24/2019	8/1/2019	Upon inspection on 8/7, issue is resolved.		8/7/2019
Closed		Tall Grass/Weeds	513 North 1st St	7/30/2019	8/1/2019	Grass is mowed.		8/7/2019
Closed		Tree	800 W Boston	7/11/2019	7/29/2019	Upon inspection on 8/7, issue is resolved.		8/7/2019
Closed	7/29/2019	Overgrown tree/bushes on Sidewalk	306 W 1st Street	7/30/2019		Property owner called on 7/30 and said it would be corrected within 24 hours.		8/1/2019
Closed	7/30/2019	Tree	110 N 1st St	7/30/2019		Tree branches low on Salem Avenue side.		7/31/2019
Closed	7/15/2019	Junk	206 W Iowa Ave	7/26/2019	N/A	Mattress in front yard.		7/26/2019
Closed	7/22/2019	Overgrown bushes in alley	1006 North C St	7/24/2019	N/A	Property owner called on 7/25/19 and has someone contracted to trim the bushes and it will be done in a week.		7/26/2019



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<u>Permit</u>	<u>DATE Permit Issued</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>CONTRACTOR</u>	<u>CONSTRUCTION</u>	<u>SQUARE FEET</u> *new residential only	<u>Finaled Date</u>	<u>VALUE</u>
1	1/3/2019	Brandon Frericks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083



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17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie Lovan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		TEMP CO	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000



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38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966
39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000
41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling			\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling			\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690



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57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling			\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling			\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500



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79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000
80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling			\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100
87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling			\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Feters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling			\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500



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101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0
102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer			\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer			\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer			\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage			\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000
107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling			\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	IR	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776		\$800,000



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121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbel Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Resdential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000
132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisian Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	10/22/2019	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	IR	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commerical			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000



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145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000
146	10/21/2019	Phil Delong	1110 S R	GWA Intl	Alteration - Solar Array			\$12,000
147	10/21/2019	Betty Curtis	210 N Jefferson	Rick Gwinn	Alteration - reapi front porch			\$1,000
148	10/21/2019	Rick Gwinn	909 N J	Rick Gwinn	Addition - Shed			\$4,500
149	10/22/2019	Kyle Overton	1109 E Iowa	Beardmore Construction	Repair - Deck			\$2,600
150	10/22/2019	Mandy Lundberg	1407 E Clinton	John Peters	Alteration Covering stoop with wood decking			\$500
151	10/22/2019	Katherine Schrum	400 N 17th	Adam Middleswart	Alteration - Basement finish			\$6,000
152	IR	GroundBreaker Homes	1503 11th Way	Ground Breaker Homes	Single Family Dwelling	1,747		\$250,000