



CITY OF INDIANOLA COUNCIL MEETING

July 20, 2026

6:00 PM

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

This agenda was amended on July 17, 2026 to add the Consideration of a tobacco permit for the Indianola Golf Club.

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Consent Agenda**
 - A. Approval of Agenda
 - B. Approval of Claims
 - C. Approval of Minutes of the prior meetings
 - D. Setting dates for future public hearings
 1. Resolution setting a public hearing for August 3, 2026 at 6 PM regarding the vacation of 30' Landscape Buffer Easement in Lot 5 of Scenic Pointe.
 2. Resolution determining the necessity and fixing a date for a public hearing (August 3, 2026 at 6 PM) on the matter of the adoption of a proposed 2026 Amended and Restated 1998 Citywide Urban Revitalization Plan.
 - E. Approval of Applications
 1. Consideration of the approval of a liquor license renewal for West Hill Brewing Company.
 2. Consideration of the approval of a liquor license renewal for The Groggy Dog, LLC.
 3. Consideration of the approval of a tobacco permit for Indianola Golf Club.- added on July 17, 2026
 - F. Resolution authorizing an agreement between Lexipol and the City of Indianola for a Police Department subscription.

- G. Resolution authorizing the purchase of a wing plow from Hawkeye Truck Equipment.
- H. Resolution authorizing an agreement with Wesco for the purchase of streetlights.
- I. Resolution authorizing a contract for Fire Department Services for the 2026 National Balloon Classic.
- J. Resolution authorizing a proposed project agreement with Cerris Systems for the North 65/69 Lift Station Generator ATS Replacement Project.
- K. Resolution authorizing an agreement between the City of Indianola and Midwest Injection for liquid bio-solids disposal and application.
- L. Resolution approving Additional Schedules "A" and "B" to the PSN Service Agreement between the City of Indianola and Payment Services Network.
- M. Resolution accepting the Prairie Meadows Community Betterment Grant for the Fire Department.
- N. Resolution accepting Project Completion of the McVay Trail Repair Project.
- O. Receive and file the Civil Service Commission's list of certified Police Officer Candidate.
- P. Resolution approving salaries.

6. Council Reports

- A. Meritorious Award
- B. Discussion regarding e-micromobility devices (scooters, bikes, etc.)
- C. Council Committee Reports

7. Mayor's Report

- A. Community Update

8. Public Consideration

- A. Old Business
 - 1. Resolution approving a proposal from MGT for a classification and compensation study.
 - 2. Resolution of support for Maximillion's Muddy Puddles to apply for a grant.
 - 3. Zoning Code Amendment
 - a. Public hearing regarding an amendment to Chapter 165.05, Zoning District Regulations
 - b. First consideration of an ordinance amending Chapter 165.05, Zoning District Regulations
 - 4. Culver's Project
 - a. Public hearing regarding the vacation and conveyance of City property and certain easements for the Culver's project.
 - b. Resolution approving the vacation and conveyance of City property and certain easements for the Culver's project.

- c. Resolution approving a sidewalk waiver request for Culver's project.
 - d. Resolution approving a site plan for Culver's.
 - 5. Parkland Dedication
 - a. Public hearing regarding an amendment to Chapter 171, Parkland Dedication.
 - b. First consideration of an amendment to Chapter 171, Parkland Dedication.
 - 6. Discussion and direction regarding borrowing for the IWC Improvement Project.
- B. New Business
 - 1. Resolution authorizing a contract with Tyler Technologies for MyGov transition and subscription services.
- 9. Other Business**
 - A. City Manager's Report - Jacob Meshke
 - B. Discussion and action regarding future agenda items.
- 10. Adjourn**



MEMORANDUM

To: Mayor and City Council
From:
Date: July 20, 2026
Subject: Approval of Claims

Introduction: The claims report for Council approval totals \$267,160.97.

Recommendation: Staff recommends approval of all claims.

Attachments: 1. Vendor Expense Approval 7202026



APPROVAL OF BILLS - CITY

Josh Rabe, City Council

Ron Dalby, City Council

Steve Armstrong, City Council

Tiffany Davis, City Council

Mellisa Sones, City Council

Bob Lane, City Council

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 104258 - ABSOLUTE GROUP CO				
Fund: 001 - General				
Department: 4300 - Parks				
ABSOLUTE GROUP CO	ETUBE FILTER SOCK FILLED - MCVAY REPAIR - PARKS	001-4300-63100	Repair/Maint	61.25
Department 4300 - Parks Total:				61.25
Fund 001 - General Total:				61.25
Vendor 104258 - ABSOLUTE GROUP CO Total:				61.25
Vendor: 002810 - ACCO UNLIMITED CORP.				
Fund: 001 - General				
Department: 4500 - Pool (Memorial)				
ACCO UNLIMITED CORP.	POOL CHEMICALS - VMAC	001-4500-65010	Chemicals	1,829.89
ACCO UNLIMITED CORP.	CHEMICALS - LIQUID CHLORINE - VMAC	001-4500-65011	Chlorine	744.00
Department 4500 - Pool (Memorial) Total:				2,573.89
Fund 001 - General Total:				2,573.89
Vendor 002810 - ACCO UNLIMITED CORP. Total:				2,573.89
Vendor: 103749 - ACE HARDWARE				
Fund: 001 - General				
Department: 4300 - Parks				
ACE HARDWARE	PAINT ROLLERS - PARKS	001-4300-65070	Materials/Supplies	21.98
ACE HARDWARE	FUNNEL, INSECT KILLER - PARKS	001-4300-65070	Materials/Supplies	18.98
ACE HARDWARE	GORILLA TAPE	001-4300-65070	Materials/Supplies	11.99
Department 4300 - Parks Total:				52.95
Fund 001 - General Total:				52.95
Vendor 103749 - ACE HARDWARE Total:				52.95

Publication Report

Post Dates: 7/20/2026 - 7/20/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 048228 - AGRILAND FS INC				
Fund: 001 - General				
Department: 4300 - Parks				
AGRILAND FS INC	FUEL DISTRIBUTION - PARKS	001-4300-65050	Vehicle Operating Supplies	2,126.64
AGRILAND FS INC	ROUNDUP QUICK PRO - PARKS	001-4300-65070	Materials/Supplies	175.93
Department 4300 - Parks Total:				2,302.57
Fund 001 - General Total:				2,302.57
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
AGRILAND FS INC	FUEL DISTRIBUTION - STREETS	110-2100-65050	Vehicle Operating Supplies	3,811.13
Department 2100 - Streets and Debt Service Fund Total:				3,811.13
Fund 110 - Road Use Tax Fund Total:				3,811.13
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
AGRILAND FS INC	FUEL DISTRIBUTION - WRRF	610-8300-65050	Vehicle Operating Supplies	114.06
Department 8300 - Sewer Total:				114.06
Fund 610 - Sewer Fund Total:				114.06
Vendor 048228 - AGRILAND FS INC Total:				6,227.76
Vendor: 103081 - AMAZON CAPITAL SERVICES				
Fund: 001 - General				
Department: 4100 - Library				
AMAZON CAPITAL SERVICES	RETURN BOOK - LIBRARY	001-4100-65020	Library Books & Periodicals	-12.00
AMAZON CAPITAL SERVICES	RETURN BOOK - LIBRARY	001-4100-65020	Library Books & Periodicals	-19.20
AMAZON CAPITAL SERVICES	Children's stepstools	001-4100-63100	Repair/Maint	54.98
AMAZON CAPITAL SERVICES	Marketing supplies	001-4100-64020	Advertising & Legal Notices	19.98
AMAZON CAPITAL SERVICES	Janitorial supplies	001-4100-64090	Janitorial Services	31.05
AMAZON CAPITAL SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	3,394.40
AMAZON CAPITAL SERVICES	Special Collection Materials	001-4100-65022	Special Collections	266.85
AMAZON CAPITAL SERVICES	Office supplies	001-4100-65060	Office Supplies	32.98
AMAZON CAPITAL SERVICES	Special materials and supplies	001-4100-65070	Materials/Supplies	130.02
AMAZON CAPITAL SERVICES	Programming supplies	001-4100-65079	Materials/Supplies--Program	32.28
AMAZON CAPITAL SERVICES	RETURN BOOKS - LIBRARY	001-4100-65020	Library Books & Periodicals	-69.66
Department 4100 - Library Total:				3,861.68
Department: 4200 - Park & Rec Administration				
AMAZON CAPITAL SERVICES	FLOOR MATS & ELECTRICAL WIRE - VMAC	001-4200-65070	Materials/Supplies	228.24
Department 4200 - Park & Rec Administration Total:				228.24
Department: 4300 - Parks				
AMAZON CAPITAL SERVICES	GAS CANS & MOWER LIFT TOOL - PARKS	001-4300-65070	Materials/Supplies	697.99
Department 4300 - Parks Total:				697.99
Department: 6200 - Clerk/Finance				
AMAZON CAPITAL SERVICES	DESK LAMP, FILES & FOLDERS - FINANCE	001-6200-65070	Materials/Supplies	66.45
Department 6200 - Clerk/Finance Total:				66.45
Department: 6220 - Facilities				
AMAZON CAPITAL SERVICES	RESTROOM DOORS SIGNS - CITY HALL - FACILITIES	001-6220-63100	Repair/Maint	23.92
Department 6220 - Facilities Total:				23.92
Fund 001 - General Total:				4,878.28

Publication Report

Post Dates: 7/20/2026 - 7/20/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
AMAZON CAPITAL SERVICES	PARKING ARROW STENCIL KIT - STREETS	110-2100-65088	Materials/Supplies--Traffic Si	84.88
Department 2100 - Streets and Debt Service Fund Total:				84.88
Fund 110 - Road Use Tax Fund Total:				84.88
Fund: 141 - Library Special Revenue				
Department: 4100 - Library				
AMAZON CAPITAL SERVICES	Memorial Fund Purchases	141-4100-65020	Library Books & Periodicals	150.20
AMAZON CAPITAL SERVICES	Friends Summer Purchases	141-4100-65023	Summer Reading Program Ex...	1,420.65
AMAZON CAPITAL SERVICES	Friends General Purchases	141-4100-65024	Friends of the Library Expense	145.80
AMAZON CAPITAL SERVICES	Enrich Iowa Purchases	141-4100-65025	Enrich Iowa Expenses	179.91
AMAZON CAPITAL SERVICES	RETURN WATER COOLER CUPS - LIBRARY	141-4100-65023	Summer Reading Program Ex...	-69.78
AMAZON CAPITAL SERVICES	RETURN MOVIE NIGHT SUPPLIES - LIBRARY	141-4100-65023	Summer Reading Program Ex...	-18.79
Department 4100 - Library Total:				1,807.99
Fund 141 - Library Special Revenue Total:				1,807.99
Fund: 680 - Wellness Campus Fund				
Department: 8700 - Wellness Campus				
AMAZON CAPITAL SERVICES	DOOR STOP - IWC	680-8700-63100	Repair/Maint	20.48
AMAZON CAPITAL SERVICES	MARKERS, THERMOMETER, BANDAGES - IWC	680-8700-65070	Materials/Supplies	129.72
Department 8700 - Wellness Campus Total:				150.20
Fund 680 - Wellness Campus Fund Total:				150.20
Vendor 103081 - AMAZON CAPITAL SERVICES Total:				6,921.35
Vendor: 104947 - ARTS FOR THE CITY INC				
Fund: 141 - Library Special Revenue				
Department: 4100 - Library				
ARTS FOR THE CITY INC	SUMMER READING PROGRAM EXPENSE - LIBRARY	141-4100-65023	Summer Reading Program Ex...	480.00
Department 4100 - Library Total:				480.00
Fund 141 - Library Special Revenue Total:				480.00
Vendor 104947 - ARTS FOR THE CITY INC Total:				480.00
Vendor: 006400 - BOB'S CUSTOM TROPHIES				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
BOB'S CUSTOM TROPHIES	STAND UP DESK SIGNS - CITY HALL	001-6500-65070	Materials/Supplies	75.00
Department 6500 - General Govt and Buildings Total:				75.00
Fund 001 - General Total:				75.00
Vendor 006400 - BOB'S CUSTOM TROPHIES Total:				75.00
Vendor: 100097 - BOUND TREE MEDICAL LLC				
Fund: 001 - General				
Department: 1600 - Ambulance				
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES	001-1600-65070	Materials/Supplies	1,258.85
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES - UMBILICAL CORD SCISSORS	001-1600-65070	Materials/Supplies	6.79
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES - AMBULANCE	001-1600-65070	Materials/Supplies	1,725.37
Department 1600 - Ambulance Total:				2,991.01
Fund 001 - General Total:				2,991.01
Vendor 100097 - BOUND TREE MEDICAL LLC Total:				2,991.01

Publication Report

Post Dates: 7/20/2026 - 7/20/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 101330 - BRICK GENTRY P.C.				
Fund: 001 - General				
Department: 1500 - Fire				
BRICK GENTRY P.C.	LEGAL SERVICE-SILVER BUGLES, 001-1500-64110 CO FAIR, CBA, OT-FIRE		Legal Service Fees	321.00
Department 1500 - Fire Total:				321.00
Department: 1600 - Ambulance				
BRICK GENTRY P.C.	LEGAL SERVICE-SILVER BUGLES, 001-1600-64110 CO FAIR, CBA, OT-FIRE		Legal Service Fees	1,819.00
Department 1600 - Ambulance Total:				1,819.00
Department: 1700 - Community Development				
BRICK GENTRY P.C.	LEGAL SERVICE-NUISANCE ABATEMENTS - COMM DEV	001-1700-64110	Legal Service Fees	1,657.25
BRICK GENTRY P.C.	LEGAL SERVICE-ALDI, CULVERS, SIDEWALKS, IEDA-COMDV	001-1700-64110	Legal Service Fees	2,280.00
Department 1700 - Community Development Total:				3,937.25
Department: 6250 - Human Resources				
BRICK GENTRY P.C.	LEGAL SERVICE-UNION MOU, AQUATICS COORD, COMMN-HR	001-6250-64110	Legal Service Fees	340.00
Department 6250 - Human Resources Total:				340.00
Department: 6500 - General Govt and Buildings				
BRICK GENTRY P.C.	LEGAL SERVICE-QUAIL RIDGE,MCVAY,LIBRARY,N HOWARD	001-6500-64110	Legal Service Fees	4,200.00
Department 6500 - General Govt and Buildings Total:				4,200.00
Fund 001 - General Total:				10,617.25
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
BRICK GENTRY P.C.	LEGAL SERVICE - DUST CONTROL 28E - STREETS	110-2100-64110	Legal Service Fees	60.00
Department 2100 - Streets and Debt Service Fund Total:				60.00
Fund 110 - Road Use Tax Fund Total:				60.00
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
BRICK GENTRY P.C.	LEGAL SERVICE-NUTRI-JECT, BIOSOLIDS RFP-SEWER	610-8300-64110	Legal Service Fees	820.00
Department 8300 - Sewer Total:				820.00
Fund 610 - Sewer Fund Total:				820.00
Fund: 650 - Stormwater Utility Fund				
Department: 9000 - Stormwater				
BRICK GENTRY P.C.	LEGAL SERVICE-CEMEN TECH STORM WTR-SWU	650-9000-64110	Legal Service Fees	40.00
Department 9000 - Stormwater Total:				40.00
Fund 650 - Stormwater Utility Fund Total:				40.00
Vendor 101330 - BRICK GENTRY P.C. Total:				11,537.25
Vendor: 104945 - BROWN, DAVID				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
BROWN, DAVID	PERFORMANCE @ ACTIVITY CENTER - PARKS ADMIN	001-4200-64990	Misc Contractual	200.00
Department 4200 - Park & Rec Administration Total:				200.00
Fund 001 - General Total:				200.00
Vendor 104945 - BROWN, DAVID Total:				200.00

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 055927 - CENTURYLINK				
Fund: 001 - General				
Department: 6210 - Info & Tech				
CENTURYLINK	MONTHLY SERVICE - IT	001-6210-63730	Telephone/Cellphone	76.09
CENTURYLINK	MONTHLY SERVICE - IT	001-6210-63730	Telephone/Cellphone	74.67
Department 6210 - Info & Tech Total:				150.76
Fund 001 - General Total:				150.76
Vendor 055927 - CENTURYLINK Total:				150.76
Vendor: 101724 - CINTAS CORPORATION				
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
CINTAS CORPORATION	CINTAS AGREEMENT - WRRF	610-8300-64990	Misc Contractual	234.00
Department 8300 - Sewer Total:				234.00
Fund 610 - Sewer Fund Total:				234.00
Vendor 101724 - CINTAS CORPORATION Total:				234.00
Vendor: 008617 - CITY OF DES MOINES				
Fund: 001 - General				
Department: 1100 - Police				
CITY OF DES MOINES	STAR/MAC CONTRACT - POLICE	001-1100-64990	Misc Contractual	13,999.04
Department 1100 - Police Total:				13,999.04
Fund 001 - General Total:				13,999.04
Vendor 008617 - CITY OF DES MOINES Total:				13,999.04
Vendor: 104885 - CLEANING CONNECTION, INC				
Fund: 680 - Wellness Campus Fund				
Department: 8700 - Wellness Campus				
CLEANING CONNECTION, INC	JULY CLEANING - IWC	680-8700-64090	Janitorial Services	3,700.00
Department 8700 - Wellness Campus Total:				3,700.00
Fund 680 - Wellness Campus Fund Total:				3,700.00
Vendor 104885 - CLEANING CONNECTION, INC Total:				3,700.00
Vendor: 104264 - CORE-MARK MIDCONTINENT INC				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
CORE-MARK MIDCONTINENT ...	CONCESSIONS - PICKARD - PARK ADMIN	001-4200-65070	Materials/Supplies	1,322.65
Department 4200 - Park & Rec Administration Total:				1,322.65
Department: 4500 - Pool (Memorial)				
CORE-MARK MIDCONTINENT ...	CONCESSIONS VMAC	001-4500-65070	Materials/Supplies	629.18
CORE-MARK MIDCONTINENT ...	CONCESSIONS - VMAC	001-4500-65070	Materials/Supplies	1,440.88
Department 4500 - Pool (Memorial) Total:				2,070.06
Fund 001 - General Total:				3,392.71
Vendor 104264 - CORE-MARK MIDCONTINENT INC Total:				3,392.71
Vendor: 104911 - DASH SPORTS LLC				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
DASH SPORTS LLC	SNAG GOLF CAMP, MULTI SPORT, & T-BALL - PAR...	001-4200-64205	Instructor (Contractual)	2,492.00
DASH SPORTS LLC	INSTRUCTOR-VOLLEYBALL CAMP & TYKES - PARK ADMIN	001-4200-64205	Instructor (Contractual)	958.40
Department 4200 - Park & Rec Administration Total:				3,450.40
Fund 001 - General Total:				3,450.40
Vendor 104911 - DASH SPORTS LLC Total:				3,450.40

Publication Report

Post Dates: 7/20/2026 - 7/20/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 100970 - DOORS INC				
Fund: 001 - General				
Department: 1100 - Police				
DOORS INC	CLOSER BODY FOR DOOR - POLICE	001-1100-63100	Repair/Maint	370.00
Department 1100 - Police Total:				370.00
Fund 001 - General Total:				370.00
Vendor 100970 - DOORS INC Total:				370.00
Vendor: 102092 - DUST PROS JANITORIAL				
Fund: 001 - General				
Department: 4100 - Library				
DUST PROS JANITORIAL	JANITORIAL SERVICES - LIBRARY	001-4100-64090	Janitorial Services	1,500.00
DUST PROS JANITORIAL	JANITORIAL SUPPLIES ...	001-4100-64090	Janitorial Services	255.50
Department 4100 - Library Total:				1,755.50
Department: 4200 - Park & Rec Administration				
DUST PROS JANITORIAL	JANITORIAL SUPPLIES - ACTIVITY CENTER	001-4200-65070	Materials/Supplies	138.50
Department 4200 - Park & Rec Administration Total:				138.50
Fund 001 - General Total:				1,894.00
Vendor 102092 - DUST PROS JANITORIAL Total:				1,894.00
Vendor: 103972 - EAGLE SIGN CO. A DIVISION OF NAGLE SIGNS				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
EAGLE SIGN CO. A DIVISION OF..REPAIR DIGITAL SIGN CITY	HALL - IT	001-6500-63100	Repair/Maint	275.00
Department 6500 - General Govt and Buildings Total:				275.00
Fund 001 - General Total:				275.00
Vendor 103972 - EAGLE SIGN CO. A DIVISION OF NAGLE SIGNS Total:				275.00
Vendor: 104944 - ENGEL, JASON				
Fund: 001 - General				
Department: 1700 - Community Development				
ENGEL, JASON	REFUND RENTAL REGISTRATION - NOT NECESSARY-COM DEV	001-1700-66990	Refund/Reimbursement	75.00
Department 1700 - Community Development Total:				75.00
Fund 001 - General Total:				75.00
Vendor 104944 - ENGEL, JASON Total:				75.00
Vendor: 014492 - ENVISIONWARE INC.				
Fund: 001 - General				
Department: 4100 - Library				
ENVISIONWARE INC.	ENVISIONWARE RENEWAL - LIBRARY	001-4100-67240	Computer Hardware/Software	633.94
Department 4100 - Library Total:				633.94
Fund 001 - General Total:				633.94
Vendor 014492 - ENVISIONWARE INC. Total:				633.94
Vendor: 018096 - GALLS LLC				
Fund: 001 - General				
Department: 1500 - Fire				
GALLS LLC	EMBLEM APPLICATION - FROST - FIRE	001-1500-61810	Uniforms/Clothing Allowance	3.52
Department 1500 - Fire Total:				3.52

Publication Report

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Department: 1600 - Ambulance				
GALLS LLC	EMBLEM APPLICATION - FROST - FIRE	001-1600-61810	Uniforms/Clothing Allowance	19.95
Department 1600 - Ambulance Total:				19.95
Fund 001 - General Total:				23.47
Vendor 018096 - GALLS LLC Total:				23.47
Vendor: 019885 - GRAINGER INC				
Fund: 001 - General				
Department: 4500 - Pool (Memorial)				
GRAINGER INC	VACUUM PUMP - VMAC	001-4500-63100	Repair/Maint	496.56
Department 4500 - Pool (Memorial) Total:				496.56
Fund 001 - General Total:				496.56
Vendor 019885 - GRAINGER INC Total:				496.56
Vendor: 103782 - HAUS ROOFING & CONST SRVS				
Fund: 001 - General				
Department: 4100 - Library				
HAUS ROOFING & CONST SRVS	REPAIR ROOF LEAK - LIBRARY	001-4100-63100	Repair/Maint	940.00
Department 4100 - Library Total:				940.00
Fund 001 - General Total:				940.00
Vendor 103782 - HAUS ROOFING & CONST SRVS Total:				940.00
Vendor: 021243 - HEIMAN INC				
Fund: 001 - General				
Department: 1500 - Fire				
HEIMAN INC	D-RING MALTESE CROSS - FIRE	001-1500-65051	Equipment/Vehicle Parts	96.38
Department 1500 - Fire Total:				96.38
Fund 001 - General Total:				96.38
Vendor 021243 - HEIMAN INC Total:				96.38
Vendor: 104946 - HOGUE, KAREN				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
HOGUE, KAREN	REFUND - BUXTON ROOM - PARKS ADMIN	001-4200-66990	Refund/Reimbursement	200.00
Department 4200 - Park & Rec Administration Total:				200.00
Fund 001 - General Total:				200.00
Vendor 104946 - HOGUE, KAREN Total:				200.00
Vendor: 008629 - IMU - UTILITIES				
Fund: 001 - General				
Department: 1100 - Police				
IMU - UTILITIES	UTILITIES - 410 N JEFFERSON - POLICE	001-1100-63710	Utilities	187.34
Department 1100 - Police Total:				187.34
Department: 1500 - Fire				
IMU - UTILITIES	UTILITIES - RENEWABLE	001-1500-63710	Utilities	53.00
IMU - UTILITIES	UTILITIES - FIRE	001-1500-63710	Utilities	54.47
Department 1500 - Fire Total:				107.47
Department: 4100 - Library				
IMU - UTILITIES	UTILITIES - LIBRARY	001-4100-63710	Utilities	2,072.51
Department 4100 - Library Total:				2,072.51
Department: 4200 - Park & Rec Administration				
IMU - UTILITIES	UTILITIES - ACTIVITY CENTER	001-4200-63710	Utilities	811.76
IMU - UTILITIES	UTILITIES - PICKARD YOUTH - PARK & REC	001-4200-63710	Utilities	323.04
IMU - UTILITIES	UTILITIES - ADULT SB PICKARD - PARKS ADMIN	001-4200-63710	Utilities	1,715.16
Department 4200 - Park & Rec Administration Total:				2,849.96

Publication Report

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Department: 4300 - Parks				
IMU - UTILITIES	UTILITIES - MEDIAN IRRIGATION - PARKS	001-4300-63710	Utilities	126.50
IMU - UTILITIES	UTILITIES - DOWNEY (DOG PARK) - PARKS	001-4300-63710	Utilities	69.09
IMU - UTILITIES	UTILITIES - SQUARE PITS IRRIGATION - PARKS	001-4300-63710	Utilities	22.51
IMU - UTILITIES	UTILITIES - BUXTON - PARKS	001-4300-63710	Utilities	647.21
IMU - UTILITIES	UTILITIES - MCCORD PARK - PARKS	001-4300-63710	Utilities	88.23
IMU - UTILITIES	UTILITIES - MEMORIAL PARK - PARKS	001-4300-63710	Utilities	125.13
IMU - UTILITIES	UTILITIES - PICKARD CAMPGROUND - PARKS	001-4300-63710	Utilities	833.29
IMU - UTILITIES	UTILITIES - MOATS - PARKS	001-4300-63710	Utilities	98.79
IMU - UTILITIES	UTILITIES - MCVAY TRAILHEAD - PARKS	001-4300-63710	Utilities	80.87
IMU - UTILITIES	UTILITIES - PARKS DEPT SHOP	001-4300-63710	Utilities	202.85
IMU - UTILITIES	UTILITIES - BARKER - PARKS	001-4300-63710	Utilities	47.65
Department 4300 - Parks Total:				2,342.12
Department: 4500 - Pool (Memorial)				
IMU - UTILITIES	UTILITIES - MEMORIAL BUILDING - VMAC	001-4500-63710	Utilities	3,949.17
Department 4500 - Pool (Memorial) Total:				3,949.17
Department: 6210 - Info & Tech				
IMU - UTILITIES	TELEPHONE SERVICE - IT	001-6210-63730	Telephone/Cellphone	516.00
IMU - UTILITIES	FIBER - IT	001-6210-64190	Computer/Technology Services	569.00
Department 6210 - Info & Tech Total:				1,085.00
Department: 6500 - General Govt and Buildings				
IMU - UTILITIES	UTILITIES - CITY HALL	001-6500-63710	Utilities	5,657.79
IMU - UTILITIES	UTILITIES - BUXTON OFFICES	001-6500-63710	Utilities	353.75
IMU - UTILITIES	UTILITIES - 114 N HOWARD	001-6500-63710	Utilities	352.31
IMU - UTILITIES	UTILITIES - 110 N HOWARD	001-6500-63710	Utilities	159.42
Department 6500 - General Govt and Buildings Total:				6,523.27
Fund 001 - General Total:				19,116.84
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
IMU - UTILITIES	UTILITIES - 706 N 6TH - STREETS	110-2100-63710	Utilities	1,244.72
Department 2100 - Streets and Debt Service Fund Total:				1,244.72
Department: 2300 - Street Lighting				
IMU - UTILITIES	UTILITIES - STREETLIGHTS	110-2300-63780	Street Lighting	11,282.04
Department 2300 - Street Lighting Total:				11,282.04
Fund 110 - Road Use Tax Fund Total:				12,526.76
Fund: 340 - City Hall Bldg Project				
Department: 7500 - Local Option Sales Tax & Capital Projects Revenues				
IMU - UTILITIES	FIBER - NORTH HOWARD	340-7500-63100	Repair/Maint	53.39
Department 7500 - Local Option Sales Tax & Capital Projects Revenues Total:				53.39
Fund 340 - City Hall Bldg Project Total:				53.39
Fund: 610 - Sewer Fund				
Department: 8325 - Sewer Collection/Distribution				
IMU - UTILITIES	UTILITIES - SEWER	610-8325-63710	Utilities	11,645.02
Department 8325 - Sewer Collection/Distribution Total:				11,645.02
Fund 610 - Sewer Fund Total:				11,645.02

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Fund: 680 - Wellness Campus Fund				
Department: 8700 - Wellness Campus				
IMU - UTILITIES	UTILITIES - IWC	680-8700-63710	Utilities	12,368.40
Department 8700 - Wellness Campus Total:				12,368.40
Fund 680 - Wellness Campus Fund Total:				12,368.40
Vendor 008629 - IMU - UTILITIES Total:				55,710.41
Vendor: 103151 - INDEPENDENT ADVOCATE				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
INDEPENDENT ADVOCATE	20260615 CC MINUTES	001-6500-64020	Advertising & Legal Notices	329.49
INDEPENDENT ADVOCATE	NUISANCE ABATEMENTS	001-6500-64020	Advertising & Legal Notices	84.85
	NOTICE - COMM DEV			
INDEPENDENT ADVOCATE	ORD 1795	001-6500-64020	Advertising & Legal Notices	35.91
INDEPENDENT ADVOCATE	20260610 CC MINUTES	001-6500-64020	Advertising & Legal Notices	20.79
INDEPENDENT ADVOCATE	PH NOTICE KENTUCKY RIDGE REZONING	001-6500-64020	Advertising & Legal Notices	16.38
Department 6500 - General Govt and Buildings Total:				487.42
Fund 001 - General Total:				487.42
Vendor 103151 - INDEPENDENT ADVOCATE Total:				487.42
Vendor: 024727 - INDIANOLA MUNICIPAL UTILITIES				
Fund: 001 - General				
Department: 5100 - Community Betterment				
INDIANOLA MUNICIPAL UTILIT...	CHARGING STATION - SOUTH - IT	001-5100-64411	Sustainability Commission	4,466.15
INDIANOLA MUNICIPAL UTILIT...	CHARGING STATION - WEST ...	001-5100-64411	Sustainability Commission	4,427.15
Department 5100 - Community Betterment Total:				8,893.30
Department: 6500 - General Govt and Buildings				
INDIANOLA MUNICIPAL UTILIT...	GAS, TRASH, RECYCLING - BUXTON OFFICE	001-6500-63710	Utilities	114.02
Department 6500 - General Govt and Buildings Total:				114.02
Fund 001 - General Total:				9,007.32
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
INDIANOLA MUNICIPAL UTILIT...	UTILITY SERVICES - SEWER	610-8300-64905	Professional Services US	16,967.83
INDIANOLA MUNICIPAL UTILIT...	JUNE CREDIT CARD PROCESSING - SEWER	610-8300-64990	Misc Contractual	4,249.14
Department 8300 - Sewer Total:				21,216.97
Fund 610 - Sewer Fund Total:				21,216.97
Fund: 650 - Stormwater Utility Fund				
Department: 9000 - Stormwater				
INDIANOLA MUNICIPAL UTILIT...	UTILITY SERVICES - STORM WATER	650-9000-64905	Professional Services US	2,283.08
INDIANOLA MUNICIPAL UTILIT...	JUNE CREDIT CARD PROCESSING - STORMWATER	650-9000-64990	Misc Contractual	241.43
Department 9000 - Stormwater Total:				2,524.51
Fund 650 - Stormwater Utility Fund Total:				2,524.51
Fund: 670 - Recycling Fund				
Department: 8400 - Recycling				
INDIANOLA MUNICIPAL UTILIT...	UTILITY SERVICES - RECYCLING	670-8400-64905	Professional Services US	82.34
INDIANOLA MUNICIPAL UTILIT...	JUNE CREDIT CARD PROCESSING - RECYCLING	670-8400-64990	Misc Contractual	338.00
Department 8400 - Recycling Total:				420.34
Fund 670 - Recycling Fund Total:				420.34

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Fund: 710 - Sewer Capital Projects Fund				
Department: 8300 - Sewer				
INDIANOLA MUNICIPAL UTILIT...	TRANSFORMER, CABLES, METERING-MORLOCK LIFT-WRRF	710-8300-67501	Sewer Mains	6,863.43
Department 8300 - Sewer Total:				6,863.43
Fund 710 - Sewer Capital Projects Fund Total:				6,863.43
Vendor 024727 - INDIANOLA MUNICIPAL UTILITIES Total:				40,032.57
Vendor: 104863 - INGRAM LIBRARY SERVICES				
Fund: 001 - General				
Department: 4100 - Library				
INGRAM LIBRARY SERVICES	RETURN BOOKS - LIBRARY	001-4100-65020	Library Books & Periodicals	-33.57
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	10.79
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.99
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.39
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	101.31
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	22.78
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	22.78
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.39
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.39
Department 4100 - Library Total:				170.25
Fund 001 - General Total:				170.25
Fund: 141 - Library Special Revenue				
Department: 4100 - Library				
INGRAM LIBRARY SERVICES	FRIENDS OF THE LIBRARY MEMORIAL	141-4100-67809	Friends of the Library Memori...	11.99
Department 4100 - Library Total:				11.99
Fund 141 - Library Special Revenue Total:				11.99
Vendor 104863 - INGRAM LIBRARY SERVICES Total:				182.24
Vendor: 024767 - INNOVATIVE INTERFACES INC				
Fund: 001 - General				
Department: 4100 - Library				
INNOVATIVE INTERFACES INC	ANNUAL OPAC, APP RENEWAL - LIBRARY	001-4100-67240	Computer Hardware/Software	30,555.38
INNOVATIVE INTERFACES INC	INTERACT SMS FOR OPAC - LIBRARY	001-4100-67240	Computer Hardware/Software	1,588.13
Department 4100 - Library Total:				32,143.51
Fund 001 - General Total:				32,143.51
Vendor 024767 - INNOVATIVE INTERFACES INC Total:				32,143.51
Vendor: 025020 - IOWA WATER MANAGEMENT CO.				
Fund: 001 - General				
Department: 4100 - Library				
IOWA WATER MANAGEMENT...	LIBRARY WATER MGMT	001-4100-63100	Repair/Maint	54.48
Department 4100 - Library Total:				54.48
Department: 6500 - General Govt and Buildings				
IOWA WATER MANAGEMENT...	MUNICIPAL WATER MGMT	001-6500-63100	Repair/Maint	169.98
Department 6500 - General Govt and Buildings Total:				169.98
Fund 001 - General Total:				224.46
Vendor 025020 - IOWA WATER MANAGEMENT CO. Total:				224.46

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 080252 - IOWA-DES MOINES SUPPLY INC.				
Fund: 680 - Wellness Campus Fund				
Department: 8700 - Wellness Campus				
IOWA-DES MOINES SUPPLY IN...	IWC CLEANING SUPPLIES, HAND TOWELS, LINERS, TP....	680-8700-65074	Materials/Supplies--Members...	635.22
Department 8700 - Wellness Campus Total:				635.22
Fund 680 - Wellness Campus Fund Total:				635.22
Vendor 080252 - IOWA-DES MOINES SUPPLY INC. Total:				635.22
Vendor: 103167 - IP PATHWAYS				
Fund: 001 - General				
Department: 6210 - Info & Tech				
IP PATHWAYS	CLOUD SECURITY BACKUPS - IT	001-6210-67244	Annual Licensing/Support	460.75
Department 6210 - Info & Tech Total:				460.75
Fund 001 - General Total:				460.75
Vendor 103167 - IP PATHWAYS Total:				460.75
Vendor: 026351 - JETCO INC				
Fund: 610 - Sewer Fund				
Department: 8325 - Sewer Collection/Distribution				
JETCO INC	ISSUES WITH VTSCADA CERTIFICATES - WRRF	610-8325-63410	Repair/Maint--Equipment	2,590.00
JETCO INC	FIXED PEAK FLOW, SCUM FLOW ON SCADA-WRRF	610-8325-63410	Repair/Maint--Equipment	1,425.00
Department 8325 - Sewer Collection/Distribution Total:				4,015.00
Fund 610 - Sewer Fund Total:				4,015.00
Vendor 026351 - JETCO INC Total:				4,015.00
Vendor: 104766 - JOHN DEERE FINANCIAL				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
JOHN DEERE FINANCIAL	ALGAE CONTROL - PARK ADMIN	001-4200-65070	Materials/Supplies	105.97
Department 4200 - Park & Rec Administration Total:				105.97
Department: 4300 - Parks				
JOHN DEERE FINANCIAL	ADAPTER - PARKS	001-4300-63100	Repair/Maint	54.99
Department 4300 - Parks Total:				54.99
Fund 001 - General Total:				160.96
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
JOHN DEERE FINANCIAL	ANGLE, NUT DRIVER, BOLTS - WRRF	610-8300-65070	Materials/Supplies	35.24
JOHN DEERE FINANCIAL	LIQUID CHLORINATOR - WRRF	610-8300-65070	Materials/Supplies	16.99
JOHN DEERE FINANCIAL	DRILL BIT, MASONRY SCREWS - WRRF	610-8300-65070	Materials/Supplies	23.17
JOHN DEERE FINANCIAL	NYLON COUPLING - WRRF	610-8300-65070	Materials/Supplies	10.99
Department 8300 - Sewer Total:				86.39
Fund 610 - Sewer Fund Total:				86.39
Vendor 104766 - JOHN DEERE FINANCIAL Total:				247.35
Vendor: 009380 - JOSH'S AUTO REPAIR LLC				
Fund: 001 - General				
Department: 1100 - Police				
JOSH'S AUTO REPAIR LLC	SERVICE & WIPER BLADES-K9 UNIT 223-POLICE	001-1100-63320	Repair/Maint--Vehicle	180.00
JOSH'S AUTO REPAIR LLC	SRVC,REAR BRAKES & ROTORS,DRIVE SHAFT-PD-2018 EXPL	001-1100-63320	Repair/Maint--Vehicle	2,140.00
JOSH'S AUTO REPAIR LLC	SRVC, INSTALL CV 1/2 SHAFT, SWAY BAR LINKS GMC PUP	001-1100-63320	Repair/Maint--Vehicle	648.00

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
JOSH'S AUTO REPAIR LLC	SERVICE PD CAR 212,211,222,242,241,231,233, 221,213	001-1100-63320	Repair/Maint--Vehicle	2,336.00
Department 1100 - Police Total:				5,304.00
Fund 001 - General Total:				5,304.00
Vendor 009380 - JOSH'S AUTO REPAIR LLC Total:				5,304.00
Vendor: 029056 - KEYSTONE LABORATORIES INC				
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
KEYSTONE LABORATORIES INC	KEYSTONE LABS - WRRF	610-8300-64990	Misc Contractual	2,354.00
Department 8300 - Sewer Total:				2,354.00
Fund 610 - Sewer Fund Total:				2,354.00
Vendor 029056 - KEYSTONE LABORATORIES INC Total:				2,354.00
Vendor: 104865 - KWIK TRIP INC				
Fund: 001 - General				
Department: 1100 - Police				
KWIK TRIP INC	FUEL DISTRIBUTION - POLICE	001-1100-65050	Vehicle Operating Supplies	3,454.74
Department 1100 - Police Total:				3,454.74
Department: 1500 - Fire				
KWIK TRIP INC	FUEL DISTRIBUTION - FIRE	001-1500-65050	Vehicle Operating Supplies	650.74
Department 1500 - Fire Total:				650.74
Department: 1600 - Ambulance				
KWIK TRIP INC	FUEL DISTRIBUTION - AMBULANCE	001-1600-65050	Vehicle Operating Supplies	2,951.82
Department 1600 - Ambulance Total:				2,951.82
Department: 6220 - Facilities				
KWIK TRIP INC	FUEL DISTRIBUTION - FACILITIES	001-6220-65050	Vehicle Operating Supplies	65.89
Department 6220 - Facilities Total:				65.89
Fund 001 - General Total:				7,123.19
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
KWIK TRIP INC	FUEL DISTRIBUTION - WRRF	610-8300-65050	Vehicle Operating Supplies	643.12
Department 8300 - Sewer Total:				643.12
Fund 610 - Sewer Fund Total:				643.12
Vendor 104865 - KWIK TRIP INC Total:				7,766.31
Vendor: 104336 - LOCALITY MEDIA INC dba FIRST DUE				
Fund: 001 - General				
Department: 1500 - Fire				
LOCALITY MEDIA INC dba FIRS...	CAD INTEGRATION VENDOR CHANGE FEE - FIRE	001-1500-67240	Computer Hardware/Software	300.00
Department 1500 - Fire Total:				300.00
Department: 1600 - Ambulance				
LOCALITY MEDIA INC dba FIRS...	CAD INTEGRATION VENDOR CHANGE FEE - FIRE	001-1600-67240	Computer Hardware/Software	1,700.00
Department 1600 - Ambulance Total:				1,700.00
Fund 001 - General Total:				2,000.00
Vendor 104336 - LOCALITY MEDIA INC dba FIRST DUE Total:				2,000.00

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 032620 - LOGAN CONTRACTORS SUPPLY INC.				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
LOGAN CONTRACTORS SUPPLY..ST TECTYL, 81 UNITS HEAT -		110-2100-65072	Materials/Supplies-Maintenan...	5,443.20
STREETS				
Department 2100 - Streets and Debt Service Fund Total:				5,443.20
Fund 110 - Road Use Tax Fund Total:				5,443.20
Vendor 032620 - LOGAN CONTRACTORS SUPPLY INC. Total:				5,443.20
Vendor: 034173 - MENARDS				
Fund: 001 - General				
Department: 6220 - Facilities				
MENARDS	HEX BUSH, ELBOWS, ADAPTER	001-6220-63100	Repair/Maint	136.95
	- FACILITIES			
Department 6220 - Facilities Total:				136.95
Fund 001 - General Total:				136.95
Vendor 034173 - MENARDS Total:				136.95
Vendor: 104772 - MERCYONE CLIVE PHARMACY				
Fund: 001 - General				
Department: 1600 - Ambulance				
MERCYONE CLIVE PHARMACY	EMS MEDICATION SUPPLY -	001-1600-65070	Materials/Supplies	578.07
	FIRE & AMB			
Department 1600 - Ambulance Total:				578.07
Fund 001 - General Total:				578.07
Vendor 104772 - MERCYONE CLIVE PHARMACY Total:				578.07
Vendor: 034600 - MID AMERICAN ENERGY CO.				
Fund: 001 - General				
Department: 4100 - Library				
MID AMERICAN ENERGY CO.	UTILITIES - LIBRARY	001-4100-63710	Utilities	37.09
Department 4100 - Library Total:				37.09
Fund 001 - General Total:				37.09
Vendor 034600 - MID AMERICAN ENERGY CO. Total:				37.09
Vendor: 100358 - MIDWEST ALARM SERVICES				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
MIDWEST ALARM SERVICES	FIRE EXTINGUISHERS	001-4200-63100	Repair/Maint	80.00
	SERVICED-PICKARD - PAR...			
Department 4200 - Park & Rec Administration Total:				80.00
Department: 4300 - Parks				
MIDWEST ALARM SERVICES	SERVICE FIRE EXINGUISHERS -	001-4300-63100	Repair/Maint	80.00
	PARKS			
Department 4300 - Parks Total:				80.00
Department: 6220 - Facilities				
MIDWEST ALARM SERVICES	FIRE EXTINGUISHER SERVICED-	001-6220-63100	Repair/Maint	35.00
	BUXTON OFFICE-FACILITIE			
Department 6220 - Facilities Total:				35.00
Department: 6500 - General Govt and Buildings				
MIDWEST ALARM SERVICES	FIRE EXTINGUISHERS	001-6500-63100	Repair/Maint	833.41
	REPLACED - CITY HALL			
Department 6500 - General Govt and Buildings Total:				833.41
Fund 001 - General Total:				1,028.41

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
MIDWEST ALARM SERVICES	SERVICE FIRE EXTINGUISHERS - STREETS	110-2100-63100	Repair/Maint	295.00
Department 2100 - Streets and Debt Service Fund Total:				295.00
Fund 110 - Road Use Tax Fund Total:				295.00
Vendor 100358 - MIDWEST ALARM SERVICES Total:				1,323.41
Vendor: 035949 - NAPA AUTO PARTS				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
NAPA AUTO PARTS	55 DEF - STREETS	110-2100-65050	Vehicle Operating Supplies	294.74
Department 2100 - Streets and Debt Service Fund Total:				294.74
Fund 110 - Road Use Tax Fund Total:				294.74
Vendor 035949 - NAPA AUTO PARTS Total:				294.74
Vendor: 101313 - NIPPON SANSO MATHESON, INC.				
Fund: 001 - General				
Department: 1600 - Ambulance				
NIPPON SANSO MATHESON, I...	AMBULANCE SUPPLIES - OXYGEN	001-1600-65070	Materials/Supplies	174.40
Department 1600 - Ambulance Total:				174.40
Fund 001 - General Total:				174.40
Vendor 101313 - NIPPON SANSO MATHESON, INC. Total:				174.40
Vendor: 024738 - NORWALK READY-MIXED CONCRETE INC				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
NORWALK READY-MIXED CO...	LIMESTONE - 602 E SALEM - STREETS	110-2100-65072	Materials/Supplies-Maintenan...	2,579.25
Department 2100 - Streets and Debt Service Fund Total:				2,579.25
Fund 110 - Road Use Tax Fund Total:				2,579.25
Fund: 650 - Stormwater Utility Fund				
Department: 9000 - Stormwater				
NORWALK READY-MIXED CO...	LIMESTONE - 709 N HOWARD - STREETS	650-9000-63452	Repair/Maint Storm Sewer	271.50
Department 9000 - Stormwater Total:				271.50
Fund 650 - Stormwater Utility Fund Total:				271.50
Vendor 024738 - NORWALK READY-MIXED CONCRETE INC Total:				2,850.75
Vendor: 040157 - O'REILLY AUTO PARTS				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
O'REILLY AUTO PARTS	HYD HOSE, MEGACRIMP - STREETS	110-2100-63320	Repair/Maint--Vehicle	66.75
O'REILLY AUTO PARTS	HYD HOSE, MEGACRIMP - STREETS	110-2100-63320	Repair/Maint--Vehicle	65.56
Department 2100 - Streets and Debt Service Fund Total:				132.31
Fund 110 - Road Use Tax Fund Total:				132.31
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
O'REILLY AUTO PARTS	WASHER PUMP, OIL & AIR FILTER, MOTOROIL - WRRF	610-8300-65050	Vehicle Operating Supplies	141.97
O'REILLY AUTO PARTS	MOTOROIL, OIL & AIR FILTER - WRRF	610-8300-65050	Vehicle Operating Supplies	233.34
Department 8300 - Sewer Total:				375.31
Fund 610 - Sewer Fund Total:				375.31
Vendor 040157 - O'REILLY AUTO PARTS Total:				507.62

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 100698 - OVERDRIVE				
Fund: 001 - General				
Department: 4100 - Library				
OVERDRIVE	EBOOK PLATFORM FEE - LIBRARY	001-4100-65021	Digital Materials	4,891.57
Department 4100 - Library Total:				4,891.57
Fund 001 - General Total:				4,891.57
Vendor 100698 - OVERDRIVE Total:				4,891.57
Vendor: 104515 - PEPSICO BEVERAGE SALES LLC				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
PEPSICO BEVERAGE SALES LLC	CONCESSIONS - PICKARD - PARK ADMIN	001-4200-65070	Materials/Supplies	1,255.47
Department 4200 - Park & Rec Administration Total:				1,255.47
Fund 001 - General Total:				1,255.47
Vendor 104515 - PEPSICO BEVERAGE SALES LLC Total:				1,255.47
Vendor: 042050 - PER MAR SECURITY				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
PER MAR SECURITY	FIRE ALARM MONITORING - ACTIVITY CENTER	001-4200-64990	Misc Contractual	242.88
Department 4200 - Park & Rec Administration Total:				242.88
Fund 001 - General Total:				242.88
Vendor 042050 - PER MAR SECURITY Total:				242.88
Vendor: 103697 - PERFECTION PEST MANAGEMENT				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
PERFECTION PEST MANAGEM...	PEST CONTROL - CITY HALL	001-6500-63100	Repair/Maint	133.75
Department 6500 - General Govt and Buildings Total:				133.75
Fund 001 - General Total:				133.75
Vendor 103697 - PERFECTION PEST MANAGEMENT Total:				133.75
Vendor: 042410 - PIERCE BROTHERS REPAIR				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
PIERCE BROTHERS REPAIR	RECT TUBE & BUSHING - STREETS	110-2100-65072	Materials/Supplies-Maintenan...	58.00
Department 2100 - Streets and Debt Service Fund Total:				58.00
Fund 110 - Road Use Tax Fund Total:				58.00
Fund: 610 - Sewer Fund				
Department: 8350 - Sewer Plant				
PIERCE BROTHERS REPAIR	PORTABLE WELDING-STAINLESS STEEL TUBES-WRRF	610-8350-63100	Repair/Maint	418.00
Department 8350 - Sewer Plant Total:				418.00
Fund 610 - Sewer Fund Total:				418.00
Vendor 042410 - PIERCE BROTHERS REPAIR Total:				476.00
Vendor: 042424 - PITNEY BOWES				
Fund: 001 - General				
Department: 6200 - Clerk/Finance				
PITNEY BOWES	POSTAGE MATERIALS - INK & SEALER - CITY HALL	001-6200-65070	Materials/Supplies	204.16
Department 6200 - Clerk/Finance Total:				204.16
Fund 001 - General Total:				204.16
Vendor 042424 - PITNEY BOWES Total:				204.16

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Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 104251 - PLAYAWAY PRODUCTS LLC				
Fund: 001 - General				
Department: 4100 - Library				
PLAYAWAY PRODUCTS LLC	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	341.29
Department 4100 - Library Total:				341.29
Fund 001 - General Total:				341.29
Vendor 104251 - PLAYAWAY PRODUCTS LLC Total:				341.29
Vendor: 104770 - POO FREE PARKS				
Fund: 001 - General				
Department: 4300 - Parks				
POO FREE PARKS	DOG BAGS - PARKS	001-4300-65071	Materials/Supplies--Janitorial	1,559.88
Department 4300 - Parks Total:				1,559.88
Fund 001 - General Total:				1,559.88
Vendor 104770 - POO FREE PARKS Total:				1,559.88
Vendor: 044440 - PURCHASE POWER				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
PURCHASE POWER	POSTAGE REFILL 7/8 - CITY HALL	001-6500-65080	Postage	500.00
Department 6500 - General Govt and Buildings Total:				500.00
Fund 001 - General Total:				500.00
Vendor 044440 - PURCHASE POWER Total:				500.00
Vendor: 046215 - QUALITY PLUMBING				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
QUALITY PLUMBING	NEW AIR CONDITIONER INSTALLED - STREETS	110-2100-63100	Repair/Maint	6,500.00
Department 2100 - Streets and Debt Service Fund Total:				6,500.00
Fund 110 - Road Use Tax Fund Total:				6,500.00
Vendor 046215 - QUALITY PLUMBING Total:				6,500.00
Vendor: 102836 - SHERWIN-WILLIAMS				
Fund: 110 - Road Use Tax Fund				
Department: 2100 - Streets and Debt Service Fund				
SHERWIN-WILLIAMS	PAINT - STREETS	110-2100-65088	Materials/Supplies--Traffic Si	1,137.30
Department 2100 - Streets and Debt Service Fund Total:				1,137.30
Fund 110 - Road Use Tax Fund Total:				1,137.30
Vendor 102836 - SHERWIN-WILLIAMS Total:				1,137.30
Vendor: 104244 - STAPLES				
Fund: 001 - General				
Department: 6200 - Clerk/Finance				
STAPLES	POSTAGE METER LABELS, PENS - CITY HALL	001-6200-65070	Materials/Supplies	41.54
Department 6200 - Clerk/Finance Total:				41.54
Fund 001 - General Total:				41.54
Vendor 104244 - STAPLES Total:				41.54
Vendor: 101016 - T.R.M. DISPOSAL LLC				
Fund: 001 - General				
Department: 4100 - Library				
T.R.M. DISPOSAL LLC	TRASH REMOVAL - LIBRARY	001-4100-64090	Janitorial Services	133.00
Department 4100 - Library Total:				133.00
Fund 001 - General Total:				133.00

Publication Report

Post Dates: 7/20/2026 - 7/20/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Fund: 680 - Wellness Campus Fund				
Department: 8700 - Wellness Campus				
T.R.M. DISPOSAL LLC	TRASH REMOVAL - IWC	680-8700-64090	Janitorial Services	132.00
Department 8700 - Wellness Campus Total:				132.00
Fund 680 - Wellness Campus Fund Total:				132.00
Vendor 101016 - T.R.M. DISPOSAL LLC Total:				265.00
Vendor: 103203 - TEXTCASTER				
Fund: 001 - General				
Department: 4200 - Park & Rec Administration				
TEXTCASTER	TEXTING SERVICE - PARK ADMIN	001-4200-64190	Computer/Technology Services	408.66
Department 4200 - Park & Rec Administration Total:				408.66
Fund 001 - General Total:				408.66
Vendor 103203 - TEXTCASTER Total:				408.66
Vendor: 006920 - THE WALDINGER CORPORATION				
Fund: 001 - General				
Department: 1100 - Police				
THE WALDINGER CORPORATI...	REPAIRS PD CLERICAL AIR CONDITIONER - POLICE	001-1100-63100	Repair/Maint	5,199.05
Department 1100 - Police Total:				5,199.05
Fund 001 - General Total:				5,199.05
Vendor 006920 - THE WALDINGER CORPORATION Total:				5,199.05
Vendor: 104074 - TIFCO INDUSTRIES				
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
TIFCO INDUSTRIES	SAFETY GLASSES - WRRF	610-8300-65500	Personal Protective Equipment	56.65
Department 8300 - Sewer Total:				56.65
Fund 610 - Sewer Fund Total:				56.65
Vendor 104074 - TIFCO INDUSTRIES Total:				56.65
Vendor: 021751 - TIM HILDRETH COMPANY				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
TIM HILDRETH COMPANY	REPAIRS TO BOILERS - CITY HALL	001-6500-63100	Repair/Maint	507.50
Department 6500 - General Govt and Buildings Total:				507.50
Fund 001 - General Total:				507.50
Vendor 021751 - TIM HILDRETH COMPANY Total:				507.50
Vendor: 104225 - TRIHEDRAL INC				
Fund: 610 - Sewer Fund				
Department: 8350 - Sewer Plant				
TRIHEDRAL INC	VT SCADA SERVER SUPPORT & RENEWAL - WRRF	610-8350-64990	Misc Contractual	17,502.75
Department 8350 - Sewer Plant Total:				17,502.75
Fund 610 - Sewer Fund Total:				17,502.75
Vendor 104225 - TRIHEDRAL INC Total:				17,502.75
Vendor: 055249 - USA BLUE BOOK				
Fund: 610 - Sewer Fund				
Department: 8350 - Sewer Plant				
USA BLUE BOOK	LAB SUPPLIES - WRRF	610-8350-65012	Lab Supplies/Reagents	684.32
Department 8350 - Sewer Plant Total:				684.32
Fund 610 - Sewer Fund Total:				684.32
Vendor 055249 - USA BLUE BOOK Total:				684.32

Publication Report

Post Dates: 7/20/2026 - 7/20/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
Vendor: 003535 - VERIZON WIRELESS				
Fund: 610 - Sewer Fund				
Department: 8300 - Sewer				
VERIZON WIRELESS	LOCATE LAPTOP - WRRF	610-8300-63730	Telephone/Cellphone	40.01
Department 8300 - Sewer Total:				40.01
Fund 610 - Sewer Fund Total:				40.01
Vendor 003535 - VERIZON WIRELESS Total:				40.01
Vendor: 059862 - WARREN COUNTY RECORDER				
Fund: 001 - General				
Department: 6500 - General Govt and Buildings				
WARREN COUNTY RECORDER	RECORDING FEES-SUNSTONE INVEST. EMERALD BAY	001-6500-64050	Recording Fees	22.00
Department 6500 - General Govt and Buildings Total:				22.00
Fund 001 - General Total:				22.00
Vendor 059862 - WARREN COUNTY RECORDER Total:				22.00
Vendor: 060437 - WIEGERT DISPOSAL CO.				
Fund: 001 - General				
Department: 2900 - Brush Facility				
WIEGERT DISPOSAL CO.	KYBO @ BRUSH FACILITY - STREETS	001-2900-64990	Misc Contractual	65.00
Department 2900 - Brush Facility Total:				65.00
Department: 4200 - Park & Rec Administration				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - PARK & REC	001-4200-64090	Janitorial Services	50.00
Department 4200 - Park & Rec Administration Total:				50.00
Department: 4300 - Parks				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - PARKS	001-4300-64090	Janitorial Services	1,020.00
Department 4300 - Parks Total:				1,020.00
Department: 4500 - Pool (Memorial)				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - VMAC	001-4500-64090	Janitorial Services	95.00
Department 4500 - Pool (Memorial) Total:				95.00
Fund 001 - General Total:				1,230.00
Vendor 060437 - WIEGERT DISPOSAL CO. Total:				1,230.00
Grand Total:				267,160.97

Report Summary

Fund Summary

Fund	Expense Amount
001 - General	144,573.83
110 - Road Use Tax Fund	32,922.57
141 - Library Special Revenue	2,299.98
340 - City Hall Bldg Project	53.39
610 - Sewer Fund	60,205.60
650 - Stormwater Utility Fund	2,836.01
670 - Recycling Fund	420.34
680 - Wellness Campus Fund	16,985.82
710 - Sewer Capital Projects Fund	6,863.43
Grand Total:	267,160.97

Account Summary

Account Number	Account Name	Expense Amount
001-1100-63100	Repair/Maint	5,569.05
001-1100-63320	Repair/Maint--Vehicle	5,304.00
001-1100-63710	Utilities	187.34
001-1100-64990	Misc Contractual	13,999.04
001-1100-65050	Vehicle Operating Suppli...	3,454.74
001-1500-61810	Uniforms/Clothing Allow...	3.52
001-1500-63710	Utilities	107.47
001-1500-64110	Legal Service Fees	321.00
001-1500-65050	Vehicle Operating Suppli...	650.74
001-1500-65051	Equipment/Vehicle Parts	96.38
001-1500-67240	Computer Hardware/Sof...	300.00
001-1600-61810	Uniforms/Clothing Allow...	19.95
001-1600-64110	Legal Service Fees	1,819.00
001-1600-65050	Vehicle Operating Suppli...	2,951.82
001-1600-65070	Materials/Supplies	3,743.48
001-1600-67240	Computer Hardware/Sof...	1,700.00
001-1700-64110	Legal Service Fees	3,937.25
001-1700-66990	Refund/Reimbursement	75.00
001-2900-64990	Misc Contractual	65.00
001-4100-63100	Repair/Maint	1,049.46
001-4100-63710	Utilities	2,109.60
001-4100-64020	Advertising & Legal Noti...	19.98
001-4100-64090	Janitorial Services	1,919.55
001-4100-65020	Library Books & Periodic...	3,805.08
001-4100-65021	Digital Materials	4,891.57
001-4100-65022	Special Collections	266.85
001-4100-65060	Office Supplies	32.98
001-4100-65070	Materials/Supplies	130.02
001-4100-65079	Materials/Supplies--Prog...	32.28
001-4100-67240	Computer Hardware/Sof...	32,777.45
001-4200-63100	Repair/Maint	80.00
001-4200-63710	Utilities	2,849.96
001-4200-64090	Janitorial Services	50.00
001-4200-64190	Computer/Technology S...	408.66
001-4200-64205	Instructor (Contractual)	3,450.40
001-4200-64990	Misc Contractual	442.88
001-4200-65070	Materials/Supplies	3,050.83
001-4200-66990	Refund/Reimbursement	200.00
001-4300-63100	Repair/Maint	196.24
001-4300-63710	Utilities	2,342.12
001-4300-64090	Janitorial Services	1,020.00
001-4300-65050	Vehicle Operating Suppli...	2,126.64
001-4300-65070	Materials/Supplies	926.87
001-4300-65071	Materials/Supplies--Jani...	1,559.88

Account Summary

Account Number	Account Name	Expense Amount
001-4500-63100	Repair/Maint	496.56
001-4500-63710	Utilities	3,949.17
001-4500-64090	Janitorial Services	95.00
001-4500-65010	Chemicals	1,829.89
001-4500-65011	Chlorine	744.00
001-4500-65070	Materials/Supplies	2,070.06
001-5100-64411	Sustainability Commissi...	8,893.30
001-6200-65070	Materials/Supplies	312.15
001-6210-63730	Telephone/Cellphone	666.76
001-6210-64190	Computer/Technology S...	569.00
001-6210-67244	Annual Licensing/Support	460.75
001-6220-63100	Repair/Maint	195.87
001-6220-65050	Vehicle Operating Suppli...	65.89
001-6250-64110	Legal Service Fees	340.00
001-6500-63100	Repair/Maint	1,919.64
001-6500-63710	Utilities	6,637.29
001-6500-64020	Advertising & Legal Noti...	487.42
001-6500-64050	Recording Fees	22.00
001-6500-64110	Legal Service Fees	4,200.00
001-6500-65070	Materials/Supplies	75.00
001-6500-65080	Postage	500.00
110-2100-63100	Repair/Maint	6,795.00
110-2100-63320	Repair/Maint--Vehicle	132.31
110-2100-63710	Utilities	1,244.72
110-2100-64110	Legal Service Fees	60.00
110-2100-65050	Vehicle Operating Suppli...	4,105.87
110-2100-65072	Materials/Supplies-Main...	8,080.45
110-2100-65088	Materials/Supplies--Traff...	1,222.18
110-2300-63780	Street Lighting	11,282.04
141-4100-65020	Library Books & Periodic...	150.20
141-4100-65023	Summer Reading Progr...	1,812.08
141-4100-65024	Friends of the Library Ex...	145.80
141-4100-65025	Enrich Iowa Expenses	179.91
141-4100-67809	Friends of the Library M...	11.99
340-7500-63100	Repair/Maint	53.39
610-8300-63730	Telephone/Cellphone	40.01
610-8300-64110	Legal Service Fees	820.00
610-8300-64905	Professional Services US	16,967.83
610-8300-64990	Misc Contractual	6,837.14
610-8300-65050	Vehicle Operating Suppli...	1,132.49
610-8300-65070	Materials/Supplies	86.39
610-8300-65500	Personal Protective Equi...	56.65
610-8325-63410	Repair/Maint--Equipment	4,015.00
610-8325-63710	Utilities	11,645.02
610-8350-63100	Repair/Maint	418.00
610-8350-64990	Misc Contractual	17,502.75
610-8350-65012	Lab Supplies/Reagents	684.32
650-9000-63452	Repair/Maint Storm Sew...	271.50
650-9000-64110	Legal Service Fees	40.00
650-9000-64905	Professional Services US	2,283.08
650-9000-64990	Misc Contractual	241.43
670-8400-64905	Professional Services US	82.34
670-8400-64990	Misc Contractual	338.00
680-8700-63100	Repair/Maint	20.48
680-8700-63710	Utilities	12,368.40
680-8700-64090	Janitorial Services	3,832.00
680-8700-65070	Materials/Supplies	129.72
680-8700-65074	Materials/Supplies--Me...	635.22

Account Summary

Account Number	Account Name	Expense Amount
710-8300-67501	Sewer Mains	6,863.43
Grand Total:		267,160.97

Project Account Summary

Project Account Key	Expense Amount
None	267,160.97
Grand Total:	267,160.97



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: July 20, 2026
Subject: Approval of Minutes of the prior meetings

Introduction: Attached are the minutes of the July 6 and July 13, 2026 council meetings for review and approval.

Recommendation: Staff recommends approval of the July 6 and July 13, 2026 council meeting minutes.

Attachments:

1. 20260706 CC Minutes
2. 20260713 CC SS Minutes



CITY OF INDIANOLA COUNCIL MEETING

July 6, 2026

6:00 PM

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

Minutes

Call to Order

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

Public Comment

The Mayor read a written comment from Charles Scheuermann regarding funding for HIRTA. There were no other public comments offered.

Consent Agenda

The approval of minutes and the resolutions approving the sale of a rescue truck, the purchase of an excavator, and the purchase of a pickup for WRRF were pulled from the consent agenda. Council Member Sones moved to approve the Consent Agenda and Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The Consent Agenda was as follows:

- Approval of Agenda
- Approval of Claims
- Resolution 2026-112 setting a public hearing for July 20, 2026 at 6 PM regarding an amendment to Chapter 171, Parkland Dedication.
- Resolution 2026-113 to vacate and convey City property to JPJ Acquisitions, LLC for Culver's project and setting a public hearing for July 20, 2026 at 6 PM.
- Resolution 2026-114 setting a public hearing for July 20, 2026 at 6 PM regarding an amendment to Chapter 165.05, Zoning District Regulations.
- Consideration of the approval of a new liquor license for Benjamin Ladd, doing business as the Warren County Fairgrounds.
- Consideration of the approval of a liquor license amendment for the Des Moines Metro Opera doing business as Blank Performing Arts Center.
- Consideration of the approval of a liquor and tobacco license amendment for Brew Oil LLC.
- Third consideration and adoption of an ordinance (No. 1795) amendment to Chapter 122, Peddlers, Solicitors and Transient Merchants.
- Resolution 2026-115 approving an amendment to the Fee Schedule regarding peddlers, solicitors, and transient merchant fees.
- Resolution 2026-116 suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of alcohol in city parks for the Disc Golf Tournament at Pickard Park as requested by Hy-Vee Food Store.
- Resolution 2026-117 approving the authorized entity acknowledgment statement of the ESRI Small Municipal and County Government Enterprise Agreement (SGEA) between Warren County, Indianola Municipal Utilities, City of Norwalk, City of Indianola, and City of Carlisle.

- Resolution 2026-120 delegating the City Manager the authority to approve the disposal of miscellaneous personal property items of the Public Works Department.
- Resolution 2026-122 authorizing an agreement with Schaffer Electric for the Morlock Transformer Project.
- Resolution 2026-123 authorizing a contract for Fire Department Services for the 2026 Warren County Fair.
- Resolution 2026-124 setting Fiscal Year 27 Salaries.
- Resolution 2026-125 approving the donation policy.
- Resolution 2026-126 approving the naming rights policy.
- Resolution 2026-127 designating the posting place for meeting agendas.
- Approval of Urban Revitalization Designations
- Receive and file the current listing of Board and Commission members.
- Resolution 2026-128 approving salaries.

Council Member Sones moved to approve minutes of the prior meetings with changes made to the June 10, 2026 minutes to state that the City Council did not commit to the specific terms requested by the Supervisors in the meeting. Rabe seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Rabe moved to approve Resolution 2026-118 determining Rescue Truck as surplus and authorizing sale of said property. Lane seconded it. Fire Chief Hurt discussed the property. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Rabe moved to approve Resolution 2026-119 authorizing a purchase agreement with Capital City Equipment for a Bobcat E55 R2-Series compact excavator with attachments. Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Armstrong moved to approve Resolution 2026-121 approving the purchase of a pickup for the Water Resource Recovery Department. Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Reports

Council Member Lane reported on the MPO June meeting. Council Member Sones updated the community on HIRTA funding and the Hometown Pride parade.

Mayor's Report

Mayor Richardson shared community updates.

Mayor Richardson issued a proclamation declaring July Parks and Recreation Month.

Old Business

Council Member Rabe moved to open the public hearing regarding an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the C-2 / PUD Highway Commercial / Planned Unit Development district to the C-2 Highway Commercial zoning district (Kentucky Ridge Commercial Plat 1). Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Community and Economic Development Director Bryce Johnson discussed the rezoning of Kentucky Ridge Commercial Plat 1. There were no other public comments offered.

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

Council Member Sones moved to approve the first consideration of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the C-2 / PUD Highway Commercial / Planned Unit Development district to the C-2 Highway Commercial zoning district (Kentucky Ridge Commercial Plat 1). Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Sones moved to waive the second and third readings and adopt the ordinance (No. 1796). Armstrong seconded it. On roll call, the vote was AYES: Rabe, Armstrong, Sones, Lane. NAYS: Dalby. Whereas the Mayor declared the motion passed.

Other Business

City Manager Jacob Meshke introduced John Lloyd as the new WRRF Superintendent (effective July 23) and provided updates on other departments.

There was no action taken on future agenda items.

Adjourn

The meeting was adjourned at 6:50 PM on a motion by Rabe and seconded by Sones. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY OF INDIANOLA COUNCIL STUDY MEETING

July 13, 2026

6:00 PM

City Council Chambers
110 N 1st St., Indianola, IA

Minutes

Library Conceptual Design

The Indianola City Council met in study session at 6:00 PM on July 13, 2026, in the City Hall Council Chambers. Mayor Steve Richardson called the study session to order. The following members were present: Josh Rabe (via teams), Ron Dalby, Tiffany Davis. Absent: Steve Armstrong, Mellisa Sones, Bob Lane.

Danielle Hermann and Isaac Bracher presented the concept design of a new public library. City Manager Jacob Meshke discussed the potential reacquisition of the current library property by the City.

Council Member Lane joined the meeting at 6:26 PM

Discussion and direction regarding the 2024 Building and Fire Code updates.

Fire Captain Ted Neller discussed the 2024 Fire Code Updates. Building Official Tim Little discussed the 2024 Building Code Updates. Community and Economic Development Director Bryce Johnson explained the adoption timeline.

Discussion and direction regarding Lexipol Subscription for the Police Department Accreditation

Police Chief Rob Hawkins discussed the proposed Lexipol subscription. Council Members supported moving forward.

The study session adjourned at 7:51 PM.

ATTEST:

Steve Richardson, Mayor

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: July 20, 2026
Subject: Resolution setting a public hearing for August 3, 2026 at 6 PM regarding the vacation of 30' Landscape Buffer Easement in Lot 5 of Scenic Pointe.

Introduction: The Culver's project requires the vacation of an existing recorded Landscape Buffer Easement. Staff proposes setting the public hearing for August 3rd to vacate the easement.

Background: The parcel was platted in 2003 with four different easements [two PUEs, ingress-egress, and landscape buffer], two of which are proposed to be vacated to help facilitate the development of the Culver's project.

Discussion: When separated by a public street, landscape buffers are no longer required between zoning districts as they were when the lot was platted. Development cannot occur on a landscape buffer easement, so the vacation is necessary to facilitate the development.

Budget Impact: None.

Recommendation: Staff recommends the City Council set the public hearing to vacate the Landscape Buffer Easement.

Attachments: 1. RES_Set PH_LBE Vacation_Scenic Pointe

City of Indianola
RESOLUTION NO. 2026-_____

**RESOLUTION SETTING A PUBLIC HEARING ON THE VACATION
OF 30' LANDSCAPE BUFFER EASEMENT IN LOT 5 OF SCENIC POINTE**

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

WHEREAS, WALTERS HOMES, LTD, requested final plat approval of Scenic Pointe (the "Plat") at the September 3, 2002 City Council meeting; and

WHEREAS, JPJ ACQUISITIONS, LLC requests the vacation of a 30' landscape buffer easement in Lot 5 of Scenic Pointe, legally described as:

A 30' wide easement over, under and across Lot 5, Indianola, Scenic Pointe, an official plat in the City of Indianola, Warren County, Iowa, more particularly described as follows:

COMMENCING at the northwest corner of said Lot 5; THENCE S89°16'16"E, a distance of 30.01 feet to the point of beginning; THENCE continuing S89°16'16"E, a distance of 124.63 feet; THENCE N00°30'25"W, a distance of 160.37 feet; THENCE S52°20'55"W, a distance of 20.66 feet; THENCE S87°17'46"E, a distance of 13.77 feet; THENCE S00°30'25"E, a distance of 177.49 feet; THENCE N89°16'16"W, a distance of 154.58 feet; THENCE N00°36'51"W, a distance of 30.00 feet to the point of beginning.

WHEREAS, the Code of Iowa provides that the easement may be vacated only after notice and hearing as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing before this Council on the proposal set forth in the preamble to this Resolution is set for 6:00 p.m., on the 3rd day of August 2026. The City Clerk is directed to publish the Notice of said hearing at the time and in the manner required by law.

DATED at Indianola, Iowa, this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Bryce Johnson, Community and Economic Development Director

Date: July 20, 2026

Subject: Resolution determining the necessity and fixing a date for a public hearing (August 3, 2026 at 6 PM) on the matter of the adoption of a proposed 2026 Amended and Restated 1998 Citywide Urban Revitalization Plan.

Introduction: Staff is recommending Council approve a resolution setting the date of a public hearing for an amendment to the City's Urban Revitalization Plan (URP) to occur on August 3, 2026.

Background:

The City adopted resolutions amending the original URP in 2002, 2004, 2006, 2008, 2009, 2012, and 2018. In 2021, the City amended the 2018 Plan by an Amendment No. 1 to address legislative changes eliminating the multiresidential assessment category and to update the application process under the 2018 Plan. The City is now amending and restating the 2018 Plan with the adoption of this 2026 Amended and Restated Plan

On May 4, 2026, City Council provided direction to proceed with an amendment to the City's Urban Revitalization Plan to change the residential property tax abatement program from five-year to three-year with an adjusted sliding schedule. On June 15, 2026, Council gave staff direction to proceed with a three-year residential property tax abatement schedule. In May 2026, the property tax reform bill went into law re-establishing "multiresidential" as an eligible project type. Council gave staff direction to include multiresidential under the residential tax abatement program.

Discussion:

To summarize, the amendments to the URP include:

- Updating the Plan to note State law changes, including:
- Requiring a minimum assessment agreement for commercial projects; and,
- Excepting school district taxes from abatement on residential or multiresidential projects.
- Changing the abatement scale to a 3-year sliding scale (60%, 40%, 20%).
- Application of the 3-year sliding scale goes into effect immediately upon Council approval (to be effective on August 4, 2026).
- Multiresidential projects are classified residential for purposes of administering the applicable abatement schedule.

Industrial property tax abatement projects continue to be regulated under Chapter 7 of City Code.

It is important note that the school district's tax levy is excluded from abatement. As a result, approximately 46% of the total tax rate is removed from the abatement calculation. Thus, the actual

residential tax abatement percentages are closer to 32%, 21%, and 11%. Staff will host a meeting with local builders and realtors to inform each of the changes to the city's residential abatement program.

The proposed Urban Revitalization Plan has been reviewed and approved by the Warren County Assessor's office and the city's financial consultant firm, D.A. Davidson.

Budget Impact: Legal fees were incurred for drafting the proposed Urban Revitalization Plan (URP). Additional revenue is expected by transitioning from the current five-year sliding scale beginning at 100% abatement to a three-year sliding scale beginning at 60%.

Recommendation: Staff recommends approval.

Attachments:

1. Resolution Setting Date
2. 2026 Amended and Restated Urban Revit Plan - FINAL

ITEM TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

July 20, 2026

6:00 P.M.

Amended and Restated 1998 Citywide Urban Revitalization Plan

- Resolution determining the necessity and fixing a date for a public hearing on the matter of the adoption of a proposed 2026 Amended and Restated 1998 Citywide Urban Revitalization Plan

IMPORTANT INFORMATION

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

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

July 20, 2026

The City Council of the City of Indianola in the State of Iowa, met in _____ session, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION DETERMINING THE NECESSITY AND FIXING A DATE FOR A PUBLIC HEARING ON THE MATTER OF THE ADOPTION OF A PROPOSED 2026 AMENDED AND RESTATED 1998 CITYWIDE URBAN REVITALIZATION PLAN", and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called, and the vote was:

AYES: _____

NAYS: _____

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

RESOLUTION NO. ____

RESOLUTION DETERMINING THE NECESSITY AND
FIXING A DATE FOR A PUBLIC HEARING ON THE MATTER
OF THE ADOPTION OF A PROPOSED 2026 AMENDED AND
RESTATED 1998 CITYWIDE URBAN REVITALIZATION
PLAN

WHEREAS, pursuant to the provisions of Iowa Code Chapter 404, by resolution adopted July 16, 2018, the City of Indianola, Iowa (the "City"), designated certain areas of the City as a revitalization area, by the adoption of the Amended and Restated 1998 Citywide Urban Revitalization Plan ("Plan") for the 1998 Citywide Urban Revitalization Area (the "Revitalization Area" or "Area"); and

WHEREAS, the Amended and Restated 1998 Citywide Urban Revitalization Plan has subsequently been amended by the adoption of Amendment No. 1 to the Amended and Restated Plan in 2021 and Amendment No. 2 to the Amended and Restated Plan in 2025; and

WHEREAS, by the foregoing action, the Council has determined that the Revitalization Area within the City can be revitalized as authorized by Iowa Code Chapter 404; and

WHEREAS, a proposed 2026 Amended and Restated 1998 Citywide Urban Revitalization Plan (the "Amended and Restated Plan") has been prepared, the purpose of which is to (i) conform the existing plan to recent legislative changes reintroducing the multiresidential property assessment classification; (ii) amend the exemption schedule for properties assessed as residential and multiresidential; and (iii) incorporate other legislative changes requiring minimum assessment agreements for commercial projects and excepting school district taxes from abatement on residential or multiresidential projects; and

WHEREAS, before such Amended and Restated Plan can be adopted, it is necessary that a public hearing be held thereon and that due notice be given in accordance with the requirements of Iowa Code Chapter 404.

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

Section 1. It is determined that the continued rehabilitation, conservation, redevelopment, economic development or a combination thereof of the Area is necessary in the interest of the public health, safety, or welfare of the residents of the City, and the Area continues to substantially meet the criteria of Iowa Code Section 404.1 and the proposed Amended and Restated Plan, attached to this Resolution as Exhibit 1, is declared to substantially meet the criteria of Iowa Code Section 404.2.

Section 2. It is determined that it is in the best interests of the citizens of the City to hold a public hearing on the matter of the adoption of the Amended and Restated Plan at the meeting of the City Council on August 3, 2026, which meeting begins at 6:30 P.M., in Council Chambers, City Hall, 110 North First Street, Indianola, Iowa.

Section 3. That the City Clerk. be and is hereby directed to publish a notice of a public hearing on the Amended and Restated Plan, at least once not less than four, but not more than twenty, days prior to the date of said public hearing, as provided in Iowa Code Section 404.2.

Section 4. Be it further resolved that copies of the Amended and Restated Plan be made available to the public through the office of the City Clerk.

Section 5. The notice of the proposed hearing shall be in substantially the following form:

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF
THE CITY OF INDIANOLA, IOWA, ON THE MATTER OF THE
ADOPTION OF A PROPOSED 2026 AMENDED AND
RESTATED 1998 CITYWIDE URBAN REVITALIZATION
PLAN

Public notice is hereby given that the City Council of the City of Indianola, Iowa, will hold a public hearing on August 3, 2026, at 6:00 P.M., in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at which meeting the Council proposes to take action on the adoption of a 2026 Amended and Restated 1998 Citywide Urban Revitalization Plan ("Amended and Restated Plan") for the 1998 Citywide Urban Revitalization Area ("Revitalization Area") described therein, under the authority of Iowa Code Chapter 404, as amended.

The purpose of the Amended and Restated Plan is to: (i) conform the existing plan to recent legislative changes reintroducing the multiresidential property assessment classification; (ii) amend the exemption schedule for properties assessed as residential and multiresidential; and (iii) incorporate other legislative changes requiring minimum assessment agreements for commercial projects and excepting school district taxes from abatement on residential or multiresidential projects.

Any persons interested may appear at said meeting of the Council and present evidence for or against the adoption of the Amended and Restated Plan. The proposed Amended and Restated Plan is on file in the office of the City Clerk and available for public inspection or copying during ordinary business hours.

This notice is given by order of the City Council of the City of Indianola, Iowa, pursuant to Section 404.2, Code of Iowa.

Dated this _____ day of _____, 2065.

City Clerk, City of Indianola, State of Iowa

(End of Notice)

PASSED AND APPROVED this 20th day of July, 2026.

Mayor

ATTEST:

City Clerk

ATTACH AMENDED AND
RESTATED PLAN LABELED AS
EXHIBIT 1 HERE

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WARREN

)

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

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

City Clerk, City of Indianola, State of Iowa

(SEAL)

4922-8141-0234-1\13538-195

CITY OF INDIANOLA, IOWA

2026 AMENDED AND RESTATED

URBAN

REVITALIZATION PLAN

for the

1998 CITYWIDE URBAN

REVITALIZATION AREA

2026

INTRODUCTION

The City of Indianola ("City") adopted the 1998 Citywide Urban Revitalization Plan ("Original Plan") in 1998 via resolution on February 2, 1998. The Original Plan described the Urban Revitalization Area ("Area" or "Revitalization Area") as including the "entire area within the corporate boundaries of the City of Indianola . . .", which Area "shall expand with annexation." Ordinance No. 1130, adopted May 11, 1998, designated the "entire area within the corporate boundaries of the City of Indianola, Iowa" as the Revitalization Area and declared that the Original Plan was adopted. The City adopted resolutions amending the Original Plan in 2002, 2004, 2006, 2008, 2009, 2012, and 2018.

Because of the length of time since the Original Plan was adopted, the various amendments that had been adopted, and the City's finding that additional changes should be made to the Original Plan, as amended, to update and clarify it, the City adopted an Amended and Restated 1998 Citywide Urban Revitalization Plan (the "2018 Plan") for the Area by action of the City Council on July 16, 2018. In 2021, the City amended the 2018 Plan by an Amendment No. 1 to address legislative changes eliminating the multiresidential assessment category and to update the application process under the 2018 Plan.

The City is amending and restating the 2018 Plan with the adoption of this 2026 Amended and Restated Plan ("Amended and Restated Plan" or "Plan") to (i) conform the Plan to recent legislative changes reintroducing the multiresidential property assessment classification; (ii) amend the exemption schedule for properties assessed as residential and multiresidential; and (iii) incorporate other legislative changes requiring minimum assessment agreements for commercial projects and excepting school district taxes from abatement on residential or multiresidential projects. The City amends and restates the 2018 Plan in compliance with Iowa Code Section 404.2(6) through the adoption of this 2026 Amended and Restated Plan by resolution following a public hearing.

GOALS, PURPOSE, AND DESIGNATION

In 1979, the Iowa legislature enacted into law the Urban Revitalization Act ("Act") giving city governing bodies the authority to designate an area or areas of a city as urban revitalization areas. Under the Act, qualified real estate within the designated area may be eligible to receive a total or partial exemption from property taxes on improvements for a specified number of years. The primary intent of the Act is to provide communities with a long-term increase or stabilization in their tax base by encouraging rehabilitation or new construction which might not otherwise have occurred.

Specifically, the Act provides the City of Indianola the opportunity to influence its growth by stimulating investment from the private sector. After the tax exemption schedule is completed, the individual property will be fully taxed, thus completing the philosophy that tax incentives are used to encourage individuals to improve their property with the long term city goal of increasing the tax base. Certain criteria have been established which must be met by a city exercising the authority conferred in the Act. Accordingly, the Indianola City Council adopted a Resolution on February 2,

1998, finding a need for the establishment of an urban revitalization area, adopted the Original Plan, and adopted an ordinance designating the entire City as the Revitalization Area.

Section 404.1 of the Code of Iowa provides that the City Council may designate an area of the city as a revitalization area if that area is any of the following:

1. An area in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, obsolescence, inadequate provision for ventilation, light, air, sanitation, open spaces, high density of population and overcrowding, the existence of conditions which endanger life or property by fire and other causes or a combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime, and which is detrimental to the public health, safety, or welfare.
2. An area which by reason of the presence of substantial number of deteriorated or deteriorating structures, predominance of defective or inadequate street layout, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the actual value of land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or a combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, or welfare in its present condition and use.
3. An area in which there is a predominance of buildings or improvements which by reason of age, history, architecture, or significance should be preserved or restored to productive use.
4. An area which is appropriate as an economic development area as defined in section 403.17.
5. An area designated as appropriate for public improvements related to housing and residential development or construction of housing and residential development, including single or multifamily housing.

In adopting the Original Plan, the City Council of Indianola found that the rehabilitation, conservation, redevelopment economic development or a combination thereof of the Revitalization Area is necessary in the interest of the public health, safety or welfare of the residents of the City, and the Revitalization Area substantially meets the criteria of Iowa Code Sections 404.1 (3), (4) and (5). In adopting the 2018 Amended and Restated Plan, the City Council reaffirmed the above findings, and further found that the Area substantially meets the

criteria of Iowa Code Section 404.1(2). The City confirms these findings in this 2026 Amended and Restated Plan.

This 2026 Amended and Restated Plan is intended to serve as the updated plan to govern activities within the Revitalization Area as required by Section 404.2 of the Code of Iowa.

PLAN DETAILS

A. Geographic Description of Urban Revitalization Area:

Since Ordinance 1130 was adopted May 11, 1998, the Revitalization Area has included the entire area within the corporate boundaries of the City of Indianola, Warren County, Iowa, and those boundaries have expanded with annexation since the adoption of the Original Plan. **Appendix A** to this Amended and Restated Plan is a map of the current corporate boundaries of the City of Indianola. The Revitalization Area continues to be defined as the entire area within the corporate boundaries of the City, and any property annexed into the City in the future shall automatically be included in the Revitalization Area as of the effective date of such annexation.

B. Existing Valuations According to County Assessor:

An updated list of the valuations of each parcel within the Area, listing the land and building values separately, is available for review with the City but is not attached to this Amended and Restated Plan.

C. Property Owners:

An updated list of the names and addresses of the property owners for each parcel identified within the Area are available for review with the City but is not attached to this Amended and Restated Plan.

D. City Services:

As it becomes financially feasible, the provision of municipal services to the Revitalization Area will be expanded and improved to meet the demands of new development.

E. Zoning and Land Use:

The Revitalization Area is proposed for new and revitalized and expanded residential, multi-residential, and commercial development in an area that is in compliance with the City's Comprehensive Plan and Zoning Ordinance. **Appendix B** contains maps of the existing zoning and planned land use for the Area.

The amount of land assessed as agricultural land in the City, when that amount is compared to the amount of agricultural land in Warren County, is minimal, and the City has determined that any new construction on agriculturally-assessed property otherwise qualifying for exemption under this Amended and Restated Plan is utilizing the minimum amount of agricultural land necessary to accomplish the goals of this Plan and will be eligible for exemption.

F. Applicable Revitalization and Term of Plan:

The purpose of this Amended and Restated Plan is to stimulate the development of more residential, multi-residential and commercial buildings, improvements and uses. Therefore, property tax abatement is made available for new construction and for rehabilitation or additions to existing buildings on residential, multi-residential, and commercial property within the Area.

The Amended and Restated Plan shall remain in effect until the City repeals the applicable ordinance establishing the Revitalization Area. If, at any time, the City Council feels that its goals for revitalization have been achieved and that continuation would no longer benefit the City, then the City Council may repeal the ordinance establishing the Revitalization Area pursuant to Section 404.7 of the Code of Iowa. However, any final applications for exemption which are already approved when the ordinance is repealed will be allowed to continue until their completion or expiration. The City reserves the right to extend or further amend the Amended and Restated Plan and/or the ordinance to the extent allowed by law.

G. Relocation:

The City does not anticipate the displacement or relocation of any persons, families, or businesses as a result of the improvements to be made in the Revitalization Area. If such displacement occurs, the City will comply with all legal requirements.

Upon application for and verification of eligibility for tax abatement to a property owner by the City, Qualified Tenants in the Area whose displacement was due to action on the part of a property owner to qualify for said tax abatement under this Amended and Restated Plan shall be compensated by the property owner for one month's rent and for actual reasonable moving and related expenses. Qualified Tenant, as used in this Amended and Restated Plan, shall mean the legal occupant of a residential dwelling unit which is located within the Area and who has occupied the dwelling unit continuously since one year prior to the City's adoption of the Original Plan in 1998.

H. Tax Exemption Schedules

Residential Property or Multi-residential Property.

All Qualified Real Estate assessed as residential property or as multi-residential property is eligible to receive an exemption from taxation on a portion of the Actual Value Added by Eligible Improvements; provided, however, that the exemption from taxation shall not apply to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D.

The exemption is for a period of three (3) years. The amount of the partial exemption is equal to a percent of the Actual Value Added by Eligible Improvements, determined as follows:

First Year – 60%
Second Year – 40%
Third Year – 20%

Commercial Property.

All Qualified Real Estate assessed as commercial property is eligible to receive an exemption from taxation on a portion of the Actual Value Added by Eligible Improvements.

The exemption is for a period of four (4) years. The amount of the partial exemption is equal to a percent of the Actual Value Added by Eligible Improvements, determined as follows:

First Year – 80%
Second Year – 60%
Third Year – 40%
Fourth Year – 20%

I. Definitions/Additional Requirements:

As used in this Amended and Restated Plan, "Qualified Real Estate" means real property which is located in the designated Revitalization Area and to which Eligible Improvements have been added during the time the Area was so designated a revitalization area, which improvements have increased the actual value by at least the amount or percentage indicated below.

"Eligible Improvements," as used in this Amended and Restated Plan, include rehabilitation and additions to any existing residential, multi-residential, and commercial structures. In addition, new construction of residential, multi-residential, and commercial structures on vacant land or on land with existing structures is also eligible for tax abatement. All improvements, in order to be considered eligible, must be completed in conformance with all applicable ordinances and regulations of the City of Indianola, and must be completed during the time the Area is designated as a revitalization area. No

abatement will be allowed unless a building permit has been issued by the City with respect to the project for which the abatement is requested.

“Actual Value Added by Eligible Improvements,” as used in this Amended and Restated Plan, means the actual value added as of the first year for which the exemption was received. In order to be eligible for tax abatement, the increase in actual value of the property from the Eligible Improvements must be at least ten percent (10%). If more than one building is located on the property, the ten percent (10%) increase applies only to the structure or structures upon which the improvements were made. If no structures were located on the property prior to the improvements, any improvements may satisfy the ten percent (10%) requirement. Increases in taxes because of the increased assessed value for land are not eligible for abatement.

The City also has a tax increment financing program which is designed to provide incentives for development. Accordingly, a property that, in the determination of the City Council, is receiving either direct or indirect benefits that were financed through a tax increment financing program, may not be eligible for tax abatement under the revitalization program, unless otherwise determined by the City Council. See also: Section L.

J. Outside Funding Assistance:

The City is not currently aware of any federal, state, or private grant or loan program “likely to be a source of funding” for residential improvements in the Revitalization Area, other than those of conventional lending institutions at normal market rates. Likewise, the City is not currently aware of any grant or loan program which the City “has or will have as a source of funding” for the Area for residential improvements. However, it is not the intention of the City to prohibit the use of other appropriate federal or state revitalization or incentive programs within the Area. The City may seek federal and/or state grant or loan programs and any and all other funding sources in developing proposed projects. Federal programs may be available through the Department of Housing and Urban Development (HUD) and the Farmers Home Administration (FmHA). State programs may be available through the Iowa Housing Finance Authority and the Iowa Department of Economic Development. The City may seek private sector funding sources and/or utilize funding through Iowa Code Chapters 403 or 403A.

K. Revenue Bonds:

The City has no plans at the present time to issue revenue bonds for revitalization projects within the Area.

L. Application Procedures and Application Review Process:

Property owners must file an application, on the form provided by the City, for each new exemption claimed. The application shall be filed by the property owner with the City

Council by February 1 of the assessment year for which the exemption is first claimed, but not later than the year in which all improvements included in the project are first assessed for taxation, or the following two assessment years to receive an exemption for the total number of years in the applicable exemption schedule, if otherwise eligible for an exemption.

The application shall contain, but not be limited to, the following information:

1. Name of applicant/property owner;
2. Applicant's complete mailing address and telephone number;
3. Legal description of the property where improvement(s) are made;
4. The nature of the proposed improvement(s);
5. Estimated or actual cost of the improvement(s);
6. The estimated or actual date of completion of the improvement(s);
7. The tax exemption schedule as selected by the owner of the property; and
8. The tenants that occupied the property on the date the City adopted the Original Plan (February 1998).

The City Council shall approve all applications submitted for approval if:

1. The improvements are in conformance with this Plan and all other requirements of City Code, as determined by the City Council; and
2. The property to which the improvements were made is located within the Area; and
3. The Eligible Improvements were made during the time the Area was designated as a revitalization area under this Plan; and
4. The project has obtained a building permit from the City; and
5. The application meets all other legal requirements; and
6. The property is not located within an urban renewal area; provided, however, if the property is located within an urban renewal area, then the project may be eligible under this Plan only if the City Council determines that allowing such an exemption will not be inconsistent or interfere with any urban renewal plan, project, or related development agreement. If an application under this Amended and Restated Plan is denied by the City Council because the property for which an exemption is requested is within an existing urban renewal area, the owner may

reapply for benefits under this Plan for the same property if the property has subsequently been removed from the urban renewal area, provided the property remains in the designated Revitalization Area and all other Plan requirements are met.

Additional Requirement for Properties Assessed as Commercial: Property owners submitting applications for improvements to property assessed as commercial must also enter into a written assessment agreement with the City substantially in the form attached as Appendix C, specifying a minimum actual value for the completed improvements, consistent with and to the extent required by the provisions of Iowa Code Chapter 404 in effect at the time the application is submitted to the City.

All approved applications shall be forwarded to the Warren County Assessor by March 1 for review, pursuant to Section 404.5 of the Code of Iowa. The County Assessor shall make a physical review of all properties with approved applications. The County Assessor shall determine the increase in actual value for tax purposes due to the improvements and notify the applicant of the determination, which may be appealed to the local board of review pursuant to Section 441.37 of the *Code of Iowa*. After the initial tax exemption is granted, the County Assessor shall continue to grant the tax exemption for the time period specified on the approved application. The tax exemptions for the succeeding years shall be granted without the owner(s) having to file an application for succeeding years.

M. Prior Approval of Applications:

Property owners may submit an application seeking prior approval for a tax exemption on a proposed improvement project from the City, prior to completion of the improvements. To submit an application for prior approval, the property owner must select the option to apply for prior approval on the City's form of application. If a property owner selects to apply for prior approval before completion of the improvements, then the property owner will be required to submit a second application for the improvements between January 1 and February 1 of the year in which all value added for the improvement project is first assessed.

The City Council shall give its prior approval, by resolution, if the proposed improvements and application are in conformance with this Plan, including the requirements set forth in Section L of this Plan, above. However, if the proposal is not approved, the owner(s) may submit an amended proposal for the City Council to approve or reject.

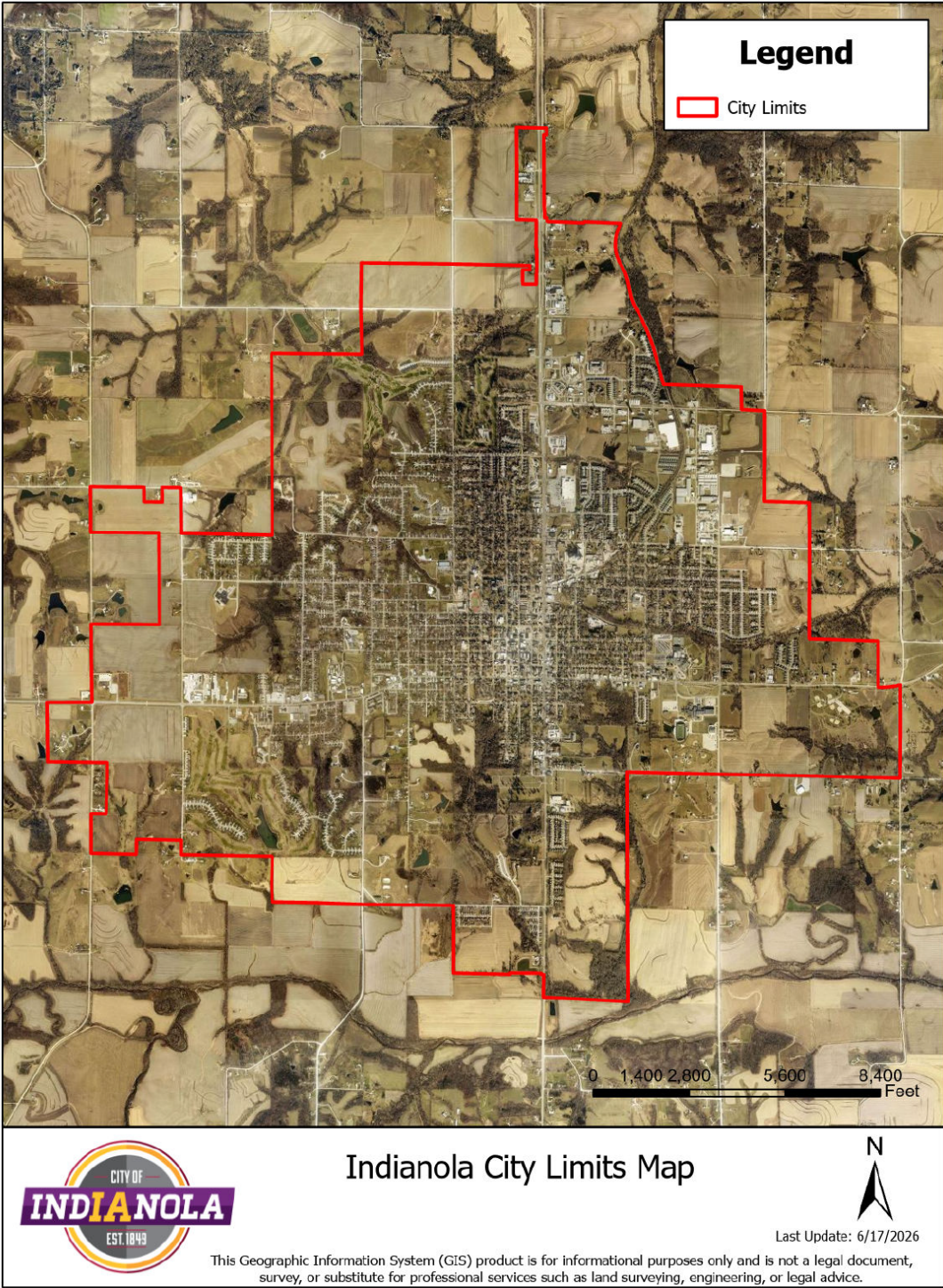
Such prior approval shall not entitle the owner(s) to exemption from taxation until the improvements have been completed, the owner timely submits the second application, and the improvements are found to be qualified for the exemption under this Plan. Upon completion of the improvements described in an application submitted for prior approval

and approval of the second application, the City Council shall forward the application to the Warren County Assessor by March 1 for review, pursuant to Section 404.5 of the Code of Iowa.

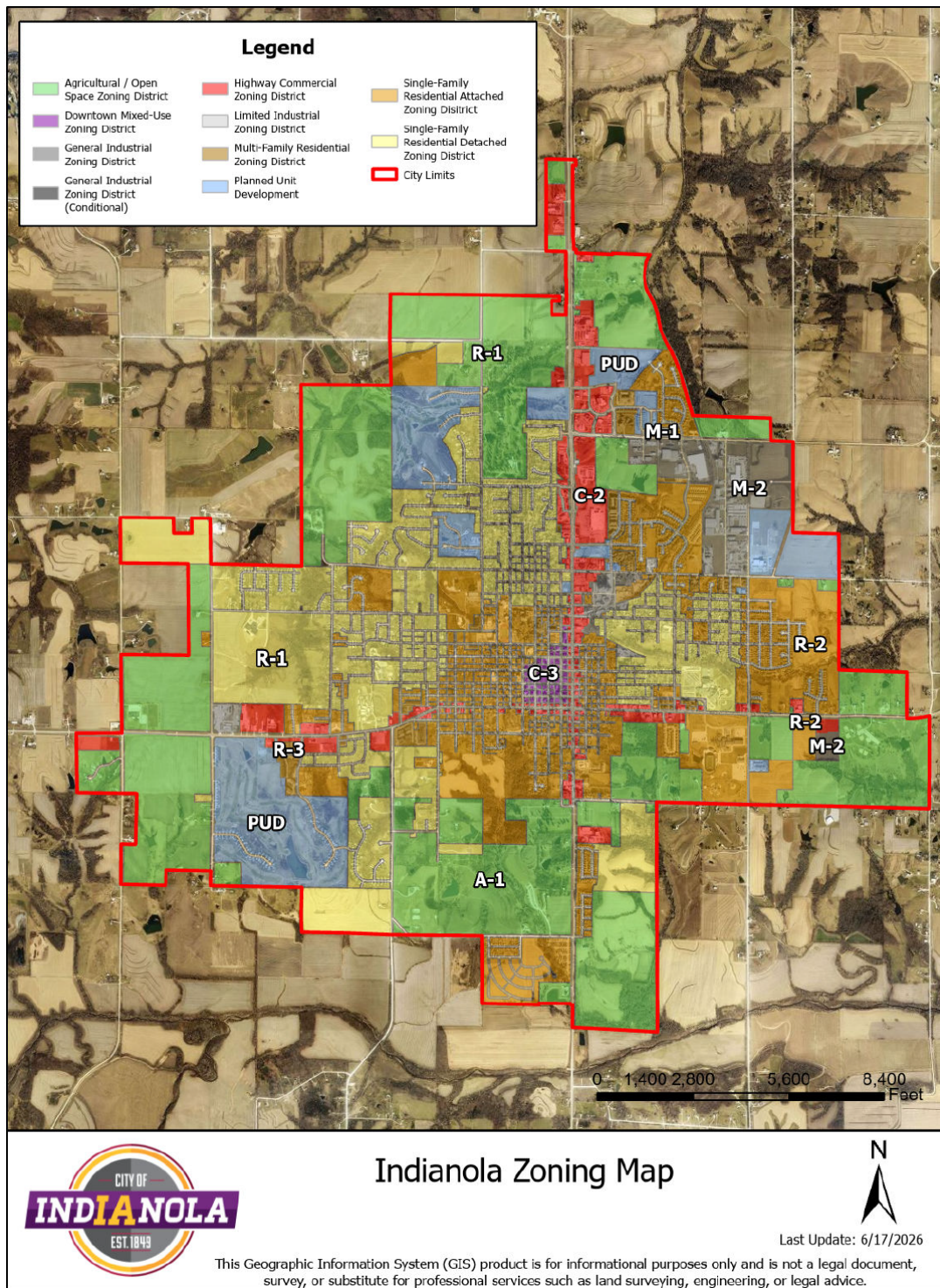
N. Effective Period:

This Amended and Restated Plan shall become effective upon the approval of a resolution by the City Council adopting the same (“Effective Date”). The new exemptions contained in this Amended and Restated Plan shall apply to all applications submitted after the Effective Date. Any improvements that were the subject of an application for prior approval that was granted prior to the Effective Date shall remain eligible for the exemptions in effect when the application for prior approval was granted, provided that the improvements are completed and the owner timely submits a second application between January 1 and February 1 of the year in which all value added for the improvement project is first assessed and such application is approved by the Council.

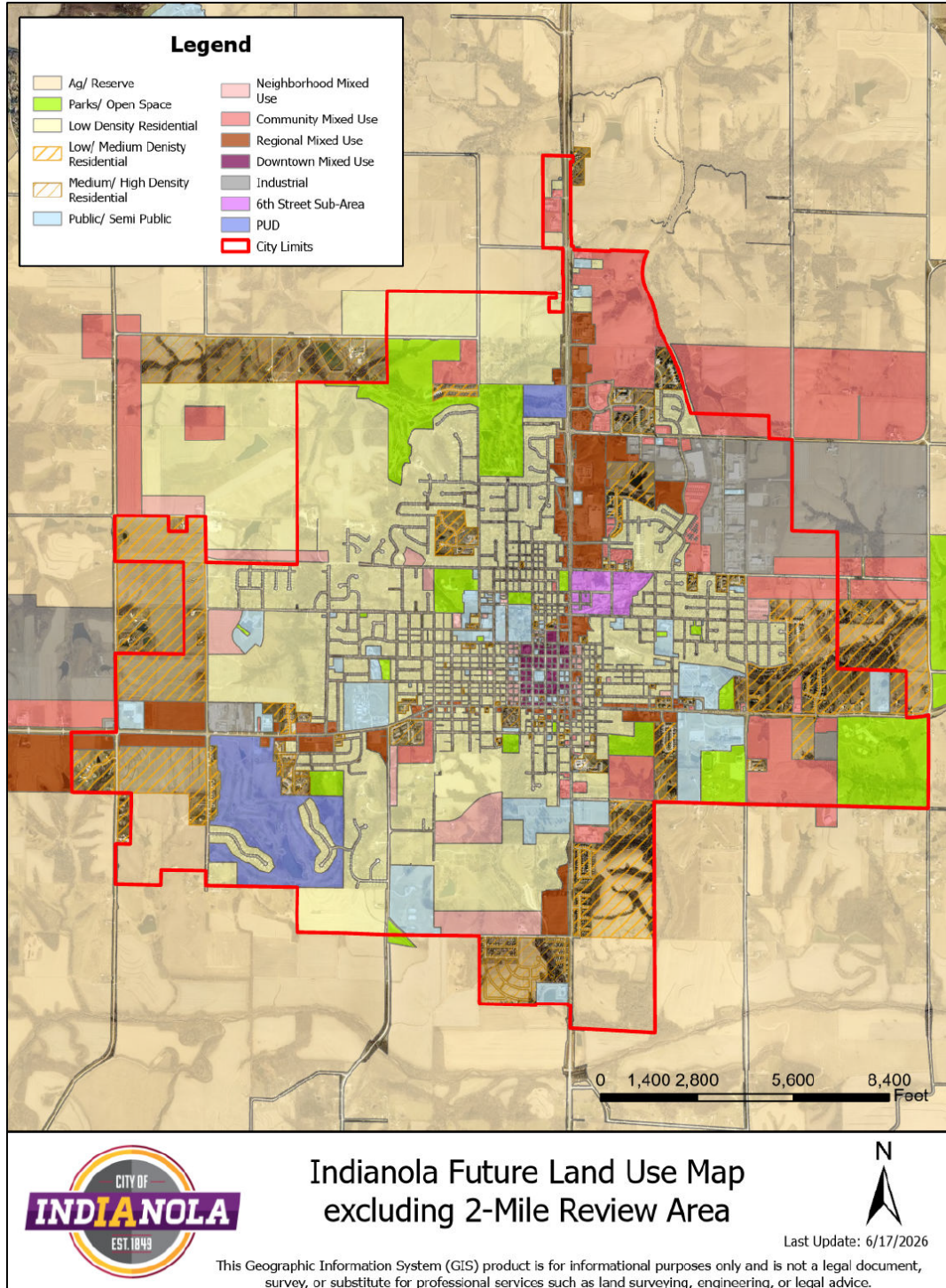
APPENDIX A
MAP OF REVITALIZATION AREA – CORPORATE BOUNDARIES (2026)



APPENDIX B EXISTING ZONING MAP



APPENDIX B -1 PLANNED LAND USE MAP



APPENDIX C
FORM MINIMUM ASSESSMENT AGREEMENT
(REQUIRED FOR COMMERCIAL PROPERTY ONLY)

Prepared by:
Return to:

MINIMUM ASSESSMENT AGREEMENT

THIS MINIMUM ASSESSMENT AGREEMENT (“Minimum Assessment Agreement” or “Assessment Agreement”) is dated as of _____, 20____, by and between the City of Indianola, Iowa (the “City”), an Iowa municipal corporation, and [OWNER OF QUALIFIED REAL ESTATE], a(n) Iowa _____ (“Owner”).

WHEREAS, consistent with the provisions of the City’s 2026 Amended and Restated Urban Revitalization Plan, as may be amended (the “Plan”), the Owner has submitted an Application for Tax Abatement dated as of _____, 20____ (the “Application”) regarding certain commercial real estate owned by Owner and located in the 1998 Citywide Urban Revitalization Area, which real estate is legally described as follows:

[LEGAL DESCRIPTION]

(the “Property”);

WHEREAS, the Application describes certain improvements that have been or are proposed to be constructed on the Property (the “Eligible Improvements”); and

WHEREAS, pursuant to Iowa Code Section 404.3C, the City and Owner desire to establish a Minimum Actual Value for the Eligible Improvements and Property following completion of the Eligible Improvements for the duration of the tax abatement requested by the Owner by submission of the Application, under the provisions of the Plan; and

WHEREAS, the Warren County Assessor has reviewed the preliminary plans and specifications for the Eligible Improvements that are contemplated to be constructed.

NOW, THEREFORE, the parties to this Minimum Assessment Agreement, in consideration of the promises, covenants and agreements made by each other, do hereby agree as follows:

1. Upon substantial completion of construction of the Eligible Improvements, the minimum actual value fixed for assessment purposes for the Eligible Improvements and the Property (building and land value) in the aggregate shall be not less than _____ Dollars (\$ _____), before rollback.

The Minimum Actual Value shall terminate and be of no further force or effect as of December 31, ____ (“Assessment Termination Date”). Upon the Assessment Termination Date, this Minimum Assessment Agreement shall no longer control the assessment of the Property.

2. This Minimum Assessment Agreement shall be promptly recorded by the City with the Recorder of Warren County, Iowa. Such filing shall constitute notice to any subsequent encumbrancer of the Property (or part thereof), whether voluntary or involuntary, and this Minimum Assessment Agreement shall be binding and enforceable in its entirety against any such subsequent encumbrancer, including the holder of any mortgage. The City shall pay all costs of recording.

3. This Minimum Assessment Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective successors and permitted assigns.

4. Nothing herein shall be deemed to waive the rights of Owner from seeking administrative or legal remedies to reduce the actual value assignment made by the Assessor in excess of the Minimum Actual Value established herein. In no event, however, shall Owner seek to reduce the actual value to an amount below the Minimum Actual Value established herein during the term of this Agreement. This Minimum Assessment Agreement may be amended or modified and any of its terms, covenants, representations, warranties or conditions waived, only by a written instrument executed by the parties hereto, or in the case of a waiver, by the party waiving compliance.

5. If any term, condition or provision of this Minimum Assessment Agreement is for any reason held to be illegal, invalid or inoperable, such illegality, invalidity or inoperability shall not affect the remainder hereof, which shall at the time be construed and enforced as if such illegal or invalid or inoperable portion were not contained herein.

6. The Minimum Actual Value herein established shall be of no further force and effect and this Minimum Assessment Agreement shall terminate pursuant to the Assessment Termination Date set forth in Section 1 above.

[Remainder of this page is blank. Signatures start on the next page.]

(SEAL)

CITY OF INDIANOLA, IOWA

By: _____
_____, Mayor

ATTEST:

By: _____
_____, City Clerk

STATE OF IOWA)
) SS
COUNTY OF WARREN)

On this _____ day of _____, _____, before me a Notary Public in and for said State, personally appeared _____ and _____, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Indianola, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

Notary Public in and for the State of Iowa

[Signature page to Minimum Assessment Agreement – City]

CERTIFICATION OF ASSESSOR

The undersigned, having reviewed the plans and specifications for the Eligible Improvements to be constructed, and being of the opinion that the minimum actual value contained in the foregoing Minimum Assessment Agreement appears reasonable, hereby certifies as follows:

The undersigned Assessor, being legally responsible for the assessment of the above described property upon completion of the improvement to be made on it, certifies that the actual value assigned to that land and improvements upon completion shall be not less than \$

Assessor for the County of Warren, Iowa

Date

STATE OF IOWA)
) SS
COUNTY OF WARREN)

Subscribed and sworn to before me by _____, Assessor for the County
of Warren, Iowa on this _____ day of _____, 20____.

Notary Public for the State of Iowa

Consistent with Iowa Code §404.3C, a copy of Iowa Code §404.3C is attached, as follows:

1. For revitalization areas established under this chapter on or after the effective date of this division of this Act and for first-year exemption applications for property located in a revitalization area in existence on the effective date of this division of this Act filed on or after the effective date of this division of this Act, commercial property shall not receive a tax exemption under this chapter unless the city or county, as applicable, and the owner of the qualified real estate enter into a written assessment agreement specifying a minimum actual value until a specified termination date for the duration of the exemption period.

2. a. The assessment agreement shall be presented to the appropriate assessor. The assessor shall review the plans and specifications for the improvements to be made to the property and if the minimum actual value contained in the assessment agreement appears to be reasonable, the assessor shall execute the following certification upon the agreement:

The undersigned assessor, being legally responsible for the assessment of the above described property upon completion of the improvements to be made on it, certifies that the actual value assigned to that land and improvements upon completion shall not be less than\$

b. The assessment agreement with the certification of the assessor and a copy of this subsection shall be filed in the office of the county recorder of the county where the property is located. Upon completion of the improvements, the assessor shall value the property as required by law, except that the actual value shall not be less than the minimum actual value contained in the assessment agreement. This subsection does not prohibit the assessor from assigning a higher actual value to the property or prohibit the owner from seeking administrative or legal remedies to reduce the actual value assigned except that the actual value shall not be reduced below the minimum actual value contained in the assessment agreement. An assessor, county auditor, board of review, director of revenue, or court of this state shall not reduce or order the reduction of the actual value below the minimum actual value in the agreement during the term of the agreement regardless of the actual value which may result from the incomplete construction of improvements, destruction or diminution by any cause, insured or uninsured, except in the case of acquisition or reacquisition of the property by a public entity. Recording of an assessment agreement complying with this subsection constitutes notice of the assessment agreement to a subsequent purchaser or encumbrancer of the land or any part of it, whether voluntary or involuntary, and is binding upon a subsequent purchaser or encumbrancer.

4922-0957-6112-1\13538-195



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: July 20, 2026
Subject: Consideration of the approval of a liquor license renewal for West Hill Brewing Company.

Introduction: This is a renewal for West Hill Brewing Company's Class C Retail Alcohol License with outdoor privileges.

Background: Their current license expires July 31, 2026.

Discussion: West Hill Brewing Company is a limited liability company located at 219 W Salem Avenue. The owners listed on the application are Douglas & Heather Gaumer. Staff has reviewed the application and inspected the premises.

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

Recommendation: Staff recommends approval.

Attachments: 1. West Hill Brewing

SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: WEST HILL BREWING COMPANY LLC

FEIN: XX-XXX5155

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 592604

Premises Information

Premises DBA: WEST HILL BREWING COMPANY

Premises Address: 219 W SALEM AVE INDIANOLA IA 50125-2420

Premises Type: Brewer

Number of Floors: 1

Control of Premises: Lease

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

Yes

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

Yes

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

Yes

Has the number of floors of the premises changed?

No

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

No

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

No

License Information

Effective Date: 01-Aug-2026

Length of License Requested: 12MONTH

Privilege(s) Requested

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

Provided description of the Outdoor Service Area:

Outdoor service will include a beer garden on the west side of the building and front sidewalk are on the north side of the building. Both outdoor service locations are directly connected to the main building premise.

Endorsements

Local Authority: City of Indianola

Dramshop Company: EMPLOYERS MUTUAL CASUALTY COMPANY

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	GAUMER, DOUGLAS	SSN				11463 LUCAS PLACE INDIANOLA IA 50125	50.00
Individual	GAUMER, HEATHER	SSN				11463 LUCAS PLACE INDIANOLA IA 50125	50.00

Criminal History Details

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

No

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

No

Criminal Violations

Contact Information

Contact Name: DOUGLAS GAUMER

Phone Number: 5154919597

Email Address: westhillbrewingcompany@gmail.com

Address: 11463 LUCAS PL INDIANOLA IA 50125-8875

Attestation Information

Attestation Name: DOUGLAS GAUMER

Attestation Date: 16-Jun-2026



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: July 20, 2026
Subject: Consideration of the approval of a liquor license renewal for The Groggy Dog, LLC.

Introduction: The Groggy Dog, LLC has applied for a Class C retail alcohol license with outdoor privileges.

Background: Their current license expires July 25, 2026.

Discussion: The Groggy Dog, located at 116 W Ashland Avenue, is a limited liability company. Robert Fox is listed as the owner. Staff has reviewed the application and inspected the premises.

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

Recommendation: Staff recommends approval.

Attachments: 1. Groggy Dog

CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: THE GROGGY DOG LLC

FEIN: XX-XXX3519

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 565432

Premises Information

Premises DBA: THE GROGGY DOG

Premises Address: 116 W ASHLAND AVE INDIANOLA IA 50125-2509

Premises Type: Restaurant

Number of Floors: 1

Control of Premises: Own

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

Yes

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

Yes

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

Yes

Has the number of floors of the premises changed?

No

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

No

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

No

License Information

Effective Date: 26-Jul-2026

Length of License Requested: 12MONTH

Privilege(s) Requested

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

Provided description of the Outdoor Service Area:

16' x 5' area directly in front of our building at 116 W. Ashland

Endorsements

Local Authority: City of Indianola

Dramshop Company: PEKIN INSURANCE COMPANY

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	FOX, ROBERT	SSN				711 N.7TH ST INDIANOLA IA 50125	100.00

Criminal History Details

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

No

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

No

Criminal Violations

Contact Information

Contact Name: BOB FOX

Phone Number: xxxx

Email Address: xxx

Address: 116 W ASHLAND AVE INDIANOLA IA 50125-2509

Attestation Information

Attestation Name: ROBERT FOX

Attestation Date: 15-Jul-2026



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: July 20, 2026
Subject: Consideration of the approval of a tobacco permit for Indianola Golf Club.- added on July 17, 2026

Introduction: Tobacco permit applicants complete an application through the State of Iowa using the GovConnectIowa portal.

Background: City Council is required to approve tobacco permits annually. All tobacco permits expire on June 30 of each year.

Discussion: This was the first year that applicants for tobacco permits were required to submit their applications through the GovConnect online portal. Before an applicant can access the portal, the State requires that an access code be mailed to the business owner via the U.S. Postal Service. The required access code was not received in time to allow the Golf Club's application to be submitted for inclusion on the June 15, 2026, City Council agenda. As a result, the application was not eligible for consideration at that meeting. The Golf Club's completed application was subsequently received on July 17, 2026.

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

Recommendation: Staff recommends approval.

Attachments: 1. Indianola Golf Club

[<](#) CITY OF INDIANOLA

Retail Tobacco License Review

CITY OF INDIANOLA

1900374901

[>](#)[Application Information](#)

Legal Ownership Information

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

Type of ownership : Corporation

Primary office address : 1610 COUNTRY CLUB RD INDIANOLA IA 50125-1135

Legal Ownership Phone : 515-961-5406

Legal Ownership Email : jason@indianolagolfclub.com

Application Information

Sales and Use Permit Number : 191003098

Location Name : INDIANOLA GOLF CLUB

Location Phone Number : 515-961-5406

Location Address : 1610 COUNTRY CLUB RD INDIANOLA IA 50125-1135

Location Mailing Address : 1610 COUNTRY CLUB RD INDIANOLA IA 50125-1135

Renewal : No

Start Date : 16-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Other

If Other, Explain : Golf Course

Types of Products Sold : Tobacco

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

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

Ownership Details

Owner	Position	Single Line Address
SPAULDING, MATT	Officer	1610 COUNTRY CLUB RD INDIANOLA IA 50125-1135

Suppliers List

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

Fresh Smoke of Minnesota LLC

File Name	View File
Inv_5974_from_Fresh_Smoke_Of_Minnesota_LLC_53856.pdf	View File

Decision

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

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

Select a Decision *

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

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

- Resources

 - Frequently Asked Questions
 - Contact Us
 - Subscribe to Updates
- Other Links

 - State of Iowa Directory
 - Website Policies



MEMORANDUM

To: Mayor and City Council
From: Rob Hawkins, Police Chief
Date: July 20, 2026
Subject: Resolution authorizing an agreement between Lexipol and the City of Indianola for a Police Department subscription.

Introduction: Staff recommends approval for the purchase of a Lexipol subscription policy. Lexipol provides subscription-based policies that align IPD with best practices and meets Iowa Law Enforcement Accreditation Program (ILEAP) mandates. A Lexipol subscription would allow IPD policies to be legally defensible, instantly updated, provide auditable review for officers, and help IPD achieve ILEAP Accreditation.

Background: The Center for Public Safety Management (CPSM) presented its Police Operations and Data Report at the June 1 City Council meeting, with the City Council formally accepting the findings on June 15. The Report includes 34 recommendations designed to support the Police Department's continued advancement and identify opportunities to improve operational efficiency and effectiveness. Among these recommendations, CPSM advised the Indianola Police Department (IPD) to adopt a policy subscription service to replace the current policy manual and to pursue accreditation through the Iowa Law Enforcement Accreditation Program (ILEAP). Additionally, City Council has established a goal of reviewing and updating City policies and manuals as part of the 2024–2027 Strategic Plan.

In June 2026, IPD applied for inclusion into the ILEAP Accreditation Program and was accepted. All eighty-seven (87) standards of the ILEAP Accreditation Program involve policy-driven initiatives. Lexipol policies meet the standards set by the ILEAP Board and serve as best practices in law enforcement. The current IPD policy manual may not fully reflect the most up-to-date legal standards in key areas, which can present challenges related to liability and organizational defensibility.

The Lexipol subscription was presented to Council during the July 13, 2026 study session, with Council directing staff to bring forward an agreement for consideration.

Discussion: This request for the Lexipol subscription-based policies will allow IPD to produce and maintain an updated policy manual. This subscription would align with City Council's Strategic Plan and the CPSM Report's recommendations. To achieve ILEAP accreditation, the IPD Policy Manual will need to be updated and pass legal scrutiny.

Achieving accreditation through ILEAP demonstrates the Police Department's commitment to meeting established best-practice standards in law enforcement operations, accountability, and professionalism. This accreditation signals to the community that the department adheres to rigorous policies, continuous improvement, and a high level of organizational excellence.

Budget Impact: The total cost for this data migration is \$32,251.60 in FY27 and will be funded through salary savings resulting from two vacant police officer positions. The ongoing annual fee of \$15,823.60 will be incorporated into future budget cycles.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- Lexipol Subscription
2. Lexipol Quote

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN LEXIPOL AND
THE CITY OF INDIANOLA FOR A POLICE DEPARTMENT SUBSCRIPTION**

WHEREAS, the Center for Public Safety Management conducted a comprehensive organizational staffing assessment of the Indianola Police Department; and

WHEREAS, the Indianola City Council accepted the Center for Public Safety Management's Police Operations and Data Report on June 15, 2026, which included recommendations for management framework; and

WHEREAS, accreditation with the Iowa Law Enforcement Accreditation Program (ILEAP) was a recommendation in the study; and

WHEREAS, the Indianola Police Department has been accepted for inclusion into the ILEAP Program, which mandates an updated policy manual to participate; and

WHEREAS, Lexipol policies meet the standards set by the ILEAP Board and serve as best practices in law enforcement; and

WHEREAS, Lexipol has provided a three-year quote to update the current policy and maintain the policy with legal and legislative updates in real time in the amount of \$32,251.60 in year one and \$15,823.60 in years two and three; and

WHEREAS, it is the determination of the City Council that the City should enter into an agreement with Lexipol in the form attached.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola Iowa that the Master Service Agreement with Lexipol for the Services is in the public interest of the citizens of Indianola and is hereby approved and the Mayor is hereby authorized and directed to execute the Master Service Agreement on behalf of the City.

Approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MASTER SERVICE AGREEMENT

Initial Term Start Date: 08/01/2026

Initial Term End Date: 07/31/2027

Account Executive Information

Karen James
Senior Account Executive
kjames@lexipol.com
(415) 962-8315

Lexipol LLC
2611 Internet Blvd., Ste. 120
Frisco, Texas 75034

Agency Information

Tye Sparks
Lieutenant
tsparks@indianolaiowa.gov
515-961-9400

Indianola Police Department
110 N 1st St POB 299
Indianola, Iowa 50125

This Master Service Agreement (the "Agreement") is entered into by and between Lexipol, LLC, a Delaware limited liability company ("Lexipol"), and the department, entity, or organization referenced above ("Agency").

This Agreement consists of:

- (a) this **Cover Sheet**
- (b) **Exhibit A** - Selected Services and Associated Fees
- (c) **Exhibit B** - Description of Services
- (d) **Exhibit C** - Terms and Conditions of Service

Each individual signing below represents and warrants that they have full and complete authority to bind the party on whose behalf they are signing to all terms and conditions contained in this Agreement.

Indianola Police Department

Lexipol, LLC

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

Exhibit A**SELECTED SERVICES AND ASSOCIATED FEES**

Agency is purchasing the following:

Order Summary

001 Annual Subscription						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
24	Annual Law Enforcement Policy Manual & Daily Training Bulletins	\$15,459.00	15%	\$2,318.85	\$0.00	\$13,140.15
24	Annual Law Enforcement Supplemental Manual(s)	\$1,618.00	15%	\$242.70	\$0.00	\$1,375.30
24	Law Enforcement Accreditation Workbench Premium	\$1,539.00	15%	\$230.85	\$0.00	\$1,308.15
Discount:				\$2,792.40	Subtotal:	\$15,823.60

002 One-Time Full Implementation (200 pages current policy content)						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
1	Law Enforcement Full Implementation	\$17,760.00	20%	\$3,552.00	\$0.00	\$14,208.00
1	Law Enforcement Agency-Specific Content Extraction	\$2,775.00	20%	\$555.00	\$0.00	\$2,220.00
Discount:				\$4,107.00	Subtotal:	\$16,428.00

Discount:	\$6,899.40
Subtotal:	\$32,251.60
Tax:	
Total Due:	\$32,251.60

Notes

Subscription pricing based on 24 sworn

Implementation based on 200 pages of current agency policy content.

SPECIAL OFFER IN THIS AGREEMENT valid with signed Agreement received on or before 7/22/2026

SPECIAL OFFER LE POLICY:

- Start Aug 2026. 15% annual subscription discount (10% IPCA + 5% Special Offer) + 20% One-Time Full Implementation discount (10% IPCA + 10% Special Offer)
- Start Aug 2026. Invoice Aug 2026.
- Renewal Aug 2027.

Exhibit B

Description of Services

If Professional Services solutions are included in your purchase, the following additional terms apply:

Cancellation and Rescheduling of Meetings

Both the Customer and Vendor recognize that the nature of professional services engagements may necessitate changes to scheduled meetings due to unforeseen circumstances. In the event that either party needs to cancel or reschedule a planned meeting, the following terms shall apply:

1. **Notice of Change:** The party requesting the change must provide email notice to the other party as soon as reasonably possible. A minimum notice period of one (1) business day prior to the scheduled meeting time is required, except in cases of emergency.
2. **Rescheduling Efforts:** Upon receiving a notice of change, both parties agree to make a good faith effort to reschedule the meeting at a mutually convenient time. The party initiating the change shall propose at least two alternative dates and/or times within 5 business days of the original meeting date.
3. **Emergency Cancellations:** Recognizing that emergencies can arise, a shorter notice period may be acceptable at the discretion of the non-initiating party. In such cases, both parties agree to work collaboratively to reschedule the meeting as soon as possible.
4. **Repeated Cancellations:** If either party cancels or requests to reschedule meetings on more than three (3) occasions without adequate notice or justification, it may be considered a breach of the terms of this engagement, subject to review and discussion between the parties to address the impact on the project timelines and deliverables.
5. **Communication:** All notifications regarding meeting cancellations or rescheduling should be communicated through the designated points of contact for each party, using the agreed-upon methods of communication (e.g., email, project management software).

Time is of the essence:

The parties agree that time is of the essence in the performance of the obligations under this Statement of Work (SOW). Lexipol Professional Service shall adhere to the project schedule, milestones, and delivery dates specified herein, recognizing that timely completion is a critical component of the services being provided. Lexipol will recommend a project schedule that has been successful in allowing agencies to complete their policy work within the prescribed timelines. These can be adjusted to fit the needs of the agency/staff availability, but any request by the agency to extend time for performance beyond timeline end dates must be mutually agreed upon by both parties. If Lexipol Professional Services observes that the project is at risk of exceeding the planned duration, an escalation email and conversation will take place with the agency CEO to notify of the schedule concern and discuss a remediation plan to address.

Personnel Changes

Lexipol acknowledges the importance of consistency and continuity in the resources allocated to this project to ensure its successful completion. While we endeavor to maintain the same personnel on the project throughout its duration, we reserve the right to change assigned resources as necessary. Changes in personnel may occur due to unforeseen circumstances such as illness, resignation, or other reasons that may prevent the originally assigned resources from continuing the project. In the event of a change in personnel, Lexipol guarantees that any new resources assigned will possess equivalent qualifications, experience, and expertise necessary to meet or exceed the project's requirements. We are committed to ensuring a seamless transition, minimizing any potential impact on the project timeline and quality of deliverables. Lexipol will provide timely notice to the Customer of any changes in project personnel, along with details of the replacement resource's qualifications and the plan for transition to maintain project continuity.

If personnel changes happen on the Agency side of the project, Lexipol requests that the agency notify the Professional Services Specialist assigned to the project. The Specialist will then work with the agency contacts to determine if there will be a schedule delay while new resources are identified. Once the new resources are onboard, the Specialist will provide a project status overview, training on the KMS Platform, and review of how to view and make any revisions to policies already covered by the project. The project effort will not reset and begin from the beginning, however, to redo any policy decisions that were previously made. The project will resume at the point left off and cover the remaining policies and system functionality.

All services listed in this SOW are services provided in conjunction with other Lexipol subscription services and cannot be ordered as a standalone offering.

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications

- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Accreditation Workbench - Premium

Managing the agency accreditation process is a complex task that requires intimate knowledge of policy and extreme attention to detail. Lexipol's Accreditation Workbench Premium provides your agency's Accreditation Manager access to content and tools that significantly reduce the time and effort required to successfully prepare for and execute an accreditation assessment.

- Current standards for supported accreditation programs are preloaded and viewable
- Lexipol policies are pre-tagged to many applicable standards and your Accreditation Manager can easily add or modify tagging to meet your specific program needs
- Compliance checklists are preloaded for each standard, clearly detailing required written directives and proofs of compliance (Accreditation Manager can also customize the checklists)
- Upload, store and organize proofs of compliance (e.g., documents, videos) in a preformatted electronic folder system that is based on how the accrediting body organizes standards and its accreditation review cycle
- Complete self-assessments by using analysis tools to identify gaps in required proofs of compliance
- Streamline assessment process by generating printed reports or showing the assessor compliance items stored in the online system

Exhibit C

Terms and Conditions of Service

These Terms and Conditions of Service (the “Terms”) govern the rights and obligations of Lexipol, LLC (“Lexipol”) and Agency under this Agreement. Lexipol and Agency may each be referred to herein as a “Party” and collectively as the “Parties.”

1. Definitions. Each of the following capitalized terms will have the meaning included in this Section. Other capitalized terms are defined within their respective sections, below.

1.1 “Agency” means the department, agency, office, organization, company, or other entity purchasing and/or subscribing to Lexipol Services, as may be further denoted on the cover sheet to which these Terms are attached.

1.2 “Agency Data” means all data, information, and content owned by Agency for purposes of identifying authorized users, confirming departmental information, or which are ancillary to receipt of Lexipol Services.

1.3 “Agreement” means the combination of the cover sheet; Exhibit A (“Selected Services and Associated Fees”); Exhibit B (Description of Services); this Exhibit C (“Terms and Conditions of Service”); and any other documents attached hereto and expressly incorporated herein by reference.

1.4 “Custom Agreement Terms” refers to any contractual terms contained within Exhibit A to this Agreement. Custom Agreement Terms override and supersede the Terms contained in this Exhibit C.

1.5 “Initial Term” means the period beginning on the Initial Term Start Date and ending on the Initial Term End Date.

1.6 “Initial Term Start Date” is specified on the cover sheet and represents the first day of the Initial Term.

1.7 “Initial Term End Date” is specified on the cover sheet and represents the last day of the Initial Term.

1.8 “Lexipol Content” means all content in any format including but not limited to written content, images, videos, data, information, and software multimedia provided by Lexipol and/or its licensors via the Services.

1.9 “Services” means all products and services, including but not limited to all online services, software subscriptions, content licensing, professional services, and ancillary support services as may be offered by Lexipol and/or its affiliates.

1.10 “Sponsor Organization” means a governmental or quasi-governmental risk pool, joint powers authority, intergovernmental risk-sharing organization, or similar entity that provides risk management, insurance, claims administration, training, accreditation, policy, loss-control, financial sponsorship or related services to Agency.

2. Term; Renewals; Termination. This Agreement becomes enforceable upon signature by Agency’s authorized representative(s), and effective as of the Initial Term Start Date. Unless Agency provides written notice of non-renewal to Lexipol as set forth below or as modified in Exhibit A, following the Initial Term, this Agreement will automatically renew in successive one-year periods (each, a “Renewal Term”). The Initial Term and all Renewal Terms collectively comprise the “Term” of this Agreement.

2.1 Non-Renewal. To avoid renewal of this Agreement or a specific Service, Agency must issue written notice to Lexipol at least sixty (60) days before the end of the then-current Term by emailing customersupport@lexipol.com. If a non-renewal notice is not timely received as required herein, Agency will be obligated to pay all Service fees for the applicable Renewal Term in accordance with this Agreement, regardless of whether Agency later provides notice of non-renewal or notice of termination.

2.2 Renewal Service Updates. At renewal, Agency may add and/or remove one or more Services (a “Service Update”) Any Service Update will be documented in an updated Exhibit A (Selected Services and Associated Fees) or other written confirmation issued by Lexipol and accepted by Agency, and the fees for the applicable Renewal Term will be adjusted accordingly. If Agency does not timely provide notice of a Service Update, the Services and fees in effect for the then-current Term will carry forward into the next Renewal Term. For clarity, a Service Update is not a termination of this Agreement.

2.3 Termination. Either Party may terminate this Agreement if (a) the other party materially breaches this Agreement and does not cure the breach within thirty (30) calendar days after receiving written notice, or (b) the other party makes an assignment for the benefit of creditors or becomes the subject of any bankruptcy, insolvency, or reorganization proceeding. For the avoidance of doubt, non-payment of fees owed under this Agreement constitutes a material breach hereof.

2.4 Effect of Expiration or Termination. Upon the expiration or termination of this Agreement for any reason, Lexipol may allow for limited ongoing access to the Services or suspend Agency's access if payments for Service fees remain outstanding. Termination or expiration of this Agreement shall not relieve either party from any obligation or liability that has accrued under this Agreement prior to the date of such termination or expiration, including payment obligations. For clarity, fees for any Renewal Term that begins due to Agency's failure to deliver timely notice of non-renewal are deemed fully earned and payable for that Renewal Term, subject only to any express refund or proration rights stated in this Agreement.

3. Fees; Invoicing. Lexipol will invoice Agency at the commencement of the Initial Term and thirty (30) days prior to the commencement of each Renewal Term, if applicable. Agency agrees to remit payment within thirty (30) calendar days of receipt of Lexipol's invoice. Payments may be made electronically through Lexipol's online customer portal or by mailing a check to Lexipol, LLC at PO Box 676232 Dallas, TX 75267-6232 (Attn: Accounts Receivable). Agency is responsible for all third-party fees (e.g., wire fees, bank fees, credit card processing fees) incurred when paying electronically, and such fees are in addition to those listed on Exhibit A. Lexipol reserves the right to increase fees for Renewal Terms following notice to Agency. All fee amounts stated in Exhibit A are exclusive of taxes. Unless otherwise exempt, Agency is responsible for and will pay in full all taxes related to receipt of Lexipol's Services. If Agency is exempt, it must send its exemption certificate(s) to taxes@lexipol.com.

4. Terms of Service. The following provisions govern access to and use of specific Lexipol's Services:

4.1 Online Services. Lexipol's Online Services include all online services offered by Lexipol and its partners, affiliates, and licensors. Online Services include, without limitation, Lexipol's Policy Knowledge Management System ("KMS"), Learning Management System ("LMS"), Cordico wellness application(s), GrantFinder, Virtual Instructor-Led Training, and the LEFTA Systems suite of solutions (collectively, the "Online Services"). Note: LMS Services include, but are not limited to: PoliceOne Academy, FireRescue1 Academy, EMS1 Academy, Corrections1 Academy, and LocalGovU.

4.2 Professional Services. Lexipol's Professional Services include those Services that are not part of Lexipol's Online Services and which require the direct, hands-on professional expertise of Lexipol personnel and/or contractors, including implementation support for policy manuals and software, technical support for online learning, accreditation consulting, grant writing, and projects requiring regular input from Lexipol's subject matter experts (collectively, "Professional Services"). Professional Services may also be referred to as "One-Time" Services on Exhibit A and may also include the provision of supplemental documentation from Lexipol's Professional Services team, either with this Agreement or during the provision of Service. NOTE: Agency is responsible for submitting all information reasonably required by Lexipol's grant writing team in a timely manner and always at least five (5) days prior to each grant application submission date. Agency is responsible for submissions of final grant applications by grant deadlines. Failure to timely submit required materials to Lexipol's grant writing team will result in rollover of project fees to next grant application cycle, not a refund of fees. Requests for cancellation of grant writing services which have already begun will result in a 50% fee of the total value of the service.

4.3 Account Security. Access to Lexipol's Services is personal and unique to Agency. Agency shall not assign, transfer, or provide access to Lexipol Services to any third party without Lexipol's prior written consent. Agency is responsible for maintaining the security and confidentiality of Agency's usernames and passwords and the security of Agency's accounts. Agency will immediately notify Lexipol if Agency becomes aware that any person or entity other than authorized Agency personnel has used Agency's account or Agency's usernames and/or passwords. Any violation of this Section may be considered a material breach resulting in suspension of Service or termination of this Agreement by Lexipol.

4.4 Agency Data. Lexipol's use of Agency Data is limited to providing and improving the Services and Lexipol's offerings, retaining records in the regular course of business, and complying with applicable legal obligations. Without limiting the foregoing, Agency acknowledges and agrees that Lexipol may (a) share Agency Data among and between the Services (including across different Lexipol products, modules, and offerings) to enable provisioning, administration, support, analytics, reporting, interoperability, and product improvements; and (b) disclose Agency Data to Agency's Sponsor Organization(s) (if applicable) and their administrators, brokers, consultants, and service providers, solely to support Agency's participation in risk management, training, accreditation, policy, loss-control, claims, or related programs, and for reporting and benchmarking purposes, in each case to the extent permitted by applicable law. Lexipol will use commercially reasonable efforts to ensure the security of all Agency Data, including technical and organizational measures to protect Agency Data against unauthorized or unlawful processing and against accidental loss, destruction, damage, theft, alteration or disclosure. Lexipol will implement and maintain an information security program reasonably designed to protect Agency Data and consistent with prevailing industry standards for similarly situated service providers. Lexipol will notify Agency without undue delay, and in any event within three (3) days, after Lexipol confirms any unauthorized access to or acquisition of Agency Data in Lexipol's possession or control. For information related to Lexipol's information security programs, Agency may contact Lexipol's compliance team.

4.5 Intellectual Property. Lexipol's Services, and all Lexipol Content underlying such Services, are proprietary and, where applicable, protected under U.S. copyright, trademark, patent, and/or other applicable laws. When subscribing to Lexipol's Online Services, Agency and its authorized personnel receive a personal, limited, non-sublicensable and non-assignable license to access and use the Services in conformity with these Terms. Nothing contained in this Agreement, and no course of dealing, shall be construed as conferring any right of ownership to Lexipol's Services or Lexipol Content. Lexipol Content may be incorporated into

Agency's final policy manuals, including beyond the Term of this Agreement, but Agency may not otherwise share Lexipol Content with private, for-profit, or commercial third parties, or commercialize Lexipol Content in any way. Agency acknowledges and agrees that Lexipol shall have no responsibility to update the Lexipol Content used by Agency beyond the Term of this Agreement and that Lexipol hereby disclaims and shall have no liability whatsoever for Agency's reliance on or use of modified or derivative forms of Lexipol Content including, without limitation, any revision, abridgement, condensation, expansion, compilation, or any other form in which Lexipol Content, or any portion thereof, is recast, transformed, adapted, or modified from its original form. NOTE: AGENCY ACKNOWLEDGES AND AGREES THAT, PRIOR TO USE AND FINAL PUBLICATION, ALL AGENCY POLICIES AND DAILY TRAINING BULLETINS (DTBs) HAVE BEEN INDIVIDUALLY REVIEWED AND ADOPTED BY AGENCY. AGENCY ACKNOWLEDGES AND AGREES THAT IT, AND NOT LEXIPOL, IS CONSIDERED THE "POLICY MAKER" WITH REGARD TO EACH AND EVERY SUCH POLICY AND DTB.

4.6 Restrictions on Use of Third-Party Platforms (including AI). Agency will not upload, input, transmit, or otherwise provide any Lexipol Content (including any Agency policy manuals, drafts, DTBs, templates, or other materials that incorporate or are derived from Lexipol Content) to any third-party website, application, platform, or service (including any generative AI or machine learning model, tool, or service), except (a) as expressly permitted herein or separately in writing by Lexipol, or (b) to the extent required to publish Agency's final adopted policies for Agency's internal governmental use or public posting in the ordinary course, provided that such posting does not disclose Lexipol Confidential Information or trade secrets beyond what is embodied in Agency's final adopted policies. Without limiting the foregoing, Agency will not use any third-party platform in a manner that (i) trains, fine-tunes, or improves a third party's models on Lexipol Content, (ii) makes Lexipol Content available to other customers or users of that third party platform, or (iii) enables extraction of Lexipol Content except as part of Agency's final adopted policies. For clarity, this Section does not prohibit Agency from using generally available document storage, email, or collaboration platforms solely for internal operations, provided Agency does not authorize those platforms to train or improve models on Lexipol Content and restricts access to authorized users.

5. Confidentiality. Each Party may disclose information to the other Party that would be reasonably considered confidential, including Agency Data (collectively, "Confidential Information"). Upon receiving such Confidential Information, each Party will: (a) limit disclosure of such Confidential Information to authorized representatives only; (b) advise its personnel and agents of the confidential nature of such Confidential Information and of the obligations set forth in this Agreement; and (c) not disclose any Confidential Information to any third party unless expressly authorized by the disclosing Party. Notwithstanding the foregoing, this section shall not operate to limit Agency's disclosure authority pursuant to a valid governmental, judicial, or administrative order, subpoena, regulatory request, Freedom of Information Act request, Public Records Act request, or equivalent, provided that Agency notifies Lexipol of such disclosure, to the extent practicable, such that Lexipol may seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of Lexipol's Confidential Information and trade secrets.

6. Warranty. LEXIPOL WARRANTS THAT IT SHALL NOT KNOWINGLY INFRINGE THE INTELLECTUAL PROPERTY RIGHTS OF OTHERS; THAT ITS SERVICES ARE PROVIDED IN A PROFESSIONAL AND WORKMANLIKE MANNER IN ACCORDANCE WITH PREVAILING INDUSTRY STANDARDS; AND THAT THEY WILL MATERIALLY CONFORM TO THE APPLICABLE DESCRIPTION OF SERVICES IN EXHIBIT B DURING THE TERM. BEYOND THE FOREGOING, LEXIPOL'S SERVICES ARE PROVIDED "AS-IS" AND LEXIPOL DISCLAIMS ALL OTHER WARRANTIES, EXPRESS, IMPLIED, OR OTHERWISE.

7. Indemnification. Lexipol will indemnify, defend, and hold harmless Agency from and against any and all third-party claims, demands, suits, or proceedings and associated losses, liabilities, damages, judgments, settlements, penalties, fines, and reasonable attorneys' fees arising directly and solely out of Lexipol's acts or omissions in providing the Services. Agency must (a) promptly notify Lexipol in writing of any indemnified claim, (b) allow Lexipol to control the defense and settlement of the claim, and (c) reasonably cooperate with Lexipol. Lexipol will not settle any claim in a manner that imposes any admission of fault or ongoing obligation on Agency without Agency's prior written consent (not to be unreasonably withheld or delayed).

8. Limitation of Liability. Each Party's cumulative liability resulting from any claims, demands, or actions arising out of or relating to this Agreement shall not exceed the aggregate amount of insurance proceeds applicable to such claim, demand, or action. In no event shall either Party be liable for indirect, incidental, consequential, special, exemplary damages, or lost profits. Nothing in this Section limits a Party's obligation to pay amounts properly due and owing under this Agreement.

9. General Terms.

9.1 Entire Agreement. This Agreement embodies the entire agreement between the Parties and supersedes all prior agreements with respect to the subject matter hereof. No representation, promise, or statement of intention has been made by either party that is not embodied herein. Terms and conditions set forth in any purchase order or other document that are inconsistent with or in addition to the terms and conditions set forth in this Agreement are rejected in their entirety and void, regardless of when received, without further action. No amendment, modification, or supplement to this Agreement shall be binding unless it is made in writing and signed by both parties.

9.2 General Interpretation. The terms of this Agreement have been chosen by the parties hereto to express their mutual intent. This Agreement shall be construed equally against each party without regard to any presumption or rule requiring construction against the party who drafted this Agreement or any portion thereof.

9.3 Invalidity of Provisions. Each provision contained in this Agreement is distinct and severable. A declaration of invalidity or unenforceability of any provision or portion thereof shall not affect the validity or enforceability of any other provision. Should any provision or portion thereof be held to be invalid or unenforceable, the parties agree that the reviewing authority should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

9.4 Governing Law. Each party shall maintain compliance with all applicable laws, rules, regulations, and orders relating to its obligations pursuant to this Agreement. This Agreement shall be construed in accordance with, and governed by, the laws of the state in which Agency is located, without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.

9.5 Assignment. This Agreement may not be assigned by either party without the prior written consent of the other. Notwithstanding the foregoing, this Agreement may be assumed by a party's successor in interest through merger, acquisition, or consolidation without additional notice or consent.

9.6 Waiver. Either party's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy.

9.7 Notices. Any notice required hereunder shall be in writing and shall be made by certified mail (postage prepaid) to known, authorized recipients at such address as each party may indicate from time to time. In addition, electronic mail (email) to established and authorized recipients is acceptable when acknowledged by the receiving party.



MEMORANDUM

To: Mayor and City Council
From: Caleb Adams Brown, Street Superintendent
Date: July 20, 2026
Subject: Resolution authorizing the purchase of a wing plow from Hawkeye Truck Equipment.

Introduction: Approval is requested to enter into a purchase agreement with Hawkeye Truck Equipment to purchase a wing plow to retrofit to a single-axle dump truck in the current fleet.

Background: The retrofitting of a truck with the wing plow will be used during snow plowing operations.

Discussion: Staff requested a quote from the installer on the installation of a wing plow on existing equipment, which is included in the price.

Budget Impact: The purchase of the wing plow and the retrofitting of the truck will cost \$30,359.90. The purchase price fits within the budgeted amount of \$40,621 within the Road Use Tax Fund. Due to lead times in manufacturing, this item could be carried into FY28.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- Approve purchase of wing plows
2. Wing Plow Quote

City of Indianola
RESOLUTION 2026-

**RESOLUTION AUTHORIZING THE PURCHASE OF A WING PLOW FROM
HAWKEYE TRUCK EQUIPMENT**

WHEREAS, the Streets Department is in need of a wing plow for snow removal operations; and

WHEREAS, staff solicited bids for a wing plow and retrofitting of a dump truck and recommends the quote from Hawkeye Truck Equipment in the amount of \$30,359.90 for a Monroe Mid-Mount Junior Wing; and

WHEREAS, the plow purchase was budgeted for in Fiscal Year 27 within the Road Use Tax Fund budget.

NOW BE IT THEREFORE RESOLVED by the City Council of Indianola, Iowa that the purchase from Hawkeye Truck Equipment is hereby approved and the Mayor or City Manager is authorized and directed to execute on behalf of the City the documents required to purchase the equipment.

Approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

Quote



EST. 1946

Phone: (515) 289-1755
www.hawkeyetruckequipment.com

5800 NW 2ND Street
P.O. Box 3283
Des Moines, IA 50316-0283

Quote ID:	Q11852
Quote Date:	11/10/2025
Expiration:	12/10/2025

Text us at: 515-289-1755

Customer: CITY OF INDIANOLA
CITY HALL
PO BOX 299
INDIANOLA IA 50125

Contact: Caleb Adams-Brown

Phone: (515) 808-3306

Email:

Salesperson: MICHAEL FULTON

Vehicle Make	Vehicle Model	Vehicle Year	Single/Dual	Cab to Axle	Vin #

We Are Pleased to Quote The Following For Your Approval:

Attention: Caleb Adams-Brown

Phone: 515-808-3306

1 - Monroe Mid-Mount Junior Wing

- 9' In Length
- 10 Ga High-Strength, Low-Alloy Steel Moldboard
- .625" x 8" Standard Steel Cutting Edge
- Para-Glide Front Wing Post
- Side Plate Kit
- Mounting Box
- 4x10 DA Heel Lift Cylinder w/ Float
- Single Rear Pusharm
- Powder-Coated Orange
- Professional Touchup Paint on Frame
- Completely Installed, F.O.B. Des Moines, IA

\$ 30,359.90

Included in Total Price Below:

- Remove Existing Valve Bank
 - DSS to Add Valve Section for Wing Heel
 - Add Flow Control to Existing Scraper Valve for New Wing Toe
 - Add 45 Deg Single Axis Control for Wing Heel Function
 - Use Existing Scraper Control for Wing Toe
- Re-Install Valve Bank Behind Cab of Truck
- Disable Auto Scraper Reverse Lift Function
- Remove Existing Fixed Angle Scraper and Return to Customer

Thank You For The Opportunity,
Michael Fulton

Accepted by:	
Date:	
P.O. Number:	

*** Labor and installation is included in all pricing.**

Quote



EST. 1946

Phone: (515) 289-1755
www.hawkeyetruckequipment.com

5800 NW 2ND Street
P.O. Box 3283
Des Moines, IA 50316-0283

Quote ID:	Q11852
Quote Date:	11/10/2025
Expiration:	12/10/2025

Text us at: 515-289-1755

- * Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- * Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- * All credit card transactions are subject to a 3% service fee
- * Given the current volatility in trade tariffs, the quoted price is subject to change should any unexpected tariff impacts occur.

Sub Total:	\$30,359.90
Sales Tax:	\$0.00
Grand Total:	\$30,359.90



MEMORANDUM

To: Mayor and City Council
From: Caleb Adams Brown, Street Superintendent
Date: July 20, 2026
Subject: Resolution authorizing an agreement with Wesco for the purchase of streetlights.

Introduction: Approval is requested to enter into an agreement with Wesco to purchase seven street light poles to replace poles in need of repair on N. Jefferson Way, between Kentucky Ave. and Hillcrest Ave.

Background: The seven streetlight poles will replace the streetlight poles on the west side of N. Jefferson Way between Kentucky Ave. and Hillcrest Ave. One pole has already failed and fallen to the ground. Six other poles will be removed and replaced.

Discussion: IMU Electric has worked with staff to receive quotes for the streetlight poles.

Budget Impact: The purchase of the streetlight poles will cost \$35,829 and is budgeted for in the FY 27 budget. IMU Electric will install the new light poles when they have been delivered.

Recommendation: Staff recommends approval.

Attachments:

1. WESCO International, Inc. Quote #079796
2. Res 2026- Jefferson Way Streetlight Replacement_Wesco



11950 S 153RD ST

PAPILLION

NE 68138

Quotation

BY ACCEPTING THIS QUOTE, YOU AGREE THAT THE WESCO TERMS AND CONDITIONS OF SALE PUBLISHED AT WWW.WESCO.COM/TERMSOFSALE ARE EXPRESSLY INCORPORATED INTO AND SHALL GOVERN THIS TRANSACTION.

Wesco may assess storage and transportation fees if you do not take or accept delivery within 90 days of product availability. Wesco may also update this quote or above pricing due to changes in duties, freight, tariffs, supplier pricing, surcharges, commodity pricing, or exchange rate fluctuations.

To: CITY OF INDIANOLA
110 N 1ST ST
ATTN:ATTN: RICK GRAVES
INDIANOLA IA 501252527

Date: 06/10/26

Branch: 7855

Project Number: QUOTE

Project Name

Quoted To:

Date of Your Inquiry: 06/10/26

When ordering please refer to Quotation Number: 079796

Item	Quantity	Catalog Number and Description	Unit Price	U/M	Total Price	Rate of Cash Discount	Shipping Time (Weeks)	Customer Delivery Date
10	7	VAL ***31' MH POLE W/8' DS32 LMA W/SPEC RISE-FPGV-LAB-FST-BREAKAWAY TBASE-DECORATION BRACKET-(2) 36" BANNER SAVER BANNER ARMS	5118.500	E	35829.50	0.00		12/ 31/26
SUB-TOTAL					35829.50			
TOTAL					35829.50			

Wesco may assess storage and transportation fees if you do not take or accept delivery within 90 days of product availability. Wesco may also update this quote or above pricing due to duties, freight, tariffs, supplier pricing, surcharges, or exchange rate fluctuations. BY ACCEPTING THIS QUOTE, YOU AGREE THAT THE TERMS AND CONDITIONS OF SALE PUBLISHED AT www.wesco.com/termsofsale ARE EXPRESSLY INCORPORATED INTO AND SHALL GOVERN THIS TRANSACTION.

Per:

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION APPROVING THE PURCHASE OF
STREETLIGHT POLES FROM WESCO**

WHEREAS, the City Council of Indianola, Iowa recognizes the need to replace several failing or failed streetlight poles on North Jefferson Way between Kentucky Avenue and Hillcrest Avenue; and

WHEREAS, Indianola Municipal Utilities (will be known as “IMU”) obtained quotes from multiple vendors for new streetlight poles, with the lowest bid from Wesco at \$5,118.50 per pole; and

WHEREAS, the Streets Division has allocated funds for the repair and replacement of failing streetlight poles withing the Fiscal Year 27 budget; and

WHEREAS, the total cost for replacing seven streetlight poles is \$35,829.50, which is within the allocated budget; and

WHEREAS, IMU will assist with the replacement and installation of the new streetlight poles at no additional cost to the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Indianola, Iowa, that the purchase of seven streetlight poles from Wesco for a total cost of \$35,829.50 is hereby approved.

PASSED AND APPROVED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Aaron Hurt, Fire Chief
Date: July 20, 2026
Subject: Resolution authorizing a contract for Fire Department Services for the 2026 National Balloon Classic.

Introduction:

The purpose of this memo is to request the City Council's approval to enter into an agreement with the National Balloon Classic to provide emergency medical and fire department services during the 2026 National Balloon Classic.

Background:

The Indianola Fire Department maintains control of emergency services contracted within our jurisdiction to prevent the understaffing of core emergency response resources. Special events such as the National Balloon Classic create additional operational demands due to increased attendance, concentrated activity areas, traffic congestion, and the potential need for dedicated emergency medical and fire response resources.

By maintaining authority over staffing levels, equipment, and response coordination, the department can ensure that appropriate resources are assigned to the event while also preserving normal emergency service coverage for the broader community.

Discussion:

The proposed agreement will allow the department to plan and assign qualified personnel and necessary equipment to support the 2026 National Balloon Classic, scheduled from Friday, July 31, through Saturday, August 8, 2026. Coverage will include emergency medical and fire services associated with the event's scheduled morning competition flights, evening balloon flights, and other related activities.

Entering into this agreement provides accountability by assigning the cost of the requested services to the event organizer rather than absorbing those expenses through the City's general emergency response resources. This approach allows the department to support a major community event while minimizing the impact on daily operations and avoiding an undue burden on City resources.

Budget Impact:

The agreement is intended to be cost-neutral to the City. The National Balloon Classic will compensate the City for Fire Department personnel and services based on the applicable hourly rates and terms contained within the agreement.

The Fire Department will invoice the National Balloon Classic following the event, and payment will be made in accordance with the terms of the contract.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- National Balloon Classic Fire Dept Services
2. 2026 NBC Contract for Services

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING FIRE DEPARTMENT SERVICES
FOR THE 2026 NATIONAL BALLOON CLASSIC**

WHEREAS, the Indianola Fire Department is the agency established to prevent and extinguish fires and to protect lives and property against fires, to promote fire prevention and fire safety, and to answer all emergency calls in the City of Indianola; and

WHEREAS, the National Balloon Classic has requested emergency medical services at their events during the 2026 National Balloon Classic from the Indianola Fire Department; and

WHEREAS, the attached contract sets forth obligations for the National Balloon Classic and the Indianola Fire Department.

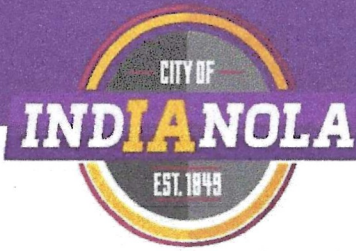
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola that the contract with the National Balloon Classic is hereby approved and the Mayor or City Manager are authorized to execute the contract on behalf of the City of Indianola.

Approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



FIRE DEPARTMENT

CONTRACT FOR FIRE DEPARTMENT SERVICES

This Agreement is made and entered into this 1st day of July, 2026, by and between the Indianola Fire Department ("IFD"), located at 110 N. 1st Street, Indianola, Iowa, and The National Ballon Classic, located at 1136 150th Avenue, Indianola, Iowa, ("NBC").

1. Scope of Services

The IFD agrees to provide emergency medical services during the event or events set forth in Exhibit A. The specific services to be provided are detailed in Exhibit A.

2. Staffing

The IFD shall ensure that licensed and certified emergency medical personnel are present on-site during the event(s) set forth in Exhibit A. Staffing levels shall be determined by IFD based on risk assessments and operational considerations.

3. Equipment and Supplies

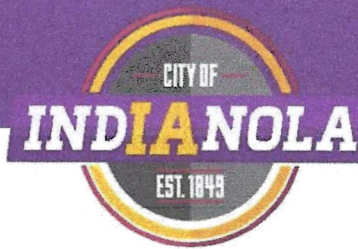
The IFD shall provide and maintain necessary medical equipment, supplies, and vehicles (if applicable) required for adequate emergency response. All equipment shall be in good working order and compliant with applicable state and federal regulations. The IFD reserves the right to charge fees if a significant amount of additional public or privately sourced resources are needed for an event.

4. Response and Coordination

The IFD shall maintain command authority over medical response operations in accordance with the National Incident Management System (NIMS) and Iowa EMS protocols. The IFD shall coordinate with local emergency services, law enforcement, and other relevant agencies as needed.

5. Liability and Insurance

- a. The IFD shall maintain liability insurance coverage suitable for the services provided under this Agreement and provide proof of coverage upon request.
- b. Each party shall be responsible for the acts and omissions of its own employees, officers, or agents.
- c. To the fullest extent permitted by law, NBC agrees to indemnify, defend, and hold harmless the IFD, its employees, representatives and agents, from and against any claims, damages, or liabilities arising out of its own negligence or misconduct.
- d. NBC hereby waives all claims against IFD for damages to any property, buildings, injury to persons in and about the NBC's premises, from any cause arising at any time during the services set forth in Exhibit A.



FIRE DEPARTMENT

6. Compliance

The IFD agrees to comply with all applicable federal, state, and local laws, including but not limited to Iowa Code provisions governing emergency medical services.

7. Compensation

NBC agrees to compensate IFD for services rendered (see Exhibit B for details), with a minimum of two (2) hours. Cancellations must be received at least 12-hours prior to the event's scheduled start time. Cancellations made with less than a 12-hour notice will be subject to the minimum hours charged. The IFD shall submit invoices within 30 days of services rendered, and NBC shall remit payment within 30 days of receipt.

8. Relationship of the Parties

It is expressly understood that IFD personnel remain employees of the City of Indianola. Nothing in this Agreement shall be construed to create an employment or agency relationship between NBC and IFD personnel.

9. Term and Termination

This Agreement shall commence on Friday, July 31st, 2026, and terminate after the last scheduled event on Saturday, August 8th, 2026, unless earlier terminated by either party upon thirty (30) days written notice.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

Indianola Fire Department

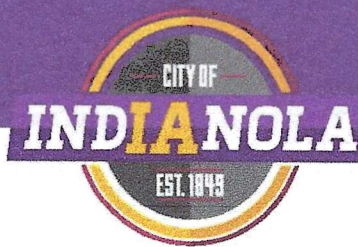
By: _____
[Fire Chief or Authorized Official]

Date: _____

The National Balloon Classic

By: Stacy Scheunbrand
[Authorized Official]

Date: 7-6-26



FIRE DEPARTMENT

Exhibit A – Scope of Services

The IFD agrees to provide emergency medical services during the 2026 National Balloon Classic, including but not limited to the provision of personnel, equipment, and supplies necessary to respond to and manage medical emergencies.

The IFD agrees to provide fire services for the 2026 National Balloon Classic, including but not limited to the provision of personnel, equipment, and supplies necessary to manage an emergency.

FRIDAY, JULY 31

(Evening Balloon Flight only)

4:00 PM "Beat" the Traffic, Happy Hour DJ
6:30 PM Event Kick-Off: *Feel the Whoosh!*
Dark: *THE SKY IS ALIVE*™ 3D Drone Show

MONDAY, AUGUST 3

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
5:30 PM Colossal Kite Display
6:30 PM Mass Ascension

THURSDAY, AUGUST 6

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
6:30 PM Evening Balloon Flight
Dark: *THE SKY IS ALIVE*™ Flashback Drone Show

SATURDAY, AUGUST 1

6:30 AM Competition Practice Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
6:30 PM Mass Ascension/Opening Ceremonies
Dark: *THE SKY IS ALIVE*™ 3D Drone Show

TUESDAY, AUGUST 4

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
5:30 PM Colossal Kite Display
6:30 PM Evening Balloon Flight

FRIDAY, AUGUST 7

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
6:30 PM Evening Balloon Flight
Dark: *THE SKY IS ALIVE*™ 3D Drone Show

SUNDAY, AUGUST 2

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
6:30 PM Evening Balloon Flight
Dusk: NITE GLOW®

WEDNESDAY, AUGUST 5

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
6:30 PM Evening Balloon Flight
Dusk: NITE GLOW® Extravaganza

SATURDAY, AUGUST 8

6:30 AM Morning Competition Flying
4:00 PM "Beat" the Traffic, Happy Hour DJ
5:30 PM Champion and Top 20 Recognition
6:30 PM Evening Balloon Flight
Dark: *THE SKY IS ALIVE*™ 3D Drone Show

Exhibit B – Pay Ranges

IFD currently has hourly rates for active personnel ranging from \$25 – \$62/hr. As always, IFD will do its best to schedule personnel who are not only qualified, but also equitable for the event.



MEMORANDUM

To: Mayor and City Council
From: Ty Herrick, Interim WRRD Superintendent
Date: July 20, 2026
Subject: Resolution authorizing a proposed project agreement with Cerris Systems for the North 65/69 Lift Station Generator ATS Replacement Project.

Introduction: Staff recommends the replacement of the North 65/69 lift station transfer switch. The current transfer switch is not working correctly, and the age of the equipment has limited the parts available.

Background: The lift station transferred power during a weekly automatic test, and would not allow the generator to shut off after the test was done. Cerris was called to fix the situation as they are the generator maintenance contractor. The contractor was unable to repair the current system due to the age of the equipment and availability of parts. The generator is currently unable to automatically start if there were to be a power outage. The contractor attempted to find a replacement part and was not successful.

Discussion: Cerris has recommended replacing the transfer switch due to the age of the equipment and the lack of availability of parts. They provided two options for replacement. One option costs more and is available a few weeks sooner. The selected option is less expensive and will take a few weeks longer to receive. Staff is aware of the issue and can operate the generator manually in an emergency situation until the repairs are completed.

Budget Impact: This repair was not expected, and the item would be paid for with funds that had been budgeted for the Morlock transformer replacement. The transformer replacement quotes came in well under budget, leaving budget funds for lift station repairs. This repair is quoted at \$9,955.00 from Cerris, the generator maintenance contractor.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- Approve 6569 Lift Station ATS Replacement
2. N65-69 ATS_Cerris Proposal-P21585_Rev2

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING A PROPOSED PROJECT AGREEMENT WITH
CERRIS SYSTEMS FOR THE NORTH 65/69 LIFT STATION GENERATOR
ATS REPLACEMENT PROJECT**

WHEREAS, a generator is an integral part of a lift station; and

WHEREAS, the generator at the North 65/69 Lift Station is in need of a replacement transfer switch to function properly; and

WHEREAS, the Water Resource Recovery Department has a three-year agreement with Cerris Systems (formerly MMC Contractors) for generator maintenance services; and

WHEREAS, Cerris Systems has provided a quote for \$9,955 to replace the transfer switch at the North 65/69 Lift Station; and

WHEREAS, excess budgeted funds for the Morlock Transformer Replacement Project will be used for the North 65/69 Lift Station Generator ATS Replacement Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola that the proposal from Cerris Systems is hereby approved in the amount of \$9,955 and the Mayor or City Manager are hereby authorized to sign the agreement for said services on behalf of the City.

Approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



Indianola WRR / N65/69 Lift Station

| Proposed Project Agreement

N65/69 Lift - Generator ATS Replacement

DATE:

7/6/2026

PROPOSAL NUMBER:

P21585

PREPARED FOR:

Indianola WRR / N65/69 Lift Station

3009 N Jefferson Way

Indianola, IA 50125

PREPARED BY:

Matt Jesse

515-985-7665

mjesse@cerris.com



Project Proposal

Company

Cerris Systems Iowa, Inc
5000 Park Ave.
Des Moines, IA 50321
Ph: (515) 244-8177

Proposal Date: 7/6/2026
Proposal Number: P21585

Bill To Identity	Agreement Location
City of Indianola 110 N 1st St Indianola, IA 50125	Indianola WRR / N65/69 Lift Station 3009 N Jefferson Way Indianola, IA 50125

We are pleased to offer our proposal for this project. Our proposal is based upon the site and system examination, material, labor costs, subcontractor costs, and permit fees.

Replacement Cummins ATS:

1. Replace the Existing Automatic Transfer Switch (ATS) with a new Cummins OTEC400 ATS.
2. Furnish and install a battery charger in the generator enclosure. The existing battery charger is integral to the ATS, so a replacement is required.
3. Furnish startup and test new ATS for proper operation.
4. Lead time is approximately 10-12 weeks.

Cerris Systems price for SCOPE above is **\$9,955.00** plus applicable tax.

Our proposal is also based on the following exclusions:

1. Any work outside of the above-described scope.
2. Overtime or shift work.



Our price is guaranteed for (30) days from the date of this proposal.

WARRANTY: Our warranty on work performed is one (1) year, parts and labor.

TERMS OF PAYMENT: NET 30. Material and equipment furnished under this proposal shall remain the property of the seller until final payment has been received.

Signature for Proposal Number - P21585

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the "Agreement"), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

Contractor

Customer

Matt Jesse

Signature (Authorized Representative)

Signature (Authorized Representative)

Matt Jesse

Name (Print/ Type)

Name (Print/ Type)

515-985-7665

Phone

Title

7/6/2026

Date

Date

PO#

Project Agreement Terms and Conditions

The following terms and conditions are incorporated into and a part of the agreement between Contractor and Customer (the "Agreement"):

1. Customer shall permit Contractor free and timely access to areas and equipment and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. The contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from the date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at the Customer's expense and at the rates in effect. **CONTRACTOR MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
3. Contractor may invoice Customer monthly. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, if Contractor does not receive payment of a properly submitted invoice within thirty (30) days, Customer shall accrue a late charge on the balance outstanding at the lesser of (a) 1 1/2% per month of (b) the highest rate allowed by law, in each case compounded monthly to the extent allowed by law.
4. Any alteration to, or deviation from this Agreement involving extra work, cost of materials or labor will become an additional charge (fixed price amount to be negotiated or on a time-and-materials basis at Contractor's rates then in effect) over the sum stated in this Agreement.
5. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
6. In the event of a breach by Contractor of the terms of this Agreement, including without limitation Section 2, or in the event Customer incurs any liability in connection with the rendering of services by Contractor, Customer's sole remedy against Contractor shall be for Contractor to re-perform the services in accordance with the warranty or, if such services cannot be re-performed or such re-performance does not cure the breach or the liability, to refund to Customer the amount paid to Contractor under this Agreement, up to Customer's direct damages caused by such breach or liability. Notwithstanding the foregoing, in no event shall the liability of Contractor in connection with any products or services, whether by reason of breach of contract, tort (including without limitation negligence), statute or otherwise exceed the amount of fees paid by Customer to Contractor for those products or services.

7. Further, in no event shall Contractor have any liability for loss of profits, loss of business, indirect, incidental, consequential, special, punitive, indirect or exemplary damages, even if Contractor has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, Contractor shall not be liable in respect of any decisions made by Customer as a result of Contractor's services. Any action, regardless of form, against the Contractor relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by acts or circumstances beyond its control including, without limitation, unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, war, acts of terrorism, action of the elements, forces of nature, or by any cause beyond its control.
9. Cerris Systems shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond Cerris' control, including, but not limited to, acts of God, fire, riots, labor disputes, acts or omissions of the Purchaser, Owner or other Contractors or delays caused by suppliers or subcontractors of Cerris Systems.
10. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, liabilities, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder or any act or omission arising out of or related to this Agreement, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor. Further, and notwithstanding the preceding sentence, Contractor shall be held harmless and shall not be liable to Customer for any claims, liabilities, damages, losses and expenses related to mold or to the creation of mold at Customer's location(s) and shall have no obligation to treat, identify or remove such mold.
11. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
12. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
13. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos, mold or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. As previously provided, Contractor shall be held harmless and shall not be liable for any claims, liabilities, damages, losses and expenses related to such substances, wastes and materials, including the failure to identify or notify Customer of such substances, wastes and materials.

14. This Agreement is between Contractor and Customer alone, and neither intends that there be any third-party beneficiaries to this Agreement. Without limiting the generality of the foregoing, by entering into this Agreement and providing services on Customer's behalf, Contractor is not assuming any duty or obligation to any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members. Customer agrees to indemnify and hold Contractor harmless from and against any and all liabilities, losses, claims, costs, expenses, and damages (including without limitation reasonable attorneys' fees) incurred by Contractor by reason of a claim brought against Contractor by any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members with respect to the services provided by Contractor on Customer's behalf.
15. Each of the parties hereto is an independent contractor and neither party is, nor shall be considered to be, an agent, distributor, or representative of the other. Neither party shall act or present itself, directly or indirectly, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.
16. These terms and conditions, together with the attached documents, constitutes the entire agreement and understanding among the parties hereto and supersedes any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. It sets forth the terms for the provision of any products or services Contractor may provide Customer, whether in connection with the particular engagement that is identified as the subject of this Agreement or otherwise, unless and until a written instrument is signed by an authorized representative of Contractor agreeing to different terms. This Agreement shall not be assignable by Customer and Contractor without the express prior written consent of either party. This Agreement shall be governed by and construed in accordance with the laws of the State of the Contractor's headquarters are located, without giving effect to that State's conflicts of laws principles.
17. This Agreement may be cancelled by either party upon 30-day written notice. Customer shall be liable for all incurred expenses at the time of cancellation.
18. If paying with credit card a 3% surcharge will be added to the total project price.
19. Any work not specifically listed under the scope of work is excluded. Items to note not included test, balance, engineering, controls integration, central fire alarm integration, code updates, refrigerant monitoring systems and screen walling if required.
20. Potential damage may occur from crane or heavy equipment needed to gain access to the site. We will do our best to mitigate any damage to lawns or parking areas. Cerris Systems will not be held liable for repairs to parking areas, lawns or concrete damaged by cranes to gain access for hoist and rigging.

ADDITIONAL SERVICES:

Limits of Liability

1. Cerris Systems will not be responsible for emergency service repairs, replacement parts, miscellaneous materials, or refrigerants.
2. The Inspection Maintenance Agreement shall in no way bind Cerris Systems to make corrections, replacements, or repairs necessitated by (a) Purchaser's improper operation or misuse of the equipment or systems, (b) by negligence of others, or (c) by faulty design of the equipment.
3. Cerris Systems shall not be required under the Inspection Maintenance Agreement to make safety tests or to install new attachments or additional controls or equipment recommended or directed by any insurance company, laboratory, or governmental authority.
4. The Inspection Maintenance Agreement does not include the maintenance, repair or replacement of electrical disconnect switches, casing or cabinets, ductwork, insulation of any equipment not covered under this Agreement, damage from freezing, corrosion, electrolysis, drain stoppage or plumbing beyond equipment, gas lines, domestic water lines, or nonmoving parts of heating, cooling and ventilating equipment.



MEMORANDUM

To: Mayor and City Council
From: Ty Herrick, Interim WRRD Superintendent
Date: July 20, 2026
Subject: Resolution authorizing an agreement between the City of Indianola and Midwest Injection for liquid bio-solids disposal and application.

Introduction: Staff recommends the approval of the bio-solids application contract. This contract is to apply the bio-solids from the facility to the fields annually.

Background: A Request for Proposals (RFP) was issued to collect bids for the removal of bio-solids from the facility. Four bids were received. One contractor pulled their bid, leaving Midwest Injection as the low bid at \$0.073/gallon with a minimum of 1,000,000 gallons.

Discussion: Bio-solids removal is an annual requirement to maintain the facility. The storage tank fills up, and the removal allows the staff to continue to process the waste in the most efficient way possible. Legal has prepared the contract with Midwest Injection. The contract term will be for a total of three years. Midwest Injection has signed the contract.

Budget Impact: The contract is \$73,000 for one million gallons annually for three years. This amount is \$23,000 over the FY27 budget amount of \$50,000 in Fund 610. A budget amendment for the additional expense using reserve funds may be necessary, depending on actual expenses of Fund 610 over the course of the year. The contracted amount will be included in future budgets.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- Biosolids App Agreement_Midwest Injection
2. 26.06 Biosolids Agreement
3. Midwest Injection Inc.

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF INDIANOLA
AND MIDWEST INJECTION FOR LIQUID BIOSOLIDS DISPOSAL AND APPLICATION**

WHEREAS, the City of Indianola is committed to environmental sustainability and responsible waste management practices; and

WHEREAS, the City has determined that the application of biosolids, from the Water Resource Recovery Facility, located at 10939 Grimes Street, Indianola, IA, is a viable and environmentally sound method of recycling and utilizing wastewater treatment; and

WHEREAS, the City solicited requests for quotes seeking proposals from qualified companies to provide biosolids management services for the Facility; and

WHEREAS, Midwest Injection, a reputable company specializing in biosolids management, has presented a quote to the City for the application of biosolids in designated areas at the cost of \$0.073 per gallon with a minimum amount to be billed of one million (1,000,000) gallons; and

WHEREAS, the Parties wish to entire into the Agreement as attached for biosolids management services that sets out the terms of the agreement and the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Indianola, Iowa hereby approves the Agreement for Liquid Biosolids Disposal and Application between the City of Indianola and Midwest Injection and authorizes the Mayor or City Manager to execute the agreement on behalf of the City.

PASSED AND APPROVED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

AGREEMENT FOR LIQUID BIO-SOLIDS DISPOSAL AND APPLICATION

This Agreement for Bio-Solids Disposal and Application Agreement (“Agreement”) is entered into this ____ day of July, 2026 by and between the City of Indianola, 11939 Grimes St, P.O. Box 299, Indianola, IA 50125 (the “City”) and Midwest Injection, Inc., 1621 McCabe Lane, P.O. Box 141, Cascade Iowa 52033, (the “Contractor”).

WHEREAS, City operates the Indianola Wastewater Treatment Plant located at 10939 Grimes Street, in Indianola, Iowa (hereinafter referred to as the “Facility”); and

WHEREAS, the City solicited requests for proposals seeking proposals from qualified companies to provide biosolids management services for the Facility; and

WHEREAS, Contractor is in the business of providing disposal and application services for biosolid sludge and seeks to provide its services to the City; and

WHEREAS, the Parties wish to entire into this Agreement for biosolids management services that sets out the responsibilities of each party.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledges, the parties agree as follows:

A. General Provisions

1. Purpose. The purpose of this Agreement is for Contractor to provide for all testing, removal, transportation, management, handling, loading, hauling, transportation, land application, beneficial reuse, disposal, injection, and if applicable, temporary storage, of bio-solids produced at the Facility. The Contractor shall be responsible for all aspects of bio-solids management services performed under this Agreement, including without limitation, sampling, testing, regulatory compliance, permitting, reporting, coordination with landowners or operators, transportation, application, storage, beneficial reuse, disposal, spill prevention and response, and compliance with all applicable federal, state, and local laws, rules regulations permits and approvals (the “Bio-solids Management”). From the time the Contractor begins handling, loading, removing, transporting, applying, storing, beneficially reusing, or disposing of the bio-solids, they shall be the sole responsibility of the Contractor and the City shall assume no responsibility except to the extent caused by the City’s own negligent or willful acts.

2. Term. This Agreement shall commence on _____ and will be for a term of one (1) year, provided that the Agreement will automatically renew for two (2) additional one (1) year periods unless the City gives written notice of termination at least thirty (30) days before the end of the then current period.

3. Response Time. The Contractor shall begin work within 10 calendar days following the earlier of the removal of crops or the service of a notice to proceed from the City. The Contractor shall thereafter remove and dispose of bio-solids in a timely manner.

Liquidated damages in the amount of One Hundred Dollars (\$100.00) per day shall be assessed for each calendar day, after the 10 calendar days, that the Contractor is not removing and disposing of the bio-solids and/or if the contractor fails to remove and dispose in a timely manner. The City shall not be liable for any delay, standby time, demobilization, remobilization, lost profits, increased costs, or other damages caused by weather, field conditions, crop schedules, regulatory restrictions, force majeure events, or other circumstances outside the City's reasonable control. In addition to liquidated damages, if services are not provided in the specified time, the City shall have the right to make other arrangements with another bio-solids sludge hauling provider.

4. Compensation.

- a. Contractor shall be solely responsible for all labor, equipment, vehicles, materials, supplies and miscellaneous expenses to mix tank contents, clean, load, transport, and apply all bio-solids from the Facility.
- b. City will pay Contractor \$0.073 per gallon for Bio-solids Management from the Facility.
- c. There shall be a minimum amount of 1,000,000 gallons billed per year of this Agreement, unless modified by amendment to this Agreement.
- d. Charges for Bio-solids Management services shall be provided monthly by Contractor to City. Invoices shall identify each load hauled from the Facility and shall be accompanied by a ticket showing the gallons for each load listed on the invoice.
- e. City shall be responsible for payment of Bio-solids Management services. Payment will occur after the City Council has approved the list of invoices at their regular City Council meeting. City Council meetings are held on the 1st and 3rd Monday's of each month.

B. Responsibilities of Contractor

1. Contractor shall perform its Bio-solids Management duties in a timely and workmanlike manner and shall use its employees, equipment and materials to carry out its obligations under this Agreement.
2. Contractor shall be responsible for coordinating the planning, scheduling, access, and application of bio-solids with all landowners, tenants, operators, and farmers, whose agricultural land is used for bio-solid application.

3. Contractor shall maintain good standing with such landowners, tenants, operators, and farmers, and shall obtain all necessary permissions for access and application.
4. Contractor shall complete all bio-solids and soil testing prior to application and grab samples of bio-solids being loaded during application process and provide analysis of percent solids with appropriate laboratory protocol prior to application.
5. At the completion of each application, the Contractor shall provide all information relating to the application including but not limited to:
 - a. Type of application: injection or surface applied.
 - b. Load sheets
 - c. Gallons applied and gallons per acre applied
 - d. Acres covered with location
 - e. Drawing of area covered
 - f. Date of application
 - g. Other information deemed necessary by the City
6. Contractor shall provide year-end reports detailing all bio-solids application activity. The annual land-application report and supporting documentation shall be provided to the City no later than January 15th of each year. The Contractor shall certify that all information provided is complete and accurate.
7. Contractor shall inject bio-solids unless otherwise directed by the City and in a manner to avoid odors or odor complaints.
8. Contractor shall apply the bio-solids in accordance with all federal, state, and local laws not to exceed the agronomic rates or as directed by the City. Contractor is responsible for understanding and complying with all land application requirements as set forth in IDNR Chapter 67—Standards for the land application of sewage sludge.
9. Contractor shall obtain, maintain, and comply with all permits, licenses, registrations, approvals, and authorizations required by the Iowa Department of Natural Resources, Iowa Department of Transportation, United States Environmental Protection Agency, and any other governmental authority for the hauling, transportation, storage, land application, injection, beneficial reuse, or disposal of liquid municipal bio-solids.
10. Contractor will be responsible for any penalties, fines, citations, and judgments issued to the Contractor.
11. Contractor shall maintain any records required by regulation or law pertaining to location, acreage, and rate of bio-solids application, which shall be maintained by Contractor and made available to City upon request.
12. Contractor is responsible for all land application and site maintenance costs, which include

but are not limited to: labor, utilities, chemicals, fuel, vehicles, materials, supplies, equipment and miscellaneous expenses.

C. Liability and Indemnification

The Contractor shall defend, indemnify, and hold harmless the City, and its elected officials, employees, agents, representatives, successors, and assigns from and against any and all claims, demands, causes of action, damages, losses, liabilities, penalties, fines, citations, judgments, costs, expenses, cleanup costs, response costs, and attorney's fees arising out of or relating to the Contractor's performance or nonperformance under this Agreement, including without limitation, the testing, handling, loading, removal, transportation, storage, land application, injection, beneficial reuse, disposal, spill prevention or response, reporting, permitting, or regulatory compliance related to the bio-solids. This indemnification obligation shall include claims arising from bodily injury, death, property damage, environmental contamination, spills, releases, odors, nuisance, trespass, crop damage, landowner or operator claims, hauling or traffic incidents, violations of law, and any act or omission of the Contractor or its employees, agents, subcontractors, suppliers, or representatives.

D. Insurance

The Contractor shall obtain and carry insurance throughout the term with a reputable company, acceptable to the City and allowed to do business in the State of Iowa, with the following minimum limits:

- Workers Compensation as provided by law.
- Public Liability and Property Damage of not less than \$1,000,000, with single limits for personal injury and property damage.
- Vehicle and equipment in the amount of \$1,000,000 for bodily injury and property damage.

Within thirty (30) days after execution of this Agreement, Contractor will provide City with a certificate evidencing that such coverages are in full force and effect. Contractor will name City as an additional insured with respect to public liability and property damages and vehicle and equipment insurance. All policies will be primary and non-contributory, provide a full waiver of the insurer's right of subrogation in favor of City with respect to claims that are covered or should have been covered. Contractor will not permit any cancellation, non-renewal or material change in the insurance coverage to be provided herein without thirty (30) days' written notice to City.

Nothing in this Agreement, including the procurement of requirement of insurance, shall be construed as a waiver of any governmental immunity defenses available to the City under Iowa Code Chapter 670 or any other applicable law. The Contractor's insurance shall provide coverage for claims that are not subject to the City's governmental immunity defenses.

E. Termination

City and Contractor agree that if any of the terms herein stated are breached (an "Event of Default"), the other party may take any one or more of the following actions after the giving of ten (10) days' written notice by the non-defaulting party to the other party of the Event of Default, but only if the Event of Default has not been cured within said ten (10) days, or if the Event of Default cannot reasonably be cured within ten (10) days and the defaulting party does not provide assurances reasonably satisfactory to the non-defaulting party that the Event of Default will be cured as soon as reasonably possible:

- a. Either party may suspend its performance under this Agreement until it receives assurances from the defaulting party, which appear to reasonably establish that the defaulting party will cure its default and continue its performance under this Agreement;
- b. Terminate this Agreement;
- c. Either party may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of other party, as the case may be, under this Agreement.

The City may terminate this Agreement at any time and for any reason upon thirty (30) days' written notice to Contractor.

No remedy herein conferred upon or reserved to either party is intended to be exclusive of any other available remedy or remedies, but each and every remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

F. Miscellaneous

1. Governing Law. The laws of the State of Iowa shall govern and control this Agreement, all performance, and any disputes arising under this Agreement or otherwise arising out of or relating to this Agreement.
2. Dispute Resolution. Any claim, dispute or other matter arising out of or related to this Agreement shall be subject to mediation as a condition precedent to initiating alternate dispute resolution. If the parties do not resolve a dispute through mediation, the method of binding resolution shall be litigation in an Iowa court of competent jurisdiction.
3. Contractor Not an Employee. The performance by Contractor of its duties and obligations under this Agreement will be that of an independent contractor and nothing contained in this Agreement will create or imply an agency, joint venture or partnership between Contractor and the City. Neither the employees of Contractor nor those of its subcontractors will be deemed to be employees or agents of the City.
4. Assignment. This Agreement is solely with Contractor, based on its reputation and past

performance and, as such, no assignment, transfer, conveyance, or subcontracting of this Agreement, in whole or in part, shall be permitted without written consent by the City.

5. Destruction of Facility. In the event of total or partial destruction of the Facility by fire, windstorm, or other act of God, making it impossible for the City to perform hereunder, the performance of this Agreement shall be suspended until such time as City restores the Facility and is able to perform.
6. Notices. Any notice given under this Agreement shall be in writing and sent (i) by registered or certified mail, postage prepaid, return receipt requested, or (ii) by any other commercial delivery service which delivers to the noticed destination and provides proof of delivery to the sender, or (iii) by electronic mail to the e-mail contact provided below.

If to City:

City of Indianola, Iowa

11939 Grimes St, P.O. Box 299

Indianola, IA 50125

Email: _____

If to Contractor:

Midwest Injection, Inc.

Jake McAllister

1621 McCabe Lane,

Cascade, Iowa 52033

Email: _____

7. Amendment. In the event that a change to this Agreement is negotiated between the Parties, it must be documented in writing and signed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

City of Indianola, Iowa

Contractor:

By: _____
Steve Richardson, Mayor

By: _____
Jake McAllister, CEO

Attest:

By: _____
Jackie Raffety, City Clerk



AGRICULTURE • INDUSTRIAL SERVICES • MUNICIPAL
SLUDGE/RESIDUALS TRANSPORTATION
LAGOON CLEANING • DIGESTERS • LAND APPLICATIONS

1621 McCABE LANE • CASCADE, IA 52033

563-852-7125 • 563-852-6005 fax • 563-599-4122

MAILING ADDRESS: PO BOX 141 • CASCADE, IA 52033

Bid Contact Information:

Jamie Recker

Jamie@midwestinjection.com

319.481.7681

**PO Box 141
1621 McCabe Lane
Cascade, IA 52033**



AGRICULTURE * INDUSTRIAL SERVICES
MUNICIPAL WASTE RESIDUALS
TRANSPORTATION*
LAGOON CLEANING * DIGESTERS
LAND APPLICATION

Indianola, IA
Liquid Biosolids Application



AGRICULTURE • INDUSTRIAL SERVICES • MUNICIPAL WASTE
RESIDUALS TRANSPORTATION
LAGOON CLEANING • DIGESTERS • LAND APPLICATIONS

1621 McCABE LANE • CASCADE, IA 52033

OFFICE PHONE: 563-852-7125 •

MAILING ADDRESS: PO BOX 141 • CASCADE, IA 52033

Midwest Injection Inc (MII) was established in 2008 by Jake McAllister, CEO. The business started with one drag hose system and has grown to a diversified agriculture, municipal and industrial waste management company. MII will deliver environmentally sound and cost-effective solutions for all your waste residual management needs including but not limited to sludge/biosolids removal and disposal, lagoon and digester cleaning, land application, custom agitation and sludge/biosolids transportation.

MII staff are trained and certified in local, state, and federal regulations. Our staff have completed OSHA and in-house safety training along with DNR certification training. Members of our staff are CAFO and wastewater licensed and have over 100 years of combined experience in environmental compliance, sludge/biosolids removal and land application processes.

MII complies with all EPA and DNR regulations by providing 503 biosolids sampling, solids sampling and soil samples to determine the agronomic rates for land application. All samples are analyzed by an outside certified lab. MII also conducts onsite solids sampling for accurate agronomic land application. We provide sludge sampling and measurement services utilizing a sludge judge and a sonic boat. Our environmental compliance staff will provide Best Management Plans and annual reports.

MII utilizes specialized and well-maintained equipment for all projects. Our fleet of equipment is ready to tackle jobs of all sizes. We are licensed to haul biosolids, lime, sludge and manure products. Our equipment includes umbilical hose systems, tanks, vac trucks, state of the art pumps, loaders, and spreaders for dry application. Our pumping systems can be used with either till or no-till injection or surface application. The fleet of specialized equipment is equipped to reduce soil compaction and increase soil filtration. We monitor the quality of our land application by providing certified flow meter readings to ensure the best outcome.

Company Contact Information:

Midwest Injection Inc.
Tax ID # 26-4136685
1621 McCabe Lane
Cascade, IA 52033
563-852-7125

Jake McAllister, CEO



AGRICULTURE • INDUSTRIAL SERVICES • MUNICIPAL WASTE
RESIDUALS TRANSPORTATION
LAGOON CLEANING • DIGESTERS • LAND APPLICATIONS

Project References:

Company Name: City of Ada

Company Address: 512 N. Stockton St., Ada, OK 74820

Company Contact: Pam McKinzie, Purchasing Director

Phone Number: 580-436-6300 X 256

Annually 2021-2023

Removal and land application of sludge from holding tank, approximately 900,000 gallons annually.
Using Tractor/Houle 6000 gallon tank.

Company Name: City of Newcastle

Company Address: Newcastle, WY

Company Contact: Kole Schell, Engineering Associates

Phone Number: 307-283-3633

Removal and land application of dried biosolids. Approximately 21,000 Wet tons.

Company Name: Jones County Solid Waste Management Commission

Company Address: 13859 Edinburg Road, Scotch Grove, IA 52310

Company Contact: Karl

Phone Number: 563-487-5160

Annually 2022-2027

Daily transfer of solid waste from Jones County Solid Waste transfer station to certified landfill.

Company Name: City of Anamosa

Company Address: Anamosa, IA

Company Contact: Steve Agnitsch

Phone Number: 319-558-8335

Hauling and land application of dried biosolids..

Company Name: City of Atchison WWTF

Company Address: Atchison, KS

Company Contact: Jim Owens, Plant Manager

Phone Number: 913-367-5566

Removal and land application of approximately 720,000 gallons of biosolids annually. Using a 6000-gallon Houle tank.



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RESIDUALS TRANSPORTATION
LAGOON CLEANING • DIGESTERS • LAND APPLICATIONS

EMPLOYEE CONTACTS & QUALIFICATIONS:

Jake McAllister, CEO
jake@midwestinjection.com
Mobile: 563-599-4122

Iowa Commercial Manure Applicator Certification
Missouri Class B CAFO Certification
OSHA 10 Hour Certification
18 years of experience in waste handling, land application and project management.

Jamie Recker, Manager
jamie@midwestinjection.com
Mobile: 319-481-7681

27 years of experience in Project, Operational and Executive Management.

Chad Snapp, Municipal Operations Superintendent
chad@midwestinjection.com
Mobile: 660-748-8499

Iowa Commercial Manure Applicator Certification
Missouri Class A CAFO Certification
Missouri Class D Wastewater Certification
OSHA 40 Hour Certification
BSS in Power Technology
33 years of experience in waste handling, land application and project management.

Rhonda VanBuskirk, Environmental Analyst
rhonda@midwestinjection.com
Mobile: 660-265-6224

AD in Environmental Compliance
Missouri Class D Wastewater License
Missouri Class A CAFO Certification
Iowa CAFO Certification
25 years of experience managing wastewater & land application compliance & reporting

Bobby Fangman, Agronomist
bobby@midwestinjection.com
Mobile: 563-542-0819

10 years of agronomist experience



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RESIDUALS TRANSPORTATION
LAGOON CLEANING • DIGESTERS • LAND APPLICATIONS

1621 McCABE LANE • CASCADE, IA 52033

563-852-7125 • 563-852-6005 fax • 563-599-4122

MAILING ADDRESS: PO BOX 141 • CASCADE, IA 52033

6/9/2026

RE: Liquid Biosolids Application

Thank you for the opportunity to submit a quote

Scope of Services

Biosolids removal from holding tank and land application services and the normal labor, equipment, supplies, and supervision as it so relates to such items per the RFP specs & drawings.

Pricing

Midwest Injection proposes the following unit pricing for the scope of services:

\$0.073 per gallon with a minimum amount to be billed of 1,000,000 gallons.

Bid Assumptions:

- Bonding is not included in bid.
- Bid assumes sludge is suitable for land application.
- Bid assumes ground for land application is within 3 miles of storage tank.

Commencement of work can be scheduled upon receipt of an executed purchase agreement.

This proposal is valid for 30 days from the date of this proposal. Mobilization is included.

We appreciate the opportunity to submit this quote for your project and look forward to working with you. Attached is our company biography, references, and qualifications. You can also visit with us at www.midwestinjection.com and like us on Facebook.

Sincerely,

Jake McAllister, CEO
Midwest Injection, Inc.



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LAGOON CLEANING • DIGESTERS • LAND APPLICATIONS

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563-852-7125 • 563-852-6005 fax • 563-599-4122

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Current Municipal Annual Multi Year Biosolids Hauling Contracts:

- Lisbon, IA
 - 230,000 gallons both spring & fall annually
- Mt Vernon, IA
 - 200,000 gallons both spring & fall annually
- Solon, IA
 - 350,000 gallons both spring & fall annually
- Marshalltown, IA
 - 3,000,000 gallons annually - spring
- Albert Lea, MN
 - 4,000,000 gallons annually - fall
- Atchison, KS
 - 840,000 gallons annually
- Alliance Water Systems / West Tennessee State Prison
 - 3,100,000 gallons annually – fall
- Tulsa, OK
 - 4,000,000 gallons annually – summer
- Ada, OK
 - 1,400,000 gallons annually
- Eureka, MO
 - 1,000,000 gallons annually



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MAILING ADDRESS: PO BOX 141 • CASCADE, IA 52033

Geographic Locations:

Iowa
Missouri
Kansas
Oklahoma
Nebraska
Wyoming
South Dakota
Minnesota
Wisconsin
Illinois
Tennessee



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MII has the capability to complete the sludge removal via dragline system or with tractors and application tanks.

Tractors	
Joh Deere 8245R	2010
John Deere 8245R	2014
John Deere 4840	1978
John Deere 624k Loader	2012
John Deere 9410R	2013
John Deere 8235R	2013
John Deere 9470R	2020
John Deere 8R410	2023
John Deere 8R250	2023
John Deere 8R250 tractor w/JD loader	2021
John Deere 8270R	2016
200 John Deere Excavator	2006
Pumps	
Warthog, Booster Pump, John Deere Engine, Puck	2018
Agitation Trailer Pump, John Deere Engine, Puck	2017
Pit Pump, Pull Type, Houle	2010
Doda Pump, John Deere Engine	2001
Lead Pump with Boom, CAT Engine, Puck	2020
Booster Pump, CAT Engine, Puck	2020
Agitation Trailer Long Reach Pump, CAT Engine, Puck	2021
Lead Pump on Boom Truck, CAT Engine, Puck	2021
Wolverine Lagoon Crawler, Bazooka Farmstar	2021
Feeder Stick Pump with Nuhn Header Pump, Puck	2021
Pit Pump, 3 Point, Nuhn	2020
Pit Pal, 40 gpm, Hydraulic Pump, Hydro Engineering	2008
Lagoon Pump, 52', Houle	2021
Lagoon Pump, 48', Nuhn	2023
Long Reach Agi	2024
Lagoon Pump, 48', Nuhn	2025
Toolbars	
PPI Hybrid 3 tool bar	2024
26' DMI Plow	2021
48' Farmstar Titan Bar	2020

Puck Tool Bar	Joe's
Added 2016- 26' puck dietrich bar Traded on new	2016
Puck tool bar	2024
Hose Carts	
Hose Cart	2019
Hose Cart	2019
Hose Cart TTR20	2021
Hose Cart TTR20	2021
Skid Steer Hose Reel	2020
Hose Cart Green	used
Skid Steer Hose Cart Reel	2025
Hose Wheels	
Hose Wheel	2020
Hose Wheel	2021
Hose Wheel	2020
Hose Wheel	2021
Application Tanks	
Houle Tank, 6000 gal	2010
Nuhn Tank, 7000 gal	2023
Houle Tank, 7300 gal	
Side Slinger	
Kuhn Knight Side Slinger	2019
Artex	2025
Load Stands	
Farmstar Load Stand	2012
Farmstar Load Stand, (basket)	2000
Nuhn Load Stand 12"	2023
Farmstar Load Stand 10"	2025
ATV's	
Can-Am Defender	2026
Can-Am Defender	2026
Skidsteer	
Bobcat Skidloader	2022
Air Compressors	
Towable Atlas Copco Air Compressor	2006
Mi-T-M Compressor Generator, Nic's Truck	2021
Central Pneumatic Portable Air Compressor, Chad's Truck	2020
John Deere Compressor Generator, Truck	2018
Towable Air Compressor(J&R)	2022
Towable Atlas Copco Air Compressor	2012
Air Compressor	2014
Semi Truck's	
Peterbilt Jake's blue semi	1996
International, 7000/7600, Boom Truck/Lead Pump	2007
Mack, MEL	2014
Freightliner Semi Truck	2013
Peterbilt, 379, Conv - Donalds service truck Leased from MEL	2006

Western Star, 49x	2026
Western Star, 49x	2026
Kenworth, W900	1995
Trailer's	
Tanker Trailer, TEK Trailer Co.	1981
Table and Chair, Enclosed Trailer, United Trailer Co.	2018
Black Utility, 12' single axle	2015
End Dump, Trail Star Trailer Co.	1997
Fuel Trailer, Tilt Bed, Mustang T-man Co., Nic's	2014
Skid Loader Trailer, Aluminum, EBY Trailer Co.	2018
Fuel Trailer, Ramps, Mustang Trailer Co., CJ's	2016
Wolverine Trailer, Bazooka/Farmstar Co.	2021
Race Trailer, Enclosed, Stealth Trailer Co.	2014
Table and Chair, Enclosed Trailer, H&H Trailer Co.	2005
Municipal Job Trailer, Enclosed, Classic Roadster Co.	2005
Tipper Trailer, Open Top, Dorsey Trailer Co.	2023
Tipper Trailer, Open Top, Mac Trailer Co.	2017
Tipper Trailer, Open Top, Mac Trailer Co.	2021
trailer	2014
MAC 34' End Dump Trlr	2026
Trail Eze Fleco Quick Coupler	2007
Red Flatbed bought with Kenworth	



**PATE
BONDING
INC.**

1276 So. Robert St. • West St. Paul, MN 55118 • Phone: (651) 457-6842 • Fax: (651) 457-7531 • Web Site: www.patebonding.com

June 3, 2026

City of Indianola
110 N. 1st Street
Indianola, IA 50125

Re: Midwest Injection, Inc.
Cascade, IA

To Whom It May Concern,

We are writing to you at the request of Midwest Injection, Inc. Granite Re, Inc. (A.M. Best Rating A+ / FS=XV rated company by AM Best) is their Surety Company and we, Pate Bonding, Inc., are their Agent.

Their current surety bond program is \$2,000,000 Single Project and \$4,000,000 in Aggregate Projects. Larger projects would be considered on a bond-by-bond basis.

If a contract is awarded to Midwest Injection, Inc., our intention is to become Surety on the Performance and Payment Bonds required by the contract. This is contingent upon the Surety Company's satisfaction with the contract documents as well as their fulfillment with other underwriting considerations.

Any arrangement for Bonds required by the contract is a matter between Midwest Injection, Inc. and the Surety Company and we assume no liability to you or any third parties, if for any reason we do not execute the Bonds.

Please contact me should you require additional information regarding their current bond program.

Sincerely,

Troy Staples, Attorney-in-fact



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/23/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners Great Plains LLC
PO Box 759
Dubuque IA 52004-0759

License#: 1001000335
MIDWINJ-01

CONTACT NAME: Liz Martin
PHONE (A/C, No, Ext): 563-556-0272
FAX (A/C, No): 563-556-4425
E-MAIL ADDRESS: liz.martin@assuredpartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Admiral Insurance Company	24856
INSURER B: Western National Mutual Insurance Company	15377
INSURER C: Accident Fund Ins Co of America	10166
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Midwest Injection, Inc.
1621 McCabe Lane
PO Box 141
Cascade IA 52033

COVERAGES

CERTIFICATE NUMBER: 1755463999

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Pollution Liabil			FEIECC1071512	10/21/2025	10/21/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EACH OCCURRENCE \$ 1,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			CPP 1322829	10/21/2025	10/21/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 0			FEIEXS2187910	10/21/2025	10/21/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N ☐ N/A	WCP100099322	10/21/2025	10/21/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Project: IFB 26-517A

CERTIFICATE HOLDER

CANCELLATION

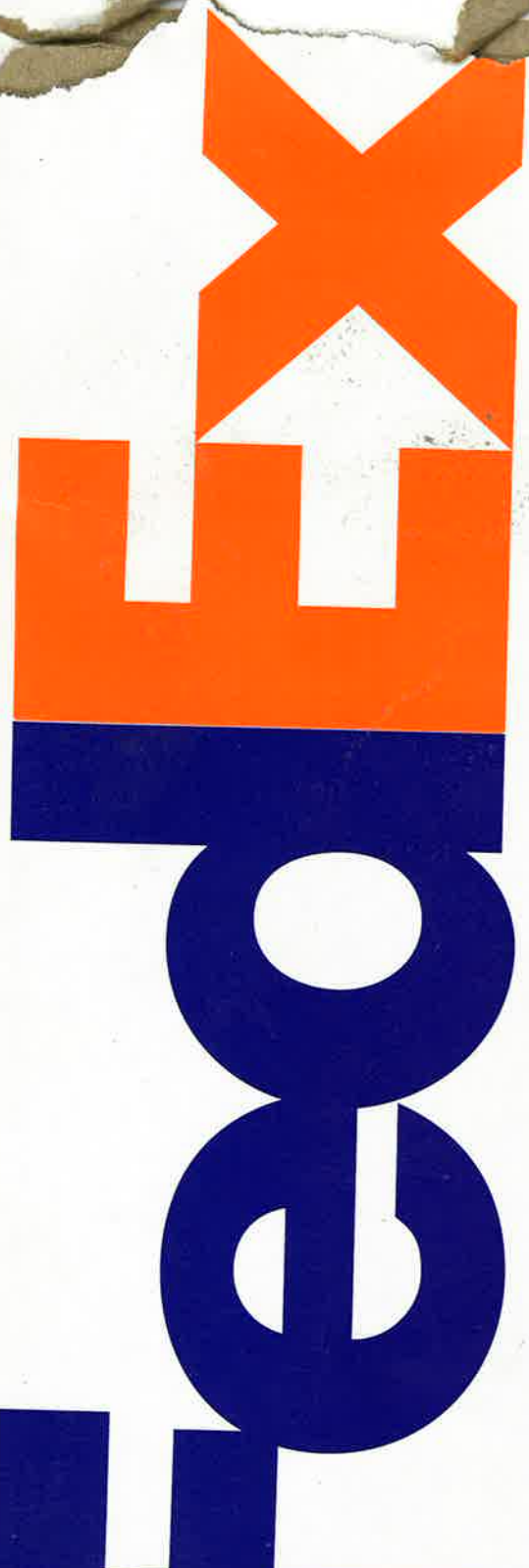
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City Clerk

Proposal for Contract
for Removal of
Waste water
B.2 Solids



Envelope
recycle me

0903 WED 06/10 07:30
110 N 1ST ST
167-8576FL
ETP-2 SP-PD-100-Y
50125-2547-99
INDIANOLA, IA

ORIGIN ID:DBQA (563) 590-0878
BENJAMIN ROBERT HINGTGEN
24180 205TH AVE
MANCHESTER, IA 52057
UNITED STATES US

SHIP DATE
ACTWGT: 0
CAD: 6757
BILL CRED

TO CITY CLERK

City of Indiano
City Clerk's

110 N 1ST ST

JUN 10

INDIANOLA IA 50125

(000) 000-0000

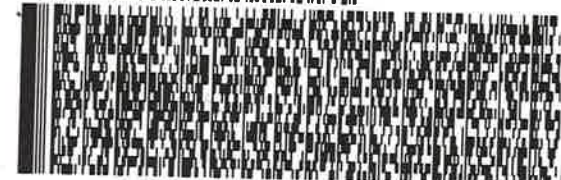
REF:

Time: 2:28 PM

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PO:

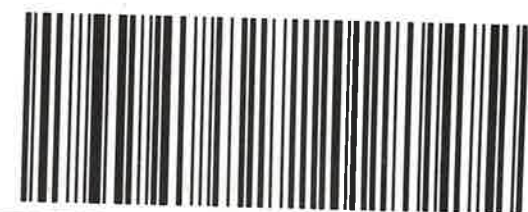
DEPT:



TRK# 3819 1158 4114
0201

WED - 1
STANDARD

XW DESMG





MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: July 20, 2026
Subject: Resolution approving Additional Schedules "A" and "B" to the PSN Service Agreement between the City of Indianola and Payment Services Network.

Introduction: Staff recommends that Council approve an amended services agreement with PSN regarding credit card transaction fees.

Background: The City uses Payment Services Network (PSN) to process electronic payments for fire and ambulance fees, library charges, and other miscellaneous fees in the Police, Community Development and general government departments.

During discussions of the Fiscal Year 27 Budget, staff was directed to have customers pay credit card transaction fees, instead of the City absorbing this cost and/or incorporating the fees into the service fees. Staff reached out to PSN in May to change the terms of the agreement and recently received the amendment.

Discussion: Customers will be responsible for transaction fees as follows:

eChecking or eSavings Payments: \$1.10/transaction

Credit Card Payments: 3.5% of payment; if payment is less than \$100, the customer will be charged 3.5% plus \$0.50.

Insufficient Funds: \$35.00 (previously paid by City who then charged the customer)

The City will still be responsible for annual security compliance fees (\$89/year) and chargeback fees for credit cards that are disputed, plus the monthly gateway fee (\$100.00).

Budget Impact: This change was incorporated into the adopted FY27 budget.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- PSN Amendment
2. PSN Add-on Agreement for Service City of Indianola, IA (Passing Fees)

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION APPROVING ADDITIONAL SCHEDULES “A” AND “B” TO THE PSN
SERVICE AGREEMENT BETWEEN THE CITY OF INDIANOLA
AND PAYMENT SERVICES NETWORK**

WHEREAS, the City of Indianola has an agreement with Payment Services Network to process electronic payments for Ambulance, Library and Miscellaneous fees; and

WHEREAS, the Council approved the Fiscal Year 27 and the Fee Schedule in 2026, both of which include users paying the credit card transaction and insufficient fund fees; and

WHEREAS, Schedules “A” and “B” in the Agreement with Payment Services Network need to be amended to indicate who pays the transaction and insufficient fund fees directly to Payment Services Network.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council that the attached Additional Schedules “A” and “B” to the Payment Services Network Agreement are hereby approved and the Mayor or City Manager are authorized to execute the documents on behalf of the City.

APPROVED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

PAYMENT SERVICE NETWORK, INC. SERVICE AGREEMENT

ADDITIONAL SCHEDULE "A" TO THE PSN SERVICE AGREEMENT City of Indianola BETWEEN AND PSN

Date of Agreement: 6/29/2026

Contact Name:	Jackie Raffety	Business Legal Name:	City of Indianola
Address:	110 N. First St.	City, State, ZIP:	Indianola, IA 50125
Telephone:	515-962-5318	Fax:	
Email:	jraffety@indianolaiowa.gov	Website:	www.indianolaiowa.gov

I. LIST OF ADDITIONAL PROPERTIES, ACCOUNTS OR SERVICES: (Please use a separate sheet if needed or an Excel spreadsheet if possible.)

Total Number Potential Payers	Service Description or Property Name	Address (If different from Corporate above) (Include: Street Address, City, State, ZIP)	Tax ID REQUIRED	Last 4 Digits of Checking Account	Contact Person (for this account, if different from above)	Email (for this account, if different from above)	Phone Number (for this account, if different from above)
200	Misc		42-6004797	9578			
100	Library	207 N B Street Indianola IA 50125	42-6004797	9578	Michelle Patrick	mpatrick@indianolaiowa.gov	
100	Ambulance		42-6004797	4812	Jackie Raffety	jraffety@indianolaiowa.gov	

III. DEPOSITING AND INVOICING INSTRUCTIONS AND REQUEST FOR VOIDED CHECK(S):

- Check the box as to how you want PSN to debit its fees from your bank account(s).
 - ☒ PSN should invoice and take its fees from the same bank account(s) to which it is depositing funds
 - ☐ PSN should invoice and take its fees from a different bank account than the one to which it is depositing funds.
- Last 4 digits of bank account from which PSN takes fees: _____ (please provide voided check, no deposit slips allowed)
- Attach to this Agreement, an actual voided check(s) for the bank account that PSN will deposit funds into and, if applicable, a voided check of the account from which PSN will debit its fees. It must be a printed voided check and not a starter check, a deposit slip or other substitute. If it is not possible to attach a voided check(s), then you can attach a letter from your bank(s) on bank letterhead that is legally signed by a bank representative, verifying your checking/savings account number and the bank's routing number. NOTE: If using more than one bank account, mark each voided check to clearly identify which account it represents.
- In order to debit fees from your account(s), you may have to inform your bank(s) that Payment Service Network (PSN) is an approved vendor. Once you have signed and returned this Agreement, PSN will provide you with its official NACHA vendor number to provide to your bank(s).

Note: Bank interchange rates are subject to change; therefore, this quote is valid for 15 days from date of issue. 1

Payment Service Network, Inc. | 2901 International Lane, Madison WI 53704 | www.PaymentServiceNetwork.com

**ADDITIONAL SCHEDULE "B" TO THE PSN SERVICE AGREEMENT BETWEEN City of Indianola
Account AND PSN (FEE SCHEDULE FOR Ambulance, Library, Misc.)**

The items marked with an "X" are applicable to this Agreement.

SETUP/EQUIPMENT FEES						
☐	One-time Setup			\$	NA	
☐	Web Customization		NA	\$	NA	
☐	Training			\$	NA	
☐	Software Integration			\$	NA	
☐	Custom Programming			\$	NA	
☐	Swipe Credit Card Setup			\$	NA	
☐	Credit Card Swipe Machine			\$	NA	
☐	Terminal Docking Station L920PRO - BE			\$	NA	
MONTHLY FEES						
☒	Gateway for each PSN Account		Paid on Miscellaneous acct.		\$100.00	Paid by Account Holder
☐	Bank Bill Pay eSolution/eCash Solution				\$	NA
☐	Outbound Auto-Call Messaging				\$	NA
☐	Swiped Credit Card				\$	NA
TRANSACTION FEES						
(all fees are per item; unless otherwise noted, only one fee will be charged per transaction)						
☒	eChecking or eSavings Payment	☒	Online/Field	Net Deposit	\$1.10	Paid by Customer
		☒	Automated Phone	Net Deposit	\$1.10	Paid by Customer
		☐	Text	NA	\$	NA
		☒	Live PSN Rep	Net Deposit	\$1.10	Paid by Customer
☒	Credit Card Payments ☒ MasterCard ☒ VISA ☒ Discover ☐ PayPal ☐ AMEX^	☒	Online/Field	Net Deposit	3.50%*	Paid by Customer
		☒	Automated Phone	Net Deposit	3.50%*	Paid by Customer
		☐	Text	NA	\$	NA
		☒	Live PSN Rep	Net Deposit	3.50%*	Paid by Customer
		Rates for AMEX (above rates are for all other credit cards)			\$	NA
☐	Bank Bill Pay eSolution (bank-issued checks)			NA	\$	NA
☐	BackOffice Auto-Pay			NA	\$	NA
☐	eCash Solution			NA	\$	NA
☐	Standard Credit Card Swipe			NA	\$	NA
OTHER FEES						
☒	Annual Security Compliance (billed annually)			Due each December	\$89.00	Paid by Account Holder
☐	Paper eBill opt out			Per eBill	\$	NA
☐	Outbound Auto-Call Messaging			Only answered calls get assessed the fee; recording device pickups are considered answered.	15¢ per minute, 2-minute minimum	NA
☒	NSF (for online and phone check/savings transactions with insufficient funds)				\$35.00	Paid by Customer
☒	Chargeback (for credit cards that are disputed)				\$15.00	Paid by Account Holder

*If payment is less than \$100, the Customer will be charged 3.5% plus 50¢.

Net Deposits are Customer payment deposits less Transaction Fees.

Gross Deposits are Customer payment deposits including Customer paid Transaction Fees, if any.

SCHEDULE "B" continued**FEE SCHEDULE**

"Account Holder's designated depository account(s)" or like language shall mean any and all depository accounts which Account Holder has designated in a writing delivered to PSN for PSN to make deposits of payments made by Account Holder's Customers/Payees. Account Holder may only change designated depository account(s) upon not less than fifteen (15) days prior written notice to PSN, provided that Account Holder completes and timely delivers to PSN all forms required by PSN to complete the change in designated depository account(s).

Account Holder agrees to pay the Setup/Equipment Fees set forth in this Schedule B upon execution of this Agreement. Account Holder agrees to pay Monthly Fees set forth in this Schedule B on or about the first day of each month. All such Setup/Equipment and Monthly Fees are non-refundable and will be automatically withdrawn by PSN via auto debit from the Account Holder's designated depository account(s) as set up with PSN or, at PSN's option, deducted from Customer payments before such payments are deposited into Account Holder's designated depository account.

Account Holder agrees: (1) that, with respect to PayPal, Venmo, PayPal Credit transactions and any other transactions, e.g., credit card, ACH, processed by PayPal (if applicable) or other processors, PayPal or other processors, as applicable, will disburse funds to and collect funds from the Account Holder in accordance with instructions provided to such processor by PSN, and as otherwise permitted pursuant to the Account Holder's applicable agreement with the processor; (2) that PSN is not collecting payments from Account Holder customers and PSN is not a payment intermediary; (3) that Account Holder shall enter into and agree to the PayPal Processing Services Agreement (as may be amended) and other required processor agreements; (4) where PayPal becomes the processor, the Account Holder will become the merchant of record (and not the sub-merchant), and PSN will not be the merchant of record; (5) as well as authorizes that outstanding sums due and owing to PSN, including, but not limited to chargebacks, ACH rejects or reversals, disputes, over-payments, payment errors, and invalidated payments and other refunds or credits (collectively "Chargebacks"), and pass-through costs including interchange, fees, dues, assessment, processing fees, and PayPal fees, will automatically be debited from Account Holder's Designated Depository Account(s) for such purpose on a daily or monthly basis at PSN's sole discretion; (6) non-sufficient funds for these debits, or blocking or otherwise rendering inaccessible any Account Holder's Designated Depository account(s), are grounds for an increase in fees, suspension of the Service or termination of this Agreement. In the event of any such occurrence leading to non-payment of any sums due, PSN reserves the right to withdraw such sums from the Account Holder's Designated Depository Account(s), offset or net settle these sums (i.e., deduct funds owed from daily disbursements to Account Holder), against future deposits, or withhold future deposits until such sums are paid in full, at any time to ensure payment of the same; (7) adjudication of disputes are made between the applicable payment processor and Account Holder pursuant to Section 4 of the Agreement; and (8) the Cash distribution services are no longer available under this Agreement.

Account Holder agrees to pay Transaction Fees and Other Fees as designated in Schedule B. PSN shall, at PSN's option, (a) deduct Transaction Fees, Other Fees, Chargebacks and ACH Problem Transactions as described in Section 4 of the Agreement, from Customer payments before such payments are deposited into Account Holder's designated depository account and/or (b) auto-debit from Account Holder's depository account(s) on or around the first of every month the total of all Transaction Fees and Other Fees incurred during the immediately preceding month which were deposited into the Account Holder's depository account.

In support of the Account Holder's agreement with the payment processor (including PayPal), PSN will support efforts toward the deposit of Customer payments into Account Holder's Designated Depository Account(s) within three (3) banking days of payment, however, Account Holder acknowledges that it may take up to five (5) banking days to complete such deposits due to bank notification times and different deposit frequencies from the credit card processors to PSN. A "banking day" is a day of the week on which a bank or financial institution is open to the public for carrying on all of its banking functions (i.e., Monday through Friday, excluding Saturday, Sunday and legal holidays).

PSN acknowledges and agrees that all amounts received from Customers less per item Transaction Fees collected by PSN, any Monthly Fees and Other Fees (collectively, "Fees") owed by Account Holder, and Chargebacks and ACH Problem Transactions as described in Section 4 of the Agreement will be the property of the Account Holder and PSN will have no right to retain such amounts for any reason, including, without limitation, pursuant to any rules of bankruptcy or insolvency. PSN's failure to deduct or auto-debit any Setup/Equipment Fees, Monthly Fees, Transaction Fees or Other Fees ("Unpaid Fees") does not forfeit PSN's right to collect such Unpaid Fees from Account Holder at a later date.

This Agreement constitutes an amendment to the existing PSN Service Agreement between the parties (the "Original Agreement"), as amended, and is incorporated therein by reference. The fees set forth in this Agreement reflect the current applicable rates for the additional services described herein. Except as expressly modified herein, all terms, conditions, and obligations of the Original Agreement, as amended, remain in full force and effect, and are hereby ratified and confirmed in all respects, and shall apply to the additional services or accounts described in this Agreement. In the event of any conflict between this Agreement and the Original Agreement, the terms of this Agreement shall govern solely with respect to the additional services/accounts identified herein.

ACCOUNT HOLDER:

Signature:		Date:	7/20/2026
Print Name:	Steve Richardson	Title:	Mayor



MEMORANDUM

To: Mayor and City Council
From: Aaron Hurt, Fire Chief
Date: July 20, 2026
Subject: Resolution accepting the Prairie Meadows Community Betterment Grant for the Fire Department.

Introduction:

The Indianola Fire Department requests City Council approval to accept a \$14,440.45 Prairie Meadows Community Betterment Grant to assist with replacing the Department's legacy rope rescue equipment.

Background:

The Fire Department submitted a grant application to Prairie Meadows for the purchase of a complete rope rescue equipment system. This equipment is used to safely access, stabilize, and retrieve victims from elevated, below-grade, steep-terrain, industrial, agricultural, and other locations where conventional rescue methods may not be effective.

The Department's current rope rescue system meets only minimal operational standards and consists of aging, limited, and, in some cases, incompatible components. The proposed project will replace outdated or worn equipment and provide a more complete and standardized system. The planned replacement of the Department's existing rope rescue equipment has been deferred in prior budget years because of other funding needs. Acceptance of this grant will allow the City to move forward with this important equipment replacement, improving firefighter safety and strengthening the Department's technical rescue response, while limiting the City's share to a small portion of the overall project cost.

Discussion:

The Department's existing rope rescue equipment is aging, limited, and includes components that are not fully compatible. These limitations can affect how quickly and safely personnel establish rope and rigging systems during technical rescue incidents. Replacement of the equipment has previously been delayed due to competing funding priorities.

Acceptance of this grant will allow the City to replace the legacy equipment with a more complete and standardized system. The new equipment will improve responder safety, enhance the Department's ability to perform technical rescue operations, and reduce reliance on neighboring departments for equipment during time-sensitive incidents. It will also allow the Department to complete this needed replacement while requiring the City to fund only a small portion of the total project cost.

Prairie Meadows awarded the Department the full requested amount of \$14,440.45. The required grant documents must be submitted by August 11, 2026, and the awarded funds must be used by September 1, 2027.

Budget Impact:

The total estimated project cost is \$16,045.45. The Prairie Meadows grant will provide \$14,440.45, leaving a City contribution of \$1,605.00. The City's share will be funded through existing Fire Department funds already planned for rescue equipment replacement; therefore, no additional local funding is requested. A budget amendment will be required to recognize the grant revenue and authorize the corresponding expenditure. Because the additional revenue and expenditure will be equal, the amendment will have a net-zero impact on the City's overall budget.

Recommendation:

Staff recommends approval.

- Attachments:**
1. Res 2026- Prairie Meadows Grant_FD_Rescue Equipment
 2. 2026 Community Betterment Grant Agreement
 3. ACH Forms 2026

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION ACCEPTING THE PRAIRIE MEADOWS COMMUNITY BETTERMENT GRANT
FOR THE FIRE DEPARTMENT**

WHEREAS, the Indianola Fire Department responds to emergencies that require technical rescue equipment; and

WHEREAS, the Department's rope rescue equipment is outdated and worn; and

WHEREAS, on July 9, 2026, the Indianola Fire Department was awarded a Prairie Meadows Community Betterment Grant in the amount of \$14,440.45; and

WHEREAS, the purchase of rope rescue equipment would increase firefighter safety and strengthen the technical rescue response of the Fire Department; and

WHEREAS, the updated equipment will allow public safety personnel to safely access, stabilize, and retrieve victims from elevated, below-grade, steep terrain, industrial, agricultural, and other locations where conventional rescue methods may not be effective; and

WHEREAS, the City match requirement is \$1,605.00, and budgeted funds will cover this expense.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the Prairie Meadows Community Betterment Grant is hereby accepted and the Mayor or City Manager are authorized and directed to execute the documents necessary to receive the grant.

APPROVED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

Community Betterment or Youth Sports and Recreational Grant Agreement

As a condition of the Community Betterment or Youth Sports and Recreational Grant from Prairie Meadows to:
City of Indianola Fire Department

in the amount of:
14440.4500

for the proposed project:
Rope Rescue

the organization and undersigned agree to the following:

- To receive grant disbursement, the grant recipient must complete and submit the required ACH enrollment form, including a voided check. If a voided check is not available, please provide a letter from your bank confirming the routing and account number. The letter should include a bank contact name and phone number. This is due no later than August 11, 2026.
- To use the grant award only as outlined in the approved Community Betterment or Youth Sports and Recreational Grant Application for the purposes related to the above stated project by September 1, 2027. Any modification to the project as originally presented in the Community Betterment or Youth Sports and Recreational Grant Application must be submitted in writing to Prairie Meadows for consideration.
- To repay any portion of the grant which is not used for the aboved stated project as detailed in the approved Community Betterment or Youth Sports and Recreational Grant Application.
- To complete the Grant Evaluation Report provided by Prairie Meadows. The report will include a complete statement of how the grant funds were spent, the number of people served and the objectives accomplished by the project. The report must be completed by October 1, 2027.

- To recognize and publicly thank Prairie Meadows for the Community Betterment or Youth Sports and Recreational Grant your organization received.
- To give Prairie Meadows 90 days prior written notice if there is a change in your organization's status as a tax-exempt entity as recognized by a determination letter from the Internal Revenue Service.
- To permit Prairie Meadows, at its request, to have complete access to the organizations files and records for the purpose of making such financial audits, verifications and investigations it deems necessary concerning the project and grant award.
- To not amend the organizations Articles of Incorporation or do anything that is inconsistent with the charitable purposes contained in the Articles of Incorporation.
- To not use a single portion of the grant for any personnel expenses for an employee of the organization, an employee of the governing organization and/or a grant writer.
- That the total amount of this grant or any payment thereof may be discontinued, modified or withheld at any time when, in the judgment of Prairie Meadows, such action is necessary to comply with the requirements of the law.

By typing my name and title in the box below, I acknowledge that this project has the support of the organization and its Board of Directors, as the project is a direct representation of the organization.

Name/Title

This document must be completed and submitted in order to receive your check. Failure to complete this document by the due date will result in a forfeit of the grant. Due Date: August 11, 2026

8/11/2026

ACH Forms

ACH Form

Each year, all grant recipients must enroll in our ACH program to receive funds. Prairie Meadows partners with FIS Integrated Payables and Banker's Trust for this process.

Please upload a single PDF that includes:

- **Your completed ACH Form**
- **A voided check or a bank letter confirming your routing and account numbers (must include a bank contact name and phone number)**

This is a required step to fulfill your Legacy, Community Betterment or Youth Sports & Recreational Grant Agreement. Missing the deadline may delay or prevent your payment.

Allow up to 14 business days for your grant to be deposited. Note: Funds cannot be released until your Grant Award Agreement is submitted.

ACH Form is due on or before: August 11, 2026
8/11/2026

To download a copy of the ACH Form [click here](#).

Upload your ACH Form. Please note that you are only allowed to upload one document; therefore you must consolidate your documents into one file. PDF is the preferred file type.

Preparers Name and Title

E-mail Address

Phone

If you need assistance or have questions about ACH, please contact the Prairie Meadows Community Relations office at cbettermentgrants@prairiemeadows.com.



MEMORANDUM

To: Mayor and City Council
From: Doug Bylund, Chief of Culture and Recreation
Date: July 20, 2026
Subject: Resolution accepting Project Completion of the McVay Trail Repair Project.

Introduction: Staff recommends accepting completion of the McVay Trail Repair Project.

Background: The McVay Trail Repair Project construction began on June 5 and the trail was opened to the public on Friday, June 26.

Discussion: Krichau Land Improvement was the selected contractor and completed the work in the allowed project time. Attached is the engineer letter from Snyder & Associates verifying the project was completed to the planned specifications.

Budget Impact: The engineers estimated cost for this project was \$36,000. The total project included two change orders totaling \$3,300 and a Performance Bond of \$885 for a total cost of \$33,498.08. This was funded with \$25,000 from the Parks and Recreation Special Revenue Trail Fund and \$8,498.08 from the Stormwater Fund.

Recommendation: Staff recommends accepting completion of the McVay Trail Repair Project.

Attachments:

1. FinalAcceptanceLetter_McVayTrailCulvertProject
2. Res 2026- Final Acceptance_McVay Trail Project

July 10, 2026

Doug Byland
Chief of Culture & Recreation
City of Indianola
110 North 1st Street
Indianola, IA 50125

RE: Project Acceptance – McVay Trail Culvert Repair Project

Dear Mr. Byland:

Snyder and Associates, Inc. has completed field observations and has found the project to be complete in substantial compliance with the approved plans and specifications. The Contractor, Krichau land Improvement, LLC, completed the project in a timely manner and did so professionally.

The total project amount, including all change orders, performance bond, and measured quantities is \$33,498.08. The original contract/bid amount was \$29,514. Snyder recommends formal project acceptance.

Please do not hesitate to call or email me should you have any questions.

Respectfully,

SNYDER & ASSOCIATES, INC.



Travis Warnke, P.E.
Project Manager

Enclosure

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION ACCEPTING PROJECT COMPLETION OF THE
MCVAY TRAIL REPAIR PROJECT**

WHEREAS, the McVay Trail Repair Project is now complete; and

WHEREAS, Snyder and Associates has completed field observations and found the project complete in substantial compliance with the approved plans and specifications; and

WHEREAS, the final project cost is \$33,498.08 was funded with \$25,000 from the Parks and Recreation Special Revenue Trail Fund and \$8,498.08 from the Stormwater Fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that final acceptance of the McVay Trail Repair Project is hereby granted.

PASSED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From:

Date: July 20, 2026

Subject: Receive and file the Civil Service Commission's list of certified Police Officer Candidate.

Introduction: The Civil Service met on July 6, 2026 to conduct an interview for the position of Police Officer. Council is asked to receive and file their list of certified candidate.

Background: After conducting interviews, the Civil Service Commission certifies a list of those eligible for the position.

Discussion: There are currently two officer vacancies in the Police Department. One candidate was interviewed and certified on the list. The list is valid from July 6, 2026 to July 7, 2027.

Budget Impact: This position was included in the FY27 budget.

Recommendation: Receive and file the Civil Service Commission's list of certified Police Officer candidate.

Attachments: 1. CSC Certified List_PO_20260706



Indianola Civil Service Commission

July 6, 2026

To: Indianola City Council
From: Indianola Civil Service Commission
Re: Certified List of Police Officer Candidates

Pursuant to the Indianola Civil Service Commission by-laws and Chapter 400 of the State of Iowa, an oral interview was conducted on July 6, 2026, for the purpose of certifying a list of police officer candidates.

The following list, certified by the Indianola Civil Service Commission on July 6, 2026, shall be valid from July 6, 2026, to July 6, 2027, unless exhausted sooner or extended by the Civil Service Commission in accordance with Iowa Code Chapter 400.

Candidate Interview Number	Candidate Name	Candidate Final Rank Number
1	Blake Waschkowski	1

Approved this 6th day of July by the Civil Service Commission.

Elizabeth Miller

Troy Nelson

Travis Bell



MEMORANDUM

To: Mayor and City Council
From:
Date: July 20, 2026
Subject: Resolution approving salaries.

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

Recommendation: Approval of the resolution.

Attachments: 1. Res 2026- Approving salaries 20260720

City of Indianola
RESOLUTION NO. 2026-

RESOLUTION APPROVING SALARIES

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

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

Connor Skultety, Full-time P&R Operations Specialist, adding \$250/year longevity, \$63,596/year, effective May 24, 2026; and

Chris Allen, Full-time Firefighter/Paramedic, to 5C, \$76,134.21/year, effective July 1, 2026; and

Nathaniel Belvo, Full-time Firefighter/Paramedic, to 5C, \$76,134.21/year, effective July 1, 2026; and

Tanner Bishop, Full-time Firefighter/Paramedic, to 5E, \$81,399.35/year, effective July 1, 2026; and

Mark Butcher, Full-time Firefighter/Paramedic, to 5G, \$87,028.60/year, effective July 1, 2026; and

Gerrit Foreman, Full-time Fire Captain, to 8B, \$102,066.70/year, effective July 1, 2026; and

Nicole Frost, Full-time Firefighter/Paramedic, to 5B, \$73,630.76/year, effective July 1, 2026; and

Justin Helgens, Full-time Firefighter/Paramedic, to 5B, \$73,630.76/year, effective July 1, 2026; and

Nick Johnston, Full-time Firefighter/Paramedic, to 5C, \$76,134.21/year, effective July 1, 2026; and

Joe Mason, Full-time Firefighter/Paramedic, to 5E, \$81,399.35/year, effective July 1, 2026; and

Ted Neller, Full-time Fire Captain - Admin, to 8C, \$106,536.93/year, effective July 1, 2026; and

Aaron Payette, Full-time Fire Captain - Admin, to 8C, \$106,536.93/year, effective July 1, 2026; and

Micah Rice, Full-time Firefighter/Paramedic, to 5B, \$73,630.76/year, effective July 1, 2026; and

James Sauter, Full-time Firefighter/Paramedic, to 5B, \$73,630.76/year, effective July 1, 2026; and

Austin Van Wyk, Full-time Fire Captain, to 8B, \$102,066.70/year, effective July 1, 2026; and

Tracy Van Zante, Full-time Firefighter/Paramedic, to 5E, \$81,399.35/year, effective July 1, 2026; and

Eric Wallace, Full-time Fire Captain, to 8E, \$112,835.40/year, effective July 1, 2026; and

Thad White, Full-time Fire Captain - Admin, to 8E, \$112,835.40/year, effective July 1, 2026; and

Chris Allen, Full-time Firefighter/Paramedic, to 5D, \$78,722.77/year, effective July 12, 2026; and

Nathaniel Belvo, Full-time Firefighter/Paramedic, to 5D, \$78,722.77/year, effective July 12, 2026; and

Nick Johnston, Full-time Firefighter/Paramedic, to 5D, \$78,722.77/year, effective July 12, 2026; and

Ted Neller, Full-time Fire Captain - Admin, to 8D, \$109,125.13/year, effective July 12, 2026; and

Aaron Payette, Full-time Fire Captain - Admin, to 8D, \$109,125.13/year, effective July 12, 2026; and

Michelle Nieuwenhuis, Part-time Non-benefitted Non-certified Instructor, IWC, \$14.00/hour, effective July 16, 2026; and

Mark Butcher, Full-time Firefighter/Paramedic, to 5H, \$89,987.57/year, effective July 26, 2026.

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

Passed and approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: July 20, 2026
Subject: Meritorious Award

Introduction: Council is asked to consider approving a meritorious award for an exemplary employee.

Background: The Employee Handbook states:

It is important to the City that an employee is recognized for a job well done.

Meritorious performance awards are awards granted for job performance exceeding job requirements in one or more segments of the job over an extended period. A Meritorious Performance Award also covers special acts or services of a one-time occurrence with or related to official employment. All employees are eligible to receive this award.

Discussion: The Indianola Police Department has nominated Detective Nicole Brown for a Meritorious Award. The nomination letter is included in the packet.

Council is asked to approve the nomination by motion; once passed, Mayor Richardson can present Detective Brown with the award.

Budget Impact: \$100

Recommendation: Staff recommends approval.

Attachments: 1. Meritorious Performance Award



MERITORIOUS PERFORMANCE AWARD

A Meritorious Performance Award is granted for performance exceeding job requirements in one or more segments of the job over an extended period. The award also covers special acts or services of a one-time occurrence with or related to official employment. Examples include:

- Performance overcoming unusual difficulties.
- Performance resulting in significant economies or other highly desirable benefits.
- Exemplary handling of an emergency situation.
- On-going exemplary customer service, to be used as a role model throughout the organization.

The Meritorious Performance Award amount is \$100 to an individual. If a group of employees are being recognized, the total award may be more than \$100. In this case, each individual award shall be not less than \$15 or more than \$100. Awards shall also include a signed appreciation certificate.

Recipient Employee Name: Detective Nicole Brown Employee's Department: Police
Nominating Parties Name: Chief Rob Hawkins/ Paige Miller Nominating Parties Dept: Police

Reason for Award:

Please see the attached form.

Award Amount: \$100

Department Head Signature: 

Date: 6/25/2024

Human Resources Director: 

Date: 06/30/2024

City Manager Approval: 

Date: 7/02/2024

City Council Approval: _____

Date: _____

We are proud to nominate Detective Nicole Brown for her exceptional dedication, leadership, and unwavering commitment to the successful implementation of the CentralSquare CAD software system.

The Indianola Police Department, Carlisle Police Department, and Warren County Sheriff's Office began development of a new CAD system in late summer 2025, with an anticipated launch date of June 2026. Throughout the project, the Indianola Police Department experienced significant leadership transitions. Chief Brian Sher retired on September 15, 2025, followed by the retirement of Police Office Manager Pat Allsup on January 9, 2026. As roles and responsibilities shifted, the CentralSquare project was forced to take a back seat.

When Detective Brown returned from maternity leave, she was unexpectedly tasked with taking over the CentralSquare build. With no prior experience or formal introduction to the program, she stepped into a complicated and unfinished project that required immediate attention and extensive coordination. Rather than viewing the assignment as an obstacle, Detective Brown embraced the challenge and made the project's success her priority.

Since assuming responsibility, Detective Brown has devoted countless hours to improving and refining the system. She has worked closely with CentralSquare representatives and collaborated extensively with project teams from the Carlisle Police Department and the Warren County Sheriff's Office to ensure the software would meet the needs of all participating agencies. Her commitment to excellence even led her to travel to the Pottawattamie County Sheriff's Office to gain additional insight and best practices from an agency already utilizing the system.

As the June 2026 launch date approached, Detective Brown's efforts intensified. She attended every training session for officers and clerical staff, providing hands-on assistance, answering questions, and troubleshooting issues in real time. Prior to training and deployment, she coordinated with IT personnel to ensure desktop workstations, in-car computers, barcode scanners, and supporting technology were fully operational and ready for use. In addition to her project responsibilities, Detective Brown dedicated time to training the department's new Office Manager on both TAC10 and CentralSquare. Although this responsibility fell outside her normal duties, she approached it with the same professionalism, patience, and commitment that she demonstrated throughout the entire project.

Detective Brown's contributions extended far beyond the expectations of her assignment. Through her initiative, adaptability, and perseverance, she transformed a

stalled and uncertain project into a successful implementation that will benefit our department and our partner agencies for years to come. Her dedication carried the project from uncertainty to completion, culminating in the successful go-live of the CentralSquare CAD system on June 23, 2026. She willingly accepted responsibilities outside the scope of her normal duties, mastered an entirely new and highly technical system, and became the key contributor to one of the most significant technological advancements our department has undertaken.

Detective Nicole Brown exemplifies the highest standards of professionalism, teamwork, and selfless service. Her dedication to this project, willingness to learn, and tireless efforts to ensure its success make her exceptionally deserving of the Meritorious Performance Award.

E-Bikes, E-Scooters & Other Micromobility Devices Information

Indianola
Police Department
July 2026



Purpose and Scope of brief

Summarize existing
Indianola City Code

Summarize DM area
code

Review education
efforts by the City.

Recommendations.



Key Definitions in Chapter 76 of Indianola City Ordinances

Bicycles and Micromobility Devices

Traditional Bicycles
(Human-Powered)

Low-Speed Electric
Bicycles (750W Max
Motor)

Electric Scooters
(under 100lbs, max 20
mph)

Micromobility Devices
(under 150lbs and 20 mph limit)

Other Power-Driven Mobility
Device

Class 1 – pedal assist,
up to 20 mph

Class 2 – throttle assist,
up to 20 mph

Class 3 – pedal assist,
up to 28 mph; must be
16+ to operate

Used by persons w/disability. Golf
carts, electronic personal
assistance devices, but not a
wheelchair



Rights & Rules of the Road in Chapter 76

Traffic code
applies to riders.
Not required
to register e-bikes.

Must yield to
pedestrians.

Pedestrian rules
apply once
dismounted.



Responsible riding Chapter 76

Double riding
restricted.

Operator shall keep
device under control at
all times.

No person shall
operate at a speed
greater than what is
reasonable/prudent

No person shall ride a
bike, scooter, e-bike in
a reckless manner.



Where E-bikes can operate

Allowed on streets, bike lanes and paved trails.

Sidewalks allowed unless posted otherwise.

Must walk devices on Square sidewalks.



Where E-bikes and Devices Can Operate Continued

Class 3 e-bike cannot be operated on:

Bicycle lane or multi-use path faster than posted limit.

If no speed limit is posted, limit is 20mph

Equipment Requirements for bikes

Front white light
and rear red light
visible at 300 ft.

72 hours to
correct missing
lights after
warning.

Real working
pedals. Motor
less than 750w



Ch. 76

Enforcement & Penalties

No current scheduled fine
outside of 321.234 and
321.235B

Officers may and do
issue warnings, attempt
to educate riders.

Optional 5-day impound
in lieu of fine. IPD does
not have the space
or resources to do this
consistently.



Definitions under Iowa Code

Low-Speed E-Bicycle 321.235B

Has pedals

Shall have label showing which class (321.235B) Class 1,2,3 same as Ch. 76

Treated as a bicycle per Iowa Code (321.235B)

Not subject to license, title, or insurance

Subject to same lighting and reflector requirements as bike

Allowed on streets, bike lanes and trails

Motorized Bicycle (E-Moto)

- No pedals
- Limited to one occupant (321.275)
- Requires one lighted headlamp (321.275)
- Requires an orange triangular safety flag (321.275)
- Cannot operate in excess of 39 mph, otherwise considered a motorcycle.
- Requires title, registration, w/ the State. Requires proof of insurance.
- Must be 14 and have Moped DL

Definitions under Iowa Code

Motorized Bicycle (E-Moto) Con't

Subject to all applicable motor vehicle laws

Only allowed on city streets, not permitted on sidewalks, trails, bike paths or green spaces

Motorcycles

- No pedals
- Can have more than one occupant
- Requires licensing endorsement
- Requires title, registration and proof insurance

Des Moines Metro Area Comparisons



E-scooters, bicycles and e-bikes allowed on trails and sidewalks except where sign restrict.



Street use limited to <25 mph roads.



E-motorcycles over 750 watts banned from sidewalks/trails. They have scooters, e-bikes, e-motos more defined in their policy.



Emphasis on public education.



Similar rules for different types of conveyance makes enforcement cumbersome, confusing. Officers forced to try and determine watts/info



Civil penalty fines in Waukee of \$25, simple misdemeanor in Ankeny. Norwalk has proposed a \$50 civil penalty 1st offense. (1st reading)

Des Moines Metro Area Comparisons

Norwalk passes 1st reading that allows parents to be cited for failure to supervise for violations of their ordinance if operator is under the age of 14.

Waukee has a \$25 civil penalty.

Ankeny has cited 2 parents for allowing unauthorized persons to operate a motor vehicle. Violations of the ordinance are simple misdemeanors and charges are filed where applicable

All cities are emphasizing education!!!!

Lots of rules for different types of conveyance makes enforcement cumbersome, confusing and tough. Officers forced to try and determine watts/info. Too many e-bikes, not enough officers



Enforcement questions that need to be asked in the field

Does the vehicle have fully operable pedals? Answer helps determine e-bike, e-moto, or motorcycle

Is a class label present? Under IA Law, all E-bikes must have a manufacturer affixed label indicating class

What is the vehicles advertised or top end speed? This will require investigation to determine make/model

Does the type of conveyance require an operator's license?

Where was the device being operated? Mopeds and E-Motos cannot operate on sidewalks, trails, paths, or bike lanes as they are considered a MV

Does probable cause exist to initiate a traffic stop? Must have PC to make a stop even on these devices. Consensual encounters may have to be used.





Education/Awareness

Indianola participates in the Ride Safe 'n Smart awareness campaign following City Council affirmation in April 2026.

The Ride Safe 'n Smart campaign focuses on educational outreach and raising awareness of safe riding habits and applicable rules.

Ride Safe 'n Smart

INDIANOLAIOWA.GOV/RIDESAFE



Ride Safe 'n Smart Campaign Goals

- Simplifying complex rules through clear, friendly messaging.
- Encouraging safe, predictable behavior for riders, drivers and pedestrians.
- Reducing conflicts on streets, sidewalks and multi-use trails.
- Supporting enforcement by prioritizing education first.
- Reinforcing the City's commitment to safety, accessibility and shared public spaces.
- Reducing near-misses and complaints from trail users, drivers and businesses.

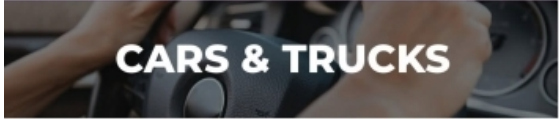
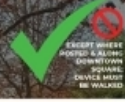
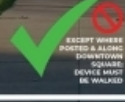
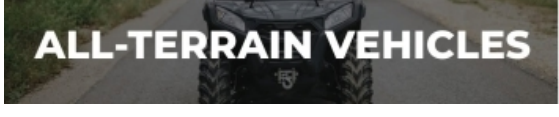
Indianola Ride Safe 'n Smart Efforts

- Developed a dedicated webpage – indianolaiowa.gov/RideSafe – that outlines safe-riding rules for City streets, sidewalks, and trails.
- Created informational flyers and handouts for community distribution and posting safety reminders at trailheads.
- Partnered with SROs to deliver important safety information directly to ICSD students.
- Produced social media graphics and [video](#)
- Participated in public events for community involvement, including the Mayor's Youth Council Bike and Scooter Fest.
- Partnered with local media to help amplify safety messaging and campaign awareness.
- Continued collaboration with metro LE partners to share resources, align efforts.



Education/Awareness

“Where & When Can I Ride?” example that has been disseminated.

 WHERE & WHEN CAN I RIDE?  LEARN MORE ONLINE INDIANOLA.IOWA.GOV/RIDESAFE				
DEVICE & VEHICLE TYPE	CITY TRAILS	CITY SIDEWALKS	CITY STREETS	IF ALLOWED, WHEN?
 CARS & TRUCKS				CITY STREETS: 24/7 WITH VALID LICENSE & REGISTRATION
 GOLF CARTS				CITY STREETS: SUNRISE-SUNSET
 BICYCLES				CITY TRAILS: SUNRISE-SUNSET CITY STREETS: 24/7 WITH LAMPS & REFLECTORS
 ELECTRIC SCOOTERS				CITY TRAILS: SUNRISE-SUNSET CITY STREETS: 24/7 WITH LAMPS & REFLECTORS
 MICROMOBILITY DEVICES				CITY TRAILS: SUNRISE-SUNSET CITY STREETS: 24/7 WITH LAMPS & REFLECTORS
 MOTORCYCLES				CITY STREETS: 24/7 WITH VALID LICENSE & REGISTRATION
 ALL-TERRAIN VEHICLES				CITY STREETS: SUNRISE-SUNSET

Education/Awareness

“6 Simple Ways to Ride Safe 'n Smart” flyer that has been disseminated.

This material is used by IPD and posted at City trailheads.

It is also available on the City website.



Education/Awareness

IPD participated in the Mayor's Youth Council Bike and Scooter Fest on Saturday June 6, 2026.



Recommendations

Continue

Continue to utilize education awareness programs like Ride Safe 'n Smart to inform the public and create awareness of issues.

Update

Update existing City Ordinance Chapter 76 with definition language like other Des Moines metro cities. Ex. Norwalk has section requiring brakes to come to a complete stop

Wait on

Wait on enforcement results from other Des Moines metro cities before changing City Code. Code should promote accountability and be enforceable.

--Need state legislation for more uniform enforcement options





MEMORANDUM

To: Mayor and City Council
From: Courtney Silliman, Human Resources and Risk Management Director
Date: July 20, 2026
Subject: Resolution approving a proposal from MGT for a classification and compensation study.

Introduction: The FY27 strategic priorities include a comprehensive review of the City's classification and compensation plan. The proposal from MGT is ready for Council consideration following internal and legal review.

Background: The Council set a strategic goal for an evaluation and analysis of the employee compensation plan for full-time and part-time positions for both union and non-union roles. The City last completed a full study with MGT (formerly GovHR) in 2022, approved via resolution on February 6, 2023.

Discussion: The primary services outlined by MGT align with Council's expectations and the proposed \$23,400 cost reflects a comprehensive review of the City's classification structure, compensation program, and employee benefits.

The City Council requested consideration of reallocating the budgeted funds for the classification and compensation study to instead initiate a sidewalk inspection program. However, the classification and compensation study directly aligns with a City Council strategic plan goal, which was further reinforced through the adoption of the City Manager's Goals. Accordingly, staff recommends proceeding with the classification and compensation study while exploring opportunities to fund a future sidewalk inspection program, whether through future budgeting, alternative funding sources, or a modified approach to the program.

Budget Impact: The adoption of the FY27 budget included \$25,000 for the classification and compensation study. This expenditure aligns with FY27 strategic priorities and is considered necessary to maintain a competitive and equitable compensation system.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026 Approving classification and compensation proposal
2. MGT Proposal_Indianola_ Classification and Compensation Study

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION APPROVING A PROPOSAL FROM MGT FOR A
CLASSIFICATION AND COMPENSATION STUDY**

WHEREAS, the City of Indianola desires to complete a classification and compensation study ("Study"); and

WHEREAS, the City Council set a strategic goal for an evaluation and analysis of employee compensation plan; and

WHEREAS, with the adoption of the Fiscal Year 27 budget, \$25,000 was budgeted for the Study; and

WHEREAS, the primary tasks of MGT align with expectations at an estimated cost of \$23,400.00; and

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

- a. The proposal from MGT in the amount of \$23,400.00 is hereby approved, and
- b. The Mayor or City Manager are hereby authorized and directed to execute a contract with MGT for the classification and compensation study.

PASSED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

Classification and Compensation Study

Indianola, Iowa



RACHEL SKAGGS, MPA
VICE PRESIDENT, HUMAN CAPITAL SOLUTIONS
4320 WEST KENNEDY BLVD
SUITE 200
TAMPA, FLORIDA 33609
815.303.2187
RSKAGGS@MGT.US





Cover Letter

Courtney Silliman, Director of Human Resources
City of Indianola

Dear Ms. Silliman:

MGT Impact Solutions, LLC (MGT) is pleased to provide this proposal for a Classification and Compensation Study for the City of Indianola ("City"). Based on our understanding of the City's needs, this proposal outlines our qualifications, project approach, work plan, schedule, and cost proposal to support a comprehensive review of the City's classification structure, compensation program, and employee benefits.

To remain competitive in today's labor market, the City needs a compensation system that supports both employees and organizational goals. MGT will provide practical, data-driven recommendations that balance market competitiveness with fiscal responsibility.

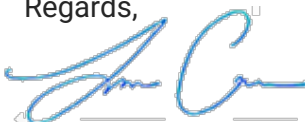


Making a profound impact on society is at the heart of who we are and what we do. The City of Indianola should be proud to make a difference in the lives of the citizens in your community, and we are proud to work with you toward this goal. Our team helps attract, retain, and develop the talented workforce needed to deliver high-quality services that strengthen the community and improve residents' quality of life.

Our approach includes reviewing the City's classifications, compensation structure, and benefits program to ensure internal alignment and market competitiveness. The resulting recommendations will support employee recruitment, retention, and effective workforce planning. Having previously partnered with the City of Indianola, MGT understands the City's needs and will leverage our extensive local government experience to provide practical, data-driven recommendations.

Thank you for the opportunity and your consideration. Should you have questions on any aspect of this proposal, please contact our **Human Capital Vice President, Rachel Skaggs, at 815.303.2187 or rskaggs@mgt.us.**

Regards,



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



Scope of Work

Project Understanding

We understand that the City is seeking a Classification and Compensation Study for 54 full-time positions, with an option to include 13 part-time positions (67 total positions). Building on our previous work with the City, MGT will deliver practical, market-based recommendations that can be implemented with confidence, minimizing disruption while supporting the City's long-term workforce and compensation goals.

For the City, we will deliver a structured and transparent study process that includes:

These components are incorporated into a phased work plan detailed in the following section. Each task is designed to promote stakeholder understanding, support consistent project communication, and ensure that the City receives actionable and defensible recommendations aligned with organizational goals and needs.



Communication Strategy

Stakeholder updates and tailored messaging throughout the engagement.



Job Data Collection

JAQ-driven analysis with consistent FLSA review and consolidations as needed.



Classification Structure

Roles aligned with responsibilities and clear developmental growth paths.



Benefits Comparison

Comparative analysis with recommendations for enhancing your offerings.



Market Surveying

Custom surveys plus benchmarks to address competitive pay and inequities.



Pay Plan Model

Flexible pay-range structure aligned with compensation policy and goals.

Three Pillars of Our Methodology

How MGT delivers consistent quality across every engagement.



Project Management

Proven methodologies delivering on time and within budget. Clear milestones, roles, and deadlines tracked daily, with weekly updates and bi-weekly status calls that keep the engagement transparent.



Market Data

Custom Market Surveys deliver accuracy across regions and industries. Multiple data sources validate findings for IT, Finance, and other roles that span markets.



Ensuring Equity

Pay structures aligned with EEOC, Title VII, ADA, and ADEA standards. We adjust for outliers, support transparent criteria, and recommend ongoing reviews to promote fairness across every level.

Proposed Work Plan

The following tasks represent MGT's proposed work plan for this engagement. The nature of these tasks requires that some be done sequentially, while others may occur simultaneously. We have specified those areas where the City's input/assistance may be needed. This work plan is designed to build upon the City's previous classification and compensation study, providing updated market data, benefits comparisons, and practical recommendations that reflect current workforce and organizational needs.



TASK 1.0: STUDY INITIATION AND COMMUNICATION

Activities

1.1 Project Kickoff, Data Request, and Team Communication

MGT will meet with the City to introduce the project team, clarify roles, and confirm study goals and the work plan. This will include a review of data collection activities and expectations relative to the type and extent of employee involvement needed. This ensures that the project goals and expectations are clearly understood and that the study begins with shared understanding and a consistent framework. MGT will also discuss with the City the market goals and the strengths and limitations of the current system. These discussions will provide MGT with an understanding of current concerns and opportunities to address during the study.

SCOPE OF WORK

Deliverables, decision points, and expectations for data submission to support study initiation will also be finalized. MGT will provide a structured worksheet outlining the data needed from City to begin the study, including current job titles and descriptions, organizational charts, employee rosters, salary schedules, personnel policies, and other relevant HR forms or procedures. MGT will conduct a preliminary review of the City's existing system to understand the current framework, identify any inconsistencies or known challenges, and begin shaping the study approach.

MGT and the City will also agree upon future communication expectations, including periodic update meetings and project status updates. MGT will maintain regular contact with the City to ensure all components of the study maintain alignment with the City's goals and expectations.

1.2 Employee Engagement and Communication

MGT offers a variety of communication support to orient employees to study goals. MGT often holds 1-2 orientation sessions with staff to introduce data collection activities, outline expected employee involvement, and provide an overview of the job analysis process to encourage staff engagement. MGT's facilitators will provide an overview of the Job Analysis Questionnaires (JAQs) process, walk through the form, and answer employee questions. A recorded version of the presentation will be made available to those unable to attend.

Following orientation, MGT will distribute JAQs. Messaging will be tailored to the audiences (employees, department heads, and executive leadership) to ensure consistent understanding of the study's purpose, timeline, and expectations. Tools may include talking points, email templates, FAQs, and messaging coordinated through internal leadership to build awareness and engagement.

Deliverables

- Kickoff meeting agenda and summary
- Initial data request checklist
- Project team communication plan
- Employee communication plan



TASK 2.0: JOB DATA COLLECTION AND ANALYSIS

Activities

2.1 Job Analysis Questionnaire (JAQ) Administration

This activity focuses on gathering employee data and reviewing the City's current classification system to ensure it reflects actual job content and organizational needs. We will take a collaborative, employee-inclusive approach to job analysis using clear structured processes tailored to the size, structure, and operational complexity of the City.

MGT tailors the use of the JAQ process to gather any necessary data for study analyses while minimizing interruptions to employees' daily work routines. MGT will issue JAQs to employees to gather detailed information about current job duties, responsibilities, required qualifications, working conditions, and other factors. This structured input is essential to understanding what work is performed across the organization and provides the basis for job classification and market alignment. The JAQ may be administered via Word document, online survey, interview, and/or focus group.

SCOPE OF WORK

Commonly, supervisors review employee-completed JAQs to confirm content accuracy and offer additional context. Supervisors cannot change the employee data; they can only add comments. In addition to the JAQ data review by supervisors, the supervisor JAQ process includes a section in which supervisors may provide further input regarding any concerns for the given position, such as but not limited to issues of recruitment, retention, pay issues, career advancement gaps, outdated job titles, or exemption status concerns. Early insights into these concerns gathered help the MGT project team refine our approach and focus to ensure all aspects of the study are specifically tailored to the areas of most concern to the City and support relevant and practical recommendations at project completion.

In instances where more job data is needed to further clarify roles or issues, MGT will conduct targeted interviews as needed at the discretion of the consultant to ensure data validation and clarity. These brief interviews clarify role responsibilities and ensure accurate understanding of job content prior to evaluation. Targeted focus groups may be conducted with incumbents to gather consensus on job data or to determine new classification levels, for example. This step ensures shared understanding of the work being performed and helps resolve discrepancies early in the process.

2.2 Job Data Review

MGT will review the collected data and conduct job analyses to confirm each job's duties, qualifications, scope and responsibilities, level of authority, specializations, work environment, and physical requirements, and to identify any proposed adjustments relative to job title updates or reclassifications, consolidations, leveling, or FLSA exemption status changes. MGT will discuss the job analysis findings with the City Project Officer and document any adjustments.

Deliverables

- Completed Job Analysis Questionnaires
- Job data review and analysis



TASK 3.0: MARKET DATA COLLECTION AND ANALYSIS

Activities

3.1 Establish Markets and Comparables

Custom Market Survey. Working with the City, MGT will determine a logical and defensible survey sample of comparable agencies that influence the City's compensation market. In selecting appropriate organizations, we consider multiple factors including similar organizational structure, population served, number of employees, budget size, Equalized Assessed Valuation (EAV), and geographic proximity. Additionally, we will review and select in collaboration with the City a set of City benchmark jobs to use in the custom market survey, which typically represents a portion of the existing jobs to create a sample for comparisons. These jobs are representative of the various functional areas, job categories, and pay levels in an organization and include those jobs that are identified as hard-to-recruit or highly competitive. MGT will benchmark key City positions against 8-12 comparable agencies to assess market competitiveness.

3.2 Administer Market Surveys and Conduct Benchmark Comparisons

Custom Market Survey. MGT will prepare a tailored market survey that either MGT or the client will distribute to the identified comparable agencies. The survey will include

SCOPE OF WORK

benchmark job titles and summary descriptions to ensure valid data collection, along with a request for copies of job descriptions for verification. MGT will provide survey status updates and conduct online research and outreach to non-responsive organizations as needed to maximize participation. The City may be asked to send the survey directly or conduct targeted outreach to increase response rates. After the survey closes, MGT will analyze the results to ensure comparability.

Benchmark Comparisons. MGT will select appropriate benchmarks for the City's jobs and conduct market comparisons to assess the competitiveness of the existing pay ranges. MGT will compile the comparisons into tables to show the City's current compensation levels alongside the market data to identify which jobs are considered above, at, or below market.

Deliverables

- Target markets and comparables list
- Market survey administration
- Survey status and response summary
- Market data analysis tables



TASK 4.0: BENEFIT COMPARISONS

Activities

- **Current Benefits Review.** Gather and review current benefits data from the City and clarify any questions about the data. Includes drafting an overview of the current state of benefits.
- **Benefits Data Collection and Comparisons.** Collect benefits data from comparable agencies through the custom market survey. This may include comparisons of health insurance contributions, paid leave, retirement benefits, or other workforce incentives. MGT can also incorporate cost-of-living adjustments or review other economic indicators to contextualize compensation levels in the local labor market. MGT will summarize the benefits data collected and conduct data comparisons.
- **Findings and Recommendations.** Prepare a benefits chapter in the draft report detailing the process, comparisons, findings, and recommendations from the review. The draft will be reviewed with the City for discussion and feedback, and MGT will complete any necessary revisions before finalizing.

Deliverables

- Review of current benefits
- Administration of benefits data collection
- Summary of benefits comparisons, findings, and recommendations



TASK 5.0: CLASSIFICATION AND COMPENSATION PLAN

Activities

5.1 Develop Proposed Classification Plan

SCOPE OF WORK

This task focuses on translating job analysis findings into a consistent, equitable classification structure that reflects the City's internal needs. Using JAQ data validated through supervisory reviews, MGT will group jobs into appropriate classifications that reflect functional responsibilities, complexity, supervision received and exercised, and other relevant job factors. MGT ensures the structure supports logical career progression, internal alignment, and ease of maintenance over time.

Each job is evaluated using MGT's established point-factor system, which examines job data across multiple dimensions such as knowledge, complexity, decision-making, and working conditions. This process helps identify meaningful differences among roles and supports fair and objective classification decisions. Building on the City's previous study, MGT will review the current classification structure and recommend updates where organizational, market, or job changes warrant modification.

MGT applies job evaluation practices that align with standards recognized by the Equal Employment Opportunity Commission (EEOC) and are consistent with applicable laws including the Civil Rights Act of 1964 (Title VII), the Americans with Disabilities Act (ADA), and the Age Discrimination in Employment Act (ADEA). Our classification methodology is designed to focus solely on the requirements and responsibilities of each job – not the personal characteristics, qualifications, or performance of the incumbent. In doing so, we help the City ensure that compensation decisions are equitable, transparent, and legally defensible.

5.2 Develop Proposed Compensation Plan

Using MGT's proven job evaluation methodology, we will assess internal equity and develop/update a plan that supports transparency, fairness, and alignment with organizational policy and goals. MGT will develop a draft pay model that reflects the City's compensation philosophy, budgetary capacity, and strategic priorities. We evaluate the feasibility of different plan designs such as step-based structures or open ranges and recommend the most suitable option for the City's workforce and fiscal environment. Each job is assigned to a pay grade based on internal job evaluation results and market data. This includes internal equity and compression adjustments ensuring that the resulting structure is market competitive while also internally equitable.

Deliverables

- Proposed classification structure and preliminary recommendations
- Draft pay plan(s)
- Summary of internal equity and market alignment



TASK 6.0: RECOMMENDATIONS AND IMPLEMENTATION GUIDANCE

Activities

6.1 Present Draft Recommendations

This task focuses on facilitating a structured review and validation of the study recommendations and implementation plan(s) with the City. MGT will present preliminary recommendations to leadership and key stakeholders to confirm that the recommendations align with strategic goals and are practical for implementation. This discussion provides an opportunity to walk through the analysis, explain the rationale behind key decisions, and confirm that the results are understandable and aligned with organizational goals. Based on feedback, MGT will evaluate whether refinements are

necessary. MGT will work closely with the City to confirm that the recommendations support internal equity, align with workforce planning strategies, and are responsive to current and future organizational needs.

6.2 Develop and Provide Implementation Strategies

MGT will develop a summary of estimated implementation costs that shows the projected cost of implementing the proposed recommendations, which may include two options for phase-in (e.g., immediate implementation, multi-year rollout). Costing will estimate the fiscal impact of implementing the pay structure updates, including identifying projected base pay adjustments by job and potential areas of internal compression or equity concern. Overtime costs are not included, and the analysis will be estimates only. MGT will prepare guidance for adopting and administering the new system, which may include employee placement protocols, guidelines for salary movement, and procedures for evaluating and maintaining job consistency. MGT views implementation not as an afterthought, but as an integral part of the study that ensures the work completed results in actionable outcomes. Upon completion of all revisions, MGT will submit a final version of these strategies.

Deliverables

- Updated plan, as needed
- Implementation strategies and maintenance guidance



TASK 7.0: REPORTS AND PRESENTATIONS

Activities

7.1 Study Draft and Final Reports

MGT will prepare and provide a comprehensive draft report that documents the study's background, goals, methodology, data selection and collection, findings of analyses, proposed system framework, recommendations, implementation strategies and costs, and guidelines for administration and maintenance. MGT will facilitate a structured draft report review with the City to respond to feedback, questions, or requested changes. We will review and respond to feedback and incorporate any needed revisions into the final report.

7.2 Final Presentations

The MGT Project Manager will present the finalized study recommendations and final report to the City's leadership and/or staff, if desired. This may include a Study Results Summary handout and/or a final presentation format. MGT provides up to two final presentations.

7.3 Support Knowledge Transfer and Ongoing Use

MGT will provide the City with the tools, documentation, and guidance needed to administer and maintain the updated classification and compensation system following implementation.

Deliverables

- Draft and final reports
- Final presentations and internal communication resources
- Staff training materials and documentation



TASK 8.0: POST-STUDY SUPPORT

As part of our commitment to the City, MGT will provide up to 10 hours of post-study support for three months following completion of the study to answer questions regarding recommendations, implementation, or system administration.

Post-study support does not include the evaluation of new jobs or post-study job changes. The market evaluation and placement of new or changed jobs since the study may be conducted as **Continuing Services**, including new FLSA checks and job description creation or updates. MGT offers these Continuing Services at an affordable fixed rate for all our clients to assist with the ongoing maintenance of compensation systems.

Activities

8.1 Ad-hoc Consultation

Provide consultation to HR on the maintenance and administration of the system, and address questions related to implementation.

8.2 HR Staff Training

Provide refresher training to HR staff on the study's files, which include file content orientation and guidance on formula calculations. Training will relate specifically to the study's methodology and formulas used and will not include training staff in specific professional development software skills, such as Microsoft Excel.

8.3 Ad-hoc Appeals Review Support

Any formal appeals process will be managed internally by the City.

Deliverables

- Ad-hoc consultation regarding questions or study components
- HR staff training

MGT always strives to perform above and beyond client expectations for our projects. Each project has its own challenges, and MGT is an active partner in weathering the fiscal and political concerns of our clients to ensure there is an accepted, practical, and implementable result at the end of our studies.

Work Plan Assumptions

Providing assumptions helps the entire team (client and consultant) fully understand each other's expectations for the project. The following outlines our work plan assumptions:

- 1) The City will assign a Project Officer before or at project kickoff to serve as the main contact, coordinating communication between the City, stakeholders, and MGT.
- 2) All project phases will include input from the Project Officer and key City stakeholders. MGT views this work as a partnership, and the insights provided by stakeholders are essential to ensuring outcomes align with the City's mission, vision, and goals.
- 3) MGT will need reasonable cooperation and participation by staff and management and timely access to City data. Delays in receiving data or input during the study may result in time extensions to the original project schedule.

SCOPE OF WORK

- 4) MGT will request employee/job data in a standard Excel format. To stay on schedule, the City should provide a usable database within about two weeks. MGT's initial work depends on receiving this data and will promptly notify the City if the file doesn't meet specifications. All employee data provided will be assumed accurate and valid.
- 5) Requests to add benchmark jobs or comparable agencies beyond the original scope will require a change order and contract amendment to reflect additional costs. These requests should be submitted by the City Project Officer to the MGT Project Manager for review and approval before inclusion in the analysis. This proposal assumes analysis of the City's 54 full-time positions. Optional analysis of 13 part-time positions may be added at the City's discretion, and 8-12 comparable agencies. Additional jobs may be added for \$450 (market evaluation only) or \$825 (evaluation plus job description). Additional comparable agencies can be added for \$1,000 each.
- 6) If the City prefers MGT to utilize additional sources of salary data other than MGT's Custom Market Survey and the Salary.com CompAnalyst tool (e.g., a subscriber service, or regional salary survey), the City will facilitate MGT's access and assume any associated costs.
- 7) MGT will develop and provide up to two draft reports for review and feedback by the City's Project Officer and other key staff before preparing the final reports. Final reports are assumed to be final if we do not hear from the City within three weeks of final report delivery.
- 8) This proposal includes two presentations of the final recommendations. Additional presentations can be provided upon request for an added fee.

The entire study process is transparent, and all data collection instruments, methodology, and final outcomes will be documented in the final report in detail. All files are provided to the City in Excel or Word format for maximum implementation efficiency and periodic updating.

Project Timeline

Based on MGT's experience conducting similar projects, we anticipate the proposed project can be completed within **6 months** of project initiation as illustrated in the following table. Our structured approach ensures that all phases are completed efficiently and accurately, while maintaining a high standard of quality and stakeholder engagement. MGT's proposed timeline includes buffers to account for the effect of holidays or other events to the project schedule. The proposed schedule is contingent upon the timely engagement and response of the City in providing data or key input, employees and supervisors completing JAQs by the due date, and from the comparable agencies supplying the market data. Any delays in these instances are beyond the control of MGT and may extend the project completion date.

SCOPE OF WORK

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	Month 1				Month 2				Month 3				Month 4				Month 5				Month 6			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1.0 Study Initiation and Communication																								
2.0 Job Data Collection and Analyses																								
3.0 Market Data Collection and Analyses																								
4.0 Benefit Comparisons																								
5.0 Classification and Compensation Plan																								
5.0 Recommendations and Implementation Guidance																								
6.0 Reports and Presentations																								
7.0 Post-Study Support																								→

[Note: Job descriptions are completed within 60-90 days after draft report submission.]



Key Personnel

The success of a consulting engagement is based on the project team's qualifications and the way the review is managed.

The proposed team structure defines clear roles and responsibilities to support efficient project management. **The Project Manager and team members will be assigned at contract commencement based on workload and availability.** Each team member brings extensive experience serving clients like City and with similar engagements, requiring minimal orientation.

MGT cross-trains staff to ensure consistent project coverage. If a team member takes leave or departs during the engagement, MGT will assign a comparably qualified professional to maintain continuity and keep deliverables on schedule.

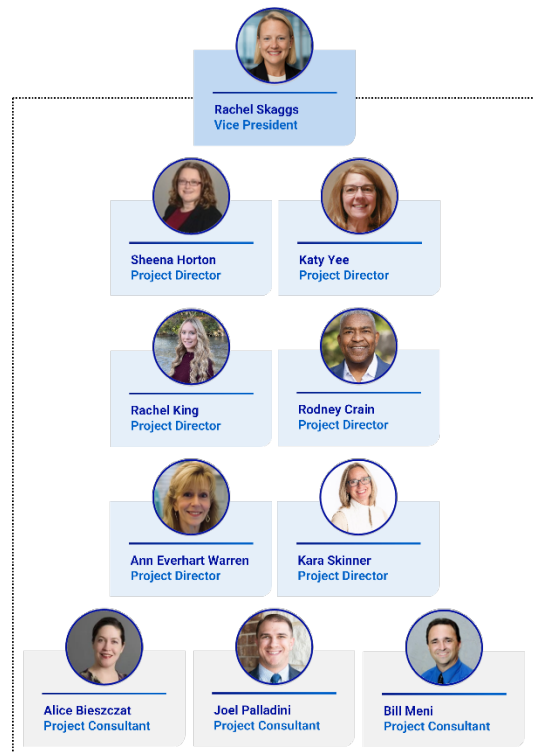
Proposal Contact



RACHEL SKAGGS
Vice President
rskaggs@mgt.us

Rachel Skaggs is a Vice President with more than a decade of leadership experience in local government management. She specializes in budget administration, compensation analysis, human resources, and community engagement, leading over 150 classification and compensation studies for communities across multiple states. Rachel applies a strategic, data-driven approach to develop compensation plans that promote internal and external equity while strengthening long-term organizational effectiveness.

She has served municipalities including the Village of Montgomery, Village of Schaumburg, and City of Princeton, demonstrating strong fiscal stewardship and strategic leadership. As a former City Manager, she oversaw human resources, budgeting, economic development, and community outreach, building stronger and more engaged communities. A committed advocate for diversity, equity, and inclusion, Rachel has co-authored articles on women in government leadership and led initiatives to expand citizen participation.



**Additional subject matter experts may be engaged at the Project Manager's discretion to support specific aspects of the study, such as employee interviews.*



Proposed Cost

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

Based on MGT's understanding of the project and our experience, we propose completing this project for an **overall total fixed cost of \$23,400**. We take pride in customizing the project scope and budget to meet the needs of our clients — **and we will work with you to ensure the project work plan and our fees are aligned with your expectations and budget.** We have listed the hours and professional fees for each study task below.

Exhibit 2. Proposed Cost by Task

Primary Tasks		TOTAL (\$)
1.0	Study Initiation and Communication	\$900
2.0	Job Data Collection and Analyses	\$9,000
3.0	Market Data Collection and Analyses	\$5,400
4.0	Classification and Compensation Plan	\$2,700
5.0	Recommendations and Implementation Guidance	\$1,800
6.0	Reports and Presentations	\$2,250
7.0	Post-Study Support	1,350
Travel Expenses (<i>as applicable</i>)		-
Anticipated Expenses (<i>software fees, etc. as applicable</i>)		
GRAND TOTAL:		\$23,400

This quote is firm and irrevocable for a period of one year, after which prices may increase.

SITE VISITS

If the City requests any in-person meetings in addition to the work plan scope and costs detailed above, MGT will provide an additional estimate for travel and related expenses. MGT can and has successfully performed all tasks virtually, providing significant cost savings for our clients.

Hourly Rates

Our fee schedule by hourly rates is provided below.

Executive-in-Charge	Project Director	Senior Consultant	Consultant	Analyst	Advisor
\$393	\$329	\$224	\$193	\$139	\$278

Payment Schedule

Payment will be due as follows: 40% of the professional fees will be due after the initial project meeting (Task 1 completion), 40% upon completion of employee and market data collection (Task 3), and the remaining 20% balance will be billed after the study is completed (completion of Task 6, final report submission). Invoices will be sent to the City and are payable within 30 days of receipt.

A black and white photograph of a woman and a man in an office setting. The woman, with curly hair and wearing a necklace, stands behind the man, who is pointing at a computer monitor. They both appear to be engaged in a collaborative work task.

**We look forward to
partnering with you.**

Reach out to us today by contacting Rachel Skaggs,
at 815.303.2187 or rskaggs@mgt.us.



MEMORANDUM

To: Mayor and City Council
From: Doug Bylund, Chief of Culture and Recreation
Date: July 20, 2026
Subject: Resolution of support for Maximillion's Muddy Puddles to apply for a grant.

Introduction:

Background: The Maximillion's Muddy Puddles Foundation has continued their fundraising efforts for the Children's Memorial Splashpad. They have requested a letter of support to apply for a grant from Variety - The Children's Charity of Iowa.

Discussion: While the design of the splashpad and additional amenities takes place, the Foundation continues to seek funds both privately and through eligible grants. Variety - The Children's Charity of Iowa has requested additional information regarding their grant application and specifically a letter of support that upon completion of the splashpad and adjoining park amenities, the City of Indianola would accept the donation and operate and maintain the facility.

Staff has worked closely with the city attorney to draft this letter to state the City will be responsible for owning, operating, insuring, and maintaining the splashpad contingent upon the project completing all required processes, securing full funding, receiving all necessary approvals, establishing a maintenance endowment, and meeting all applicable codes and policies.

Budget Impact: None.

Recommendation: Staff recommends City Council consideration.

Attachments:

1. Res 2026- Support Grant Application_MMP_Variety
2. Letter of Support

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION APPROVING A LETTER OF INTENT FOR MAXIMILLION'S MUDDY
PUDDLES TO APPLY FOR A VARIETY CHILDREN'S FUND GRANT**

WHEREAS, the City of Indianola, Iowa ("City") recognizes the importance of supporting non-profit entities in the community; and

WHEREAS, Maximillion's Muddy Puddles intends to apply for a Variety Children's Fund Grant for funding of a bathroom facility or shade pavilion associated with their splashpad project; and

WHEREAS, Variety Children's Fund application requires a letter of intent that, should the project be formally approved, funded and accepted in accordance with City requirements, along with an endowment and/or maintenance agreement, the City of Indianola would be responsible for owning, operating, insuring, and maintaining the splashpad as a new city park space amenity; and

WHEREAS, the attached letter of intent has been reviewed by legal counsel.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the City hereby approves the Letter of Intent in support of Maximillion's Muddy Puddles Grant application and authorizes the Mayor to sign the attached Letter of Intent.

Passed and approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



OFFICE OF THE MAYOR

July 20, 2026

Variety Children's Fund Grant Selection Committee,

On behalf of the City of Indianola, I would like to express our support for Maximillion's Muddy Puddles in pursuit of the Variety grant funding for amenities associated with the splashpad project. Specifically, the City is supportive of their request for funding toward the addition of a bathroom facility or shade pavilion, with preference being toward an all-family, inclusive bathroom due to its long-term value, alignment of city goals for future park spaces, and necessity for public use where it is especially needed for this type of water activity requiring changing.

At this time, the splashpad project has not gone through all of the City's required donation and approval processes, although collaborative conversations are ongoing. Receipt of grant funding will aide in this effort to realize full funding and move forward with additional steps including formal construction bids, timelines and City Council approval. Because of these outstanding steps, City management remains contingent upon the project completing all required processes, securing full funding, receiving all necessary approvals, and meeting all applicable codes and policies.

If the splashpad project is formally approved, funded, and constructed in accordance with City requirements, the City of Indianola would be responsible for owning, operating, insuring, and maintaining the splashpad as a new city park space amenity. However, this responsibility is dependent on a maintenance endowment and/or maintenance agreement being put into place as required by City policy. Maximillion's Muddy Puddles, as the group leading this initiative, would be responsible for adhering to all City policies, codes, and procedural steps, including the establishment of the necessary maintenance endowment or agreement for the donation transfer to occur.

We appreciate the enthusiasm Maximillion's Muddy Puddles brings to expanding recreational opportunities for children and families in our community. While several contingencies are underway or in process of planning and must still be met, the City is supportive of their effort to pursue grant funding for amenities that would complement a future splashpad project.

Thank you for your consideration of this request

Steve Richardson, Mayor



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: July 20, 2026
Subject: Public hearing regarding an amendment to Chapter 165.05, Zoning District Regulations

Introduction: Staff has continued to review the zoning and subdivision ordinances for potential amendments and located a discrepancy between the Comprehensive Plan and the Zoning Code and proposes to align the two documents.

Background: Section 165 Zoning District Regulations. Adopted on May 18, 2020, Elevate Indianola became the City of Indianola's updated Comprehensive Plan, a document meant to help guide the future growth and development of the city. Within the document are classes of different future land uses for both residential and commercial/industrial growth. The residential classes are divided into three:

- Low-Density Residential
- Low to Medium-Density Residential
- Medium to High-Density Residential

Specifically, each calls out a recommended density, or dwelling units per acre. The Low to Medium-Density Residential classification recommends a density of "up to 15 dwelling units per gross acre" for allowable housing types such as "single-family detached (plus accessory dwelling units), single-family attached (townhomes and row houses), multi-family (condos and apartments) and student housing."

Discussion:

Staff was approached with a proposed townhome project. When cross-referencing the recommendations of the comprehensive plan with what is codified in the zoning ordinance, staff found a contradiction relating to townhome development. The zoning code only permits townhomes and row houses to have a density of 10 units per acre, conflicting what the comprehensive plan recommends – "up to 15 dwelling units."

When discussing density standards, it is important that the zoning code implements the vision established in the comprehensive plan. The comprehensive plan answers the question of what the community wants, while the zoning ordinance answers how that vision is carried out. Under Iowa law, zoning regulations are intended to be made in accordance with a comprehensive plan. While the comprehensive plan itself is generally a policy document rather than a regulatory ordinance, courts and planning best practices recognize it as the foundation for zoning decisions. Aligning density standards between the comprehensive plan and zoning ordinance helps ensure growth is orderly, transparent, and consistent with the community's long-term goals.

The intent of this ordinance amendment is to align the zoning code with the recommendations of the comprehensive plan as it relates to density for townhomes and row homes and update the zoning ordinance to permit up to 15 dwelling units per acres.

Peer Communities Townhome Density standards:

- Waukee: 3,500 sf per unit (12.4 units per acre)
- Altoona: 20 units per acre
- Norwalk: 12 units per acre
- Pleasant Hill: 12 units per acre
- Grimes: 16 units per acre
- Marshalltown: 11.44 to 11.54 per acre
- Newton: 25 units per acre
- Indianola: 10 units (proposing 15 units / acre)

Average = 15.6 units per acre

The Community & Economic Development (CED) Subcommittee heard this proposed amendment at their scheduled meeting on June 19, 2026. The CED Subcommittee was supportive of this change and recommended staff bring it forward for Council consideration.

The Planning and Zoning Commission recommended 5-2 to approve of the zoning code amendment at their July 14, 2026, meeting.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. Code Amendment Memo - CC
2. ORD Amending Chapter 165.05 Zoning District Regs



COMMUNITY DEVELOPMENT

To: City Council
From: Bill Mettee, Senior Planner
Date: July 15, 2026
Re: Consideration of code amendments

City Council:

Community Development staff has continued to review the zoning and subdivision ordinances and is offering the following recommendations:

1. Section 165 Zoning District Regulations. Adopted on May 18, 2020, Elevate Indianola became the City of Indianola's updated Comprehensive Plan, a document meant to help guide the future growth and development of the city. Within the document are classes of different future land uses for both residential and commercial/industrial growth. The residential classes are divided into three:
 - a. Low-Density Residential
 - b. Low to Medium-Density Residential
 - c. Medium to High-Density Residential

Specifically, each calls out a recommended density, or dwelling units per acre. The Low to Medium-Density Residential classification recommends a density of "up to 15 dwelling units per gross acre" for allowable housing types such as "single-family detached (plus accessory dwelling units), single-family attached (townhomes and row houses), multi-family (condos and apartments) and student housing.

Community Development was approached with a proposed townhome project and when cross-referencing the recommendations of the comprehensive plan against what is codified in the zoning ordinance, staff found a contradiction relating to townhome development. The zoning code only permits townhomes and row houses to have a density of 10 units per acre, conflicting what the comprehensive plan recommends – "up to 15 dwelling units."

The intent of this ordinance amendment is to align the zoning code with the recommendations of the comprehensive plan as it relates to density for townhomes and row homes and update the zoning ordinance to permit up to 15 dwelling units per acres.

The Bulk Regulations chart is below showing the only proposed amendment.

At their July 14 meeting, the Planning Commission recommended to approve the zoning code amendment as presented with a 5-2 vote.

BULK AND DENSITY REGULATION BY BUILDING TYPE	BUILDING TYPE					
	A-1 Zoned Single Family Dwelling	Single Family Dwelling (Detached and Semi- Detached)	Two Family Dwelling	Townhouse or Row Dwelling	Multiple- Family Dwelling (Apartment)	Non- Residential Structure in a Residential Zoning District
Min. Lot Size	15 acres	7,200 sq ft	8,400 sq ft	n/a	n/a	40,000 sq ft
Min. Lot Width ¹	300 ft	60 ft	70 ft	24 ft.	80ft	100 ft
Min. Lot Street Frontage ²	20 ft	20 ft	20 ft	20 ft	20 ft	40 ft
Front Yard Setback ³	40 ft	30 ft	25 ft	25 ft	30 ft.	35 ft.
Side Yard Setback ⁴	10 ft	8 ft min one side, 18 ft total sum of both side yards	10 ft ⁶	8 ft. ⁶	30 ft	30 ft
Rear Yard Setback ⁵	35 ft	35 ft	30 ft	30 ft	30 ft	35 ft
Min. Separation Between Principal Buildings	n/a	n/a	n/a	16 ft side to side, 46 ft back to back or back to side	30 ft	20 ft
Min. Setback from Private Street or Common Private Roadway	n/a	n/a	20 ft from back of curb or street sidewalk whichever is closest	20 ft from back of curb or street sidewalk whichever is closest	n/a	n/a
Min. Setback from the Perimeter of the Development	n/a	n/a	30 ft	30 ft	30 ft	30 ft
Max. Building Height	35 ft	35 ft	35 ft	35 ft	50 ft	40 ft
Min. Open Space	n/a	20%	20%	25%	25%	25%
Max. Dwelling Units Per Acre	0.067	n/a	n/a	10 15	25	n/a

Bill Mettee
Senior Planner

City of Indianola
ORDINANCE NO.

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING CHAPTER 165.05 REGARDING ZONING DISTRICT REGULATIONS

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

SECTION ONE: The Code of Ordinances of the City of Indianola, Chapter 165.05, Zoning District Regulations, shall be and is hereby amended by striking certain language and adopting the underlined the language as follows:

165.05(2) RESIDENTIAL ZONING DISTRICTS BUILDING BULK AND DENSITY REGULATIONS TABLE:

Townhouse or Row Dwelling Density Max. Dwelling Units Per Acre: 40

Townhouse or Row Dwelling Density Max. Dwelling Units Per Acre: 15

RESIDENTIAL ZONING DISTRICTS BUILDING BULK AND DENSITY REGULATIONS TABLE						
BULK AND DENSITY REGULATION BY BUILDING TYPE	BUILDING TYPE					
	A-1 Zoned Single Family Dwelling	Single Family Dwelling (Detached and Semi-Detached)	Two Family Dwelling	Townhouse or Row Dwelling	Multiple-Family Dwelling (Apartment)	Non-Residential Structure in a Residential Zoning District
Min. Lot Size	15 acres	7,200 sq ft	8,400 sq ft	n/a	n/a	40,000 sq ft
Min. Lot Width ¹	300 ft	60 ft	70 ft	24 ft.	80ft	100 ft
Min. Lot Street Frontage ²	20 ft	20 ft	20 ft	20 ft	20 ft	40 ft
Front Yard Setback ³	40 ft	30 ft	25 ft	25 ft	30 ft.	35 ft.

Side Yard Setback⁴	10 ft	8 ft min one side, 18 ft total sum of both side yards	10 ft ⁶	8 ft. ⁶	30 ft	30 ft
Rear Yard Setback⁵	35 ft	35 ft	30 ft	30 ft	30 ft	35 ft
Min. Separation Between Principal Buildings	n/a	n/a	n/a	16 ft side to side, 46 ft back to back or back to side	30 ft	20 ft
Min. Setback from Private Street or Common Private Roadway	n/a	n/a	20 ft from back of curb or street sidewalk whichever is closest	20 ft from back of curb or street sidewalk whichever is closest	n/a	n/a
Min. Setback from the Perimeter of the Development	n/a	n/a	30 ft	30 ft	30 ft	30 ft
Max. Building Height	35 ft	35 ft	35 ft	35 ft	50 ft	40 ft
Min. Open Space	n/a	20%	20%	25%	25%	25%
Max. Dwelling Units Per Acre	0.067	n/a	n/a	40 15	25	n/a

¹ Measured at the front yard building setback line

² Postage Stamp Lots: Direct street frontage not required; All yard setbacks for postage stamp lots shall be 5 ft, excluding shared walls located along a common lot line

³ Front stoops, stairs, decks and porches may encroach up to 6 ft into the required front yard setback

⁴ Horizontally projecting roof overhangs and other similar building projections may extend up to 3 ft into a required side yard setback provided no part of a building is closer than 5 ft to a lot line

⁵ Stoops, stairs, decks, and patios, not enclosed or covered by a roof, may encroach up to 20 ft into the required rear setback

⁶ Zero feet from common lot lines of attached structures

SECTION TWO: Repealer. All ordinances, or parts of ordinances, in conflict with the provisions of this ordinance are hereby repealed.

SECTION THREE: Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Passed by the City Council on the _____ day of _____, 2026, and approved
this _____ day of _____, 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of Indianola, Iowa, on _____, 2026, and was published on _____, 2026.



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: July 20, 2026
Subject: Public hearing regarding the vacation and conveyance of City property and certain easements for the Culver's project.

Introduction: The Culver's project requires the vacation of certain right-of-way and a portion of an existing public utility easement to allow the project to move forward.

Background: Right of Way: The original concept plan showed the drive-thru lanes encroaching into the City ROW. After discussion with City staff and the developer, and with only Indianola Municipal Utility (IMU) Fiber in the area, it was determined that there was a mutual benefit to vacate 812 sf of ROW to assist in facilitating the development. The area was staked and the fiber line remained within the City ROW. The vacated ROW will allow the parcel to have that gradual bend similar to Rolling Vista Place and eliminates the restrictive 90-degree angle. The ROW vacation allows the entire Culver's project to remain on privately owned land. If Council approves the ROW vacation, a lot-tie agreement will combine the two lots.

Public Utility Easement: Within the aforementioned ROW is a 20' Public Utility Easement (PUE) where a portion is proposed to be vacated. The PUE will be redefined and relocated at a later time during the project. The remainder of the PUE will remain in place to allow any placement of utilities now or in the future.

Discussion: The City has worked with the developer to ensure no existing utilities would be affected by the ROW vacation and that the City would not need the ROW in the future. The only utility in this area is Indianola Municipal Utilities Fiber. The City worked with IMU to verify the vacation would not affect the fiber line.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: July 20, 2026
Subject: Resolution approving the vacation and conveyance of City property and certain easements for the Culver's project.

Introduction: Culver's is seeking approval of a resolution to vacation certain right-of-way and certain easements to help facilitate the development of 1901 North Jefferson Way.

Background: The City has been working with the Culver's development team to find creative methods to allow a development of a Culver's restaurant at 1901 North Jefferson Way.

Discussion: The City has determined that it does not need a certain portion of ROW and will allow 812 sf of vacated ROW to facilitate the construction of the proposed Culver's restaurant. Additionally, a portion of a public utility easement (PUE) will also be vacated and redefined to allow construction within a former easement area. City staff has confirmed with legal counsel, the Streets Department, and Indianola Municipal Utilities that the right-of-way area subject to vacation is acceptable.

If Council approves the request, the City will vacate and convey all rights, title and interest in and to the ROW property and easement property and the Mayor is authorized to sign the deed for the conveyance.

City staff continues to work closely with legal counsel to ensure compliance with proper process and procedure.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. 26.06 Resolution-Vacate and Convey-Culvers
2. PUBLIC UTILITY EASEMENT
3. RIGHT-OF-WAY-VACATION

City of Indianola
RESOLUTION NO. 2026-

**A RESOLUTION TO VACATE AND CONVEY CITY PROPERTY TO JPJ
ACQUISITIONS, LLC FOR CULVER'S PROJECT**

WHEREAS, JPJ Acquisitions, LLC (the "Developer") is proposing a Culver's restaurant location in Indianola, Iowa; and

WHEREAS, it is requested that certain City right-of-way and a certain City public utility easement be vacated in order to facilitate the site plan for Developer; and

WHEREAS, The City of Indianola, Iowa currently owns right-of-way property, legally described as:

An irregular shaped portion of Rolling Vista Place right of way in the City of Indianola, Warren County, Iowa, more particularly described as follows:

Commencing at the Northwest corner of Lot 5, Indianola Scenic Pointe, an Official Plat in the City of Indianola, Warren County, Iowa; thence 89°16'16"E, along the North line of said Lot 5, and also the South right of way line of said Rolling Vista Place, a distance of 93.33 feet to the point of beginning; thence continuing S89°16'16"E, along said South right of way line, a distance of 61.31 feet to the East right of way line of said Rolling Vista Place; thence N00°30'25"W along said East right of way line, a distance of 61.31 feet; thence Southwesterly along a 60.00 foot radius curve concave northwesterly, a distance of 95.54 feet to the point of beginning, said curve having a chord bearing S45°06'39"W and a chord length of 85.76 feet

Said tract containing 812 square feet, as shown on the attached ROW vacation plat

(The "ROW Property"); and

WHEREAS, The City of Indianola, Iowa currently owns a public utility easement, legally described as:

A 20' wide easement over, under and across Lot 5, Indianola, Scenic Pointe, an Official Plat in the City of Indianola, Warrant County, Iowa, more particularly described as follows:

Commencing at the Northwest Corner of said Lot 5; thence 89°16'16"E along the North line of said Lot 5, a distance of 93.33 feet to the point of beginning; thence S00°43'44"W, a distance of 20.00 feet; thence S89°16'16"E, a distance of 81.74

feet; thence N00°30'25", a distance of 81.74 feet; thence S89°29'35"W, a distance of 20.00 feet; thence S00°30'25"E, a distance of 61.31 feet; thence N89°16'16"W, a distance of 61.31 feet to the point of beginning

as shown on the attached easement vacation plat

(The "Easement Property"); and

WHEREAS, the City has no use for the ROW Property or the Easement Property, the disposal will have no significant impact on public access, and the City will not be inconvenienced by the vacation and conveyance of its interest in said properties; and

WHEREAS, the City Council proposes to dispose of the ROW Property and the Easement Property to the Developer to aid in the development of a Culver's restaurant site plan; and

WHEREAS, a resolution was adopted by the City Council of Indianola, Iowa, on July 6, 2026 providing for the proposed vacation and conveyance of all right, title and interest of the City of Indianola, Iowa, in and to the ROW Property and the Easement Property; and

WHEREAS, the resolution provided that notice of intention to vacate and convey the property should be given by publication of a Public Notice, in accordance with Iowa Code §364.7, and the notice was duly published in the newspaper as required by law; and

WHEREAS, the resolution provided for a public hearing on the proposed vacation and conveyance, and such hearing was held on July 20, 2026; and

WHEREAS, the City Council found and determined that the proposed vacation of said ROW Property and Easement Property would serve the public interest.

NOW, THEREFORE, be it resolved by the City Council of Indianola, Iowa:

1. The City of Indianola, Iowa, hereby vacates and conveys all rights, title, and interest in and to the ROW Property and Easement Property.
2. The Mayor is authorized and directed to sign a deed for the conveyance of the ROW Property and release of the Easement Property, and the City Clerk is authorized and directed to attest to the Mayor's signature.
3. The City Clerk is authorized and directed to forward the original of the deed and easement release, together with a certified copy of this resolution and of the affidavit of publication of notice of this hearing, to the County Recorder's Office for the purpose of causing these documents to be recorded.

4. Any resolution or part thereof in conflict or inconsistent with this resolution is repealed.

PASSED AND APPROVED this 20th day of July, 2026.

Steve Richardson, Mayor

Attest:

Jackie Raffety, City Clerk

Moved by Council Member __, seconded by Council Member __, that Resolution No. ____
(2026/2027) be adopted.

AYES: —
NAYS: —
ABSENT: —

The Mayor declared Resolution No. ____ (2026/2027) adopted.

I hereby certify that the foregoing is a true copy of a record of the adoption of Resolution No. ____ (2026/2027) at the regular Council Meeting of the City of Indianola, Iowa, held on the 20th day of July, 2026.

Jackie Raffety, City Clerk

EASEMENT VACATION EXHIBIT
INDIANOLA SCENIC POINTE

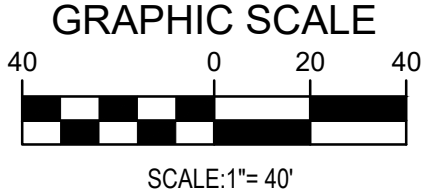
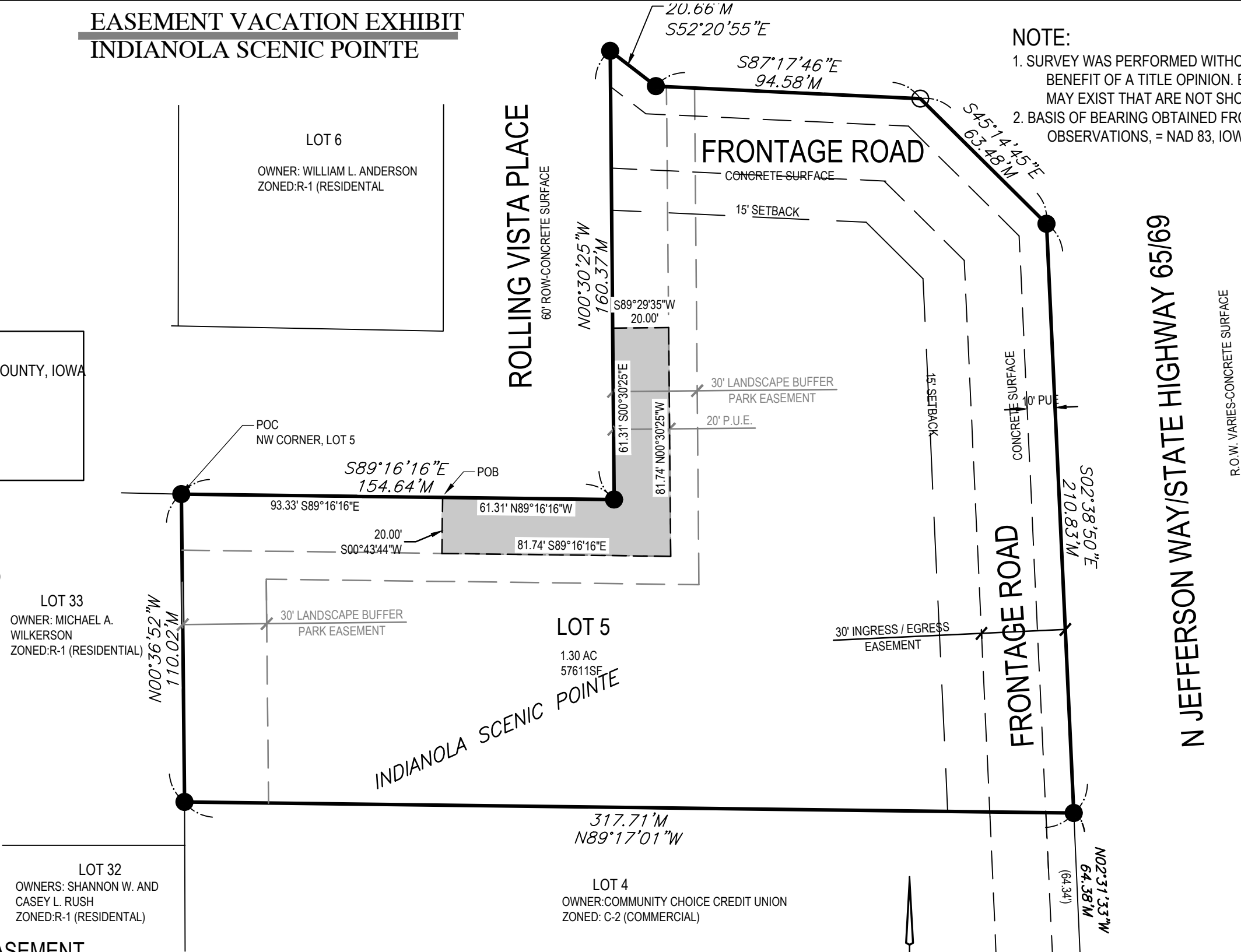
INDEX LEGEND
LOCATION: INDIANOLA SCENIC POINTE, WARREN COUNTY, IOWA
OWNER : COMMUNITY CHOICE CREDIT UNION
REQUESTOR : PAT O'DELL
SURVEYOR: LARRY D. HYLER, PLS
COMPANY: BISHOP ENGINEERING, 3501 104TH ST.
URBANDALE, IA 50322 (PH) 515-276-0467

- LEGEND:
- PROPERTY CORNER - FOUND 1/2" IRON ROD W/YPC #13148 OR AS NOTED
 - PROPERTY CORNER- PLACED 5/8" IRON ROD WITH PINK PLASTIC CAP ID # 26776 OR AS NOTED
 - ⊕ SECTION CORNER - FOUND AS NOTED
 - M MEASURED DISTANCE
 - () PREVIOUSLY RECORDED
 - ROW RIGHT OF WAY
 - POC POINT OF COMMENCEMENT
 - POB POINT OF BEGINNING
 - YPC YELLOW PLASTIC CAP

DESCRIPTION OF PUBLIC UTILITY EASEMENT
TO BE VACATED:

A 20' WIDE EASEMENT OVER, UNDER AND ACROSS LOT 5, INDIANOLA, SCENIC POINTE, AN OFFICIAL PLAT IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 5; THENCE S89°16'16"E ALONG THE NORTH LINE OF SAID LOT 5, A DISTANCE OF 93.33 FEET TO THE POINT OF BEGINNING; THENCE S00°43'44"W, A DISTANCE OF 20.00 FEET; THENCE S89°16'16"E, A DISTANCE OF 81.74 FEET; THENCE N00°30'25"W, A DISTANCE OF 81.74 FEET; THENCE S89°29'35"W, A DISTANCE OF 20.00 FEET; THENCE S00°30'25"E, A DISTANCE OF 61.31 FEET; THENCE N89°16'16"W, A DISTANCE OF 61.31 FEET TO THE POINT OF BEGINNING



RIGHT OF WAY VACATION
ROLLING VISTA PLACE

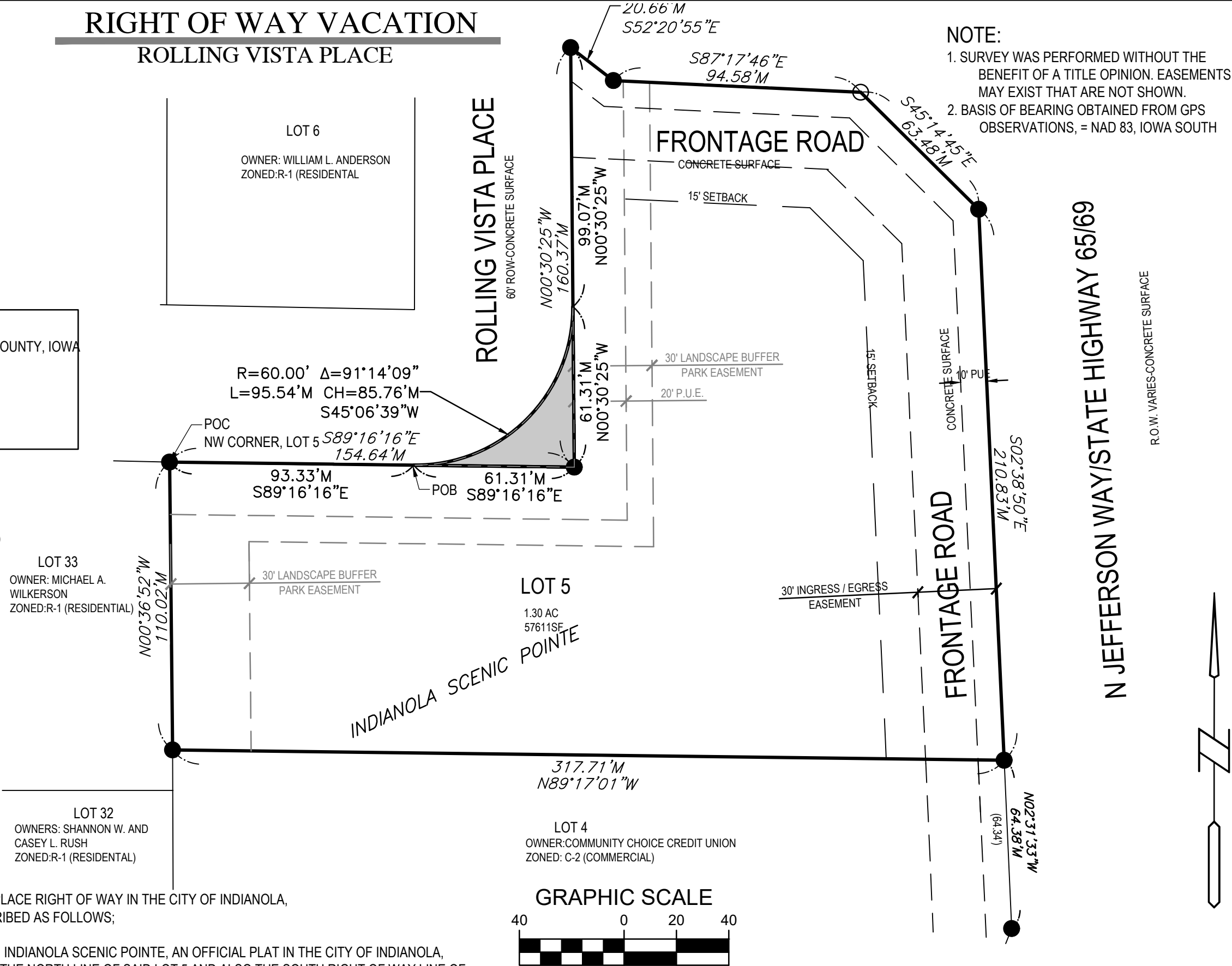
INDEX LEGEND
LOCATION: INDIANOLA SCENIC POINTE, WARREN COUNTY, IOWA
OWNER : CITY OF INDIANOLA
REQUESTOR : PAT O'DELL
SURVEYOR: LARRY D. HYLER, PLS
COMPANY: BISHOP ENGINEERING, 3501 104TH ST.
URBANDALE, IA 50322 (PH) 515-276-0467

- LEGEND:
- PROPERTY CORNER - FOUND 1/2" IRON ROD W/PC #13148 OR AS NOTED
 - PROPERTY CORNER- PLACED 5/8" IRON ROD WITH PINK PLASTIC CAP ID # 26776 OR AS NOTED
 - ⊕ SECTION CORNER - FOUND AS NOTED
 - M MEASURED DISTANCE
 - () PREVIOUSLY RECORDED
 - ROW RIGHT OF WAY
 - POC POINT OF COMMENCEMENT
 - POB POINT OF BEGINNING
 - YPC YELLOW PLASTIC CAP

DESCRIPTION OF RIGHT OF WAY
TO BE VACATED:

AN IRREGULAR SHAPED PORTION OF ROLLING VISTA PLACE RIGHT OF WAY IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

COMMENCING AT THE NORTHWEST CORNER OF LOT 5, INDIANOLA SCENIC POINTE, AN OFFICIAL PLAT IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA; THENCE S89°16'16"E, ALONG THE NORTH LINE OF SAID LOT 5 AND ALSO THE SOUTH RIGHT OF WAY LINE OF SAID ROLLING VISTA PLACE, A DISTANCE OF 93.33 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°16'16"E, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 61.31 FEET TO THE EAST RIGHT OF WAY LINE OF SAID ROLLING VISTA PLACE; THENCE N00°30'25"W ALONG SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 61.31 FEET; THENCE SOUTHWESTERLY ALONG A 60.00 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY, A DISTANCE OF 95.54 FEET TO THE POINT OF BEGINNING, SAID CURVE HAVING A CHORD BEARING S45°06'39"W AND A CHORD LENGTH OF 85.76 FEET.
SAID TRACT CONTAINS 812 SQUARE FEET





MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: July 20, 2026
Subject: Resolution approving a sidewalk waiver request for Culver's project.

Introduction: Culver's is requesting a sidewalk waiver for a portion of sidewalk near the north-east corner of the site. Before any new dwelling, business building or commercial building is occupied or put into its ultimate use, or when any existing dwelling, business building or commercial building, including the real estate on which the dwelling or building is located, is improved, reconstructed or replaced by \$7,500.00 or more as determined by the Building Official's most current valuation data, a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street.

Background: When the strict application of standards or requirements established by this section would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer, the Council may grant such waivers and/or variances from these standards or requirements.

Discussion: Due to topographical constraints and existing grading near the northeast corner of the site, the developer is requesting a sidewalk waiver for a portion of the sidewalk required to be installed. The developer is proposing a sidewalk along the entire length of Rolling Vista Place, about half the length of the frontage road and an extension from Rolling Vista Place to North Jefferson Way. As a compromise, the developer is also proposing a sidewalk from Rolling Vista Place through the site to the frontage road. Brick Gentry, the city's legal counsel, reviewed the proposal and agreed that while it meets the intent, it does not satisfy the strict application of the language in Chapter 136.06(1) because the sidewalk does not extend the entire length of the lot along the side which abuts the street.

Budget Impact: None.

Recommendation: Planning Commission recommended 7-0 to approve the sidewalk waiver at their July 14 meeting. Staff recommends approval of the sidewalk waiver as proposed.

Attachments:

1. RES_1901 North Jefferson Way_SWV
2. Sidewalk Waiver Diagram
3. Culver's Sidewalk Waiver

City of Indianola
RESOLUTION NO. 2026-_____

**RESOLUTION APPROVING A WAIVER OF SIDEWALK REQUIREMENT AND
INSTALLATION COVENANT FOR NATURAL/PHYSICAL CONDITIONS OR LIMITATIONS
AT 1901 NORTH JEFFERSON WAY.**

WHEREAS, Community Choice Credit Union owns the lot located at 1901 North Jefferson Way, and

WHEREAS, JPJ Acquisitions, LLC proposes to purchase the lot to construct a Culver's restaurant located at 1901 North Jefferson Way, and

WHEREAS, the property at 1901 North Jefferson Way is a triple-frontage corner lot that is also adjacent West Hillcrest Avenue and Rolling Vista Place on its north and west sides, respectively; and

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

WHEREAS, on July 14, 2026, the City of Indianola Planning & Zoning Commission recommended approval of a sidewalk waiver with a 6-0 vote; and

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

WHEREAS, the strict application of standards or requirements established by Sections 136.06 will cause substantial hardship or impose unreasonable restrictions on the undersigned owner because of the topographical challenges near the northeast corner of the site; and

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

1. This waiver and covenant relate to real estate locally known as: 1901 North Jefferson Way, and legally described as: Lot 5 of Scenic Pointe, an Official Plat now included in and forming a part of the City of Indianola, Warren County, Iowa
2. The agreement shall be verified and placed on record in the office of the Warren County Recorder and shall be binding on the undersigned real estate's owner, the real estate owner's heirs and assigns and shall be considered a covenant running with the land.
3. In the event the City of Indianola shall at any time in the future, but before the installation of the above described sidewalk adopt a resolution of necessity (including, but not limited to a resolution of necessity in conjunction with street replacement projects) requiring the installation of sidewalks of which the above is one or a part, the real estate owners hereby

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

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

PASSED AND APPROVED this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

WAIVER OF SIDEWALK REQUIREMENT
AND INSTALLATION COVENANT

(Substantial Hardship and Unreasonable Restrictions Because of Natural or Physical Conditions or
Limitations not Created by the Owner)

WHEREAS, Community Choice Credit Union owns the lot located at 815 West 1st Avenue, and

WHEREAS, JPJ Acquisitions, LLC proposes to purchase the lot to construct a Culver's restaurant located at 1901 North Jefferson Way, and

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

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

WHEREAS, the Council may waive the sidewalk requirement on application of the affected property owner and upon the affected property owner signing an agreement to install such a sidewalk within one hundred twenty (120) days after the property owner has been notified that the conditions or limitations are eliminated.

IT IS HEREBY AGREED AS FOLLOWS:

1. At such time that the substantial hardship or unreasonable restrictions because of natural or physical conditions or limitations not created by the owner or developer are eliminated, the real estate owner shall be required to install such a sidewalk **within one hundred twenty (120) days** after notification as provided in Section 136.06 paragraph 5.
2. The installation shall be at the real estate owner's expense.
3. This waiver and covenant relate to real estate locally known as: 1901 North Jefferson Way,
and legally described as: Scenic Pointe Lot 5
4. The agreement shall be verified and placed on record in the office of the Warren County Recorder and shall be binding on the undersigned real estate's owner, the real estate owner's heirs and assigns and shall be considered a covenant running with the land.
5. In the event the City of Indianola shall at any time in the future, but before the installation of the above described sidewalk adopt a resolution of necessity (including, but not limited to a resolution of necessity in conjunction with street replacement projects) requiring the installation of sidewalks of which the above is one or a part, the real estate owners hereby consents to the installation of the sidewalk, waives any right of objection thereto and agrees to pay any deficiency that might result as the result of the construction ordered.
6. This agreement is executed by Steve Richardson, Mayor, City of Indianola, Iowa under the authority of a motion dated the 20th day of July 2026.

CITY OF INDIANOLA, IOWA:

REAL ESTATE OWNER:

Steve Richardson, MAYOR

JPJ Acquisitions, LLC

STATE OF IOWA, WARREN COUNTY, ss: (PLEASE PRINT)

On this _____ day of July 2026, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared JPJ Acquisitions, LLC to me known to be the identical person(s) named in and who executed this instrument, and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA

STATE OF IOWA, WARREN COUNTY, ss:

On this _____ day of July 2026, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Steve Richardson, to me personally know, who being by me duly sworn, did say that he is the Mayor of the City of Indianola, Iowa, who executed this instrument, that the seal affixed thereto is the seal of the City; that this instrument was signed and sealed on behalf of said city by authority of its council; and that Steve Richardson as such officer acknowledged the execution of this instrument to be the voluntary act and deed of the city, by it and by them voluntarily executed.

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: July 20, 2026
Subject: Resolution approving a site plan for Culver's.

Introduction: JPJ Acquisitions, LLC is requesting approval of a site plan for Culver's - Indianola located at 1901 North Jefferson Way.

Background: The subject property was platted in 2003 as lot 5 of Scenic Pointe. The lot is 1.30 acres in area and was platted with a 10' Public Utility Easement (PUE) along the eastern boundary, a 30' ingress-egress easement that encompasses the frontage road, a 30' landscape buffer easement along the western boundary and a 20' PUE along the western boundary. The parcel generally aligns with the curve of Rolling Vista Place with a restrictive 90 degree angle instead of a gradual bend. The lot is also a triple-frontage lot with street frontages on three sides.

The applicant is proposing a site plan for a Culver's restaurant. The building will be 4,100 square feet (approximately 49' x 88') and will be approximately 23-feet in height at its tallest point. The project includes two drive-thru lanes and associated menu boards with canopies and an outdoor patio seating area.

Three driveways will provide access into and out of the site. One access is proposed off of Rolling Vista Place, and two main accesses are proposed off of the frontage road. A total of 38 parking spaces is required (1 space per 150 sf GFA + 10 vehicle queuing spaces) for the property. The applicant is providing 41 spaces including two accessible stalls. The proposed site plan meets the parking requirements.

A 5' sidewalk will be installed along the entirety of Rolling Vista Place and a portion of the frontage road adjacent to the site. Due to topographical constraints, the developer is requesting a sidewalk waiver for remainder of the sidewalk not installed along the frontage road, which would connect to Jefferson Way. As a compromise, the developer has proposed a 5' sidewalk through the site from Rolling Vista Place to the east connecting with Jefferson Way. Two 5' pedestrian walkways are shown into the site from the public way. A sidewalk connection is also proposed along West Hillcrest Avenue through the intersection with North Jefferson Way allowing connection to the trails and sidewalk network east of Highway 65/69.

A minimum of 20% of the project area is required to be open space. The total amount of open space proposed is 54%. An existing landscape buffer is provided between the subject property and the residential properties to the west. The plantings shown on the landscape plan meet the minimum requirements of the Landscape & Open Space Ordinance.

Colored building elevations are included for review. The building is proposed to be constructed of thin brick veneer, stone veneer, EIFS and fenestration. The trash enclosure is proposed to be constructed

of brick and stone veneer. The elevations demonstrate compliance with the building design standards.

Discussion: Vacations

The complex nature of this project and the unorthodox shape of the platted lot requires two easement vacations and a right-of-way vacation to allow the development to proceed.

Landscape Buffer Easement: The zoning ordinance at the time of platting required landscape buffers between different zoning districts, regardless of if a public street separated the districts. The current zoning ordinance dictates that properties separated by a public street right-of-way are not considered adjoining for the purpose of installing landscape buffers. As no development is permitted within a recorded landscape buffer easement, the vacation was required. Easement vacations are not required to be heard at Planning Commission meetings; therefore, no action is required.

Right of Way: The original concept plan showed the drive-thru lanes encroaching into the City ROW. After discussion with city staff and the developer, and with only Indianola Municipal Utility (IMU) Fiber in the area, it was determined that there was a mutual benefit to vacate 812 sf of ROW to assist in facilitating the development. The area was staked and the fiber line remained within the City ROW. The vacated ROW will allow the parcel to have that gradual bend similar to Rolling Vista Place and eliminates the restrictive 90-degree angle. The ROW vacation allows the entire Culver's project to remain on privately owned land. If Council approves the ROW vacation, a lot-tie agreement will combine the two lots. Right-of-Way vacations are not required to be heard at Planning Commission meetings; therefore, no action is required.

Public Utility Easement: Within the aforementioned ROW is a 20' Public Utility Easement where a portion is proposed to be vacated. The PUE will be redefined and relocated at a later time during the project. The remainder of the PUE will remain in place to allow any placement of utilities now or in the future. Easement vacations are not required to be heard at Planning Commission meetings; therefore, no action is required.

VARIANCE

At their June 3, 2026, meeting, the Board of Adjustment approved a variance request for a front yard setback reduction of 10' 6" for a total of a 29.73' setback along Rolling Vista Place. The variance will allow the building to be a standard sized Culver's restaurant while meeting all other setback requirements. The restrictive 90-degree angle property line and the triple-frontage lot were proven hardships justifying the request to approve the setback variance.

SIDEWALK WAIVER

The developer is proposing a sidewalk along the entire length of Rolling Vista Place, about half the length of the frontage road and an extension from Rolling Vista Place to North Jefferson Way. Due to topographical constraints and existing grading near the northeast corner of the site, the developer is requesting a sidewalk waiver for a portion of the sidewalk required from the frontage road to Jefferson Way. As a compromise, the developer is also proposing a sidewalk from Rolling Vista Place through the site to the frontage road. Brick Gentry, the city's legal counsel, reviewed the proposal and agreed that while it meets the intent, it does not satisfy the strict application of the language in Chapter 136.06(1) because the sidewalk does not extend the entire length of the lot along the side which abuts the street. Snyder and Associates reviewed the sidewalk waiver and was also in favor of the request.

The Planning and Zoning Commission recommended approval of the site plan at their July 14, 2026, meeting with a 7-0 vote.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. RES_Culver's-Indianola_SP
2. CC_Staff Report_Culver's_SP_072026
3. CULVERS-INDIANOLA-CIVIL-SP-06-29-2026
4. Culver's Elevations
5. CULVERS-INDIANOLA-CIVIL-FIRETRUCK-TURNING

City of Indianola
RESOLUTION NO. 2026-

RESOLUTION APPROVING THE SITE PLAN FOR CULVER'S - INDIANOLA (1901 NORTH JEFFERSON WAY)

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

WHEREAS, the City of Indianola Planning and Zoning Commission reviewed and recommended approval of a Site Plan for Culver's – Indianola subject to remaining staff comments on July 14, 2026; and

WHEREAS, the Site Plan for Culver's – Indianola is in general conformance with section §165 – *Zoning Regulations* of the Indianola Municipal Code; and

WHEREAS, the Site Plan for Culver's - -Indianola is in general conformance with section §165.08 – *Open Space, Landscaping and Buffering* of the Indianola Municipal Code; and

WHEREAS, the Site Plan for Culver's – Indianola is in general conformance with section §165.09 – *Building Design Standards* of the Indianola Municipal Code.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Indianola, Iowa having considered the recommendations of the Planning and Zoning Commission, on this 20th day of July 2026, that the Site Plan for Culver's – Indianola be approved.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY COUNCIL STAFF REPORT

PROJECT: Culver's Indianola - Site Plan

PREPARED BY: Bill Mettee – Senior Planner

REPORT DATE: July 15, 2026

MEETING DATE: July 20, 2026

GENERAL INFORMATION

Applicant / Owner:

JPJ Acquisitions, LLC | Community Choice Credit Union

Owner's Representative:

Brad Kuehl, PE, Bishop Engineering

Request:

The applicant is requesting approval of a site plan for a Culver's restaurant.

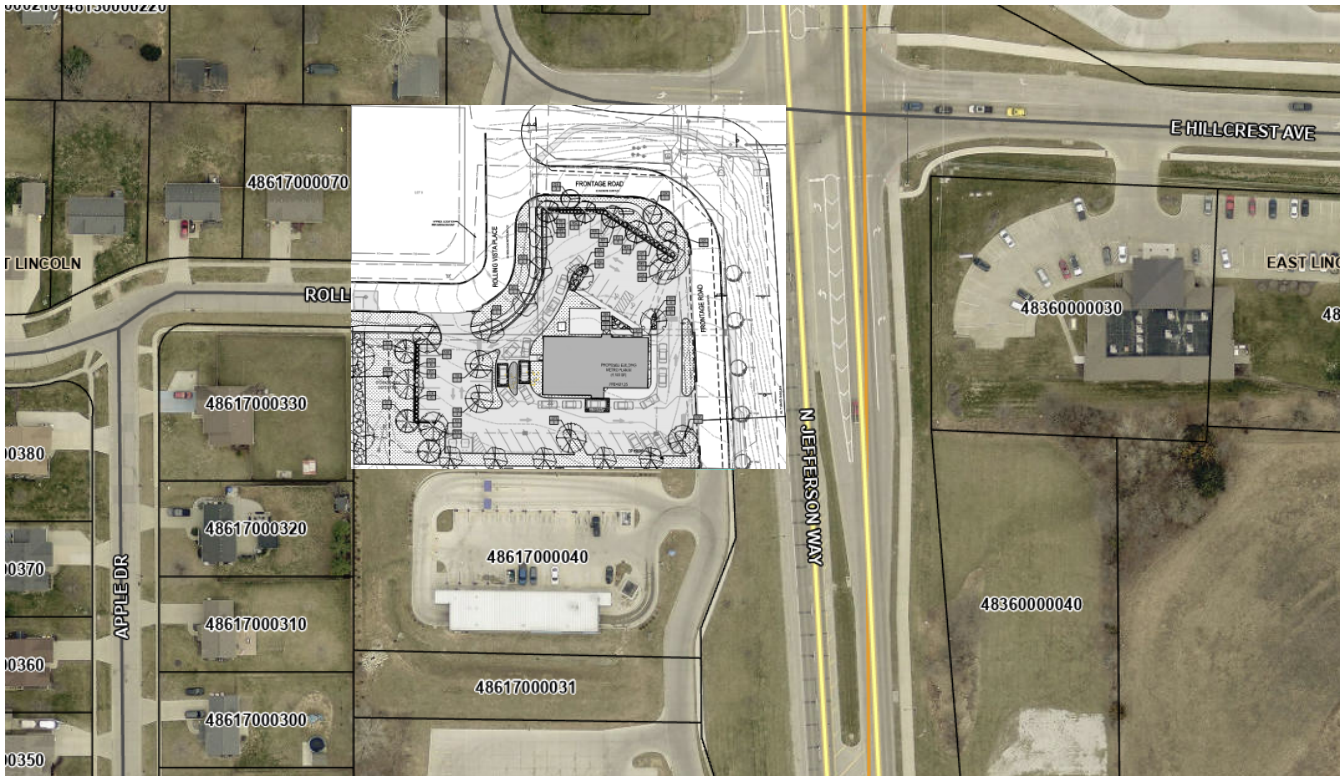
Location and Size:

Property is located west of North Jefferson Way and south of West Hillcrest Avenue, containing approximately 1.30 acres.

Property Address:

1901 North Jefferson Way

AREA MAP



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

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Regional Mixed Use	C-2 (Highway Commercial District)
North	Single-Family Residential	Low-Density Residential	R-1 (Single-Family Residential Detached District)
South	Champion Car Wash	Regional Mixed Use	C-2 (Highway Commercial District)
East	Unity Point Clinic	Regional Mixed Use	C-2 (Highway Commercial District)
West	Single-Family Residential	Low-Density Residential	R-1 (Single-Family Residential Detached District)

BACKGROUND

The subject property was platted in 2003 as lot 5 of Scenic Pointe. The lot is 1.30 acres in area and was platted with a 10' PUE along the eastern boundary, a 30' ingress-egress easement that encompasses the frontage road, a 30' landscape buffer easement along the western boundary and a 20' PUE along the western boundary. The parcel generally aligns with the curve of Rolling Vista Place with a restrictive 90 degree angle instead of a gradual bend. The lot is also a triple-frontage lot with street frontages on three sides.

PROJECT DESCRIPTION

The applicant is proposing a site plan for a Culver's restaurant. The building will be 4,100 square feet (approximately 49' x 88') and will be approximately 23-feet in height at its tallest point. The project includes two drive-thru lanes and associated menu boards with canopies and an outdoor patio seating area.

A monument sign is proposed near the northeast corner of the site, and the trash enclosure is proposed to be located near the southwest corner of the site.

Table I below summarizes the bulk regulations that are applicable to the proposed development. The site plan demonstrates compliance with the bulk regulations. The site plan is in compliance with the bulk regulations. A variance was approved for the west side's front yard setback.

Table I: Bulk Regulations for the C-2 Zoning District

Category	C-2 (minimum)
Front Yard Setback	40 feet
Rear Yard Setback	10 feet [40 feet when adjacent to residential]
Side Yard Setback	10 feet [30 feet when adjacent to residential]
Maximum Height Stories	50'

ACCESS AND PARKING

Three driveways will provide access into and out of the site. One access is proposed off of Rolling Vista Place, and two main accesses are proposed off of the frontage road.

A total of 38 parking spaces is required (1 space per 150 sf GFA + 10 vehicle queuing spaces) for the property. The applicant is providing 41 spaces including two accessible stalls. The proposed site plan meets the parking requirements.

SIDEWALKS / TRAILS / TRAFFIC

A 5' sidewalk will be installed along the entirety of Rolling Vista Place and a portion of the frontage road adjacent to the site. Due to topographical constraints, the developer is requesting a sidewalk waiver for remainder of the sidewalk not installed along the frontage road. As a compromise, the developer has proposed a 5' sidewalk through the site from Rolling Vista Place to the east.

Two 5' pedestrian walkways are shown into the site from the public way. A sidewalk connection is also proposed along West Hillcrest Avenue through the intersection with North Jefferson Way allowing connection to the trails and sidewalk network east of Highway 65/69.

UTILITIES

All utilities have been installed with the plat improvements and will be extended as needed to service the site. Stormwater detention will be provided in a basin at the west end of the site.

PHOTOMETRIC PLAN

A photometric plan for the site lighting has been submitted and complies with the requirements of the Site Plan Ordinance.

LANDSCAPING & OPEN SPACE

A minimum of 20% of the project area is required to be open space. The total amount of open space proposed is 54%. An existing landscape buffer is provided between the subject property and the residential properties to the west. The plantings shown on the landscape plan meet the minimum requirements of the Landscape & Open Space Ordinance.

ELEVATIONS

Colored building elevations are included for review. The building is proposed to be constructed of thin brick veneer, stone veneer, EIFS and fenestration. The trash enclosure is proposed to be constructed of brick and stone veneer. The elevations demonstrate compliance with the building design standards.

VACATIONS

The complex nature of this project and the unorthodox shape of the platted lot requires two easement vacations and a right-of-way vacation to allow the development to proceed.

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STAFF RECOMMENDATION

The proposed site plan is in general conformance with the Zoning Ordinance and Comprehensive Plan. Staff recommends approval of the site plan for Culver's Indianola subject to remaining staff comments.

Staff would also recommend approval of the sidewalk waiver request as proposed.

PLANNING COMMISSION RECOMMENDATION

At their July 14, 2026 meeting, the Planning Commission voted unanimously 7-0 in favor of the site plan and sidewalk waiver and recommend the City Council approve the site plan for Culver's - Indianola.

CULVER'S - INDIANOLA

SITE PLAN

SHEET INDEX:

C0.1	COVER SHEET
C1.1	SITE SURVEY AND REMOVALS
C2.1	LAYOUT PLAN
C3.1	GRADING PLAN
C4.1	UTILITY PLAN
C5.1	LANDSCAPE PLAN
C6.1	DETAILS
C-1	CULVERS SITE DETAILS
C7.1	EROSION CONTROL PLAN - SWPPP

PROPERTY DESCRIPTION:

LOT 5 IN SCENIC POINTE AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF INDIANOLA, WARREN COUNTY, IOWA

SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD.

AREA:

EXISTING: 56,711 SQUARE FEET - 1.30 ACRES
PROPOSED: 57,526 SQUARE FEET - 1.32 ACRES

ADDRESS:

1901 NORTH JEFFERSON WAY,
INDIANOLA, IOWA 50125

OWNER:

COMMUNITY CHOICE CREDIT UNION
8404 NW 62ND AVENUE
JOHNSTON, IOWA 50131

PREPARED FOR:

SVN / CREATE
HEATH BULLOCK
2700 WESTOWN PARKWAY, SUITE 200
WEST DES MOINES, IA 50266
(515) 554-7412

ZONING:

INFORMATION OBTAINED FROM WARREN COUNTY ASSESSORS PAGE
ZONED: C-2 (HIGHWAY COMMERCIAL DISTRICT)
FOR AN OFFICIAL ZONING REPORT PLEASE CALL CITY OF INDIANOLA AT 515-961-9430

SETBACKS

FRONT: 40 FEET
SIDE: 10 FEET
REAR: 10 FEET; 40 FEET ABUTTING R-1 OR R-2 ZONING

VARIANCE APPROVED BY THE BOARD OF ADJUSTMENT AT THEIR REGULAR MEETING ON JUNE 3, 2026 FOR THE FRONT YARD SETBACK ALONG ROLLING VISTA PLACE

BUILDING HEIGHT:

MAXIMUM = 5'
PROVIDED = 23'-3"

PARKING REQUIREMENTS:

PARKING REQUIRED:
RESTAURANT: ONE SPACE PER 150 SF (4,100 SF) = 28 SPACES
PLUS, 10 VEHICLE QUEUING SPACES PER DRIVE UP LANE (1) = 10 SPACES

PARKING REQUIRED: = 38 SPACES

PARKING PROVIDED (INC 2 ADA SPACES): = 41 SPACES

IMPERVIOUS SURFACE:

TOTAL SITE AREA = 57,526 SF
PROPOSED IMPERVIOUS
BUILDING = 4,100 SF
PAVEMENT = 24,843 SF
SIDEWALK = 2,110 SF
TOTAL = 31,053 SF (54%)

ERU CALCULATION (57,526 SF / 4,000 SF) = 14.4 ERUS

OPEN SPACE REQUIRED (20%) = 11,505 SF
OPEN SPACE PROVIDED = 26,473 SF (46%)

DISTURBED AREA:

DISTURBED AREA: = 47,615 SF (1.09 AC)

ESTIMATED CONSTRUCTION SCHEDULE:

BEGIN CONSTRUCTION SPRING 2026
COMPLETE CONSTRUCTION SUMMER/FALL 2026



UTILITY NOTE:

THE LOCATION OF THE UTILITIES INDICATED ON THE PLANS HAVE BEEN TAKEN FROM THE FIELD SURVEY, EXISTING PUBLIC RECORDS, AND PLANS PROVIDED BY OTHERS. SURFACE UTILITY LOCATIONS HAVE BEEN FIELD LOCATED BY BISHOP ENGINEERING, UNLESS OTHERWISE NOTED. ALL UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE LOCATIONS ONLY. BISHOP ENGINEERING DOES NOT GUARANTEE THE UNDERGROUND LOCATION OF ANY UTILITIES SHOWN. IT SHALL BE THE DUTY OF THE CONTRACTOR TO DETERMINE THE LOCATION AND DEPTH OF ANY UNDERGROUND UTILITIES SHOWN AND IF ANY ADDITIONAL UTILITIES, OTHER THAN THOSE SHOWN ON THE PLANS, MAY BE PRESENT, A REQUEST WAS MADE TO IOWA ONE CALL FOR UTILITY PROVIDERS TO VERIFY, LOCATE, AND MARK THEIR UTILITIES IN THE FIELD.

GENERAL NOTES:

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH 2026 SUDAS STANDARD SPECIFICATIONS AND ANY AND ALL CITY/COUNTY SUPPLEMENTAL SPECIFICATIONS. THE CITY OF INDIANOLA MUST BE NOTIFIED BY ALL CONTRACTORS 48 HOURS PRIOR TO COMMENCING WORK.
- IN EVENT OF A DISCREPANCY BETWEEN THE QUANTITY ESTIMATES AND THE DETAILED PLANS, THE DETAILED PLANS SHALL GOVERN.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES. ANY DAMAGE TO SAID UTILITIES SHALL BE REPAIRED AT THE CONTRACTORS EXPENSE.
- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CURRENT O.S.H.A. CODES AND STANDARDS. NOTHING INDICATED ON THESE PLANS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH THE APPROPRIATE SAFETY REGULATIONS.
- ALL NECESSARY CONSTRUCTION SIGNS, BARRICADES AND OTHER TRAFFIC CONTROL DEVICES REQUIRED DURING CONSTRUCTION WILL BE FURNISHED BY THE CONTRACTOR. SIGNS, BARRICADES AND OTHER TRAFFIC CONTROL DEVICES MUST BE IN CONFORMANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS."
- BISHOP ENGINEERING SHALL NOT BE LIABLE FOR ANY INJURIES THAT HAPPEN ON SITE. THIS SHALL INCLUDE BUT NOT BE LIMITED TO TRENCH COLLAPSES FROM VARYING SOIL CONDITIONS OR INJURIES CAUSED BY UNDERGROUND UTILITIES INCLUDING UTILITIES THAT ARE NOT SHOWN ON PLAN.
- THE CONTRACTOR IS LIABLE FOR ALL DAMAGES TO PUBLIC OR PRIVATE PROPERTY CAUSED BY THEIR ACTION OR INACTION IN PROVIDING FOR STORM WATER FLOW DURING CONSTRUCTION. DO NOT RESTRICT FLOWS IN EXISTING DRAINAGE CHANNELS, STORM SEWER, OR FACILITIES.
- THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER A SCHEDULE FOR PERFORMANCE OF WORK ITEMS. THIS SCHEDULE SHALL BE PROVIDED BY THE CONTRACTOR AT THE PROJECT PRE-CONSTRUCTION CONFERENCE. NO WORK SHALL BEGIN UNTIL A SCHEDULE HAS BEEN SUBMITTED AND ACCEPTED. THE CONTRACTOR SHALL THEN PERFORM WORK TO CONFORM TO THE ACCEPTED SCHEDULE.
- LABORATORY TESTS SHALL BE PERFORMED BY THE OWNER UNLESS OTHERWISE NOTED. THE CONTRACTOR SHALL PROVIDE SAMPLES OF MATERIAL REQUIRED FOR LABORATORY TESTS AND TESTING IN ACCORDANCE WITH THE URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS.
- SOIL IMPORT OR EXPORT ON THIS PROJECT SHALL BE CONSIDERED INCIDENTAL AND WILL NOT BE MEASURED OR PAID FOR SEPARATELY.
- THE CONTRACTOR SHALL PROTECT ALL STRUCTURES NOT SHOWN AS REMOVALS ON THE PLANS.
- THE CONTRACTOR SHALL OBTAIN ANY AND ALL NECESSARY PERMITS PRIOR TO ANY CONSTRUCTION. CONTRACTOR SHALL WORK WITH OWNER OR OWNERS REPRESENTATIVE ON ALL REQUIRED STORM WATER DISCHARGE PERMITS FROM THE IOWA DEPARTMENT OF NATURAL RESOURCES AND THE CITY OF INDIANOLA.
- GRADING AND EROSION CONTROL SHALL BE DONE IN ACCORDANCE WITH THE APPROVED GRADING PLAN, SWPPP, NPDES DOCUMENTS, AND IOWA DEPARTMENT OF NATURAL RESOURCES REQUIREMENTS.
- THE CONTRACTOR SHALL PICK UP ANY DEBRIS SPILLED ONTO THE ADJACENT RIGHT OF WAY OR ABUTTING PROPERTIES AS THE RESULT OF CONSTRUCTION, AT THE END OF EACH WORK DAY AND PRIOR TO A RAIN EVENT.
- THE CONTRACTOR IS RESPONSIBLE FOR THE PROMPT REMOVAL OF ALL MUD THAT HAS BEEN TRACKED OR WASHED UNTO ADJACENT PROPERTY OR RIGHT OF WAY UNTIL SUCH TIME THAT PERMANENT VEGETATION HAS BEEN ESTABLISHED.
- DISPOSE OF ALL EXCESS MATERIALS AND TRASH IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REQUIREMENTS. PROVIDE WASTE AREAS OR DISPOSAL SITES FOR EXCESS MATERIALS NOT DESIRABLE FOR INCORPORATION INTO THE PROJECT.

PAVING NOTES:

- THE PAVING/ GRADING CONTRACTOR SHALL BACKFILL THE PAVING SLAB AND FINE GRADE THE RIGHT OF WAY AS SOON AFTER THE PAVING AS POSSIBLE. ALL AREAS SHALL BE SEEDED IN ACCORDANCE WITH CITY OF INDIANOLA STANDARD SPECIFICATIONS AND THE CURRENT VERSION OF SUDAS.
- SUBGRADE PREPARATION AND PAVEMENTS WILL BE CONSTRUCTED FOLLOWING RECOMMENDATIONS IN THE SOILS REPORT. APPROVED SOILS ENGINEER MUST SIGN OFF ON SUBASE PRIOR TO ANY PAVEMENT BEING PLACED.
- SEE DETAILS FOR ALL PAVEMENT THICKNESS.
- ALL PEDESTRIAN WALKWAYS THAT UNLOAD INTO A VEHICLES TRAVELED PATH MUST HAVE A.D.A. DETECTABLE WARNING PANEL(S) AS PER A.D.A. REGULATIONS. PANEL TYPE & COLOR SHALL BE PER CITY STANDARD.
- ALL WALKS, PARKING LOTS, HANDICAP PARKING, RAMPS, ETC. SHALL COMPLY WITH ALL A.D.A. AND CITY CODES. HANDICAP PARKING SIGNAGE IS REQUIRED FOR ALL HANDICAP STALLS AND SHALL BE CONSIDERED INCIDENTAL. IN EVENT OF A DISCREPANCY BETWEEN THE PLANS AND THE A.D.A./CITY CODES THE A.D.A./CITY CODES SHALL GOVERN. CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING A.D.A. CODES ARE MET.

UTILITY NOTES:

- QUANTITY CALLOUTS ON PIPE LENGTHS ARE APPROXIMATE AND SHOULD BE USED FOR REFERENCE ONLY.
- THE CONTRACTOR SHALL PROVIDE AS-BUILT OF ALL UTILITIES, INCLUDING DEPTH AND LOCATION OF ALL SERVICES.
- THE CONTRACTOR SHALL COORDINATE THE ADJUSTMENT OF ANY AND ALL EXISTING AND PROPOSED UTILITIES TO PROPOSED GRADES. EXISTING UTILITIES SHALL BE RAISED OR LOWERED IN ACCORDANCE WITH THE UTILITY OWNER REQUIREMENTS. ANY NECESSARY ADJUSTMENTS SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.
- ACTIVE EXISTING FIELD TILES ENCOUNTERED DURING CONSTRUCTION SHALL BE REPAIRED, REROUTED, OR CONNECTED TO PUBLIC OR PRIVATE STORM SEWER TO REMAIN IN SERVICE.
- ALL PROPOSED RCP STORM SEWER PIPE JOINTS SHALL BE FABRIC WRAPPED AND THE LAST 3 PIPE SECTIONS ON THE APRON SHALL BE TIED WITH RF-14 TYPE I CONNECTORS. ALL APRONS SHALL HAVE A STANDARD FOOTING AND TRASH GUARD.
- ALL RIP RAP CALLED OUT ON PLANS SHALL BE UNDERLAIN WITH ENGINEERING FABRIC.
- SANITARY SEWER SERVICE CONNECTIONS SHALL BE PLACED AT A SLOPE OF NO LESS THAN 2%. SERVICES SHALL MAINTAIN 18" OF VERTICAL SEPARATION FROM THE WATERMAIN WITH 18" OF COMPACTED LOW PERMEABILITY SOIL BETWEEN THE UTILITIES WITHIN 10' OF THE CROSSING.
- MANDREL AND PRESSURE TESTS SHALL BE REQUIRED FOR ALL PROPOSED SANITARY LINES. TELEVISION OF THE SANITARY SEWER SYSTEM SHALL BE COMPLETED PRIOR TO PAVING UNLESS OTHERWISE APPROVED BY JURISDICTION.
- WATERMANS SHALL BE C-900. SIZE OF WATERMAIN AS SHOWN ON PLANS.
- THRUST BLOCKS SHALL BE INSTALLED AS REQUIRED AND SHALL BE CONSIDERED INCIDENTAL TO WATERMAIN CONSTRUCTION.
- PROPOSED WATERMAIN SHALL BE PRESSURE TESTED, BACTERIA TESTED AND CHLORINATED. THE FILLING OF THE WATER MAIN SHALL BE DONE BY THE CITY OF INDIANOLA.
- TRACER WIRE SHALL BE ADDED TO ALL WATER MAIN, AND BROUGHT TO THE SURFACE AT EVERY HYDRANT.
- ALL HYDRANTS WILL IMMEDIATELY BE COVERED WITH A BLACK PLASTIC BAG (OR EQUIVALENT) ONCE THE HYDRANT IS INSTALLED. THE CITY OF INDIANOLA WILL NOTIFY THE CONTRACTOR WHEN THE BAGS CAN BE REMOVED.
- THE MINIMUM HYDRANT LEAD SHALL BE 3.5 FEET.

UTILITY MAPS PROVIDED BY:

- ELECTRIC (MID AMERICAN / 515-962-5330)
- STREETS AND STORM SEWER (CITY OF INDIANOLA / 515-962-5254)
- SANITARY SEWER (CITY OF INDIANOLA / 515-961-9416)
- WATER (INDIANOLA MUNICIPAL UTILITIES / 515-962-5330)
- FIBER OPTIC (CENTURYLINK / 918-547-0147)
- FIBER OPTIC (INDIANOLA MUNICIPAL UTILITIES / 515-965-5283)
- GAS (MID AMERICAN / 515-252-6972)

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UTILITY CONFLICT NOTES:

- UTILITY CONFLICTS MAY EXIST ACROSS THE SITE WITH NEW UTILITIES, GRADING, PAVING ETC. MOST UTILITY CONFLICTS HAVE BEEN CALLED OUT FOR CONTRACTOR CONVENIENCE.
- CONTRACTOR IS RESPONSIBLE FOR ALL UTILITY CONFLICTS THAT ARE EITHER CALLED OUT ON THE PLANS OR THAT CAN BE SEEN ON THE PLANS BETWEEN AN EXISTING UTILITY AND PROPOSED CONSTRUCTION

WETLAND NOTES:

- BISHOP ENGINEERING DOES NOT PERFORM WETLAND STUDIES OR WETLAND MITIGATION. IT IS THE OWNER'S RESPONSIBILITY TO DETERMINE IF ANY WETLANDS ARE LOCATED ON THE PROJECT SITE AND PERFORM ANY NECESSARY MITIGATION PRIOR TO THE COMMENCEMENT OF CONSTRUCTION ACTIVITIES.

SURVEY NOTES:

- SURVEY WORK WAS COMPLETED BY BISHOP ENGINEERING ON 12/06/2022. SEE SITE SURVEY PROVIDED AS PART OF THIS SET OF PLANS FOR EXISTING SITE CONDITIONS AND BOUNDARY INFORMATION.

SOILS REPORT:

- REFERENCE SOILS REPORT PROJECT NO. XXXX DATED XXXX, PREPARED BY XXXX FOR SOILS INFORMATION.
- SOILS REPORT SHALL GOVERN FOR ANY PREP OR SOILS MITIGATION REQUIREMENTS UNLESS CALL OUT ON PLANS IS MORE STRINGENT.

LIGHTING NOTES:

- PARKING LOT LIGHTING SHALL BE PEDESTRIAN IN SCALE WITH CUT-OFF DOWN DIRECTIONAL LIGHT FIXTURES.
- REFER TO SEPARATE SITE LIGHTING PLAN FOR LIGHT POLE LOCATIONS AND DETAILS

EROSION CONTROL NOTES:

- SWPPP INCLUDED WITH THE SITE PLAN. ALL EROSION CONTROL SHALL MEET CITY REQUIREMENTS.

SITE PLAN NOTES:

- BUILDING PERMITS MUST BE OBTAINED BY THE CITY OF INDIANOLA COMMUNITY DEVELOPMENT DEPARTMENT PRIOR TO CONSTRUCTION
- ALL EXTERIOR-MOUNTED AND ROOF-TOP MOUNTED BUILDING EQUIPMENT SHALL BE LOCATED OUT OF VIEW AND SCREENED FROM ALL ADJACENT STREETS AND RESIDENTIALLY DEVELOPED OR ZONED PROPERTIES
- ANY PROPOSED CHANGES TO THE SITE PLAN SHALL BE APPROVED IN WRITING BY THE CITY OF INDIANOLA COMMUNITY DEVELOPMENT DEPARTMENT
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY CHANGES MADE DURING CONSTRUCTION THAT HAVE NOT BEEN GRANTED APPROVAL IN WRITING BY THE CITY OF INDIANOLA COMMUNITY DEVELOPMENT DEPARTMENT

UTILITY CONTACTS:

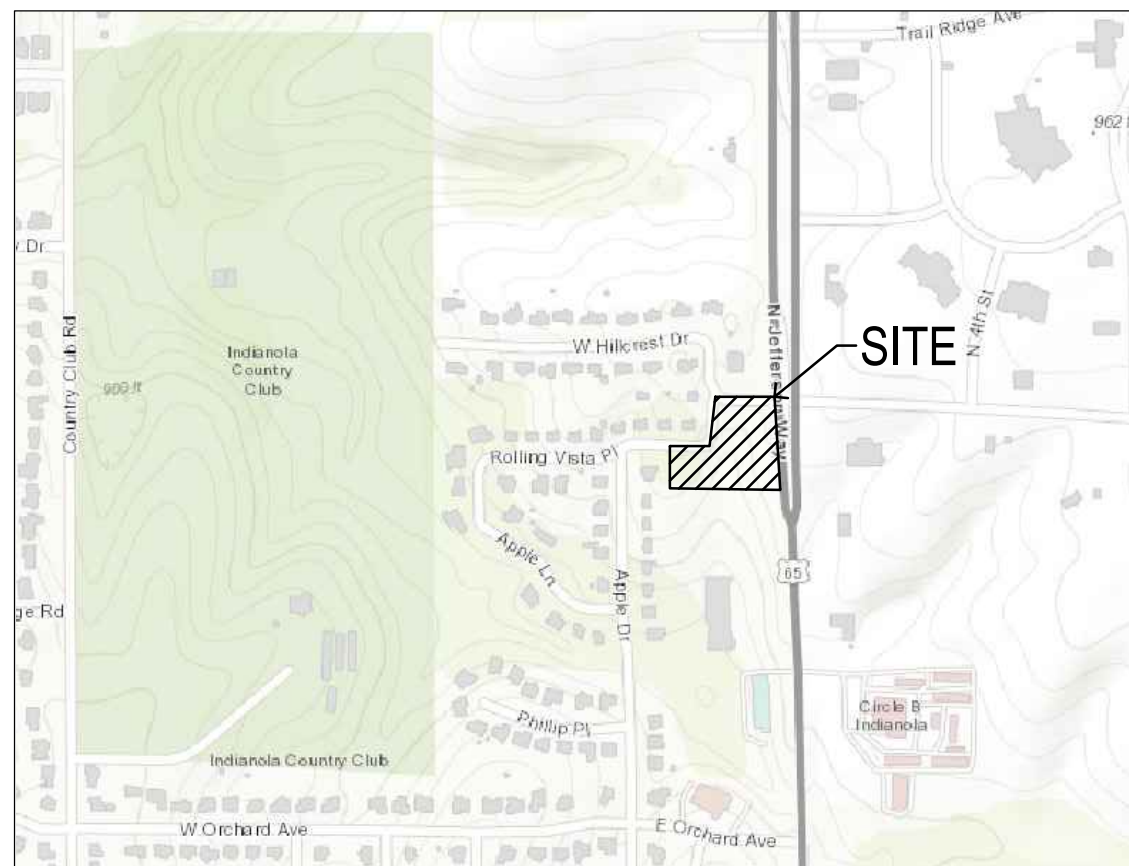
STREETS/STORM SEWER
CITY OF INDIANOLA
CALEB ADAMS-BROWN
515-962-5254
CADAMSBROWN@INDIANOLA.IOWA.GOV

SANITARY SEWER
CITY OF INDIANOLA
TY HERRICK
515-961-9416
THERRICK@INDIANOLA.IOWA.GOV

WATER
INDIANOLA MUNICIPAL UTILITIES
MIKE METCALF
515-962-5305
MMETCALF@INDIANOLA.COM

INDIANOLA MUNICIPAL UTILITIES
JUSTIN BRAND
515-962-5330
JBRAND@INDIANOLA.COM

FIBER
INDIANOLA MUNICIPAL UTILITIES
KURT RIPPERGER
515-962-5283
KRIPPERGER@INDIANOLA.COM



VICINITY MAP
SCALE: 1" = 600'

ABBREVIATIONS:

AC ACRES
ASPH ASPHALT
BK BOOK
CONC CONCRETE
D DEEDED DISTANCE
EX EXISTING
ENCL ENCLOSURE
FF FINISHED FLOOR
FL FLOW LINE
FRAC FRACTIONAL
M MEASURED DISTANCE
MH MANHOLE
OPC ORANGE PLASTIC CAP
P PLATTED DISTANCE
PG PAGE
POB POINT OF BEGINNING
POC POINT OF COMMENCEMENT
PRA PREVIOUSLY RECORDED AS
PUE PUBLIC UTILITY EASEMENT
ROW RIGHT OF WAY
RPC RED PLASTIC CAP
SF SQUARE FEET
SAN SANITARY
TYP TYPICAL
YPC YELLOW PLASTIC CAP
N NORTH
S SOUTH
E EAST
W WEST

LEGEND:

— SAN — SANITARY SEWER
— ST — STORM SEWER
— W — WATER LINE
— G — GAS LINE
— U/E — UNDERGROUND ELECTRIC
— O/E — OVERHEAD ELECTRIC
— TELE — TELEPHONE LINE
— F/O — FIBER OPTIC
— CATV — CABLE TV
① STORM MANHOLE
② CURB INTAKE
③ SURFACE INTAKE
④ FLARED END SECTION
⑤ SANITARY MANHOLE
⑥ CLEANOUT
⑦ FIRE HYDRANT
⑧ SPRINKLER
⑨ IRRIGATION CONTROL VALVE
⑩ WATER MANHOLE
⑪ WELL
⑫ WATER VALVE
⑬ WATER SHUT OFF
⑭ YARD HYDRANT
⑮ ELECTRIC MANHOLE
⑯ ELECTRIC METER
⑰ ELECTRIC RISER
⑱ ELECTRIC VAULT
⑲ POWER POLE
⑳ TRANSFORMER POLE
⚡ LIGHT POLE
Ⓜ ELECTRIC JUNCTION BOX
Ⓨ ELECTRIC PANEL
Ⓩ TRANSFORMER
Ⓩ GROUND LIGHT
Ⓩ GUY WIRE
Ⓩ ELECTRIC HANDHOLE
Ⓩ GAS METER
Ⓩ GAS VALVE
Ⓩ AIR CONDITIONING UNIT
Ⓩ TELEPHONE RISER
Ⓩ TELEPHONE VAULT
① TELEPHONE MANHOLE
② TRAFFIC SIGNAL MANHOLE
③ FIBER OPTIC MANHOLE
④ FIBER OPTIC RISER
⑤ FIBER OPTIC FAULT
⑥ CABLE TV RISER
● SIGN
● BOLLARD
⑦ DENOTES NUMBER OF PARKING STALLS
● PROPERTY CORNER - FOUND AS NOTED
● PROPERTY CORNER - PLACED AS NOTED
● SECTION CORNER - FOUND AS NOTED

SITE PLAN

CULVERS - INDIANOLA
1901 N. JEFFERSON WAY
INDIANOLA, IOWA

REFERENCE NUMBER:
220538

DRAWN BY:

REVISION DATE:
03/12/2026
03/23/2026
04/09/2026
05/15/2026 CITY
06/10/2026 CITY
06/29/2026 CITY

PROJECT NUMBER:
260125

SHEET NAME:
COVER SHEET

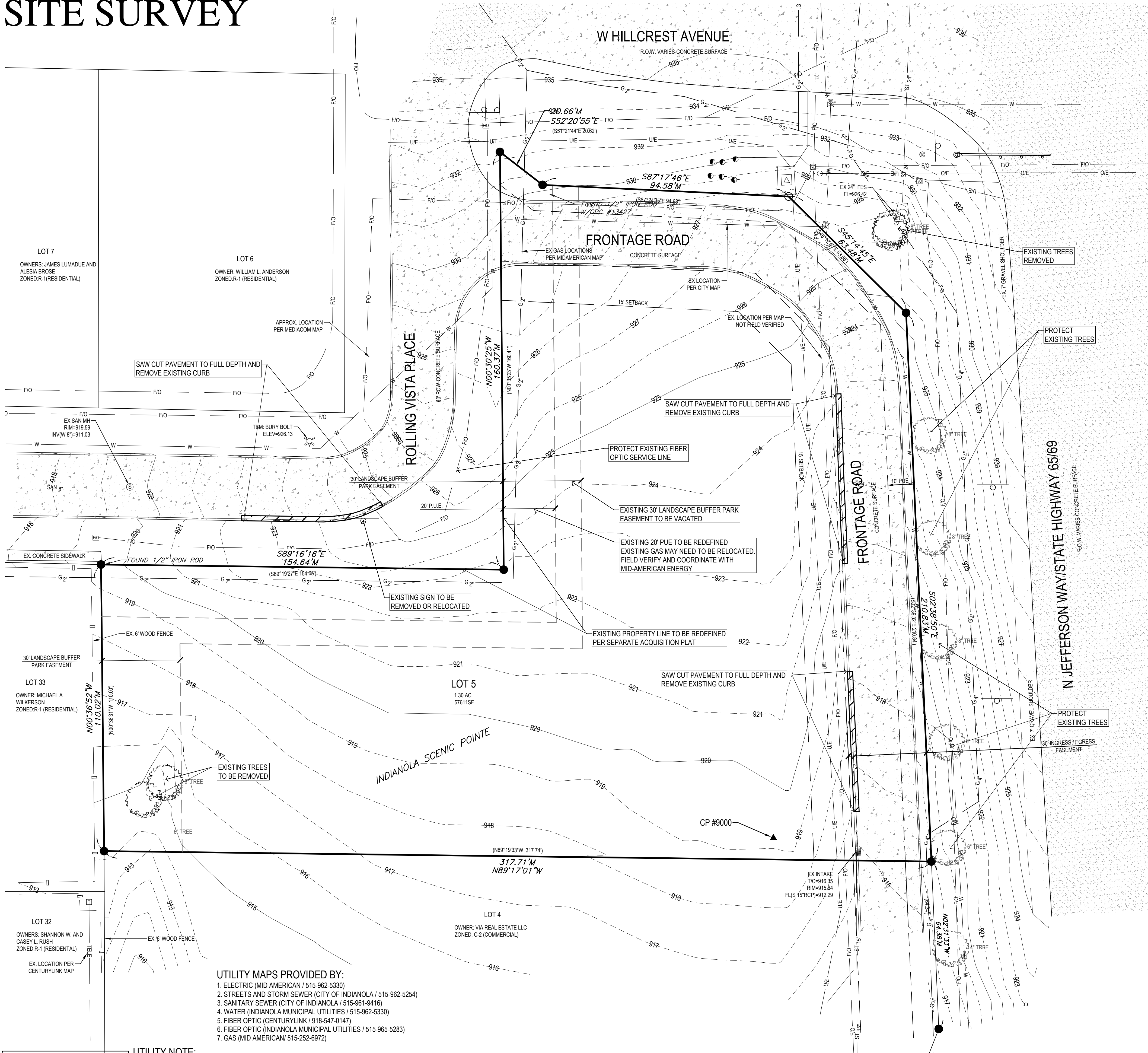
SHEET NUMBER:
C0.1

BISHOP
ENGINEERING +
3501 104th Street, Urbandale, IA 50322 Ph: 515-276-0467



CULVER'S - INDIANOLA

SITE SURVEY



UTILITY MAPS PROVIDED BY:

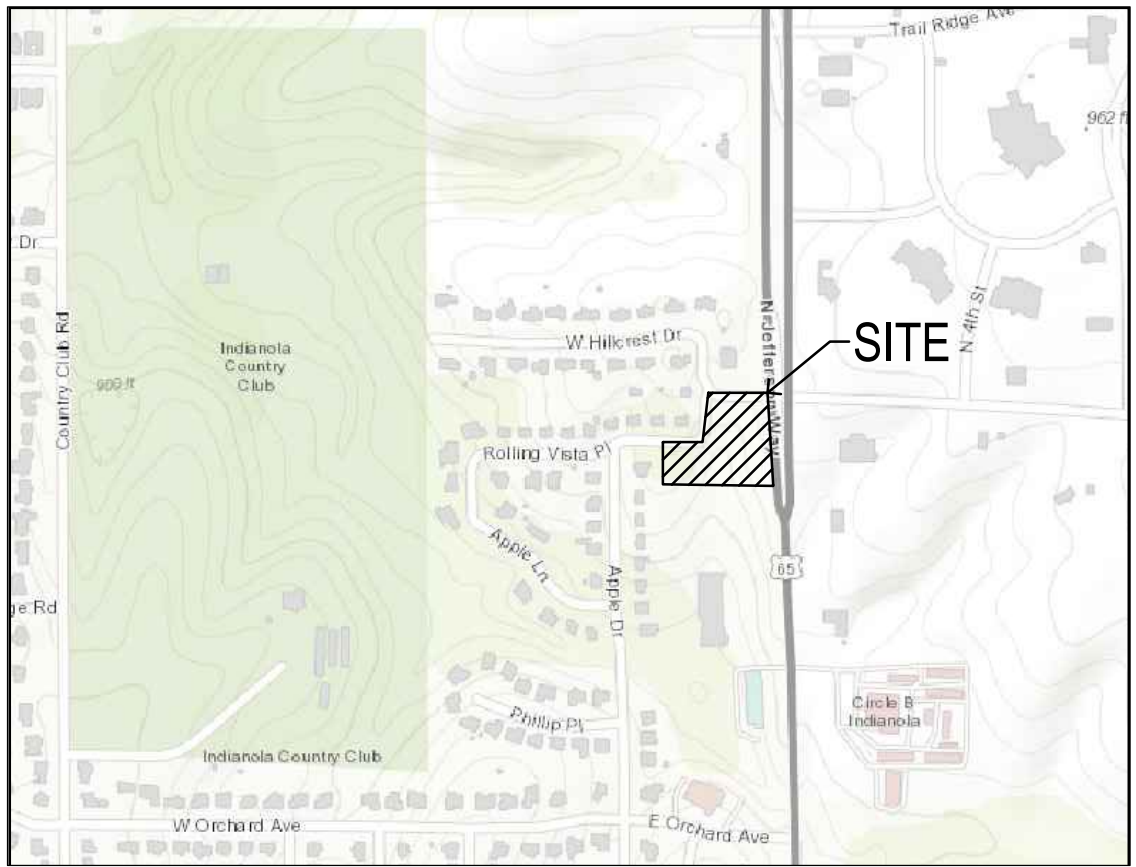
1. ELECTRIC (MID AMERICAN / 515-962-5330)
2. STREETS AND STORM SEWER (CITY OF INDIANOLA / 515-962-5254)
3. SANITARY SEWER (CITY OF INDIANOLA / 515-961-9416)
4. WATER (INDIANOLA MUNICIPAL UTILITIES / 515-962-5330)
5. FIBER OPTIC (CENTURYLINK / 918-547-0147)
6. FIBER OPTIC (INDIANOLA MUNICIPAL UTILITIES / 515-965-5283)
7. GAS (MID AMERICAN / 515-252-6972)

UTILITY NOTE:

THE LOCATION OF THE UTILITIES INDICATED ON THE PLANS HAVE BEEN TAKEN FROM THE FIELD SURVEY. EXISTING PUBLIC RECORDS, AND PLANS PROVIDED BY OTHERS. SURFACE UTILITY LOCATIONS HAVE BEEN FIELD LOCATED BY BISHOP ENGINEERING, UNLESS OTHERWISE NOTED. ALL UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE LOCATIONS ONLY. BISHOP ENGINEERING DOES NOT GUARANTEE THE UNDERGROUND LOCATION OF ANY UTILITIES SHOWN. IT SHALL BE THE DUTY OF THE CONTRACTOR TO DETERMINE THE LOCATION AND DEPTH OF ANY UNDERGROUND UTILITIES SHOWN AND IF ANY ADDITIONAL UTILITIES, OTHER THAN THOSE SHOWN ON THE PLANS, MAY BE PRESENT, A REQUEST WAS MADE TO IOWA ONE CALL FOR UTILITY PROVIDERS TO VERIFY, LOCATE, AND MARK THEIR UTILITIES IN THE FIELD.

NOTES:

1. ADJACENT PROPERTY OWNER INFORMATION OBTAINED FROM WARREN COUNTY ASSESSORS WEB PAGE
 2. PARENTHESIS () DENOTES PREVIOUSLY RECORDED BEARINGS AND DISTANCES
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VICINITY MAP
SCALE: 1" = 600'

PROPERTY DESCRIPTION:

LOT 5 IN SCENIC POINTE AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF INDIANOLA, WARREN COUNTY, IOWA

AREA:

56,711 SQUARE FEET - 1.30 ACRES

ADDRESS:

1901 NORTH JEFFERSON WAY,
INDIANOLA, IOWA 50125

OWNER:

COMMUNITY CHOICE CREDIT UNION
8404 NW 62ND AVENUE
JOHNSTON, IOWA 50131

PREPARED FOR:

SVN / CREATE
HEATH BULLOCK
2700 WESTOWN PARKWAY, SUITE 200
WEST DES MOINES, IA 50266
(515) 554-7412

ZONING:

INFORMATION OBTAINED FROM WARREN COUNTY ASSESSORS PAGE
ZONED: C-2 (HIGHWAY COMMERCIAL DISTRICT)
FOR AN OFFICIAL ZONING REPORT PLEASE CALL CITY OF INDIANOLA AT 515-961-9430

SITE CONTROL AND BENCHMARKS:

BASIS OF BEARING OBTAINED FROM GPS OBSERVATIONS
DATUM = NAD 83, IOWA SOUTH
BENCHMARK DATUM = NAVD83, GEOID 18

POINT #9000, 1/2" IRON ROD WIPINK PLASTIC CAP

NORTHING = 502593.75
EASTING = 1624189.16
ELEVATION = 919.25

DESCRIPTION: APPROX 10' NORTH OF SOUTH PROPERTY LINE
APPROX. 15' WEST OF CURB, SE SIDE OF SITE

POINT #9002, BURY BOLT ON HYDRANT

NORTHING = 502746.14
EASTING = 1624011.03
ELEVATION = 926.13

DESCRIPTION: HYDRANT WEST OF CURVE OF ROLLING VISTA
PLACE, NW SIDE OF SITE

REMOVAL NOTES:

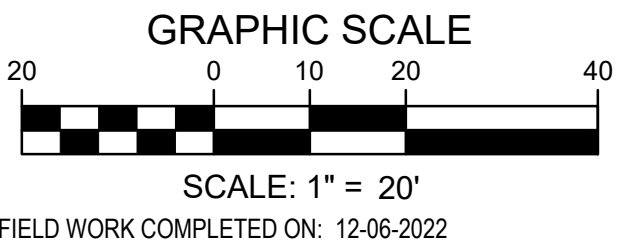
1. SAWCUT & REMOVE ALL PAVEMENT TO FULL DEPTH OF SLAB.
2. PROTECT ALL TREES NOT CALLED OUT FOR REMOVAL WITH ORANGE CONSTRUCTION FENCE AT THE DRIP LINE
3. CONTRACTOR TO COORDINATE SIGNAGE AND PERMITS WITH THE CITY FOR ANY WORK WITHIN THE ROAD RIGHT-OF-WAY
4. CONTRACTOR TO COORDINATE WITH UTILITY PROVIDERS FOR ANY DISCONNECT AND REMOVAL OF EXISTING UTILITY SERVICES ASSOCIATED WITH THE BUILDING STRUCTURE DEMOLITION/REMOVAL
5. CONTRACTOR TO PROTECT ALL UTILITIES, PAVEMENTS AND STRUCTURES THAT ARE NOT SCHEDULED FOR REMOVAL. CONTRACTOR SHALL REPAIR AND/OR REPLACE ANY DAMAGED UTILITIES, PAVEMENTS AND STRUCTURES NOT SCHEDULED FOR REMOVAL AT THE CONTRACTORS EXPENSE
6. CONTRACTOR TO LOCATE AND VERIFY DEPTH OF EXISTING UTILITIES PRIOR TO CONSTRUCTION AND CONTACT THE OWNER/ENGINEER IF DIFFERENT FROM THE PLANS OR IN CONFLICT WITH PROPOSED IMPROVEMENTS

LEGEND

— SAN —	SANITARY SEWER	⬢	ELECTRIC VAULT
— ST —	STORM SEWER	⊙	TRANSFORMER POLE
— W —	WATER LINE	⊙	TRANSFORMER POLE
— G —	GAS LINE	☆	LIGHT POLE
— UE —	UNDERGROUND ELECTRIC	⬢	ELECTRIC JUNCTION BOX
— OE —	OVERHEAD ELECTRIC	⬢	ELECTRIC PANEL
— TELE —	TELEPHONE LINE	⬢	TRANSFORMER
— F/O —	FIBER OPTIC	⬢	GROUND LIGHT
— CATV —	CABLE TV	⬢	GUY WIRE
⬢	STORM MANHOLE	⬢	ELECTRIC HANDHOLE
⬢	CURB INTAKE	⬢	GAS METER
⬢	SURFACE INTAKE	⬢	GAS VALVE
⬢	DEEDED DISTANCE	⬢	AIR CONDITIONING UNIT
⬢	FLARED END SECTION	⬢	TELEPHONE RISER
⬢	ENCLOSURE	⬢	TELEPHONE VAULT
⬢	ROOF DRAIN	⬢	TELEPHONE MANHOLE
⬢	DOWNSPOUT	⬢	TRAFFIC SIGNAL MANHOLE
⬢	SANITARY MANHOLE	⬢	FIBER OPTIC MANHOLE
⬢	CLEANOUT	⬢	FIBER OPTIC RISER
⬢	FIRE HYDRANT	⬢	FIBER OPTIC VAULT
⬢	SPRINKLER	⬢	CABLE TV RISER
⬢	IRRIGATION CONTROL VALVE	⬢	SIGN
⬢	WATER MANHOLE	⬢	BOLLARDS
⬢	WELL	⬢	DENOTES NUMBER OF PARKING STALLS
⬢	WATER VALVE	⬢	PROPERTY CORNER - FOUND 1/2" IRON ROD WITH PINK PLASTIC CAP ID # 26776 OR AS NOTED
⬢	WATER SHUT OFF	⬢	SECTION CORNER - FOUND AS NOTED
⬢	YARD HYDRANT	⬢	SITE CONTROL POINT - MONUMENT AS NOTED
⬢	FLAGPOLE		
⬢	ELECTRIC MANHOLE		
⬢	ELECTRIC METER		
⬢	ELECTRIC RISER		

ABBREVIATIONS:

AC	ACRES
ASPH	ASPHALT
BK	BOOK
CONC	CONCRETE
D	DEEDED DISTANCE
EX	EXISTING
ENCL	ENCLOSURE
FF	FINISHED FLOOR
FL	FLOW LINE
FRAC	FRACTIONAL
M	MEASURED DISTANCE
MH	MANHOLE
OPC	ORANGE PLASTIC CAP
P	PLATTED DISTANCE
PG	PAGE
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
PRA	PREVIOUSLY RECORDED AS
PUE	PUBLIC UTILITY EASEMENT
ROW	RIGHT OF WAY
RPC	RED PLASTIC CAP
SF	SQUARE FEET
SN	SANITARY
TYP	TYPICAL
YPC	YELLOW PLASTIC CAP
N	NORTH
S	SOUTH
E	EAST
W	WEST



REFERENCE NUMBER:
220538

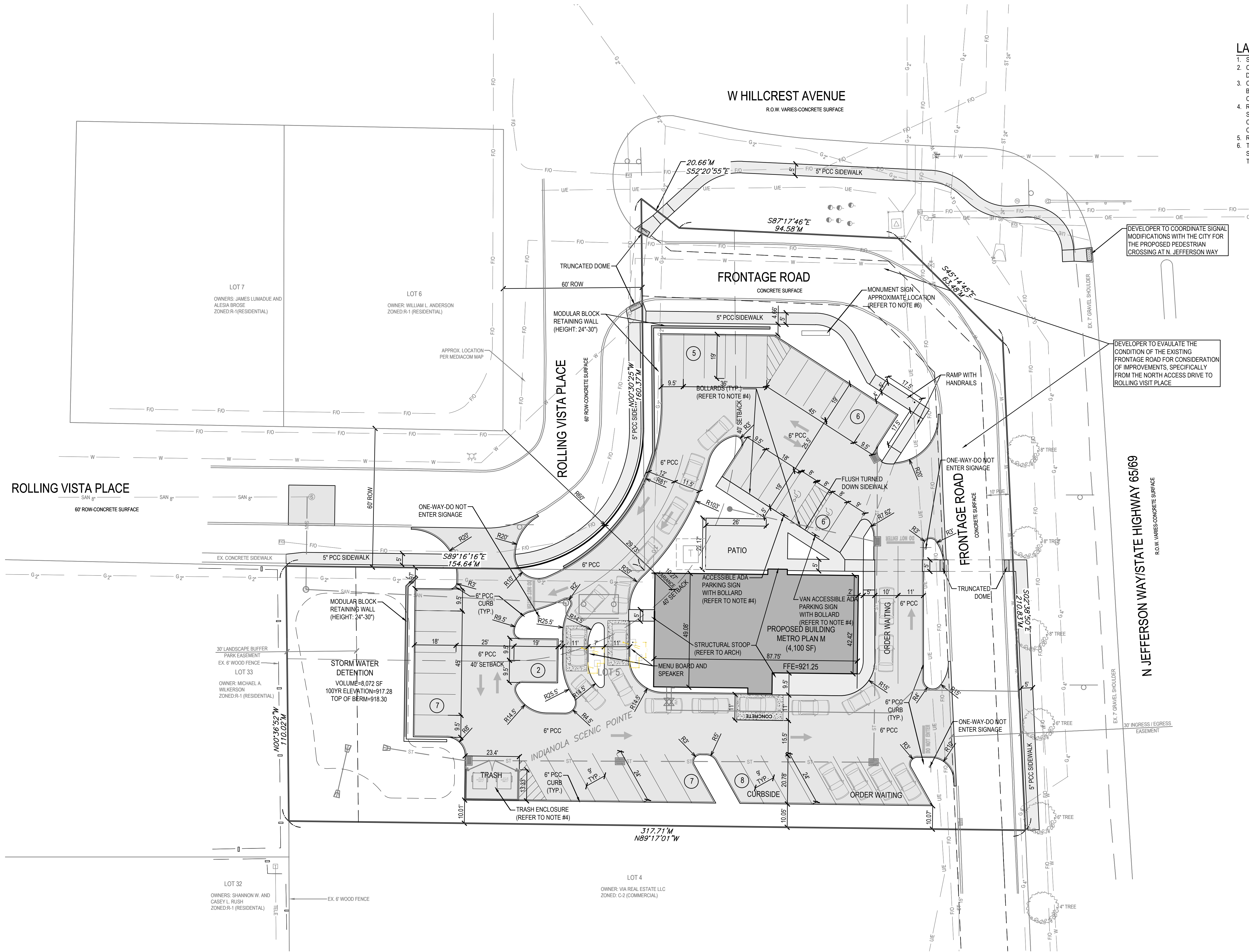
DRAWN BY:

REVISION DATE:
03/12/2026
03/23/2026
04/09/2026
05/15/2026 CITY
06/10/2026 CITY
06/29/2026 CITY

PROJECT NUMBER:
260125

SHEET NAME:
**SITE
SURVEY
AND
REMOVALS**

SHEET NUMBER:
C1.1

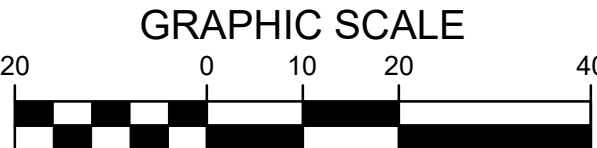
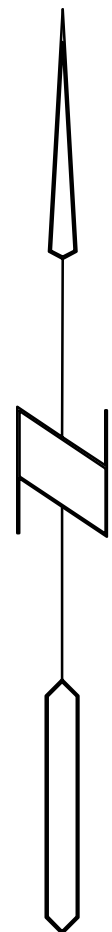


LAYOUT NOTES:

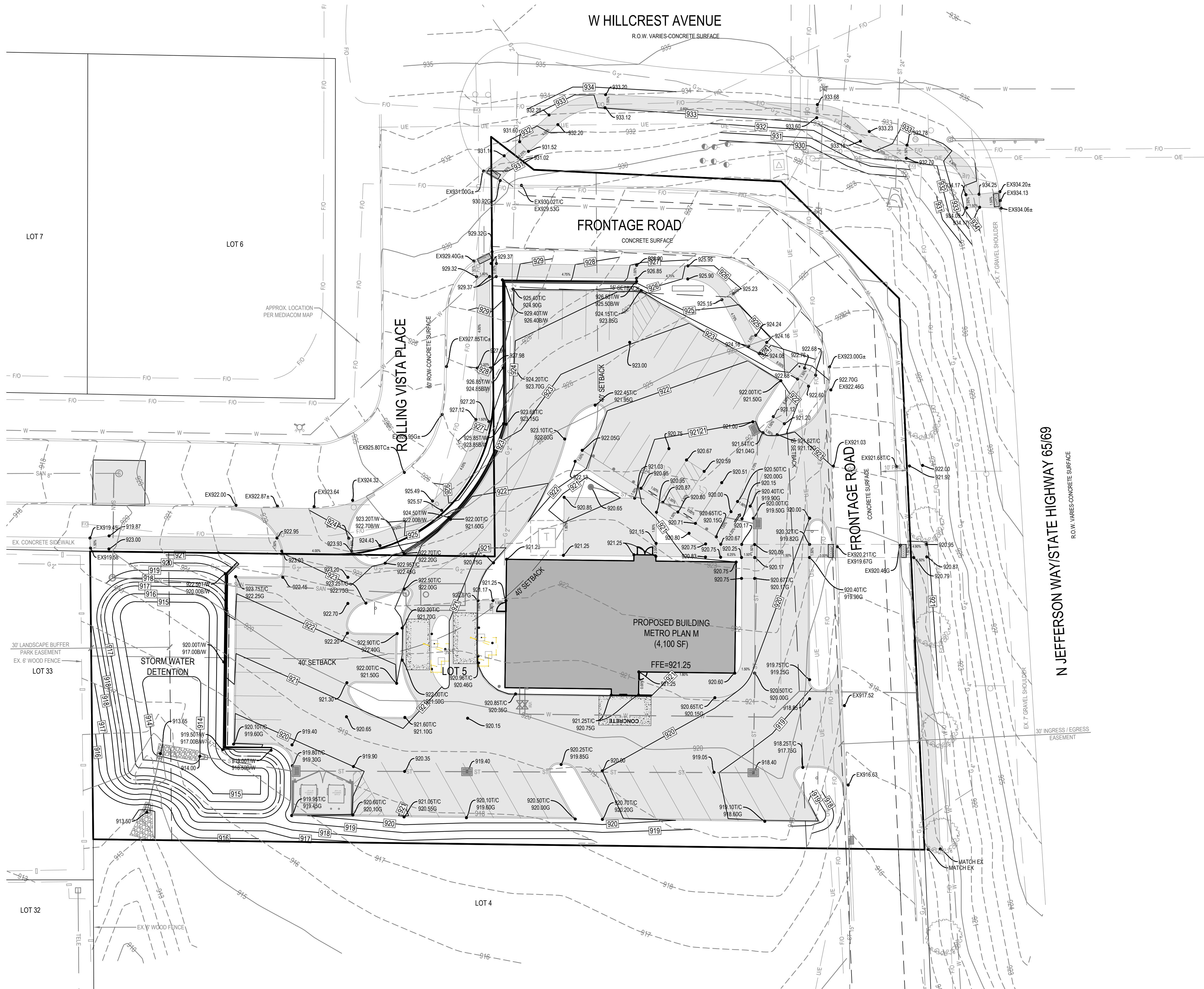
1. SEE FINAL ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS.
2. CONTRACTOR TO REFER TO ARCHITECTURAL PLANS FOR DETAILED BUILDING CONSTRUCTION INFORMATION.
3. CONTRACTOR TO REFER TO STRUCTURAL PLANS FOR DETAILED BUILDING FOUNDATION AND STOOP LOCATIONS AND DETAILED CONSTRUCTION INFORMATION.
4. REFER TO SHEET C-1 AND ARCHITECTURAL PLANS FOR CULVERS SITE DETAILS. 6" BOLLARDS SHALL BE INSTALLED 9" FROM CENTER OF BOLLARD TO EDGE OF PARKING AND MAINTAIN 48" CLEAR (36" MIN) BETWEEN BOLLARD AND BACK OF SIDEWALK
5. REFER TO SHEET C6.1 FOR CIVIL DETAILS INC PAVING AND CURB
6. THE MONUMENT SIGN SETBACKS SHALL NOT BE LESS THAN THE SIGN HEIGHT. ALL SIGNAGE SHALL BE REVIEWED AND APPROVED THROUGH A SEPARATE SIGN PERMIT PROCESS

DEVELOPER TO COORDINATE SIGNAL MODIFICATIONS WITH THE CITY FOR THE PROPOSED PEDESTRIAN CROSSING AT N. JEFFERSON WAY

DEVELOPER TO EVALUATE THE CONDITION OF THE EXISTING FRONTAGE ROAD FOR CONSIDERATION OF IMPROVEMENTS, SPECIFICALLY FROM THE NORTH ACCESS DRIVE TO ROLLING VISTA PLACE



6/29/2026 1:51:07 PM L:\LAND PROJECTS 2026\260125 CULVERS - INDIANOLA\DWG\C3 GRADING.DWG

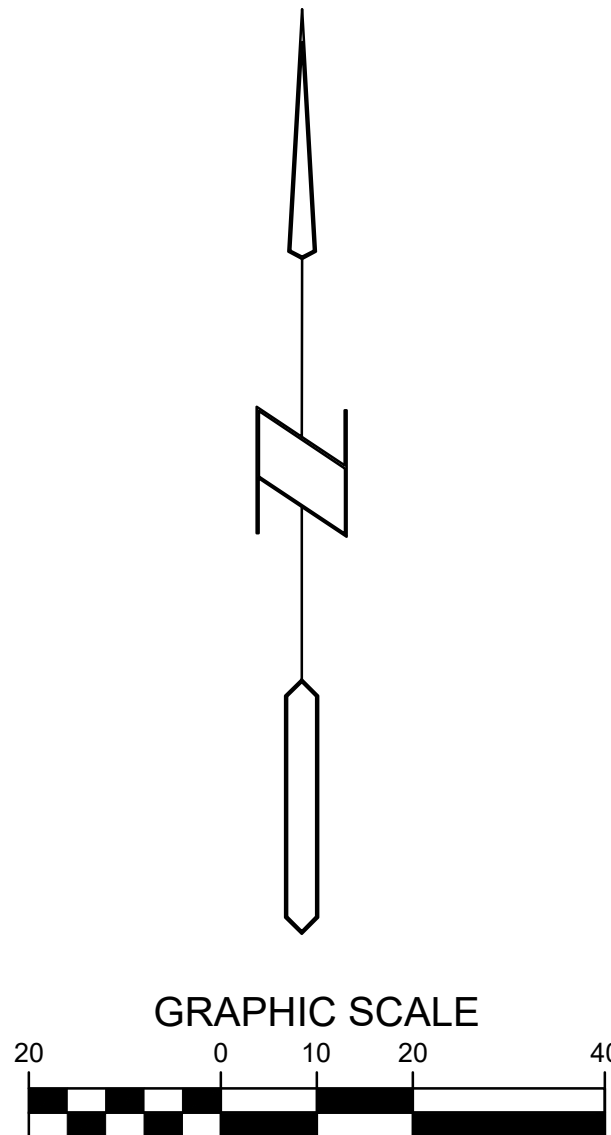


- TOPSOIL NOTES:**
1. STRIP AND STOCKPILE THE TOP 8" OF SOIL ON ALL DISTURBED AREAS.
 2. RESPREAD TOPSOIL TO A MINIMUM DEPTH OF 8" ON ALL GREEN (NON PAVED) AREAS. IMPORT TOPSOIL AS NECESSARY TO ACHIEVE A MINIMUM DEPTH OF 6".
 3. **TOPSOIL SHALL BE FREE OF ALL ROCK AND DEBRIS LARGER THAN 3/4" IN SIZE.**
 4. TOPSOIL IS DEFINED AS: FERTILE, FRIABLE LOAM, CAPABLE OF SUSTAINING VIGOROUS PLANT GROWTH, FROM WELL DRAINED SITE FREE FROM FLOODING, NOT IN FROZEN OR MUDDY CONDITIONS; REASONABLE FREE FROM SUBSOIL, CLAY LUMPS, ROOTS, GRASS, WEEDS, STONES LARGER THAN 3/4 INCH IN DIAMETER, AND FOREIGN MATTER; ACIDITY RANGE (PH) OF 5.5 TO 7.5; CONTAINING MINIMUM 4 PERCENT AND MAXIMUM 20 PERCENT ORGANIC MATTER.
 5. CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING ALL TOPSOIL REQUIREMENTS OF NPDES GENERAL PERMIT NO. 2 ARE MET.

GRADING LEGEND:

- | | |
|---------------------------|-------------|
| EXISTING CONTOUR | — 150 — |
| PROPOSED CONTOUR | — 150 — |
| FINISHED GROUND ELEVATION | ● 150.50 |
| TOP OF CURB ELEVATION | ● 150.50T/C |
| GUTTER ELEVATION | ● 150.50G |
| TOP OF WALL ELEVATION | ● 150.50T/W |
| BOTTOM OF WALL ELEVATION | ● 150.50B/W |
| EDGE OF WALK ELEVATION | ● 150.50E/W |
| TOP OF STAIR ELEVATION | ● 150.50T/S |
| BOTTOM OF STAIR ELEVATION | ● 150.50B/S |

NOTE: WALL ELEVATIONS SHOWN ON PLAN ARE FINISHED GROUND GRADES AT THE TOP AND BOTTOM OF THE WALL.



SITE PLAN
CULVERS - INDIANOLA
1901 N. JEFFERSON WAY
INDIANOLA, IOWA

REFERENCE NUMBER:
220538

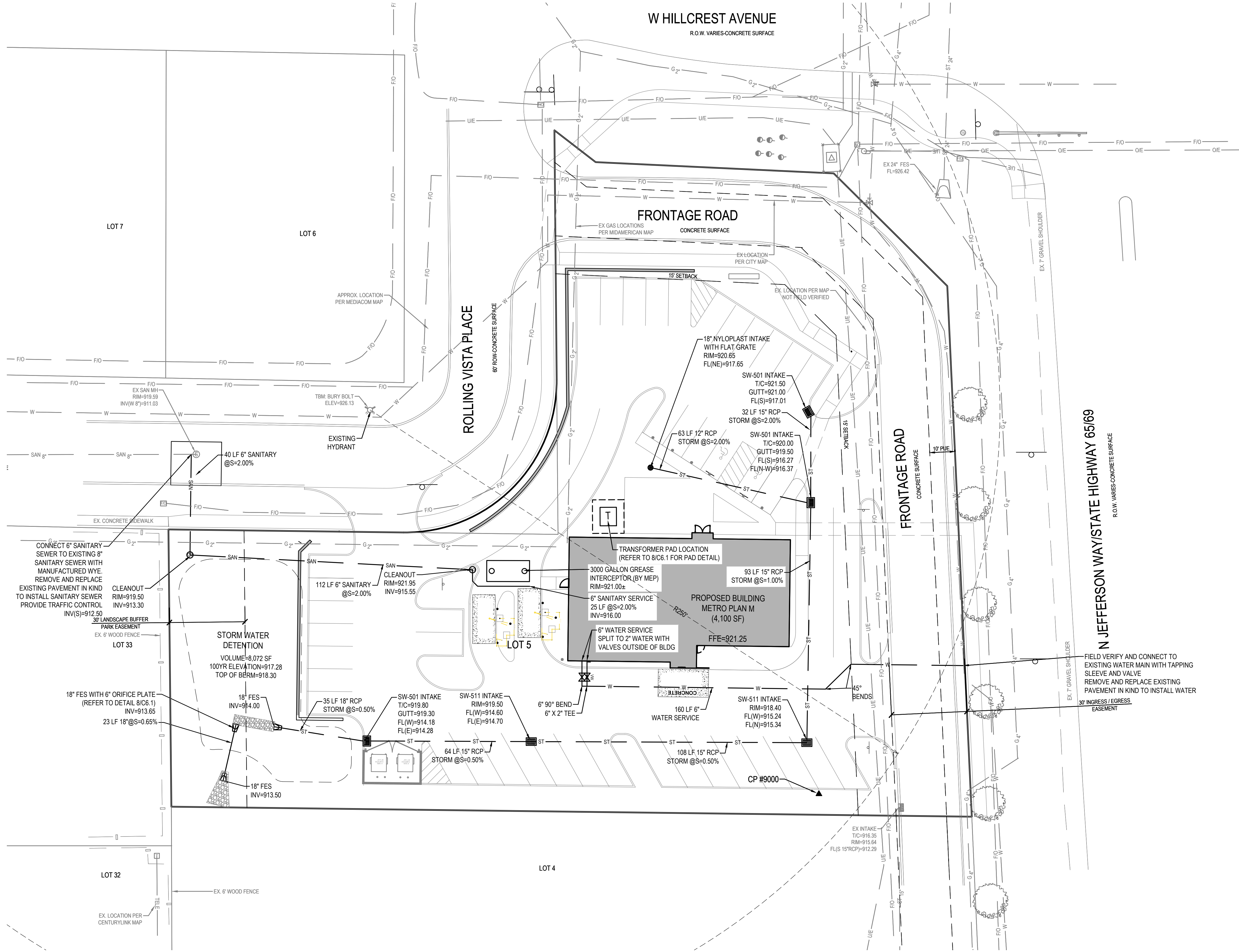
DRAWN BY:

REVISION DATE:
03/12/2026
03/23/2026
04/09/2026
05/15/2026 CITY
06/10/2026 CITY
06/29/2026 CITY

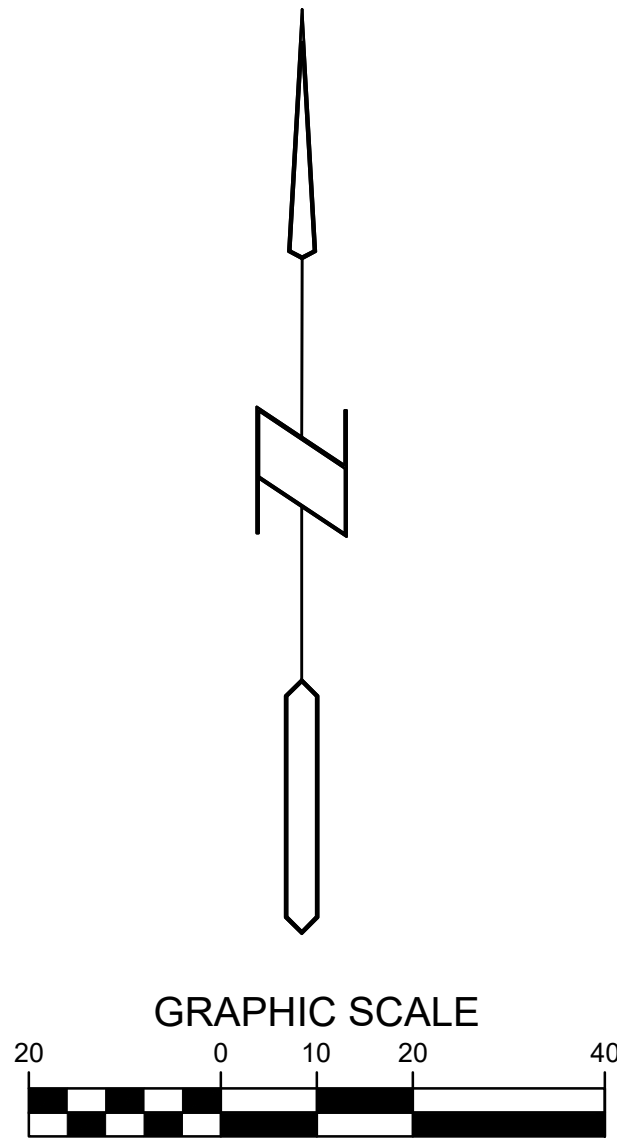
PROJECT NUMBER:
260125

SHEET NAME:
GRADING
PLAN

SHEET NUMBER:
C3.1



- UTILITY NOTES:
1. ALL PROPOSED UTILITIES SHALL BE PRIVATE, UNLESS NOTED OTHERWISE.
 2. ALL WATER LINES SHALL HAVE A MINIMUM OF 5' OF COVER UNLESS NOTED OTHERWISE.
 3. FIRE HYDRANT ASSEMBLY SHALL INCLUDE THE TEE, BRANCH, VALVE AND HYDRANT.
 4. PIPE LENGTHS CALLED OUT ON PLANS INCLUDE FLARED END SECTION, WHERE APPLICABLE.
 5. STORM SEWER CALLED OUT AS N-12 MAY BE EITHER N-12 OR CLASS III RCP.
 6. FOR RCP PIPE, ASSOCIATED F.E.S. MUST BE RCP. FOR N-12 PIPE, ASSOCIATED F.E.S. SHALL BE CMP.
 7. ALL NYLOPLAST BASINS SHALL HAVE CASTINGS SECURELY FASTENED TO THE BASIN BODY, AND ALL GRATES/LIDS SHALL BE BOLTED DOWN TO THE CASTINGS.
 8. TRANSFORMER PAD IS SHOWN FOR REFERENCE ONLY AND MAY NOT BE DRAWN TO ACTUAL SIZE. PAD SHALL CONFORM TO ALL UTILITY COMPANY DESIGN STANDARDS AND SPECIFICATIONS.
 9. GREASE INTERCEPTOR AND ANY VENT LINES ARE SHOWN FOR REFERENCE ONLY AND MAY NOT BE DRAWN TO ACTUAL SIZE. REFER TO PLUMBING PLANS FOR DETAILED DRAWINGS AND SPECIFICATIONS. PLUMBING PLANS SHALL TIE INTO SANITARY SERVICE AT LOCATION AND ELEVATION SHOWN ON PLANS.



SITE PLAN

CULVERS - INDIANOLA
1901 N. JEFFERSON WAY
INDIANOLA, IOWA

REFERENCE NUMBER:
220538

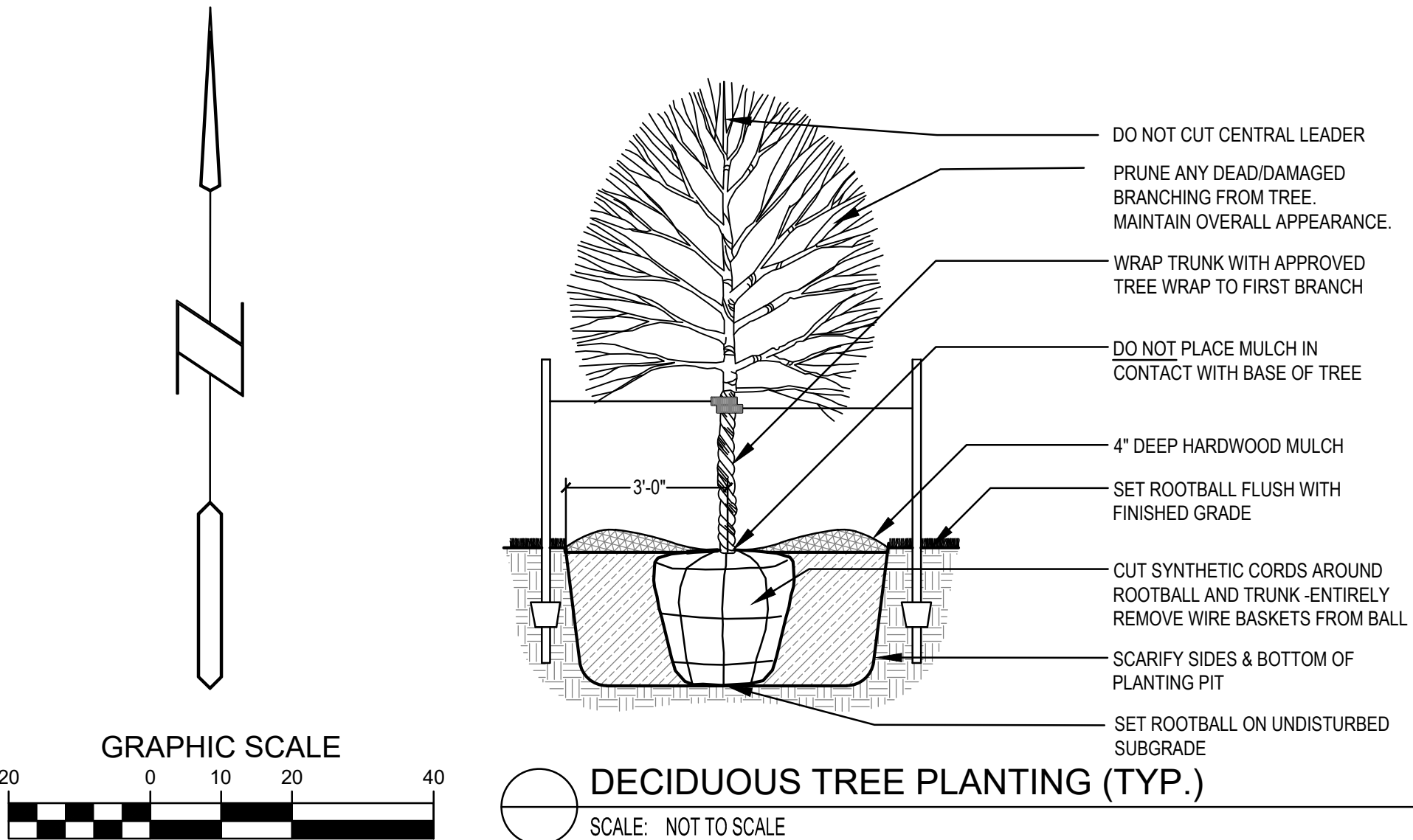
DRAWN BY:

REVISION DATE:
03/12/2026
03/23/2026
04/09/2026
05/15/2026 CITY
06/10/2026 CITY
06/29/2026 CITY

PROJECT NUMBER:
260125

SHEET NAME:
UTILITY PLAN

SHEET NUMBER:
C4.1

LANDSCAPE NOTES:

1. ALL SODDING/SEEDING & LANDSCAPE PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE URBAN STANDARD SPECIFICATIONS, UNLESS SPECIFIED OTHERWISE.
2. SOD/SEED ALL DISTURBED AREAS WITHIN THE CONTRACT LIMITS, UNLESS NOTED OTHERWISE. SOD/SEED LIMITS SHOWN ON PLAN ARE FOR REFERENCE ONLY. FINAL LIMITS MAY CHANGE BASED ON CONSTRUCTION ACTIVITIES.
3. STAKE SOD ON ALL SLOPES 3 : 1 OR GREATER.
4. PLANT QUANTITIES ARE FOR CONTRACTORS CONVENIENCE, THE DRAWING SHALL PREVAIL IF A CONFLICT OCCURS.
5. ALL PLANT MATERIAL SHALL CONFORM TO THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1).
6. CONTRACTOR SHALL WARRANTY ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR FROM THE DATE OF INITIAL ACCEPTANCE.
7. FOR WARRANTY PURPOSES, THE DATE OF INITIAL ACCEPTANCE SHALL BE SUBMITTED IN WRITING TO THE OWNER AND/OR OWNER'S REPRESENTATIVE AFTER ALL PLANT MATERIALS HAVE BEEN INSTALLED AND REVIEWED BY OWNER OR OWNER'S REPRESENTATIVE. PLANT MATERIALS WILL ONLY BE ACCEPTED IF THEY ARE IN AN ALIVE AND THRIVING CONDITION.
8. CONDITIONAL ACCEPTANCE OF PLANT MATERIAL MAY BE GIVEN FOR PLANTS INSTALLED IN A DORMANT CONDITION WITH INITIAL ACCEPTANCE OCCURRING THE FOLLOWING SPRING ONCE THEY ARE SHOWN TO BE ALIVE AND THRIVING.
9. IT IS THE CONTRACTORS RESPONSIBILITY TO REMOVE IDENTIFICATION TAGS AND CORDS ON ALL PLANTS INSTALLED PER TO THE COMPLETION OF THE CONTRACT. IDENTIFICATION TAGS (INCLUDING SIZING INFORMATION) MUST BE LEFT ON UNTIL AFTER ACCEPTANCE BY OWNER OR OWNER'S REPRESENTATIVE.
10. CONTRACTOR SHALL PLACE SHREDDED HARDWOOD MULCH AROUND ALL TREES, SHRUBS AND GROUND COVER BEDS TO A DEPTH OF 4 INCHES, UNLESS NOTED.
11. STAKING AND GUYING OF TREES SHALL BE AT THE DISCRETION OF THE CONTRACTOR BASED ON CURRENT ACCEPTED NURSERY STANDARDS. GENERALLY, TREES IN LARGE OPEN AREAS SUBJECT TO SIGNIFICANT WIND SHALL BE STAKED. STAKE AND WRAP TREES IMMEDIATELY AFTER PLANTING. CONTRACTOR SHALL ADJUST AND MAINTAIN GUYING TENSION THROUGHOUT THE PLANT ESTABLISHMENT PERIOD. REMOVE ALL STAKES AND GUY WIRES NO MORE THAN ONE YEAR AFTER INSTALLATION.
12. THE LANDSCAPING CONTRACTOR SHALL HAVE ALL UTILITIES LOCATED BEFORE STARTING ANY SITE WORK OR PLANTING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
13. NO LANDSCAPE MATERIAL SHALL BE SUBSTITUTED WITHOUT THE AUTHORIZATION IN WRITING FROM THE CITY OF INDIANOLA COMMUNITY DEVELOPMENT DEPARTMENT
14. ALL EDGING SHALL BE DURAGUED 3/16" STEEL EDGING - COLOR BLACK, OR APPROVED EQUAL
15. CONTRACTOR SHALL BE RESPONSIBLE MAINTAINING APPROPRIATE LEVEL OF WATERING FOR ALL NEW PLANTS FOR A PERIOD OF 30 DAYS.
16. ALL SHRUB AND PERENNIAL PLANTING BEDS SHALL BE MULCHED WITH 4" THICK SHREDDED HARDWOOD MULCH.
17. ALL LANDSCAPE MAINTENANCE AREAS SHALL INCORPORATE TYPAR 3301 NONVOMENAL LANDSCAPE FABRIC (OR SIMILAR) AND 3" THICK LAYER OF WASHED RIVER ROCK (1.5" NOMINAL SIZE).
18. ALL BEDS TO RECEIVE GRANULAR PRE-EMERGENT WEED CONTROL BEFORE AND AFTER MULCH/ROCK IS INSTALLED.

IRRIGATION NOTES:

- FOR BIDDING PURPOSES, THIS PROJECT DOES NOT INCLUDE A SITE IRRIGATION SYSTEM.
- CONTRACTOR SHALL SUBMIT TO THE OWNER OR OWNER'S REPRESENTATIVE A SEPARATE PROPOSAL FOR A SITE IRRIGATION SYSTEM. PROPOSAL SHALL BE DESIGN/BUILD FOR A COMPLETE OPERATIONAL IRRIGATION SYSTEM APPROPRIATE FOR THE SITE. IRRIGATION CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DESIGN, COORDINATION, TESTING, PERMITS, INSPECTIONS, ETC.

GENERAL LANDSCAPE REQUIREMENTS

LANDSCAPE REQUIREMENTS PER CHAPTER 168 SECTION 168.08 OPEN SPACE LANDSCAPE AND BUFFERING OF THE INDIANOLA CITY CODE

SEE COVER SHEET FOR OTHER CALCULATIONS FOR THE SITE.

OPEN SPACE REQUIRED (20%) = 11,505 SF
OPEN SPACE PROVIDED = 26,473 SF (46%)

GENERAL OPEN SPACE REQUIREMENT

1 DECIDUOUS SHADE TREE, 2 ORNAMENTAL TREES, AND 2 SHRUBS REQUIRED FOR EVERY 2,000 SF OF
REQUIRED OPEN SPACE.

11.505 SF / 2,000 SF = 5.75 X 1 = 5.75 = 6 SHADE TREES REQUIRED = 6 SHADE TREES PROVIDED
11.505 SF / 2,000 SF = 5.75 X 2 = 11.5 = 12 ORNAMENTAL TREES REQUIRED = 12 ORNAMENTAL TREES PROVIDED
11.505 SF / 2,000 SF = 5.75 X 2 = 11.5 = 12 SHRUBS REQUIRED = 12 SHRUBS PROVIDED

PARKING LOT SCREENING
1 SHADE TREE AND 2 UNDERSTORY TREES REQUIRED PER 50 LF OF PARKING ADJACENT TO STREET

112 LF / 50 = 2.24 X 1 = 2.24 = 3 OVERSTORY TREES REQUIRED = 3 OVERSTORY TREES PROVIDED

PARKING LOT ISLANDS

1 TREE REQUIRED FOR EVERY REQUIRED ISLAND = 1 TREE PROVIDED FOR EVERY LANDSCAPE ISLAND
WITH GROUND COVER
6 REQUIRED ISLANDS = 6 TREES PROVIDED

BUFFER YARDS

EXISTING 6' HEIGHT WOOD PRIVACY FENCE ALONG THE WEST PROPERTY LINE IS TO REMAIN
ADDITIONAL SHRUBS AND TREES PROVIDED.

PLANT SCHEDULE

CODE	QTY	BOTANICAL / COMMON NAME	PLANTING SIZE	CONTAINER
ORNAMENTAL TREES				
AG	4	Aesculus glabra 'JN Select' / Early Glow™ Ohio Buckeye	1.5' Cal.	B&B
CA	3	Crataegus crus-galli inermis / Thornless Cockspur Hawthorn	1.5' Cal.	B&B
MS	5	Malus x 'Spring Snow' / Spring Snow Crabapple	1.5' Cal.	B&B
SE	5	Syringa reticulata Ivory Silk / Japanese Tree Lilac	1.5' Cal.	B&B
OVERSTORY TREES				
BG	2	Betula nigra 'Cully Improved' / Heritage® Improved River Birch Multi-trunk	2' Cal.	B&B
GA	3	Ginkgo biloba 'Autumn Gold' / Autumn Gold Maidenhair Tree	2' Cal.	B&B
GM	2	Gymnocladus dioica 'J.C. McDaniel' / Prairie Titan® Kentucky Coffeetree	2' Cal.	B&B
NW	3	Nyssa sylvatica 'Wildfire' / Wildfire Tupelo	2' Cal.	B&B
QX	3	Quercus x 'QRSW18' / Streetwise® Red Oak	2' Cal.	B&B
TB	2	Tilia americana 'Boulevard' / Boulevard American Linden	2' Cal.	B&B
SHRUBS				
CD	3	Caryopteris incana 'Dark Blue' / Dark Blue Common Beard	2' Ht.	3 Gal. Pot
PD	11	Physocarpus opulifolius 'Donna May' / Little Devil™ Dwarf Ninebark	2.5' Ht.	3 Gal. Pot
RG	5	Rhus aromatica 'Gro-Low' / Gro-Low Fragrant Sumac	1' Ht.	3 Gal. Pot
ST	10	Spiraea betulifolia 'Tor' / White Frost™ Birchleaf Spirea	2.5' Ht.	3 Gal. Pot
GRASSES				
CK	12	Calamagrostis x acutiflora 'Karl Foerster' / Karl Foerster Feather Reed Grass	3' Ht.	3 Gal. Pot
PH	15	Panicum virgatum 'Heavy Metal' / Heavy Metal Switch Grass	2' Ht.	3 Gal. Pot
SH	10	Sporobolus heterolepis / Prairie Dropseed	1' Ht.	1 Gal Pot
TALL EVERGREEN SHRUB				
TA	16	Thuja occidentalis 'Art Boe' / North Pole® Arborvitae	6' HT	5 Gal. Pot

SITE PLAN

CULVERS - INDIANOLA
1901 N. JEFFERSON WAY

INDIANOLA, IOWA

REFERENCE NUMBER
220538

DRAWN BY:

REVISION DATE:
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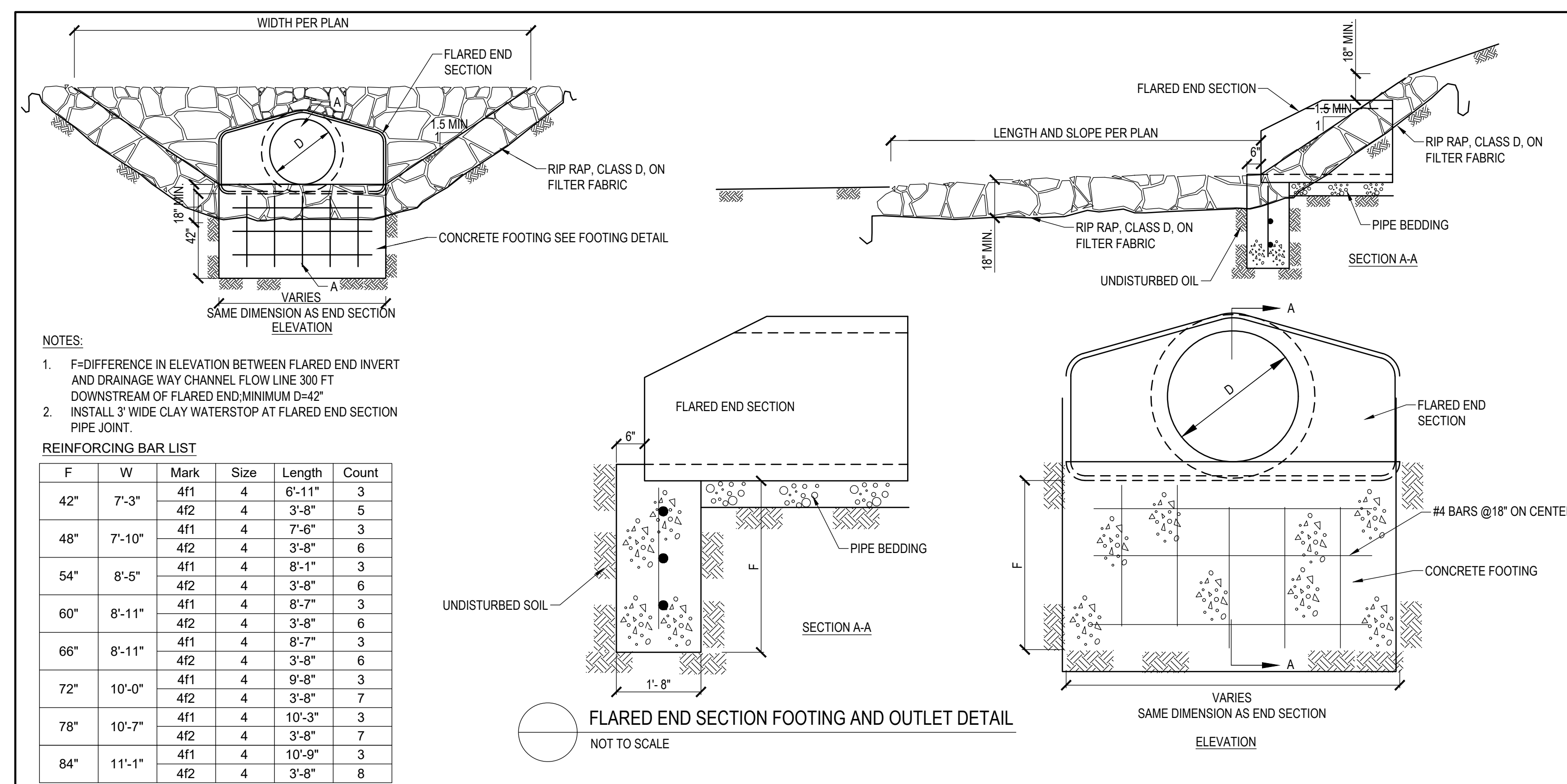
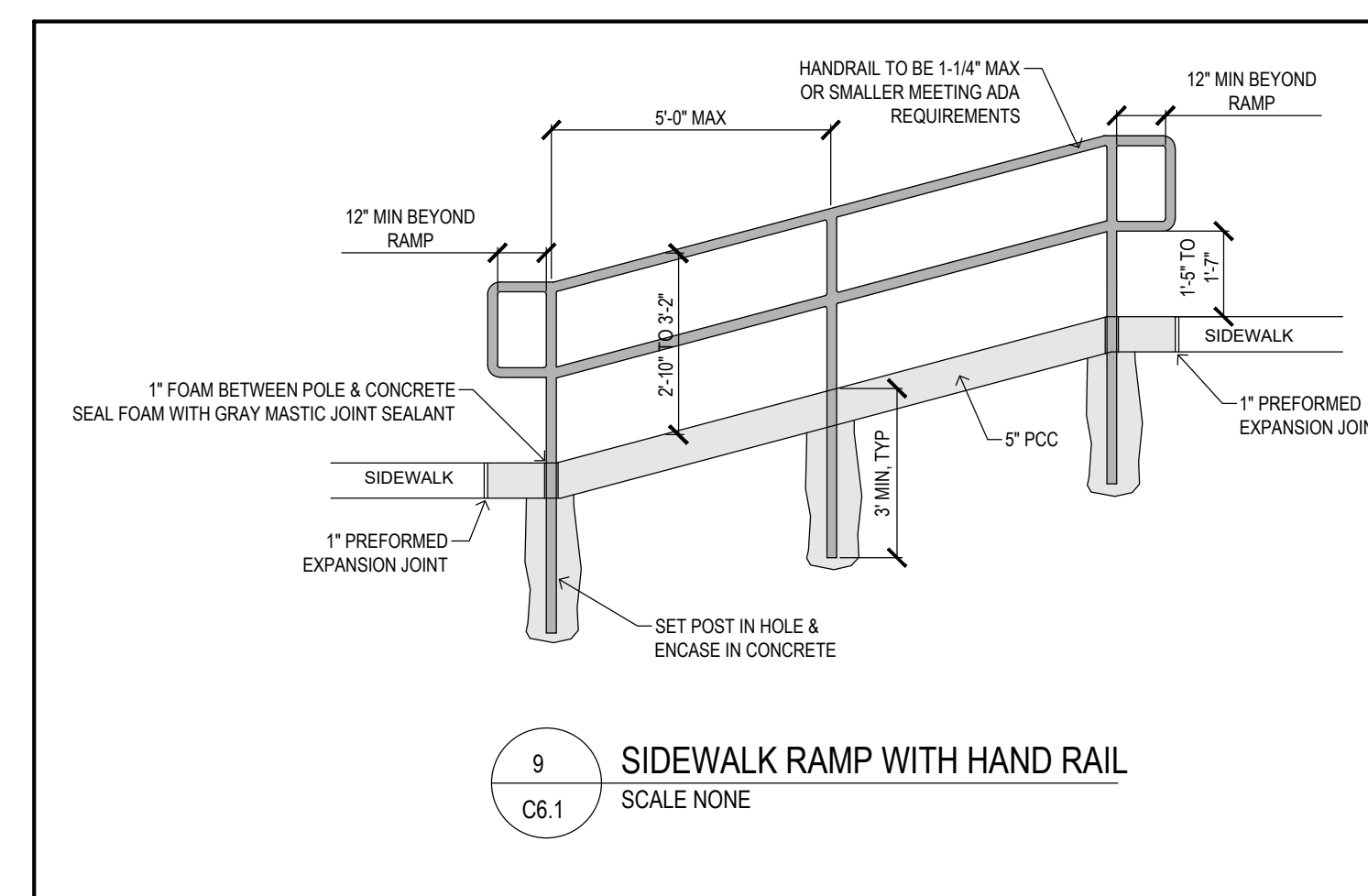
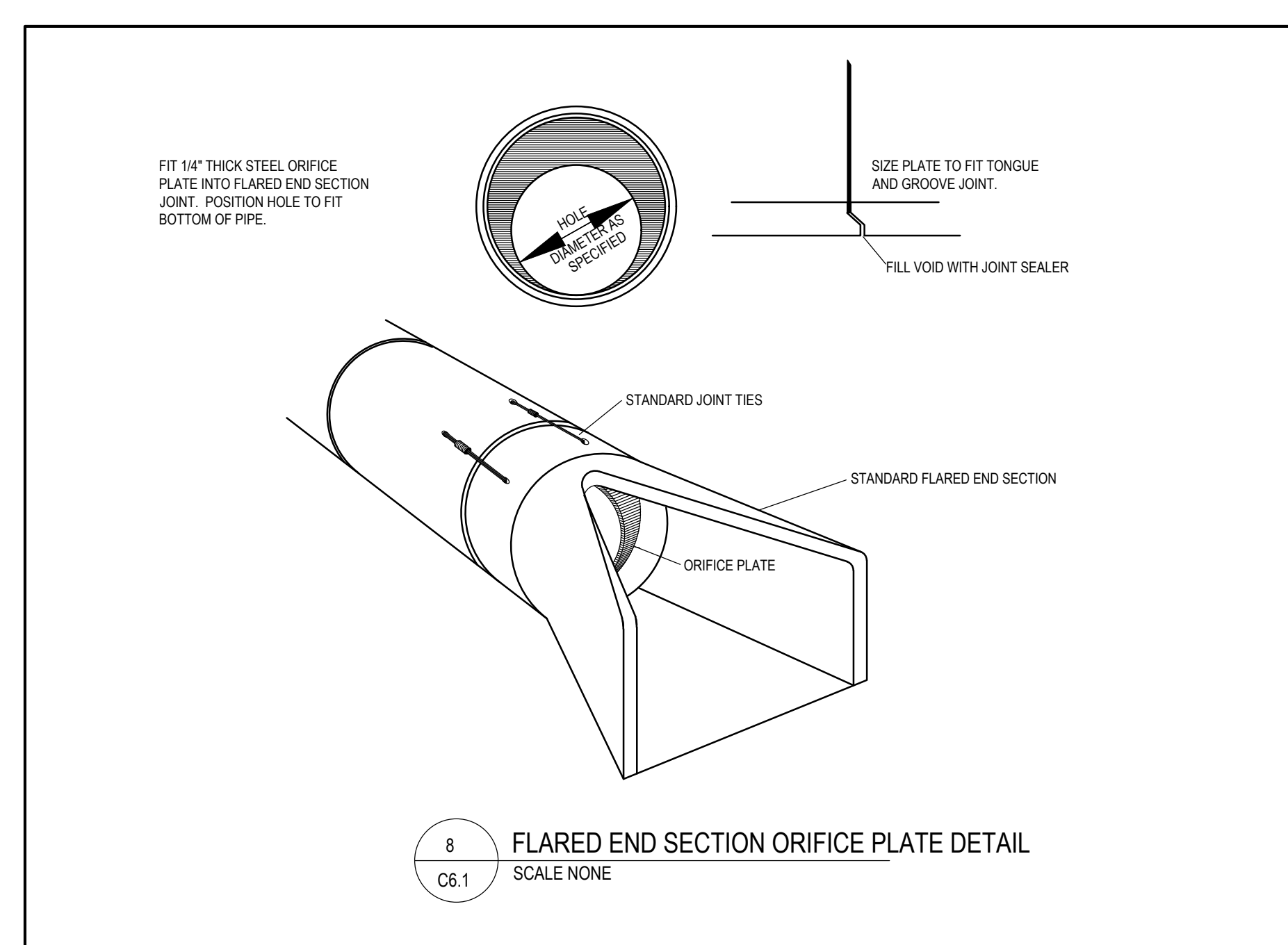
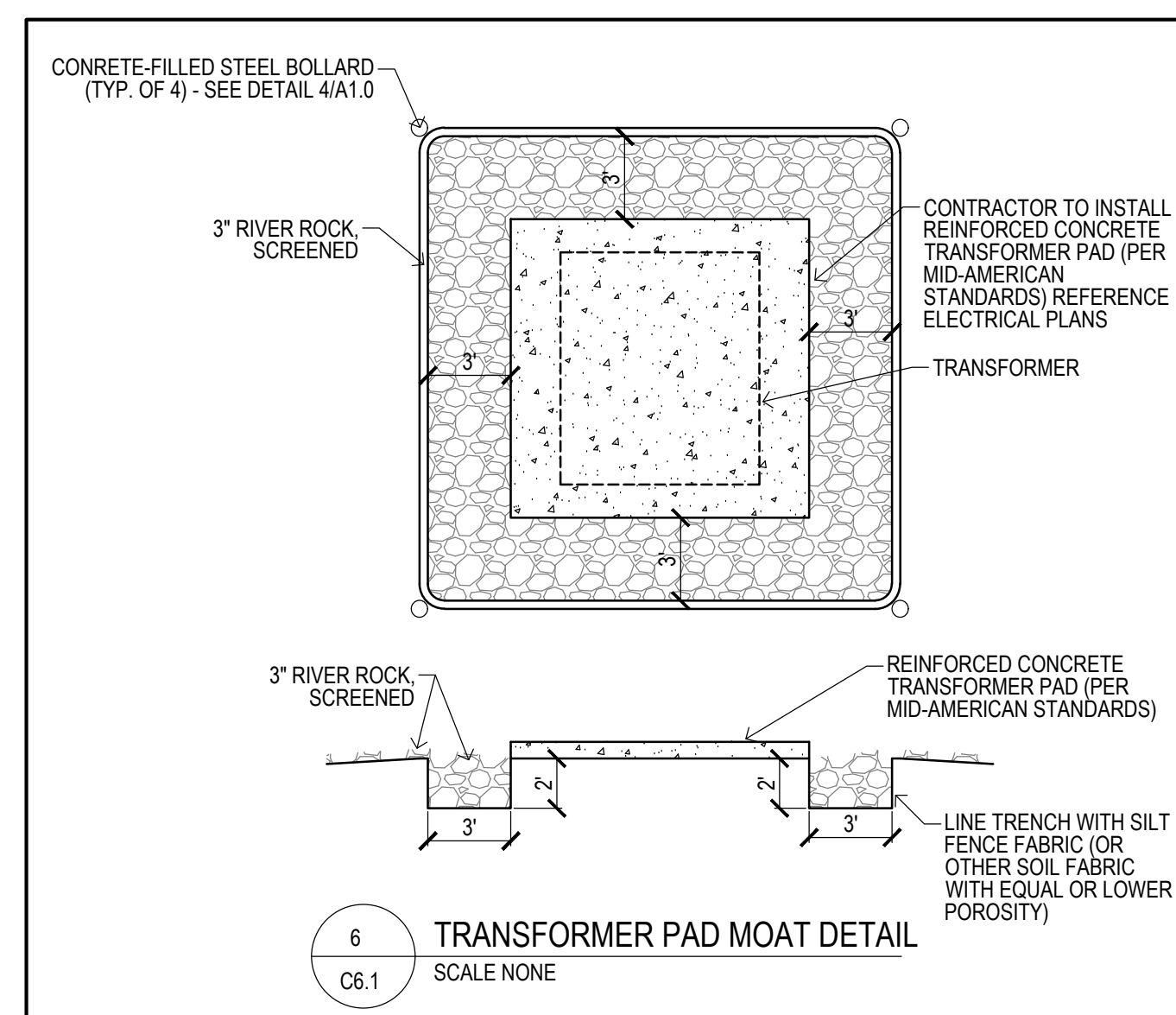
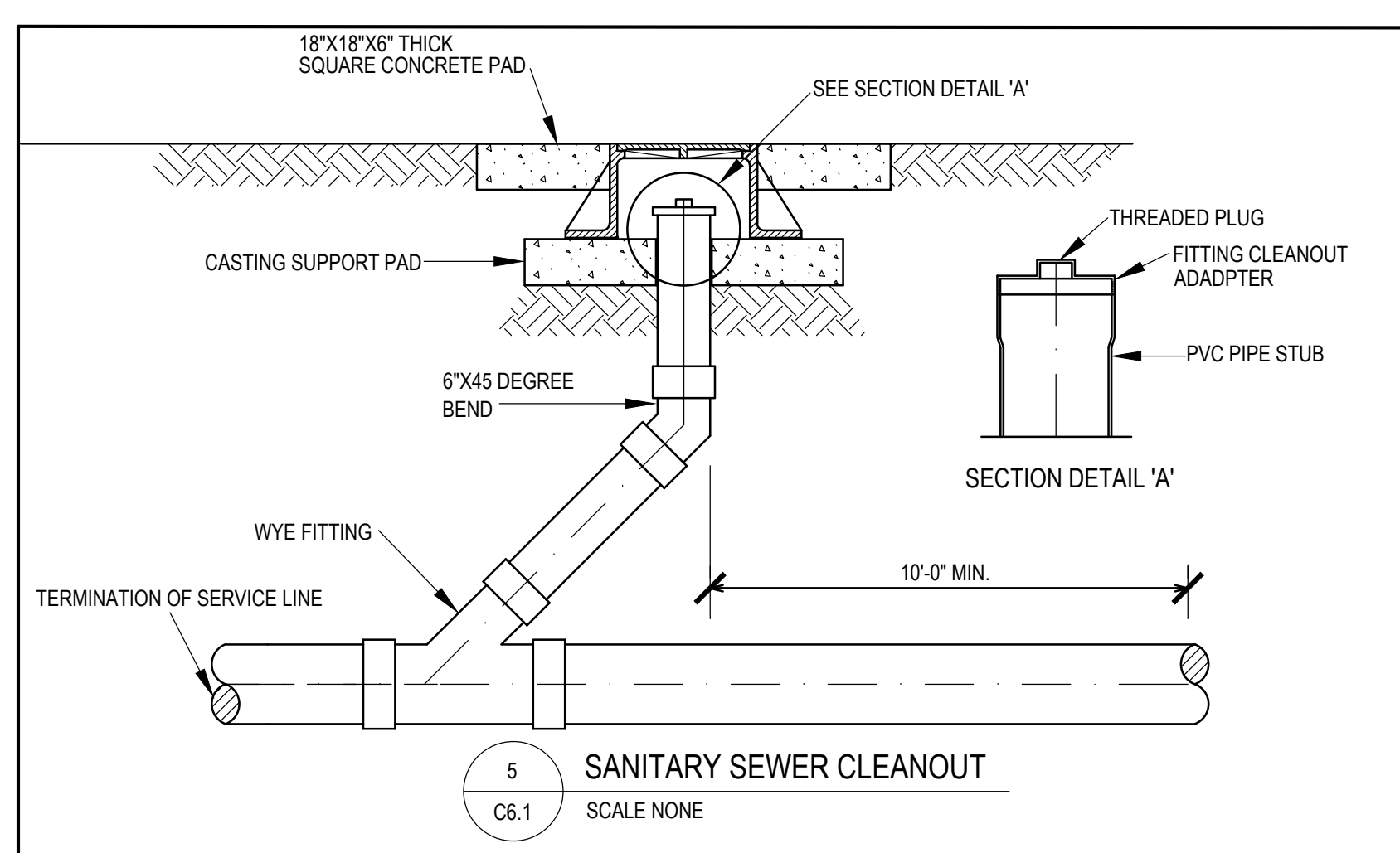
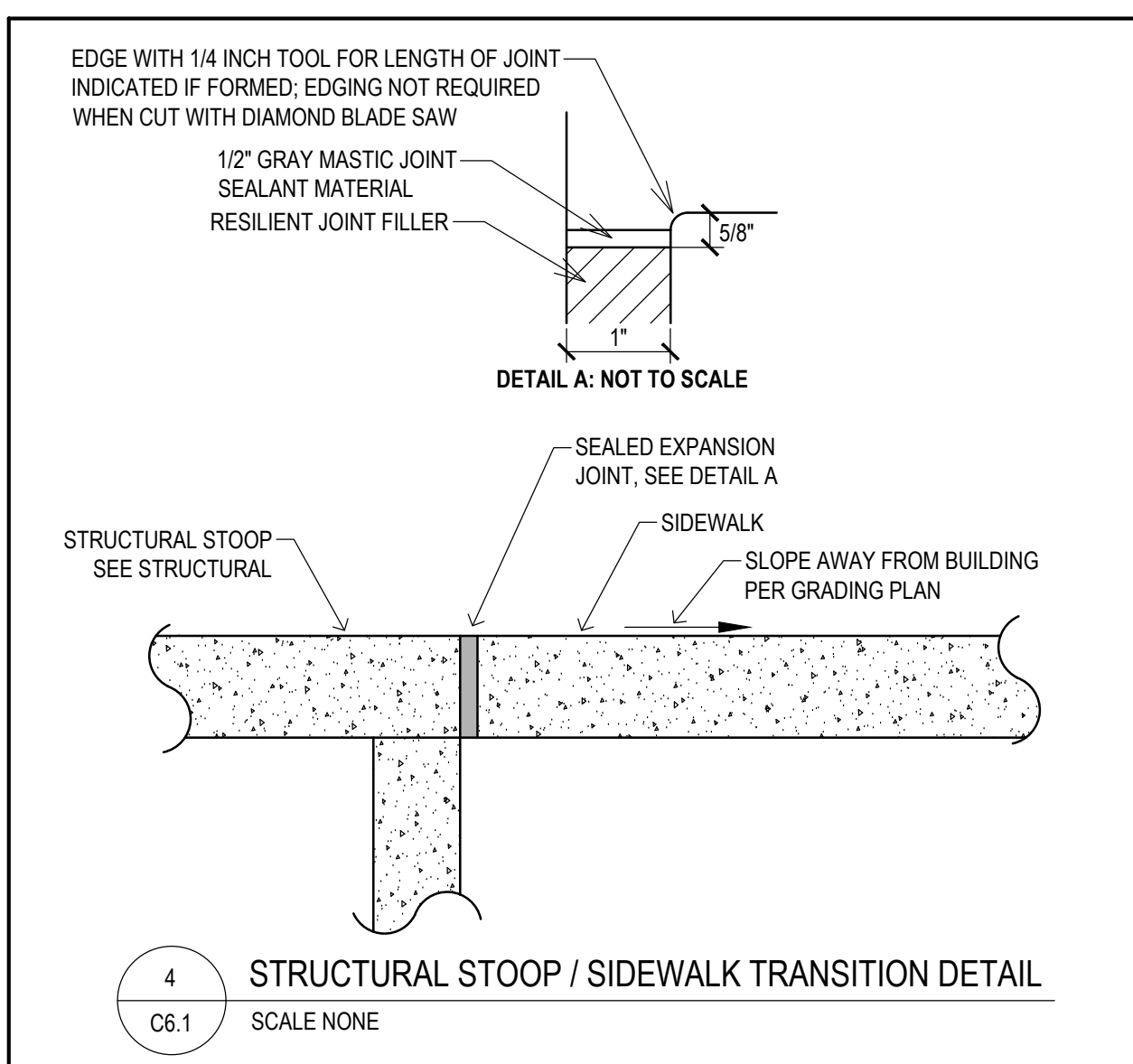
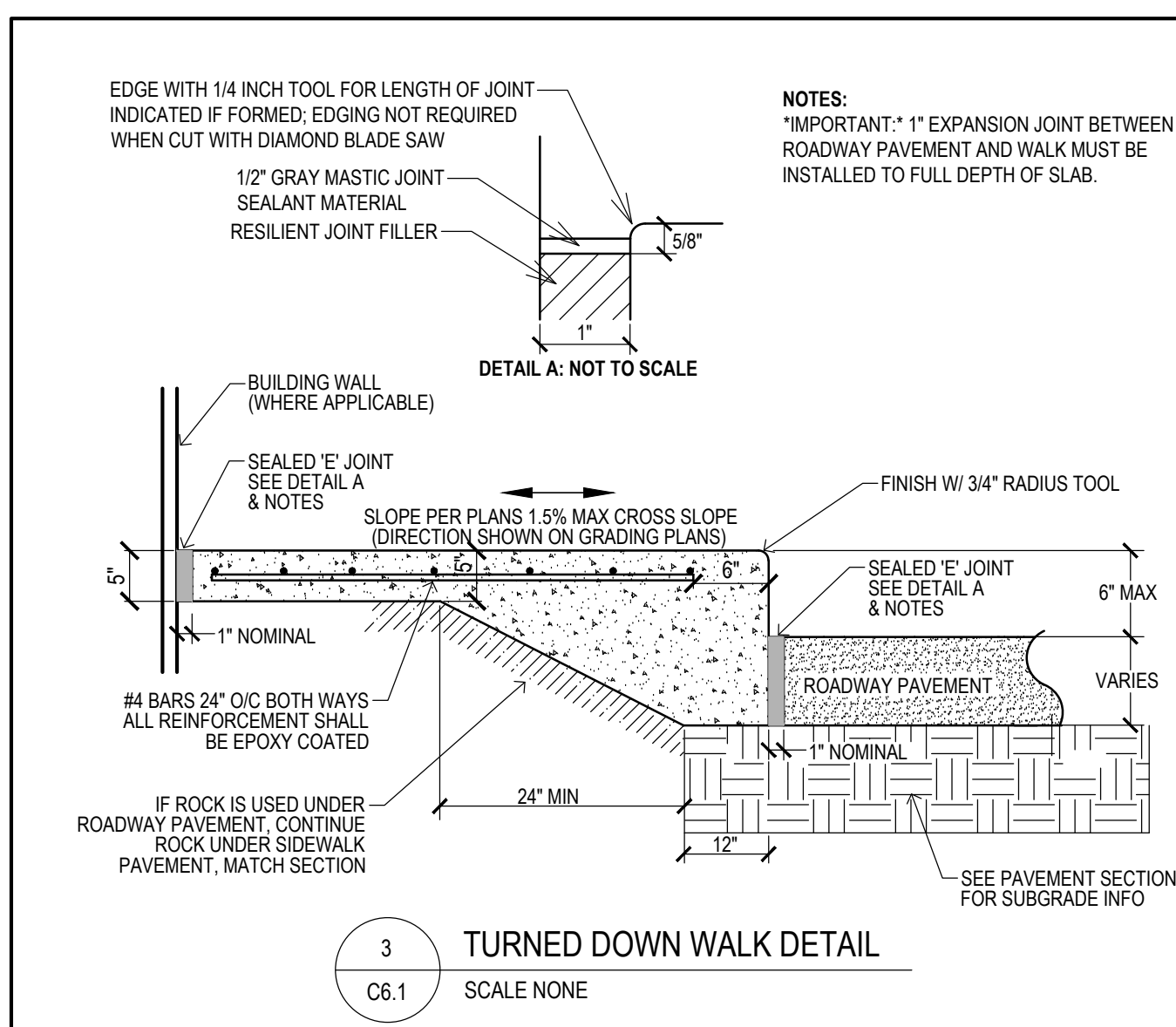
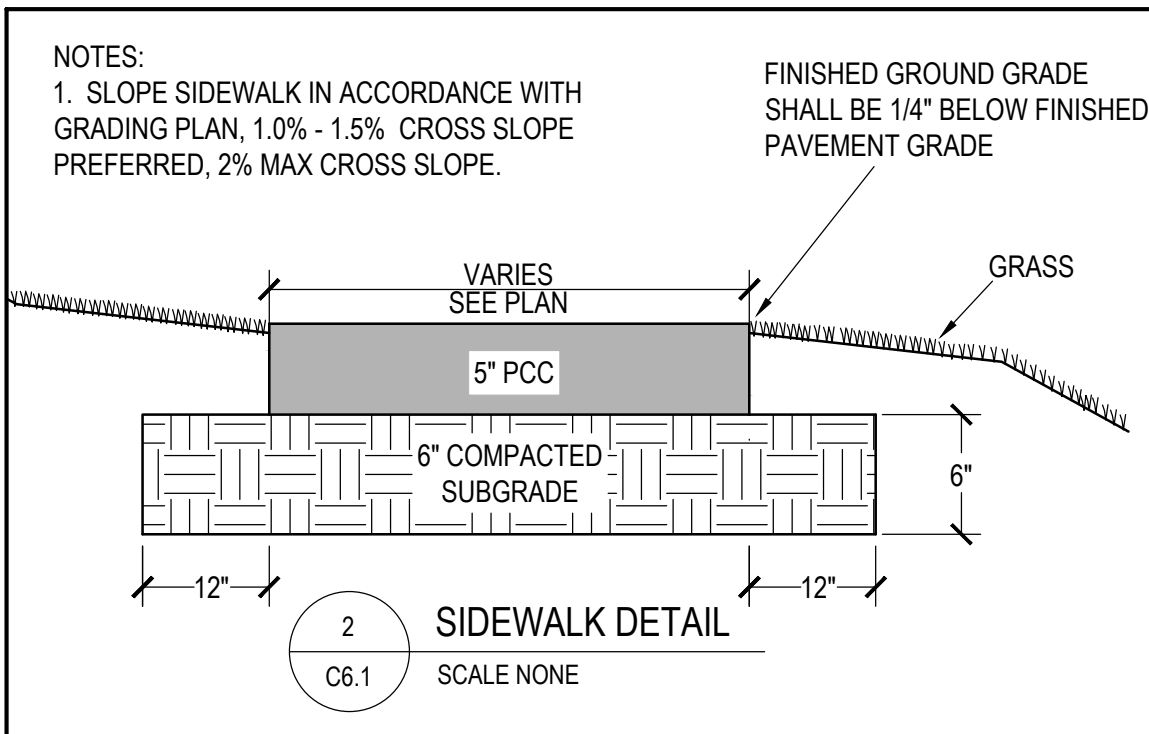
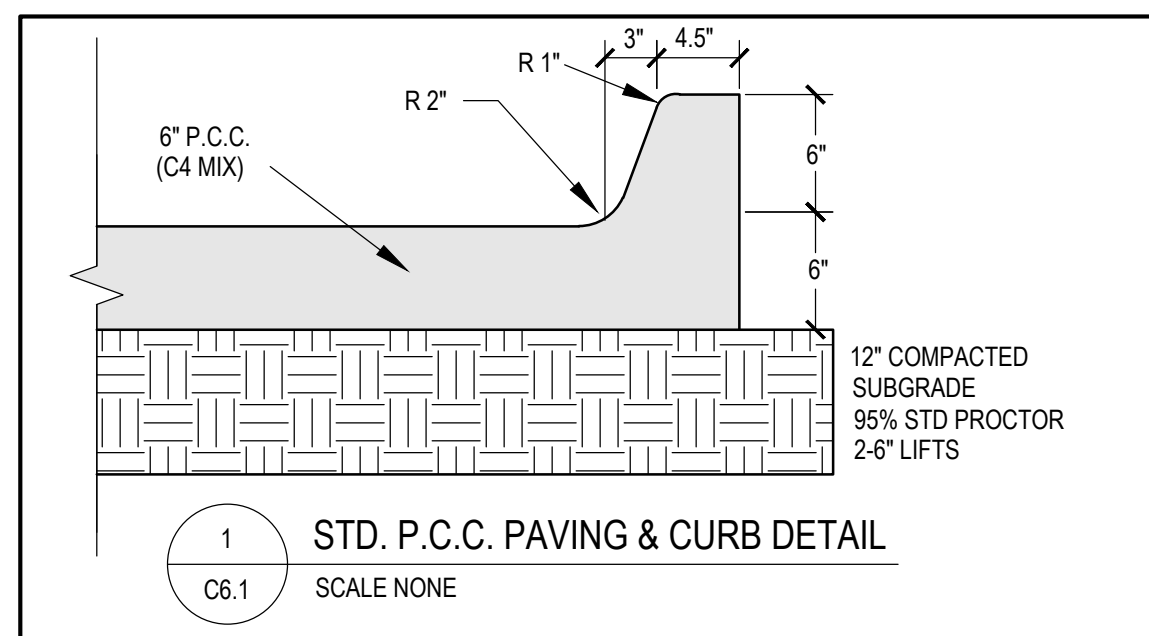
PROJECT NUMBER
260125

SHEET NAME:
LANDSCAPE
PLAN

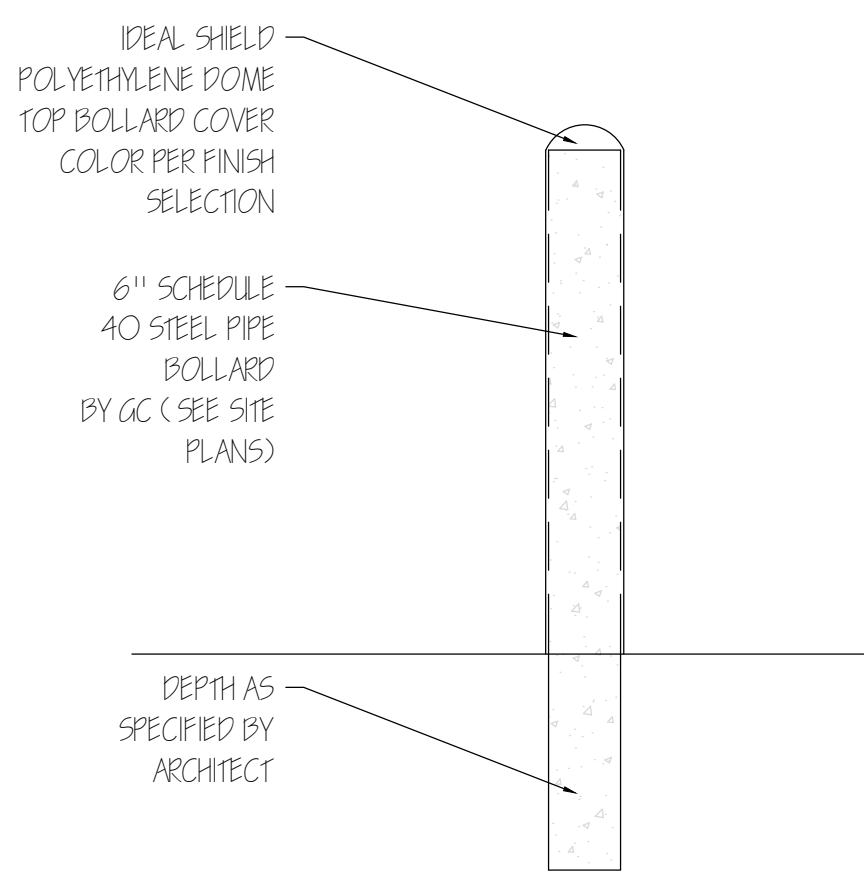
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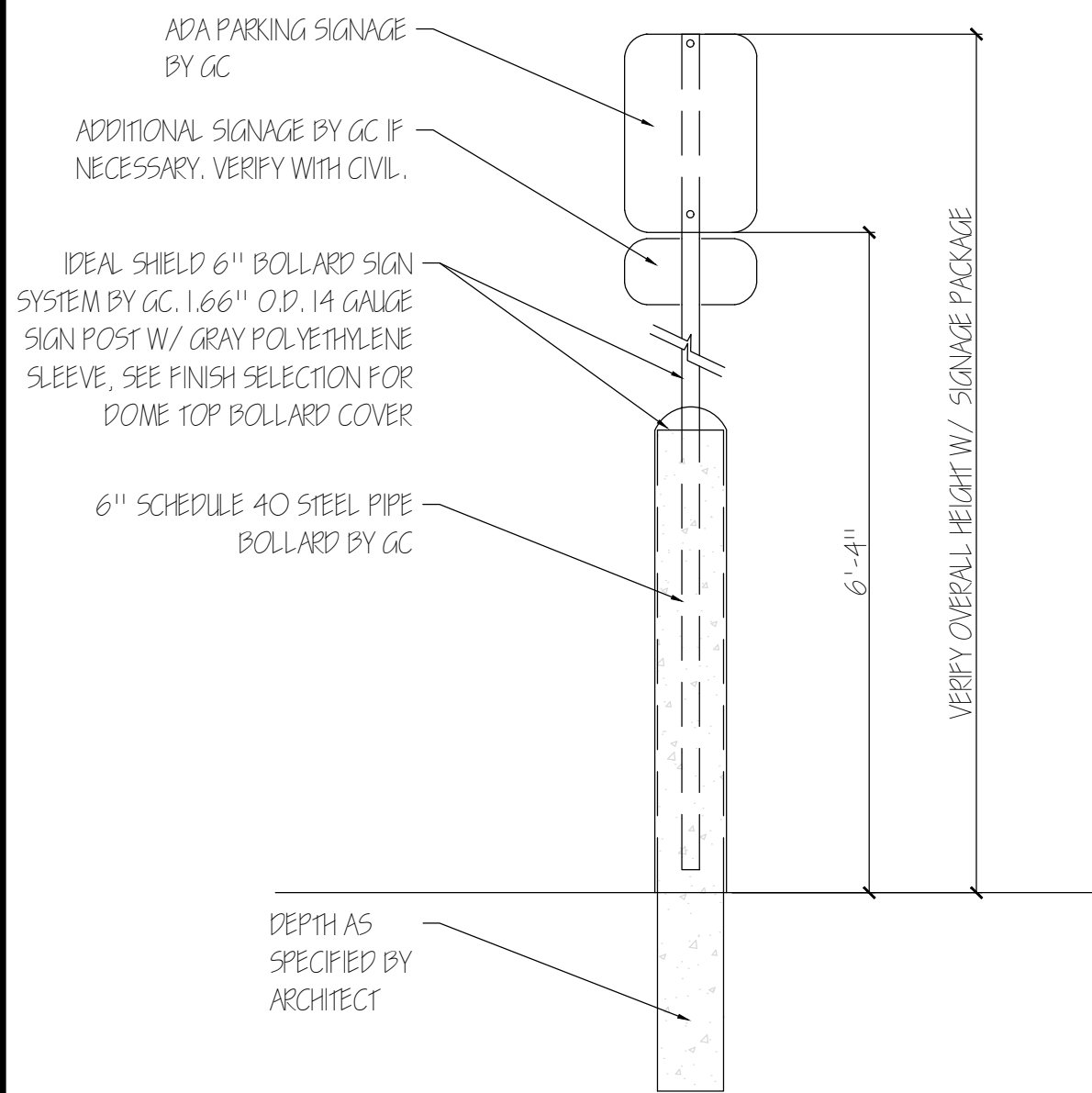
BISHOP
ENGINEERING +
3501 104th Street, Urbandale, IA 50322 PH: 515-276-0467



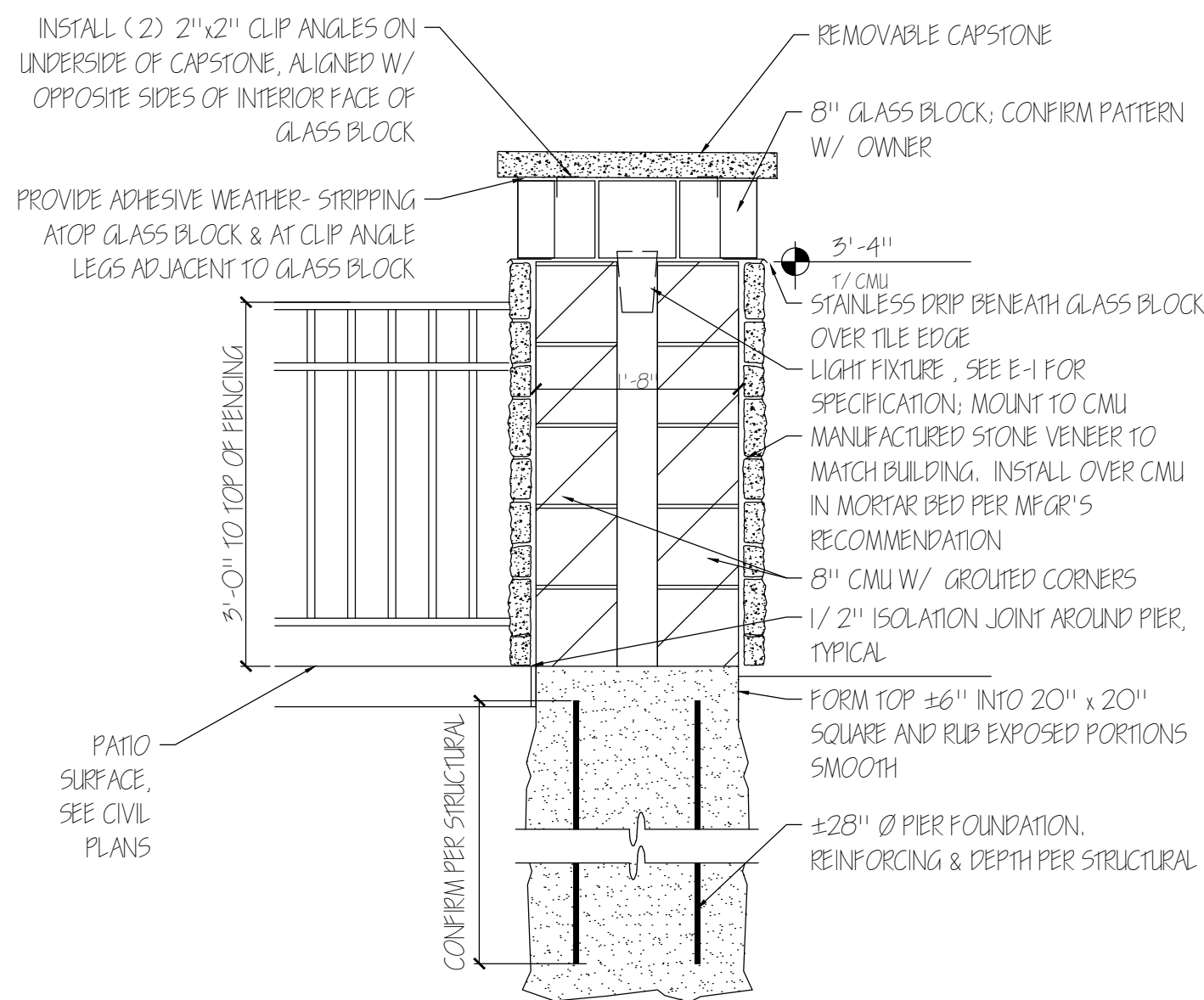
F	W	Mark	Size	Length	Count
42"	7'-3"	4f1	4	6'-11"	3
		4f2	4	3'-8"	5
48"	7'-10"	4f1	4	7'-6"	3
		4f2	4	3'-8"	6
54"	8'-5"	4f1	4	8'-1"	3
		4f2	4	3'-8"	6
60"	8'-11"	4f1	4	8'-7"	3
		4f2	4	3'-8"	6
66"	8'-11"	4f1	4	8'-7"	3
		4f2	4	3'-8"	6
72"	10'-0"	4f1	4	9'-8"	3
		4f2	4	3'-8"	7
78"	10'-7"	4f1	4	10'-3"	3
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84"	11'-1"	4f1	4	10'-9"	3
		4f2	4	3'-8"	8



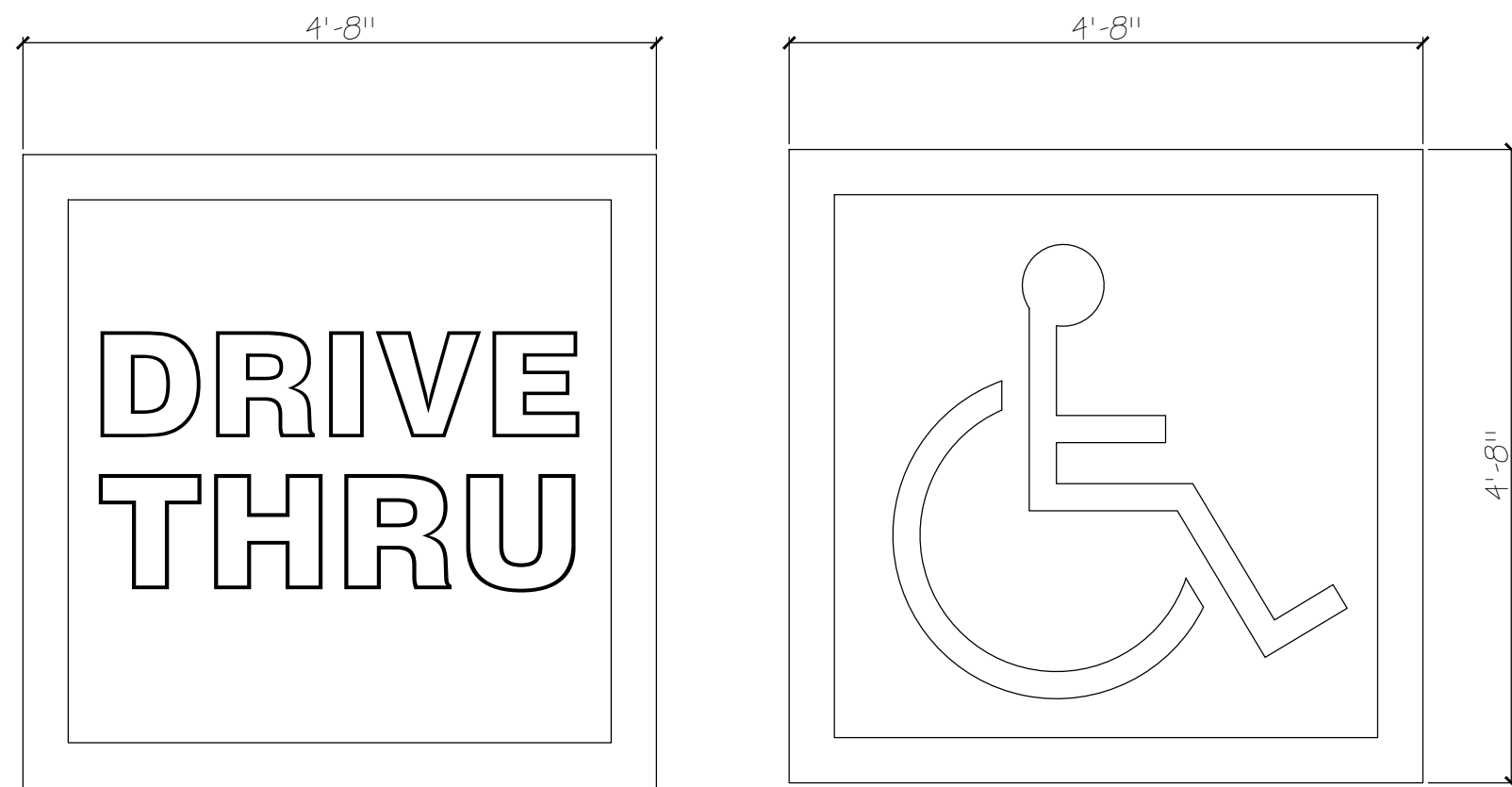
1 BOLLARD (TYP.)
C-1 SCALE: 3/4" = 1'-0"



3 BOLLARD SIGN SYSTEM
C-1 SCALE: 3/4" = 1'-0"

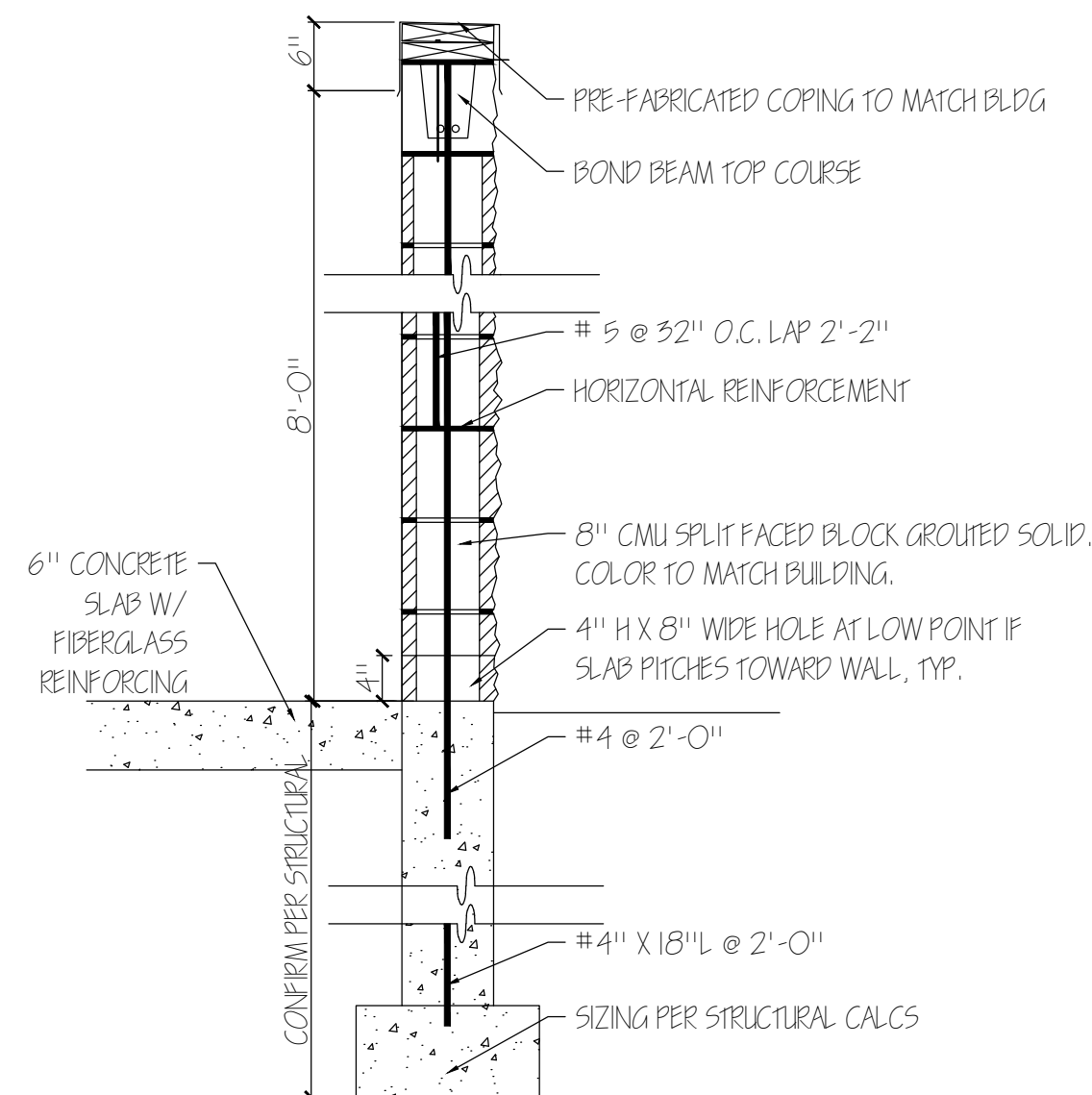


7 SECT. - PATIO PIER
C-1 SCALE: 3/4" = 1'-0"

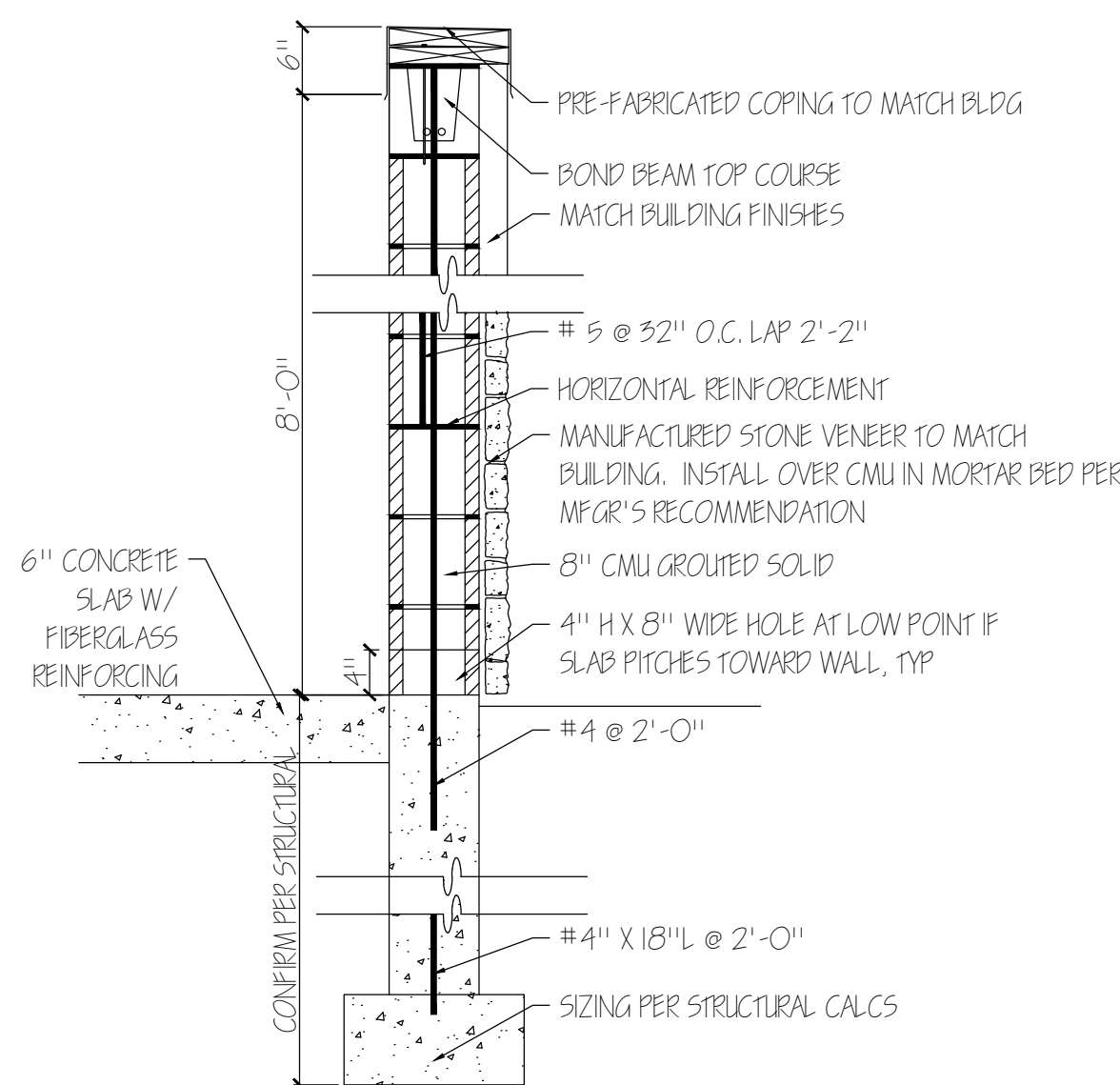


NOTE: ALL PARKING LOT SYMBOLS TO HAVE WHITE TEXT AND BORDER WITH BLUE BACKGROUND STRIPING. ALL PARKING LOT STRIPING TO BE WHITE WITH TRIPLE LINE SHOWN AT RIGHT FOR DRIVE THRU

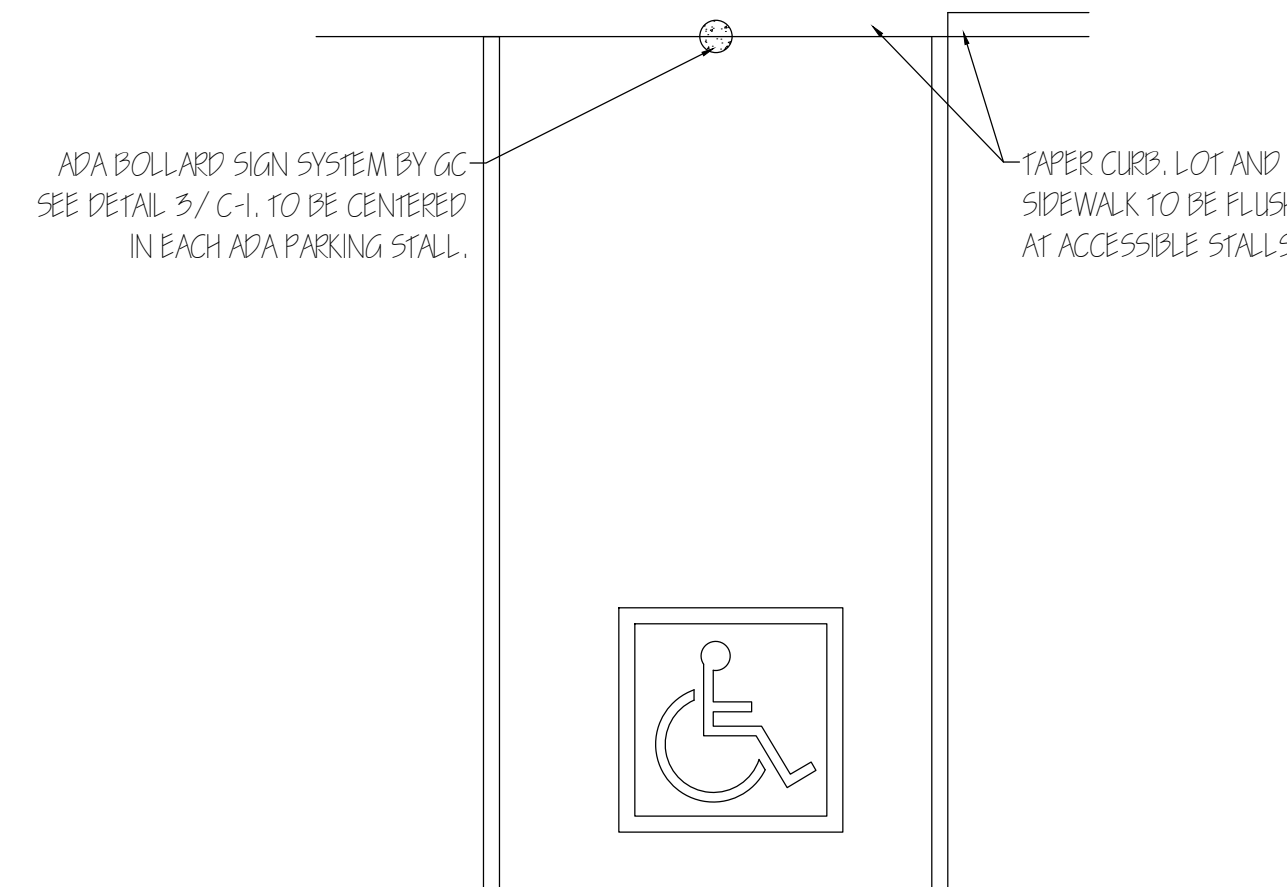
2 PAINTED SYMBOL & STRIPING STANDARDS
C-1 SCALE: 3/4" = 1'-0"



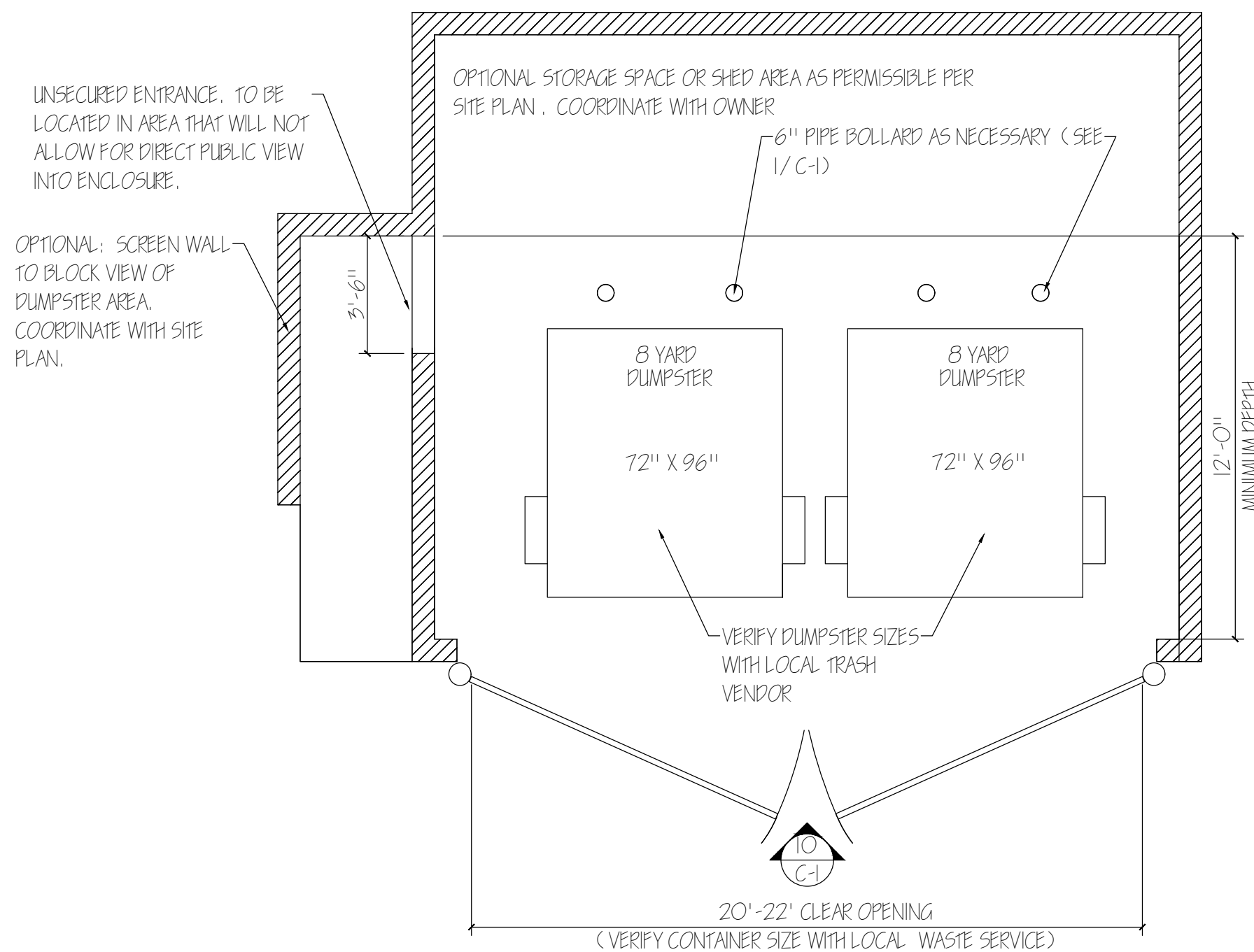
4 SECT. - DUMPSTER ENCLOSURE
C-1 SCALE: 3/4" = 1'-0" (DETACHED FROM BUILDING)



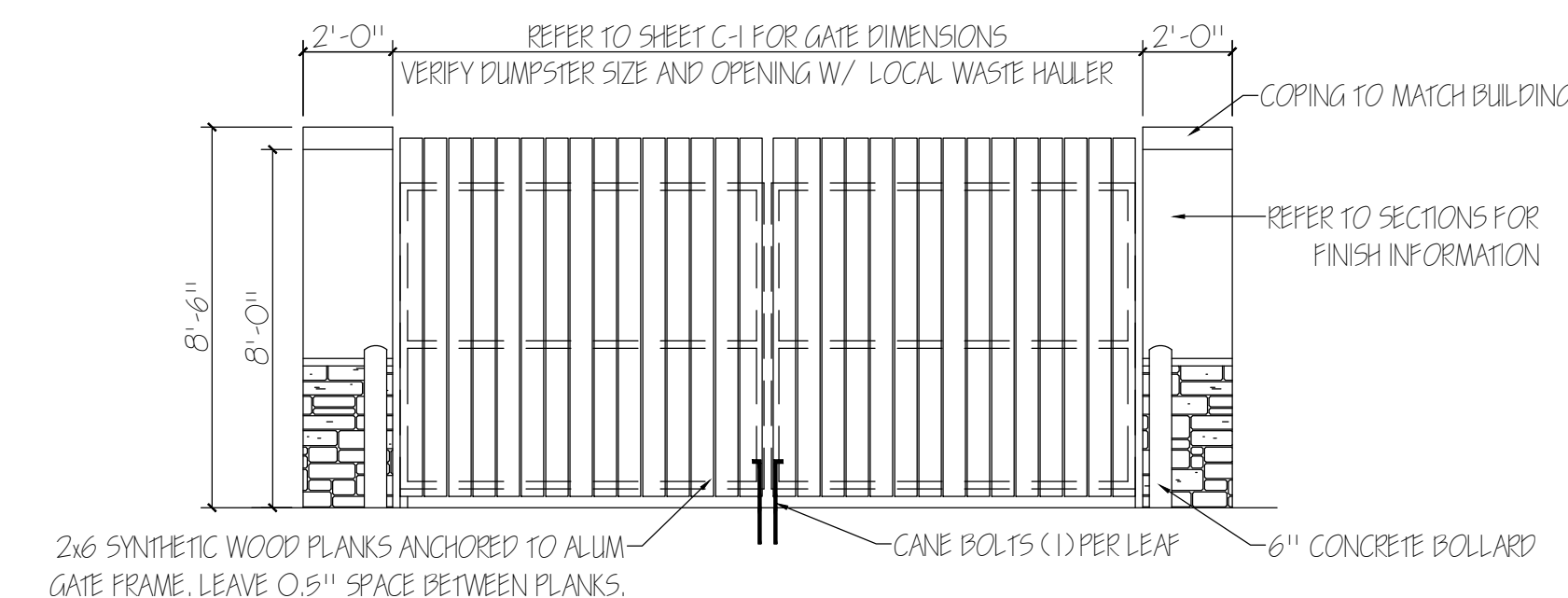
5 SECT. - DUMPSTER ENCLOSURE
C-1 SCALE: 3/4" = 1'-0" (ATTACHED TO BUILDING)



9 TYP. ADA STALL
C-1 SCALE: 1/4" = 1'-0"



6 SCHEMATIC DUMPSTER PLAN - DETACHED
C-1 SCALE: 1/4" = 1'-0"



10 ELEV. DUMPSTER ENCLOSURE
C-1 SCALE: 1/4" = 1'-0"

NATIONAL ACCOUNTS PROGRAM:
1. CRESCENT ELECTRIC SUPPLY COMPANY: INTERIOR AND EXTERIOR LIGHTING, LIGHTING CONTROLS, DISTRIBUTION GEAR, DEVICES, COVER PLATES, AND LIGHT POLES/ HEADS.

NATIONAL ACCOUNT SUPPORT: culvers@cresco.com
CONTACT FOR SITE PHOTOMETRIC PLAN

TYPICAL SITE LIGHTING SPECS:

LA LITHONIA D-SERIES SIZE 3 LED FLOOD LIGHT, (FOR OPTIONAL FLAG POLE)

TYPICAL PARKING LOT LIGHTING SPECS:
(VERIFY WITH CRESCENT ELECTRIC)

P1 PARKING LOT FIXTURE LITHONIA D-SERIES SIZE 1, DSKILED. VERIFY EXACT SPECS AND POLE HEIGHT WITH SITE PHOTOMETRICS AND CITY REQUIREMENTS NOT SHOWN. VERIFY WITH CIVIL PLANS

GENERAL NOTES:
1. THIS IS A GENERIC SITE/ BUILDING PLAN. PLEASE SEE PROJECT SPECIFIC SITE, BUILDING, AND CIVIL PLANS FOR ACTUAL CONDITIONS AND SIGNAGE LOCATIONS.

2. COORDINATE PATIO AND LANDSCAPE LIGHTING WITH OWNER.

3. CONTRACTOR TO VERIFY SIGNAGE REQUIREMENTS WITH ASSIGNED SIGN VENDOR PRIOR TO ROUGH-INS.

4. PARKING LOT LIGHTING, MAIN BUILDING SIGNAGE, AND MENU BOARD SIGNAGE TO BE CONTROLLED SEPARATELY. SEE SHEET E-6 FOR EXTERIOR LIGHT SWITCHING

5. DETAILS LISTED ARE SUGGESTED STANDARD DETAILS. ARCHITECT AND ENGINEER FOR EACH PROJECT ARE RESPONSIBLE TO MODIFY AS NECESSARY TO COMPLY WITH LOCAL CODES OR CONDITIONS.

SUGGESTED LANDSCAPE GUIDELINES:
1. LANDSCAPING SHOULD UTILIZE PLANTINGS NATIVE TO THE LOCATION AND BLEND WITH THE DOMINANT EXISTING OR PLANNED CHARACTER OF THE SITE.

2. LANDSCAPING SHOULD BE PROVIDED AT PERIMETER OF BUILDING TO HELP ANCHOR STRUCTURE TO SITE AND SCREEN MATERIAL TRANSITION TO FOUNDATION.

3. SHRUBS OR TREES THAT ARE LOCATED IN FRONT OF THE BUILDING OR SITE SIGNAGE SHOULD BE NO TALLER THEN 4 FEET IN HEIGHT.

4. DRIVE THRU AREAS WITH SITE LINES TO UTILITY BOXES OR OTHER SIMILAR ELEMENTS SHOULD BE SCREENED WITH PLANTINGS.

5. GRASS, VEGETATIVE GROUND COVER, MULCH, OR ROCK SHALL BE USED IN ALL OPEN SPACE INCLUDING PARKING LOT BUMP-OUTS AND ISLANDS.

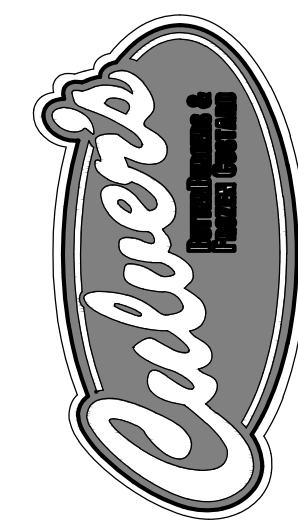
6. PERIMETER OF PATIO SHOULD HAVE PLANTINGS OR LANDSCAPE FEATURE TO HELP SCREEN VIEW OF PARKING LOT.

7. ANY WATER FEATURES SHOULD BE PONDLESS AND POTENTIAL LIABILITY SHOULD BE CONSIDERED FOR ANY SIMILAR LANDSCAPE FEATURES.

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By	
Revision	
Date	

Culver Franchising System, LLC.
1240 Water Street
Prairie du Sac, WI 53578
608-643-7980

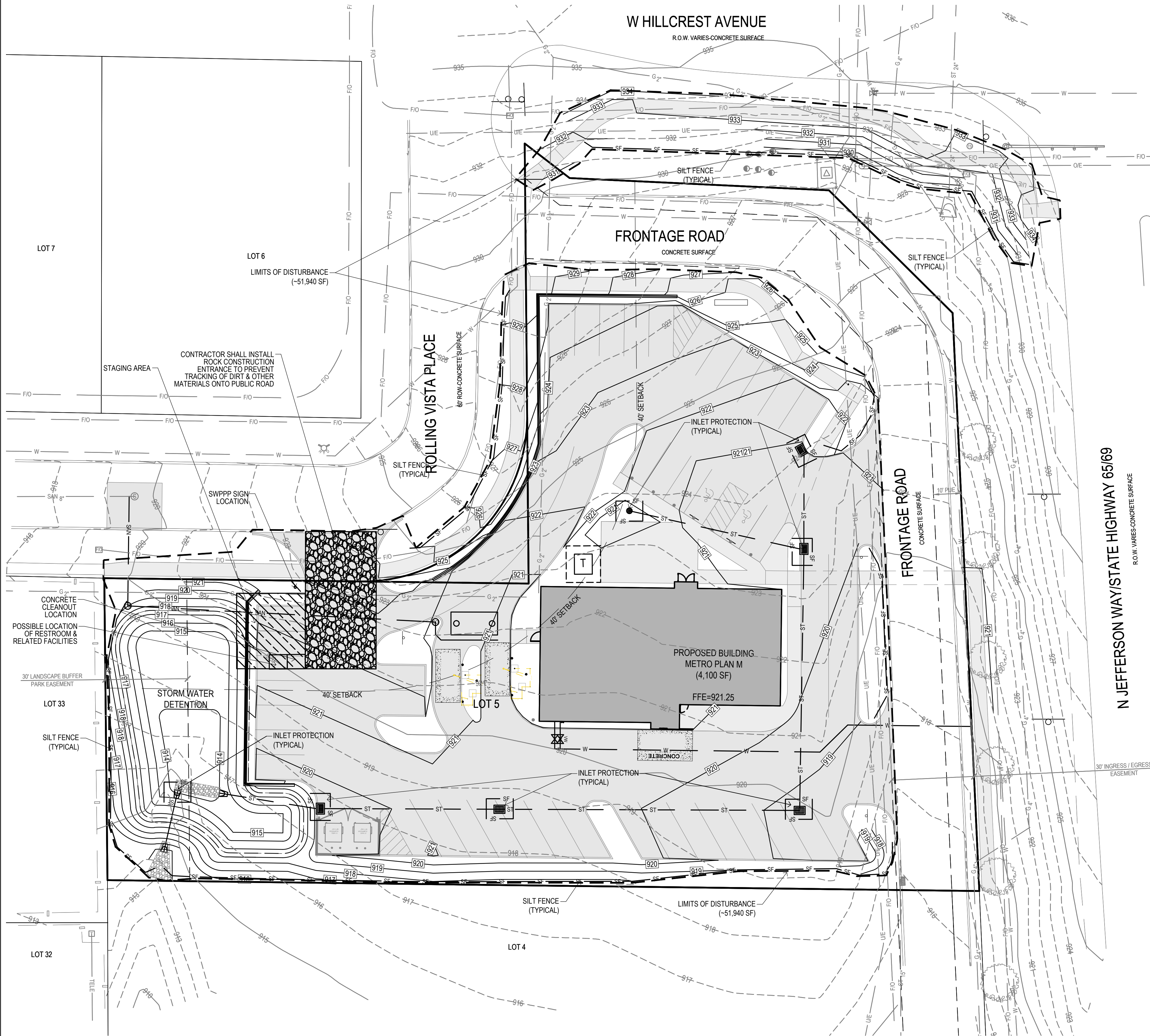


CULVER FRANCHISING SYSTEM, LLC.
SITE DETAILS - 2025
MIRRORED PROTOTYPE PLANS

Sheet Contents:
SITE DETAILS

Project No. Mirrored Metro L - 2025
Drawn By: J. DeLonay
Date: Jan. 1, 2025

Sheet
C-1

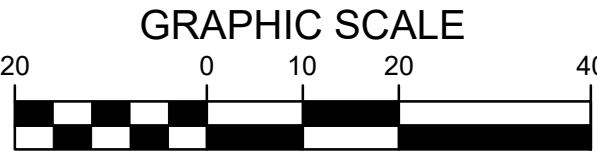
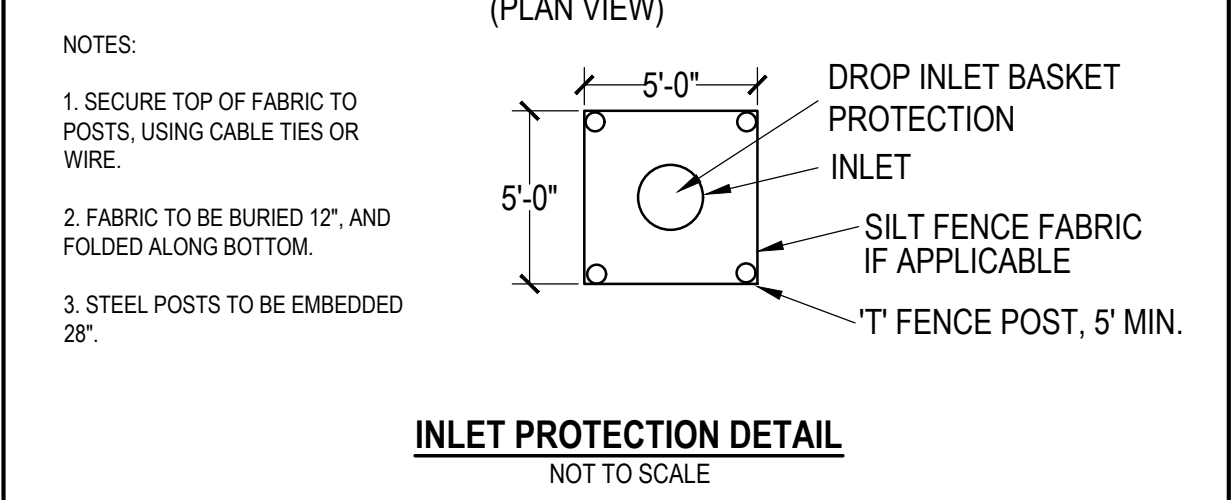
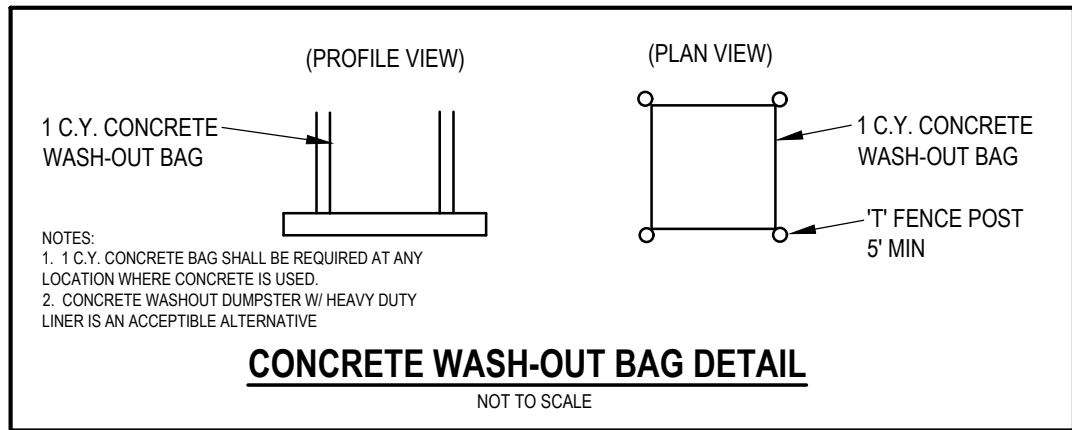
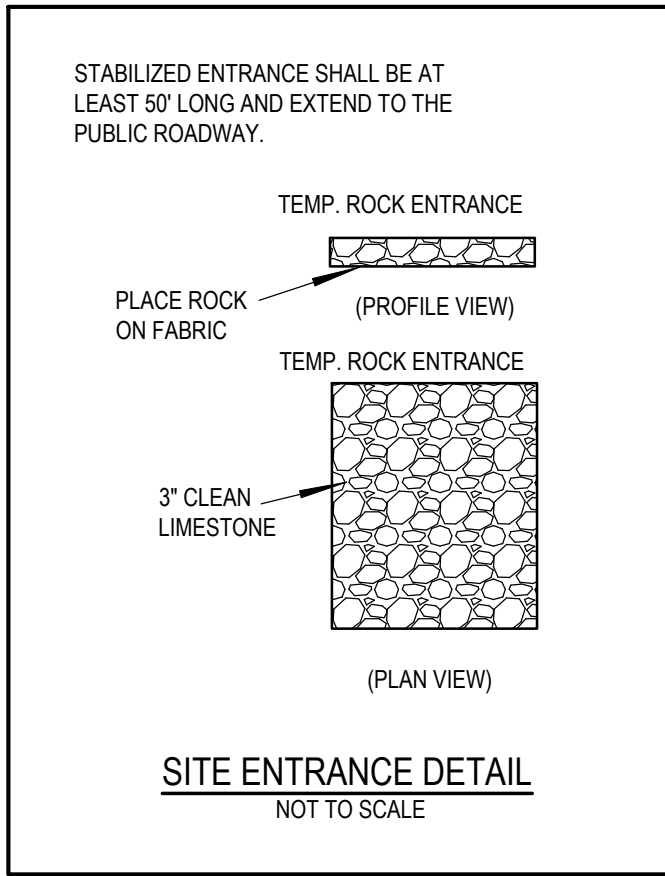
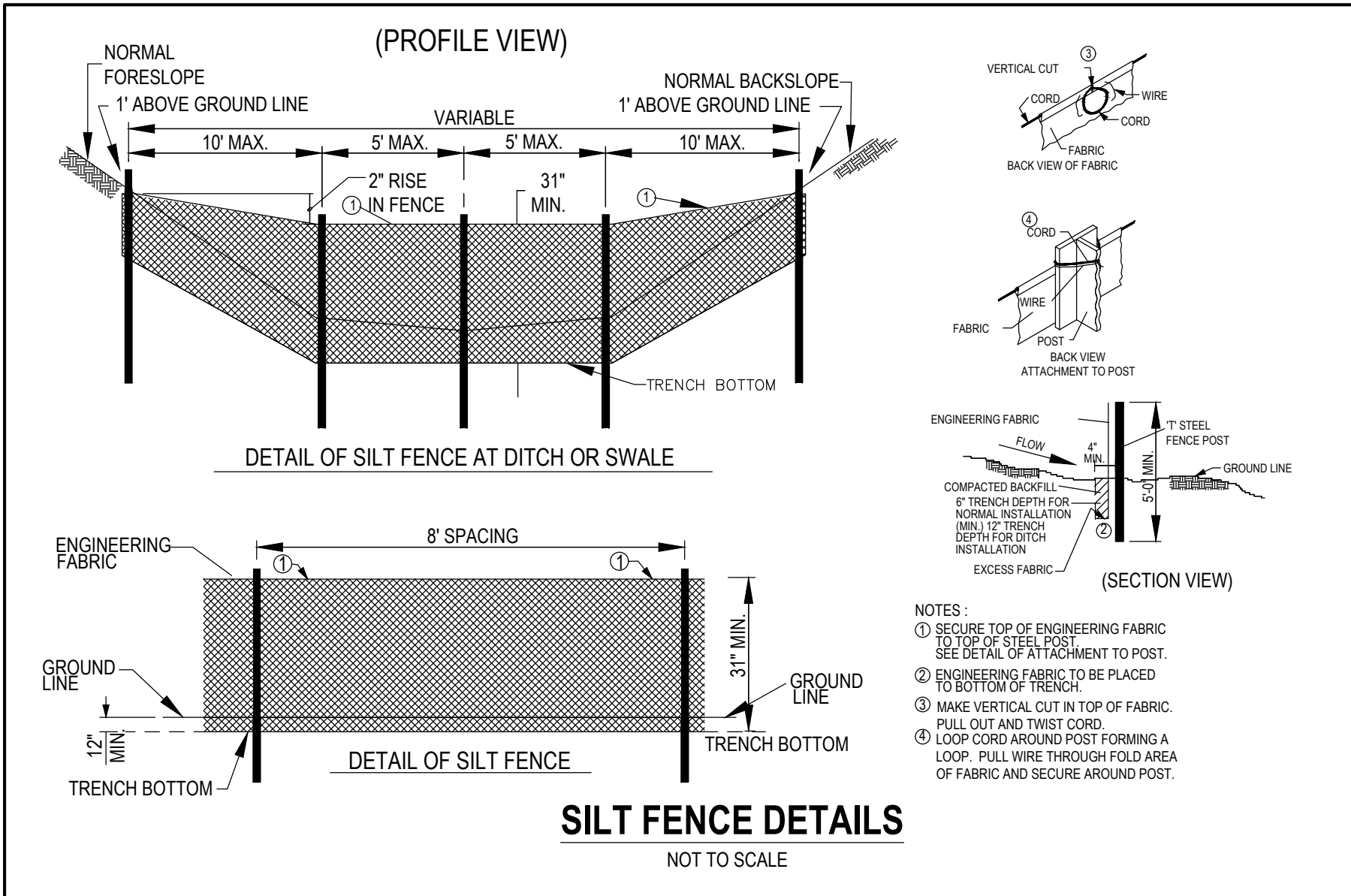


EROSION CONTROL NOTES:

1. SEE SUPPLEMENTAL DETAIL STORM WATER POLLUTION PLAN NARRATIVE FOR ALL EROSION CONTROL MEASURES, ADDITIONAL DETAILS AND NOTE. ADDITIONAL NOTES AND MEASURES IN NARRATIVE SHALL BE CONSIDERED INCIDENTAL AND SHALL BE INCLUDED IN THE ORIGINAL BID.
2. SWPPP PLAN AND NARRATIVE ARE CONSIDERED A LIVING DOCUMENT AND WILL NEED PERIODIC UPDATES AND ADJUSTMENTS AS NECESSARY DEPENDING ON SITE CONDITIONS TO ASSURE COMPLIANCE WITH NPDES GENERAL PERMIT NO. 2. IT IS THE CONTRACTOR'S RESPONSIBILITY TO UPDATE THE SWPPP AND IMPLEMENT ANY AND ALL MEASURES NECESSARY TO COMPLY WITH SAID PERMIT NO. 2.
3. INSTALL PERIMETER SILT FENCE AS SHOWN ON PLANS PRIOR TO CONSTRUCTION.
4. INSTALL INTAKE PROTECTION WITH SILT FENCE IMMEDIATELY AFTER STORM SEWER CONSTRUCTION.
5. INSTALL FINISHED PAVING INLET PROTECTION IMMEDIATELY AFTER PAVING IS COMPLETED AROUND INTAKE.
6. OTHER EROSION CONTROL TYPES MAY NOT BE SUBSTITUTED FOR SILT FENCE.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPLYING A CONCRETE WASHOUT IN ACCORDANCE WITH NPDES GENERAL PERMIT NO. 2 DURING ALL CONCRETE WORK. CONCRETE WASHOUT SHALL MEET SDAS SPEC 11050.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPLYING TEMPORARY RESTROOM FACILITIES. SANITARY WASTE SHALL BE DISPOSED OF PER ALL FEDERAL, STATE AND LOCAL REGULATIONS.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING ALL TOPSOIL REQUIREMENTS OF NPDES GENERAL PERMIT NO. 2 ARE MET.
10. THIS PROJECT INCLUDES SAWCUTTING OR CONCRETE GRINDING SO PROTECTION OF STORM SEWERS AND DRAINAGE WAYS WILL NEED TO BE PROVIDED FROM SLURRY FROM THE CONCRETE OPERATIONS TO DISCHARGE OFFSITE. SEE SWPPP SHEET AND NARRATIVE FOR ADDITIONAL DETAILS.
11. CONTRACTOR SHALL PROVIDE APPROPRIATE CONTROLS TO PREVENT DISCHARGES FROM ANY AND ALL DEWATERING ACTIVITIES.
12. SEE LANDSCAPE PLAN FOR FINAL STABILIZATION INCLUDING SEEDING AND SODDING AREAS.
13. PER NPDES GENERAL PERMIT NO. 2, IF CONSTRUCTION ACTIVITY IS NOT PLANNED FOR AT LEAST 14 DAYS, ALL DISTURBED AREAS SHALL BE STABILIZED IMMEDIATELY BY TEMPORARY EROSION CONTROL MEASURES.
14. THE FOLLOWING DISCHARGES ARE PROHIBITED: WASTEWATER FROM WASHOUT AND CLEANOUT OF STUCCO, PAINT, FORM RELEASE OIL, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS, FUEL, OILS OR OTHER POLLUTANTS USED IN VEHICLE AND EQUIPMENT OPERATION AND MAINTENANCE, AND SOAPS OR SOLVENTS USED IN VEHICLE AND EQUIPMENT WASHING

EROSION CONTROL REMOVAL NOTES:

1. AFTER FINAL STABILIZATION HAS OCCURRED, AS DEFINED IN NPDES GENERAL PERMIT NO. 2, CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL TEMPORARY EROSION CONTROL DEVICES INCLUDING, BUT NOT LIMITED TO: SILT FENCE, INLET PROTECTION, AND TEMPORARY STANDPIPES.



SITE PLAN
CULVERS - INDIANOLA
1901 N. JEFFERSON WAY
INDIANOLA, IOWA

REFERENCE NUMBER:
220538

DRAWN BY:

REVISION DATE:
03/12/2026
03/23/2026
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05/15/2026 CITY
06/10/2026 CITY
06/29/2026 CITY

PROJECT NUMBER:
260125

SHEET NAME:
EROSION
CONTROL
PLAN -SWPPP

SHEET NUMBER:
C7.1



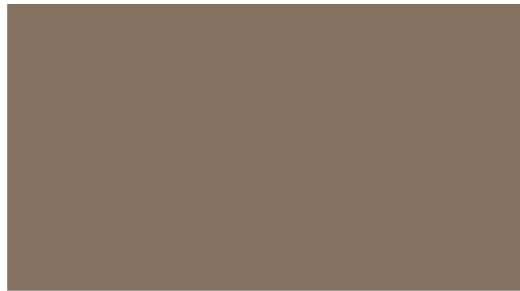
2 MAIN ENTRANCE ELEVATION - COLORED (NORTH ELEVATION - PRIMARY FACADE)
1/4" = 1'-0"

EXTERIOR FINISH SCHEDULE					
CODE	DESCRIPTION	MANUFACTURER	PRODUCT NO./NAME	COLOR	COMMENTS
AWNINGS AND CANOPIES					
AWN-1	METAL AWNINGS	BARABOO TENT & AWNING	SOLID FABRIC STYLE AWNINGS	SUNBRELLA ROYAL BLUE TWEED 4617	STRAIGHT PROFILE
EXTERIOR					
BR-1	THIN BRICK	ACME BRICK	THIN BRICK	"GALENA"	--
BR-2	THIN BRICK	ACME BRICK	THIN BRICK	"MUSHROOM BROWN"	--
E-5	EIFS	STO	STOTHERM ESSENCE NEXT SYSTEM	MATCH SHERWIN WILLIAMS SW7038 "TONY TAUPE"	TEXTURE: MEDIUM SAND FINISH
EXTERIOR STONE VENEER					
ST-1	STONE	ENVIRONMENTAL STONWORKS	CULTURED STONE	TUSCAN LEDGE "ANDES SUMMIT"	SILL AND ACCESSORIES TO MATCH
SIDING AND TRIM					
M-1	METAL TRIM CAP	EXCEPTIONAL METALS		"REGAL BLUE"	
M-2	CANOPY	EXCEPTIONAL METALS		"SILVER METALLIC"	
M-3	STANDING SEAM METAL ROOF	EXCEPTIONAL METALS		"REGAL BLUE"	

ELEVATION AREA (PRIMARY FACADE)		1816 S.F.	100%
CLASS 1 AND 2 MATERIALS			80%
• THIN BRICK VENEER	CLASS 2	898 S.F.	49%
• STONE VENEER, SYNTHETIC	CLASS 2	421 S.F.	23%
• CLEAR GLASS WINDOWS	CLASS 1	119 S.F.	7%
CLASS 3 MATERIALS			15%
• EIFS ACCENTS	CLASS 3	281 S.F.	15%
CLASS 4 MATERIALS			5%
• METAL TRIM CAP	CLASS 4	97 S.F.	5%
PRIMARY FACADE LENGTH		88'-5"	100%
LENGTH OF FENESTRATION		22'-0"	25%



EXCEPTIONAL METALS "REGAL BLUE"



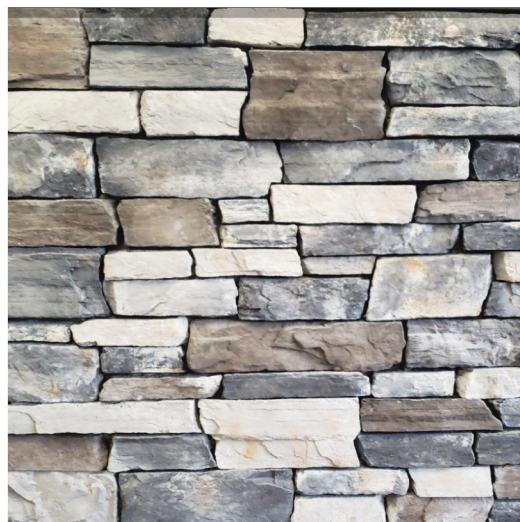
EIFS TO MATCH SHERWIN WILLIAMS
SW 7509 "TIKI HUT"



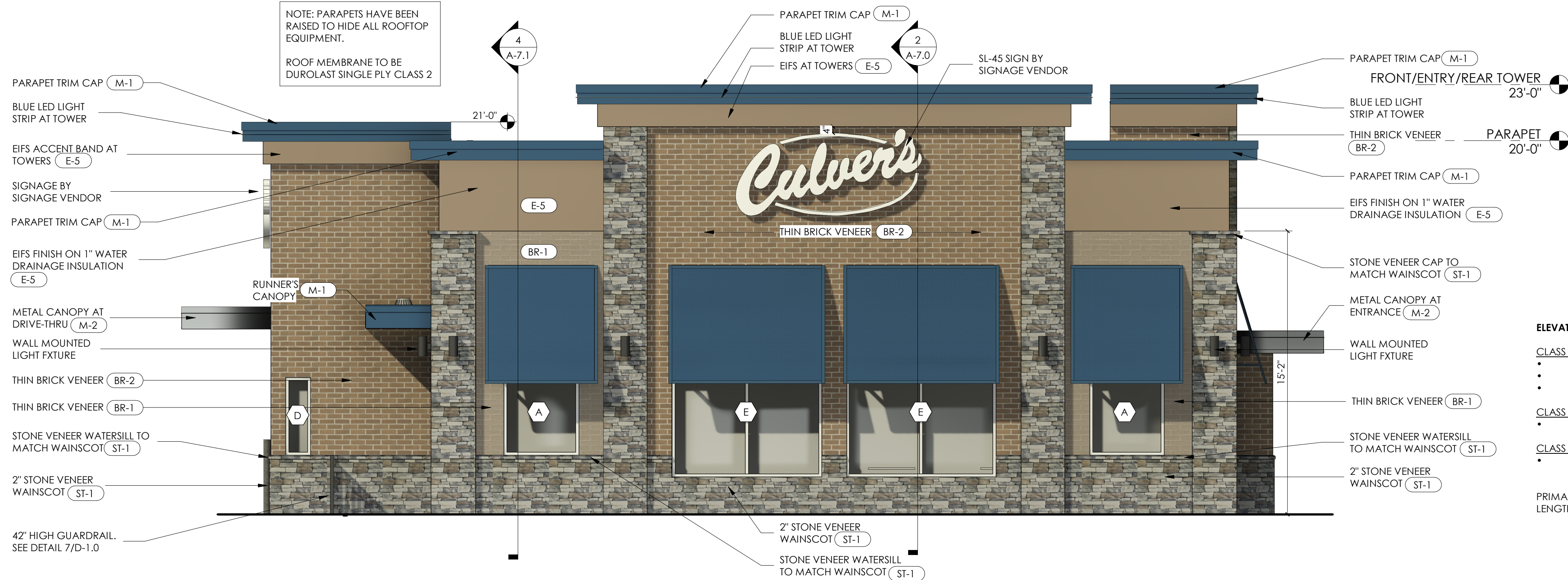
ACME BRICK - THIN BRICK
"MUSHROOM BROWN"



ACME BRICK - THIN BRICK "GALENA"



ENVIRONMENTAL STONWORKS
TUSCAN LEDGESTONE "ANDES SUMMIT"



1 FRONT ELEVATION - COLORED (EAST ELEVATION - PRIMARY FACADE)
1/4" = 1'-0"

ELEVATION AREA (PRIMARY FACADE)		939 S.F.	100%
CLASS 1 AND 2 MATERIALS			84%
• THIN BRICK VENEER	CLASS 2	416 S.F.	44%
• STONE VENEER, SYNTHETIC	CLASS 2	271 S.F.	29%
• CLEAR GLASS WINDOWS	CLASS 1	100 S.F.	11%
CLASS 3 MATERIALS			11%
• EIFS ACCENTS	CLASS 3	102 S.F.	11%
CLASS 4 MATERIALS			5%
• METAL TRIM CAP	CLASS 4	50 S.F.	5%
PRIMARY FACADE LENGTH		43'-1"	100%
LENGTH OF FENESTRATION		24'-0"	56%

Project No.

26-062

snipdesign
Results!

Design +, Inc.
1449 Bardstown Road, Suite 200
Louisville, KY 402040
502-454-5011

METRO M-2026

Culver's
1901 N. JEFFERSON WAY
INDIANOLA, IA 50125

ISSUE DATE: 8/1/26

PROJECT NUMBER:

DRAWN BY: KEN BROWN

CHECKED BY: KEN BROWN

REV.	DATE	DESCRIPTION

The Construction Documents shall consist of all drawings, specifications, surveys, soils reports, addenda and other information as provided to the General Contractor, all acting as a whole. None of this information or drawing sheets shall be taken separately or "stand alone" from the remainder of the Construction Documents. All subcontractors shall be responsible to review the entire set of Construction Documents to determine their particular scope of work. Any discrepancies or conflicting information not brought to the attention of the Architect prior to submitting a bid shall be interpreted at the sole discretion of the Architect.

SHEET NAME:

COLORED EXTERIOR ELEVATIONS

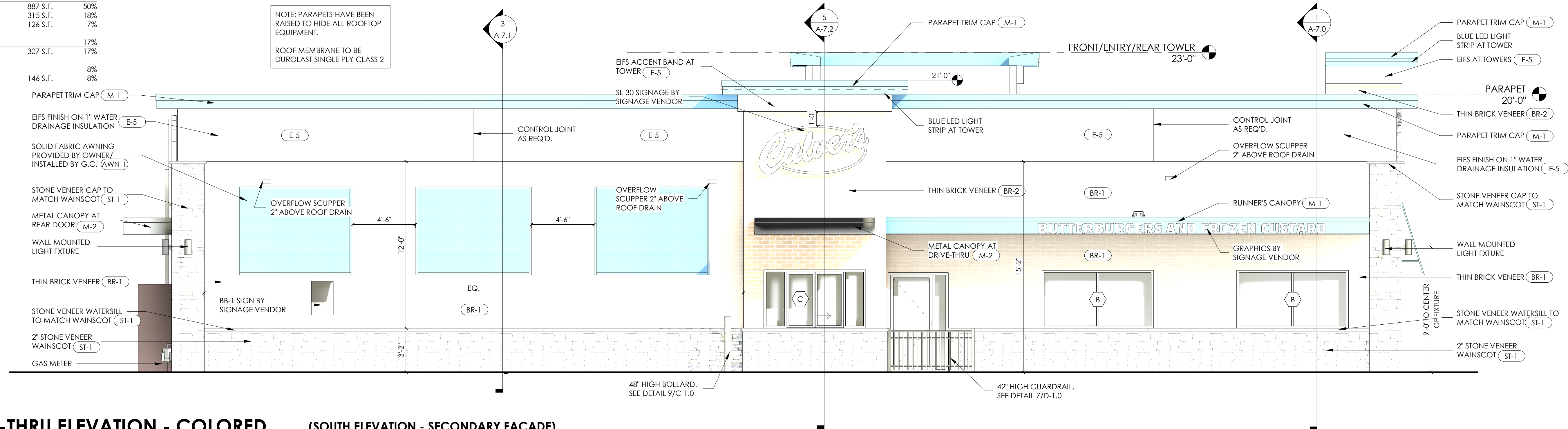
SHEET NUMBER

A-5.2

ELEVATION AREA (SECONDARY FACADE)		1781 S.F.	100%
CLASS 1 AND 2 MATERIALS			
• THIN BRICK VENEER	CLASS 2	887 S.F.	75%
• STONE VENEER, SYNTHETIC	CLASS 2	315 S.F.	17%
• CLEAR GLASS WINDOWS	CLASS 1	126 S.F.	10%
CLASS 3 MATERIALS			
• EIFS ACCENTS	CLASS 3	307 S.F.	17%
CLASS 4 MATERIALS			
• METAL TRIM CAP	CLASS 4	146 S.F.	8%

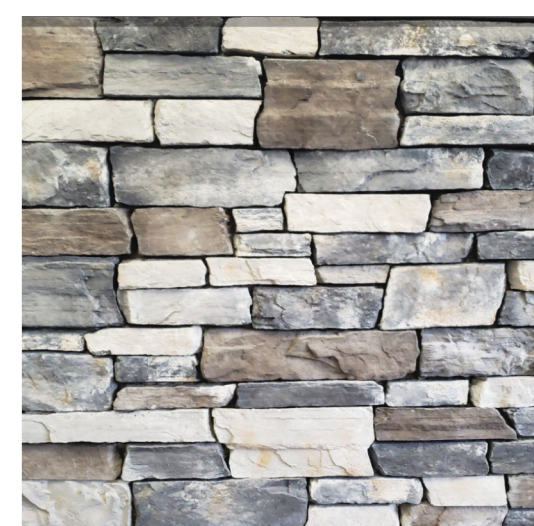
NOTE: PARAPETS HAVE BEEN
RAISED TO HIDE ALL ROOFTOP
EQUIPMENT.

ROOF MEMBRANE TO BE
DUROLAST SINGLE PLY CLASS 2

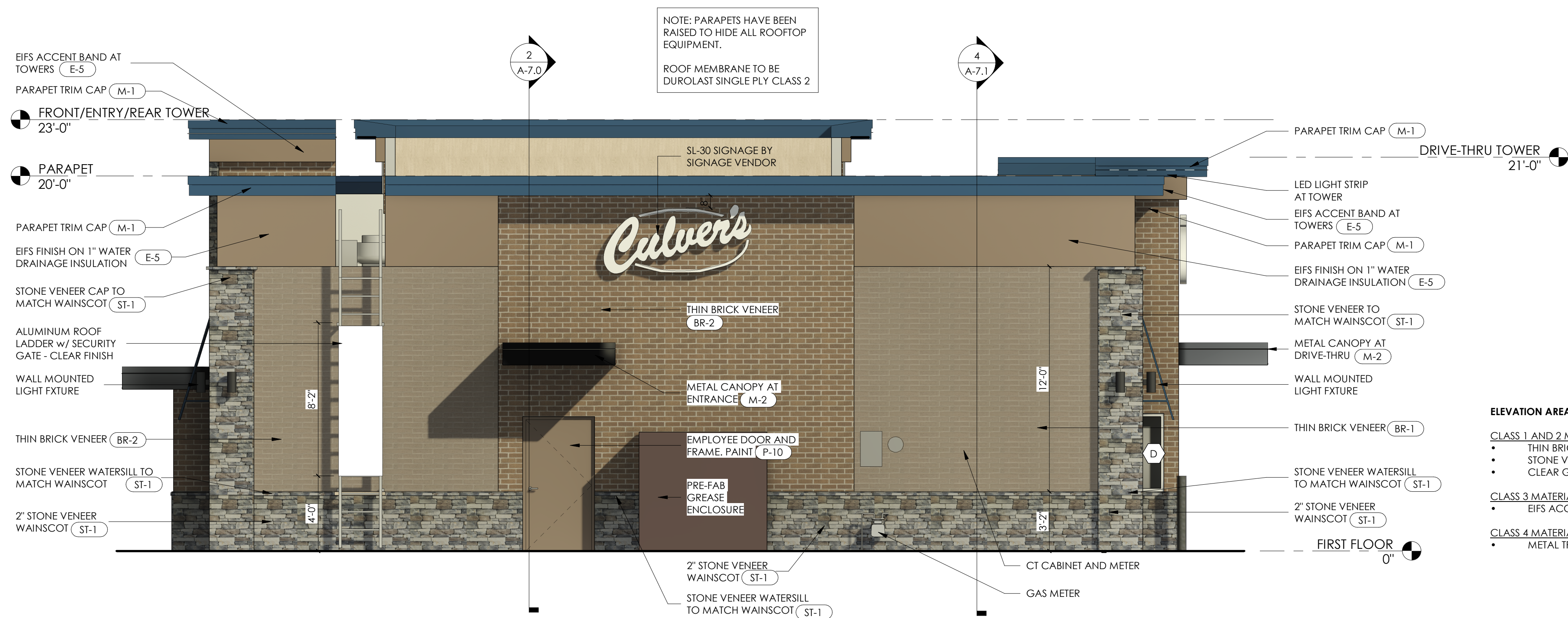


4 DRIVE-THRU ELEVATION - COLORED (SOUTH ELEVATION - SECONDARY FACADE)

EXTERIOR FINISH SCHEDULE (CONT.)					
CODE	DESCRIPTION	MANUFACTURER	PRODUCT NO./NAME	COLOR	COMMENTS
AWNINGS AND CANOPIES					
AWN-1	METAL AWNINGS	BARABOO TENT & AWNING	SOLID FABRIC STYLE AWNINGS	SUNBRELLA ROYAL BLUE TWEED 4617	STRAIGHT PROFILE
EXTERIOR					
BR-1	THIN BRICK	ACME BRICK	THIN BRICK	"GALENA"	--
BR-2	THIN BRICK	ACME BRICK	THIN BRICK	"MUSHROOM BROWN"	--
E-5	EIFS	STO	StoTHERM ESSENCE NEXT SYSTEM	MATCH SHERWIN WILLIAMS SW7038 "TONY TAUPE"	TEXTURE: MEDIUM SAND FINISH
EXTERIOR STONE VENEER					
ST-1	STONE	ENVIRONMENTAL STONeworks	CULTURED STONE	TUSCAN LEDGE "ANDES SUMMIT"	SILL AND ACCESSORIES TO MATCH
SIDING AND TRIM					
M-1	METAL TRIM CAP	EXCEPTIONAL METALS		"REGAL BLUE"	
M-2	CANOPY	EXCEPTIONAL METALS		"SILVER METALLIC"	
M-3	STANDING SEAM METAL ROOF	EXCEPTIONAL METALS		"REGAL BLUE"	



ENVIRONMENTAL STONWORKS
TUSCAN LEDGESTONE "ANDES SUMMIT"



2 REAR ELEVATION - COLORED (WEST ELEVATION - SECONDARY FACADE)
1/4" = 1'-0"

ELEVATION AREA (SECONDARY FACADE)		994 S.F.	100%
CLASS 1 AND 2 MATERIALS			83%
• THIN BRICK VENEER	CLASS 2	598 S.F.	60%
• STONE VENEER, SYNTHETIC	CLASS 2	230 S.F.	23%
• CLEAR GLASS WINDOWS	CLASS 1	0 S.F.	0%
CLASS 3 MATERIALS			12%
• EIFS ACCENTS	CLASS 3	115 S.F.	12%
CLASS 4 MATERIALS			5%
• METAL TRIM CAP	CLASS 4	51 S.F.	5%

26-062



snigdha design[™]
Results

Design +, Inc.
1449 Bardstown Road, Suite 200
Louisville, KY. 402040
502-454-5011

METRO M-2026

Culver's®
1901 N. JEFFERSON WAY
INDIANOLA, IA. 50125

ISSUE DATE: 8/1/26

PROJECT NUMBER

DRAWN BY: KEN BROWN

CHECKED BY: KEN BROWN

[illegible]

The Construction Documents shall consist of all drawings, specifications, surveys, soils reports, addenda and other information as provided to the General Contractor, all acting as a whole. None of this information or drawing sheets shall be taken separately or "stand alone" from the remainder of the Construction Documents. All subcontractors shall be responsible to review the entire set of Construction Documents to determine their particular scope of work. Any discrepancies or conflicting information not brought to the attention of the Architect prior to submitting a bid shall be interpreted at the sole discretion of the Architect.

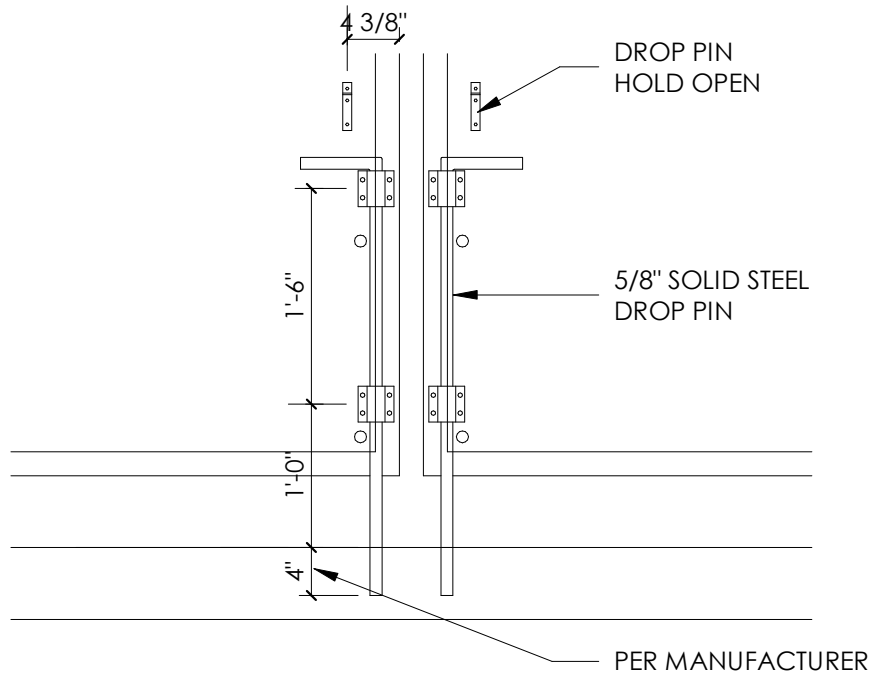
SHEET NAME

COLORED EXTERIOR ELEVATIONS

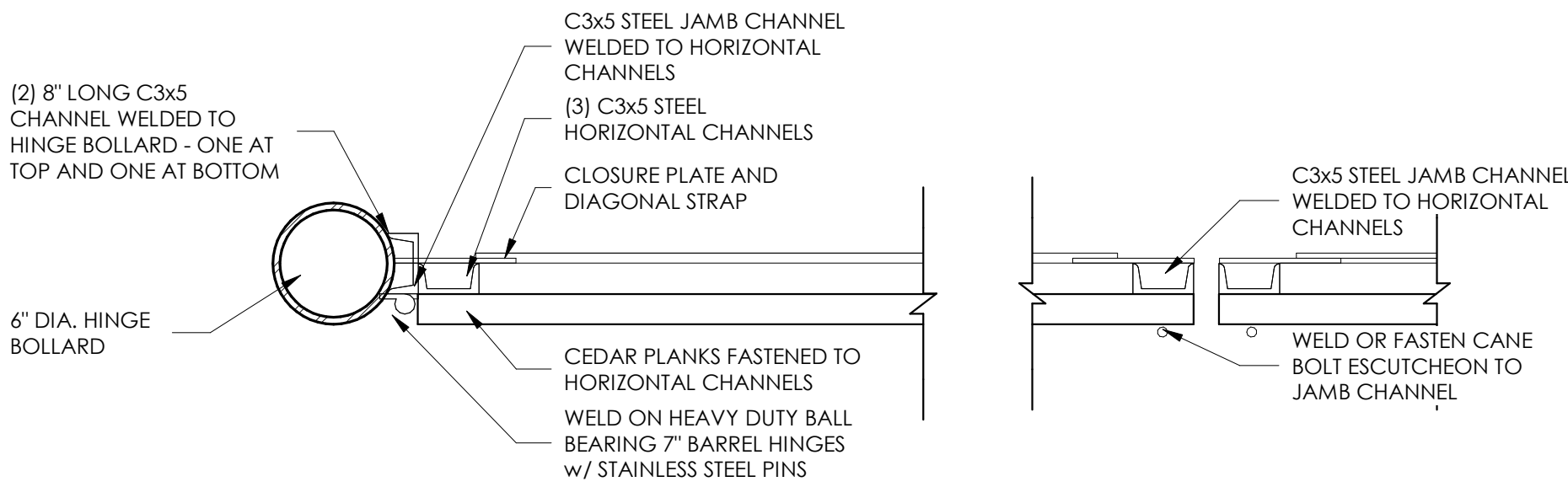
SHEET NUMBER

A-5.3

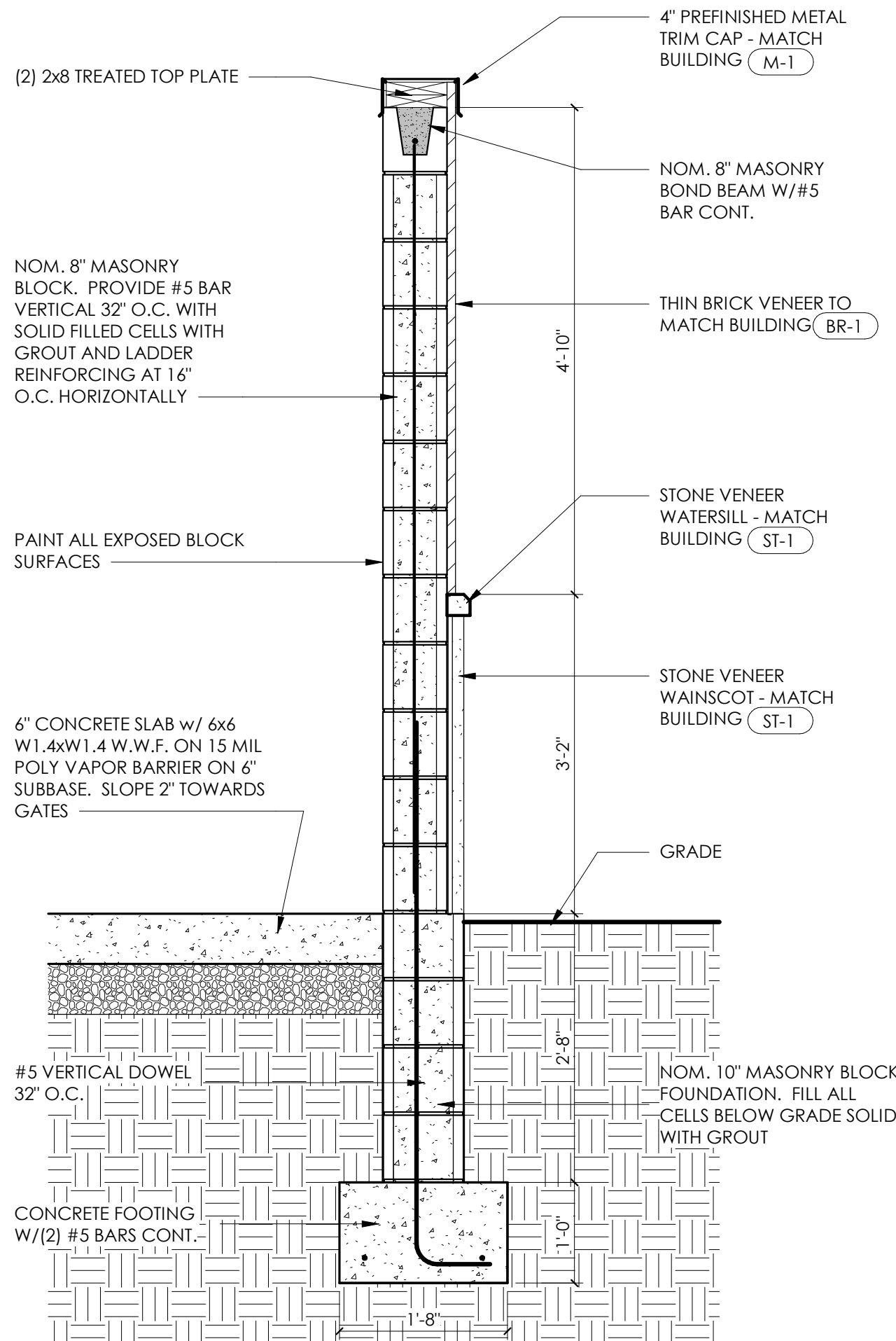
NATIONAL ACCOUNTS PROGRAM	GENERAL NOTES	SUGGESTED LANDSCAPE GUIDELINES
1. CRESCENT ELECTRIC SUPPLY COMPANY; INTERIOR AND EXTERIOR LIGHTING, LIGHTING CONTROLS, DISTRIBUTION GEAR, DEVICES, COVER PLATES, AND LIGHT POLES/HEADS. NATIONAL ACCOUNT SUPPORT: culvers@cesco.com CONTACT FOR SITE PHOTOMETRIC PLAN TYPICAL SITE LIGHTING SPECS: LA LITHONIA D-SERIES SIZE 3 LED FLOOT LIGHT. (FOR OPTIONAL FLAG POLE) TYPICAL PARKING LOT LIGHTING SPECS: (VERIFY WITH CRESCENT LIGHTING) PI PARKING LOT FIXTURE LITHONIA D-SERIES SIZE 1, DSXILED. VERIFY EXACT SPECS AND POLE HEIGHT WITH SITE PHOTOMETRICS AND CITY REQUIREMENTS NOT SHOWN. VERIFY WITH CIVIL PLANS.	1. SEE CIVIL DRAWINGS FOR DUMPSTERLOCATION. 2. COORDINATE PATIO AND LANDSCAPE LIGHTING WITH OWNER. 3. CONTRACTOR TO VERIFY SIGNAGE REQUIREMENTS WITH ASSIGNED SIGN VENDOR PRIOR TO ROUGH-INS. 4. PARKING LOT LIGHTING, MAIN BUILDING SIGNAGE, AND MENU BOARD SIGNAGE TO BE CONTROLLED SEPARATELY. SEE SHEET E-6 FOR EXTERIOR LIGHT SWITCHING.	1. LANDSCAPING SHOULD UTILIZE PLANTINGS NATIVE TO THIS LOCATION AND BLEND WITH THE DOMINANT EXISTING OR PLANNED CHARACTER OF THE SITE. 2. LANDSCAPING SHOULD BE PROVIDED AT PERIMETER OF BUILDING TO HELP ANCHOR STRUCTURE TO SITE AND SCREEN MATERIAL TRANSITION TO FOUNDATION. 3. SHRUBS OR TREES THAT ARE LOCATED IN FRONT OF THE BUILDING OR SITE SIGNAGE SHOULD BE NO TALLER THAN 4FT IN HEIGHT. 4. DRIVE-THRU AREAS WITH SITE LINES TO UTILITY BOXES OR OTHER SIMILAR ELEMENTS SHOULD BE SCREENED WITH PLANTINGS. 5. GRASS, VEGETATIVE GROUND COVER, MULCH, OR ROCK SHALL BE USED IN ALL OPEN SPACE INCLUDING PARKING LOT BUMPOUTS OR ISLANDS. 6. PERIMETER OF PATIO SHOULD HAVE PLANTINGS OR LANDSCAPE FEATURE TO HELP SCREEN VIEW OF PARKING LOT. 7. ANY WATER FEATURES SHOULD BE PONDLESS AND POTENTIAL LIABILITY SHOULD BE CONSIDERED FOR ALL SIMILAR LANDSCAPE FEATURES.



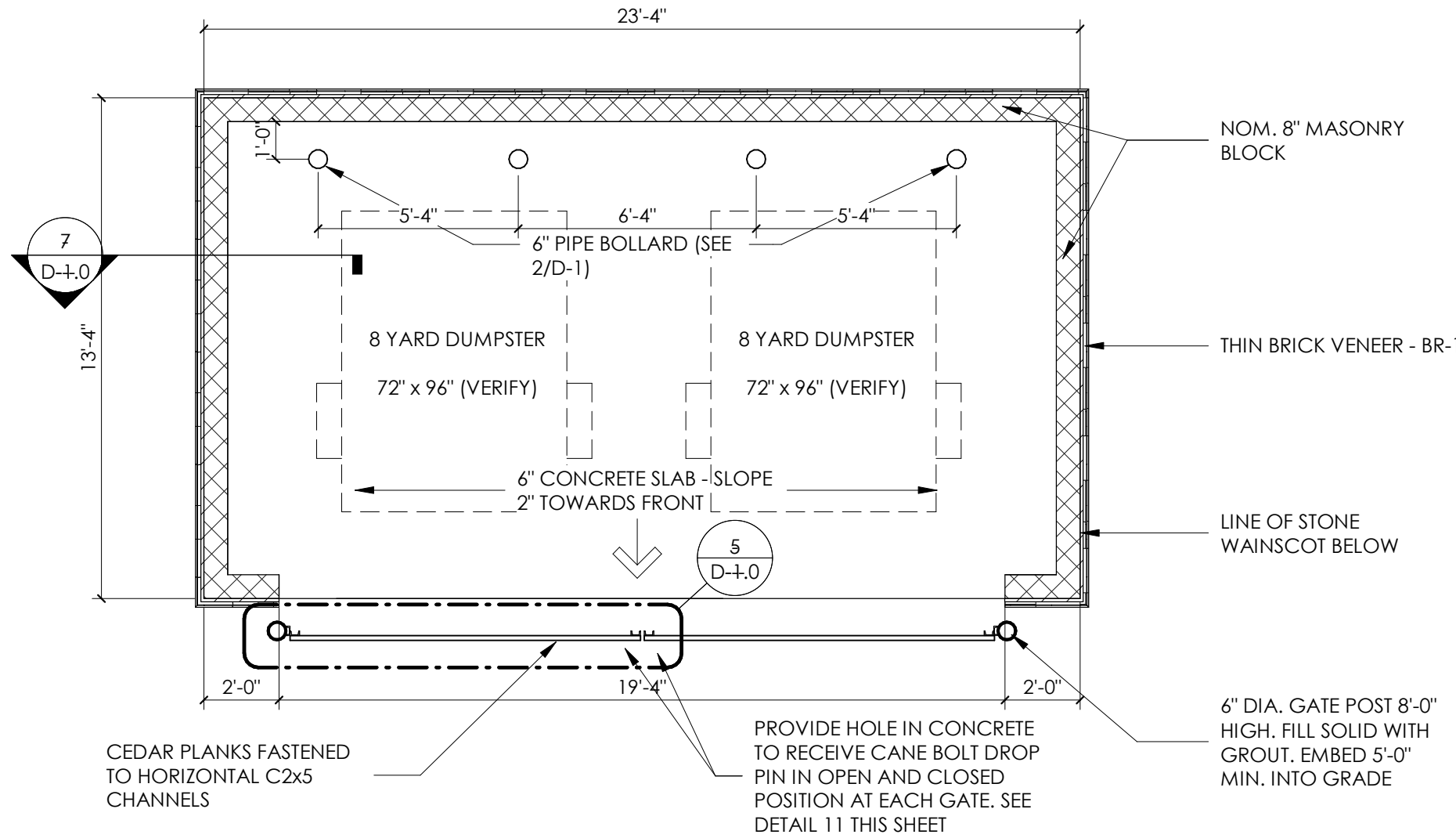
6 DROP PIN DETAIL
3/4" = 1'-0"



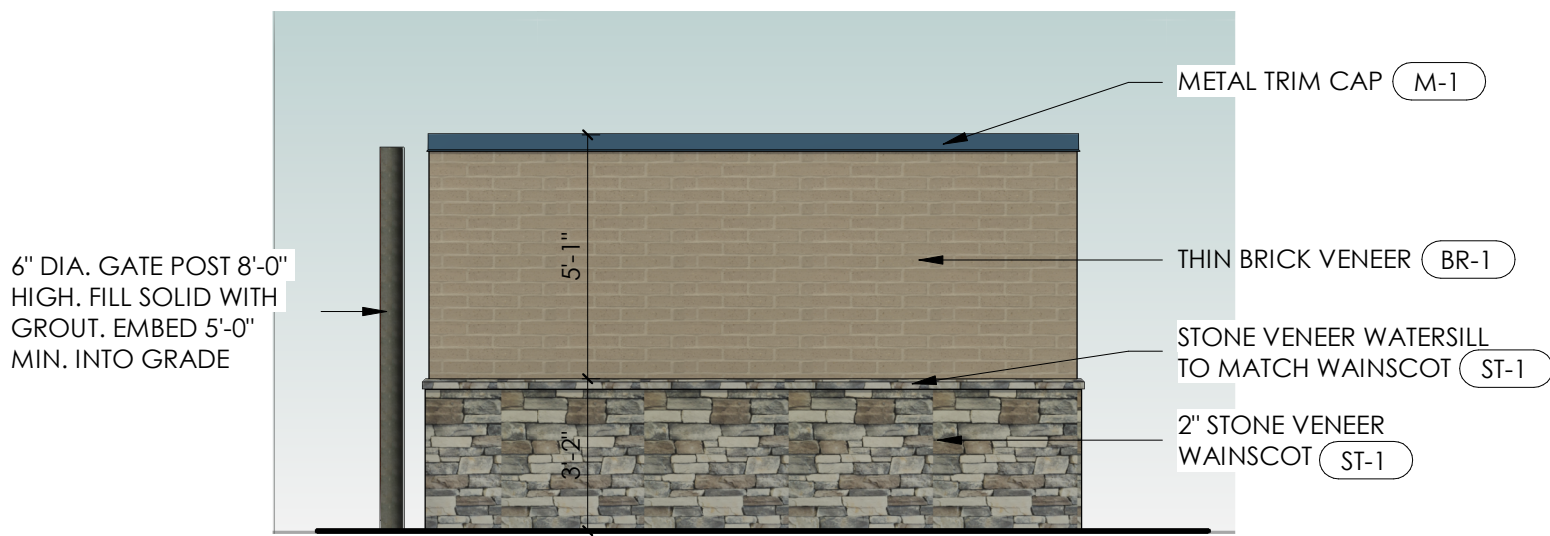
5 SECTION AT GATE
1 1/2" = 1'-0"



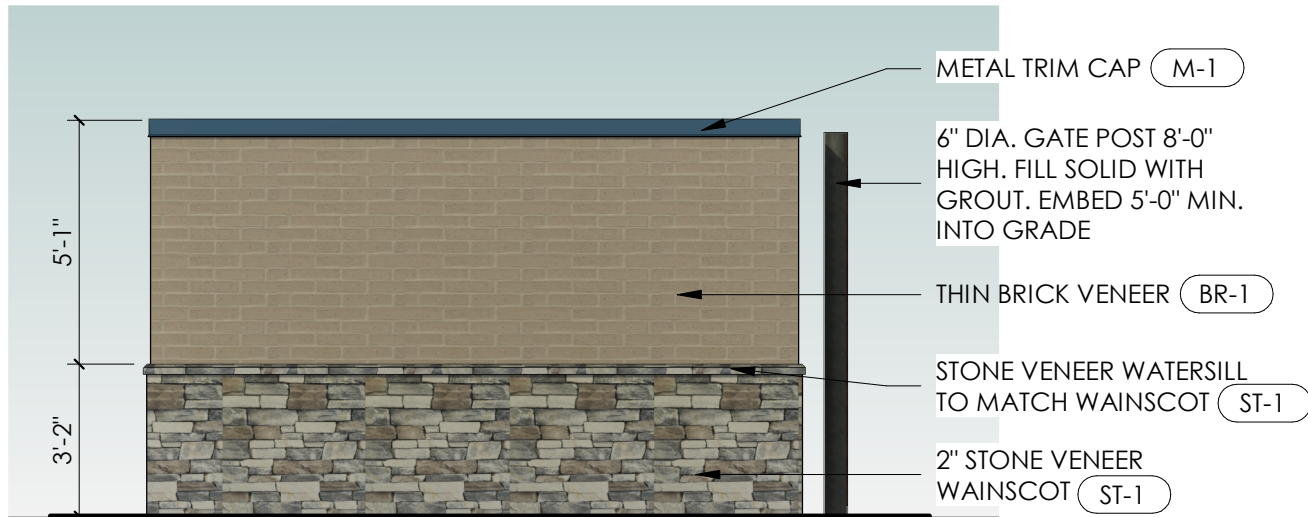
7 SECTION AT DUMPSTER
3/4" = 1'-0"



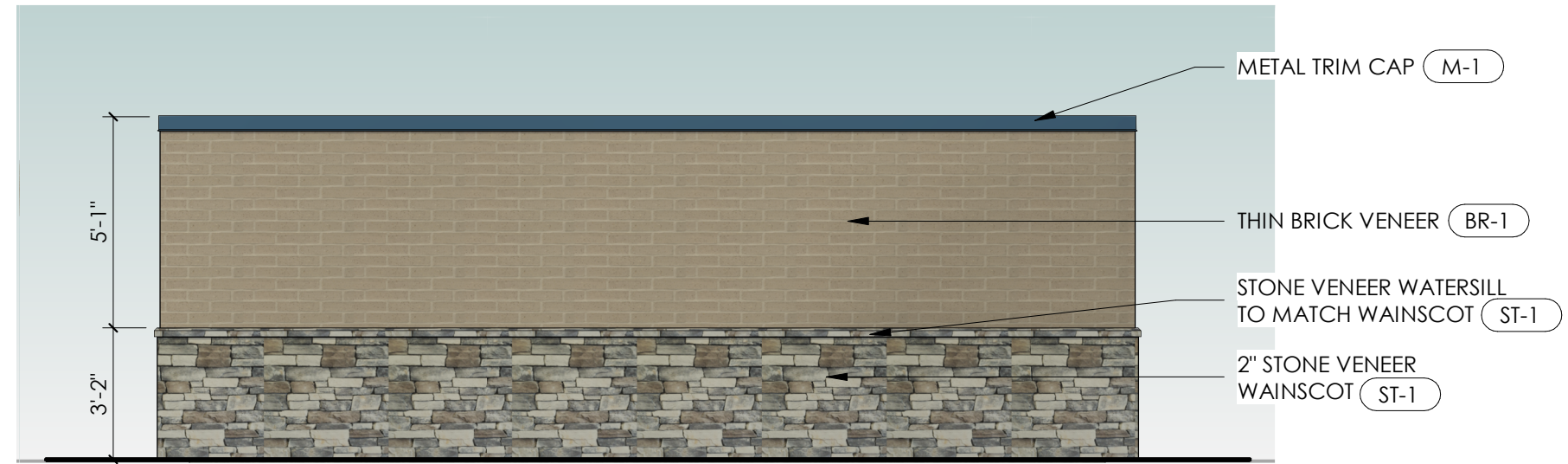
A ENLARGED DUMPSTER ENCLOSURE
1/4" = 1'-0"



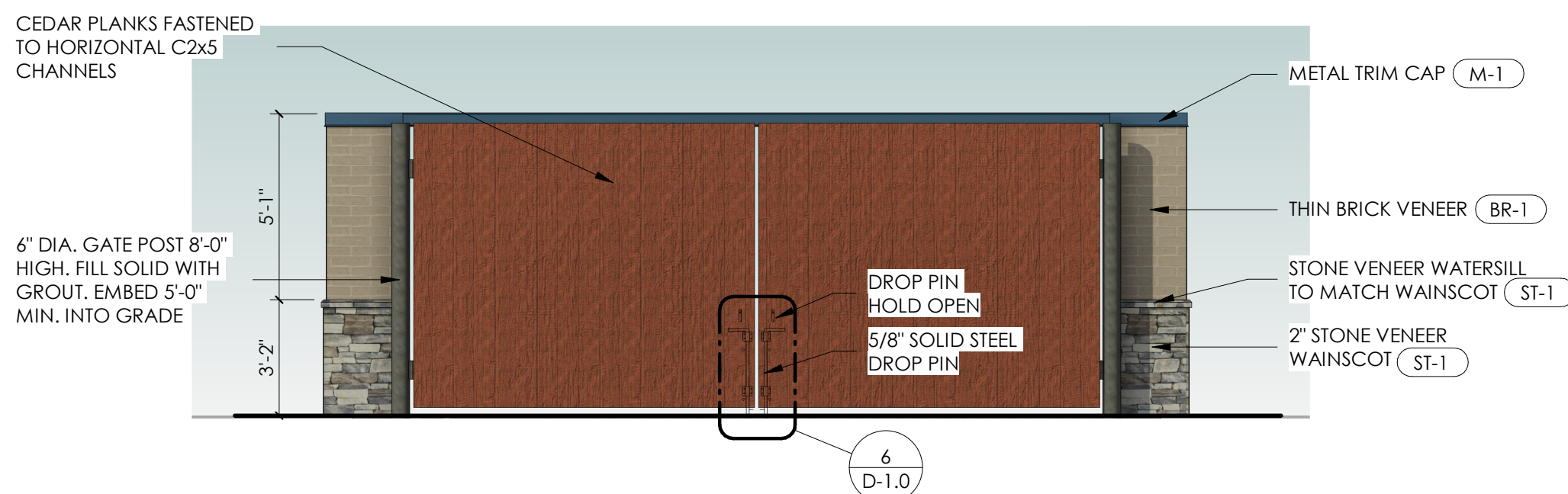
4 DUMPSTER RIGHT SIDE ELEVATION
1/4" = 1'-0"



2 DUMPSTER LEFT SIDE ELEVATION
1/4" = 1'-0"



3 DUMPSTER REAR ELEVATION
1/4" = 1'-0"



1 DUMPSTER FRONT ELEVATION
1/4" = 1'-0"

Project No.

26-062

snipdesign
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1449 Bardstown Road, Suite 200
Louisville, KY 402040
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METRO M-2026

Culver's
1901 N. JEFFERSON WAY
INDIANOLA, IA 50125

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REV.	DATE	DESCRIPTION

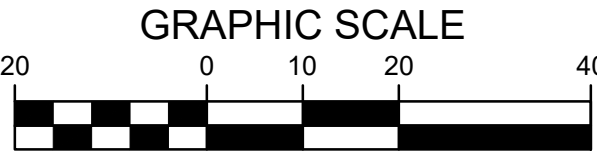
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SHEET NAME

DUMPSTER DETAILS

SHEET NUMBER

D-1.0



SITE PLAN
CULVERS - INDIANOLA
1901 N. JEFFERSON WAY
INDIANOLA, IOWA

SHEET NUMBER:
C2.0



MEMORANDUM

To: Mayor and City Council
From: Bryce Johnson, Community and Economic Development Director
Date: July 20, 2026
Subject: Public hearing regarding an amendment to Chapter 171, Parkland Dedication.

Introduction: Public hearing and first reading regarding an amendment to the City's Parkland Dedication requirement.

Background: In 2024, City Council adopted the Parkland Dedication ordinance. The intent of this ordinance is for developers of residential projects to dedicate areas for parkland. If there is not enough space in the plat for parkland, the developer may instead provide a fee-in-lieu of amount to be used for park improvements or towards the development of a future park.

Discussion:

In collaboration with the Chief of Culture and Recreation, staff is proposing several amendments to Chapter 171 of the zoning ordinance. The amendments below are proposed and further outlined in the attached documents. Yellow highlighted text identifies language added, text with strikethrough is to be removed.

- **Amending the Amount of Parkland Required.** The current ordinance states that 16 acres of parkland per 1,000 residents (0.016 acres per resident) is required. This amount is 130% more than our peer communities and in the metro area. Staff proposes to reduce this to 7-acres of parkland per 1,000 residents (0.007 acres per resident). This amendment aligns with other communities and helps Indianola remain competitive in the residential development market. The chart below shows data from six peer communities with parkland requirements.
- **Amending Determination of Market Value.** A developer may pay a fee-in-lieu instead of dedicating parkland space. Per the current ordinance, a “mutually appointed appraiser” shall determine a fair market value that the developer then pays. In recent applications, this has caused confusion between developers and appraisers about what exactly their role is and how this number should be calculated (e.g. raw land, shovel ready land, existing parkland). Staff reviewed other communities and their parkland fee per acre and collectively decided that City Council shall establish the “average per-acre fair market value based on... undeveloped real estate within City limits and surrounding comparable communities.” The codified line referencing the “mutually appointed appraiser” will be removed. The goal of establishing a set fee, rather than relying on an appraisal, is to allow developers to better estimate development costs and streamline the entitlement process. Based on peer community review, staff recommend setting the per acre value at \$30,000. A separate action will be required by City Council to establish this amount in the City's fee schedule. Placing this amount in the fee

schedule is intentional as it allows staff to easily amend it during the annual fee schedule review process.

- Several other minor amendments are proposed including updating the calculations based on the proposed per-acre amount, updates in minimum park size, and proximity to the development where funds may be used. The current code requires parkland dedication or fee-in-lieu contributions to be located within ½ mile of a proposed development. The proposal will allow staff to determine parkland dedication location needs. Additionally, staff recommends a more flexible approach that allows the City to determine where parkland should be designated or where cash-in-lieu funds should be allocated.

City	Acre / Resident	Acres per Resident	Persons per Household
Norwalk	8.5 acres / 1,000 people	0.0085	2.05
Waukee	6.5 acres / 1,000 people	0.0065	2.33
Van Meter	5 acres / 1,000 people	0.005	2.175
Bonduarant	5 acres / 1,000 people	0.005	2.5
Polk City	8.284 acres / 1,000 people	0.008284	2.086
Clive	8.36 acres / 1,000 people	0.00836	1.98
Altoona	No standard		
Newton	No standard		
Average	6.94 acres / 1,000 people	0.006941	2.19
Median	7.33 acres / 1,000 people	0.007392	2.13
Indianola	16 acres / 1,000 residents	0.016	2.4
current		(130% more)	(10% higher)
Indianola	7 acres / 1,000 residents	0.007	2.4
proposed		equal to avg	higher than average

The Parks and Recreation Commission reviewed the proposed language on March 11, 2026, and was in favor of the amendments.

The Planning and Zoning Commission (PZC) reviewed the proposed language at their March 24, 2026, meeting. At this meeting, the PZC recommended increasing the acres-per-1,000 residents requirement. Staff originally recommended 6 acres per 1,000 residents (0.006 acres per resident). The Commission recommended increasing that to 7-acres per 1,000 residents (0.007 acres per resident). Staff supports that recommended change.

The Planning and Zoning Commission also discussed the following:

- Under Chapter 165.06.3 – removing “... into a fund to be used for future park improvements...” The Commission suggested parkland fees should not be used for park maintenance and only for parkland acquisition. Staff explained there is a fund specifically designated for parkland but Council ultimately has authority over the use of those funds. Additionally, the city would not want to put itself in a position where there is funding to purchase land, but no funding to place any park improvements on the land.
- Concerns with the current 2.4 per person household figure, which is used to calculate the acre requirement. This number was calculated through a study, likely derived from the Census, conducted by Confluence when the zoning code underwent a complete rewrite.

On May 13, 2026, city staff took the revised parkland dedication amendment back to the Parks and Recreation Commission to ensure the increase to 7-acres per 1,000 resident change was acceptable, which they agreed was.

The city's legal counsel has reviewed, and is in support of, the proposed zoning code amendment language.

On June 15, 2026, City Council reviewed the proposed amendment as a discussion item, which was unanimously supported.

Next Steps:

- Public Hearing/1st Reading: July 20
- 2nd Reading: August 3
- 3rd Reading/Adoption: August 17
- Amending Fee Schedule: August 17 (separate action item setting per acre fee)

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. Parkland Dedication Amendment_05-06-2026
2. ORD Amending Chapter 171 Parkland Dedication

171.01 TITLE.

This chapter shall be known and cited as the "Parkland Dedication Ordinance of the City of Indianola, Iowa."

171.02 PURPOSE.

The purpose of this Parkland Dedication ordinance is to ensure that new developments support the health, safety, and welfare of future residents by providing land for public parks within the City and within areas being newly developed or redeveloped for residential purposes.

171.03 APPLICATION.

When a preliminary plat for new single-family development (detached or semi-detached), two-family, and/or townhouse development is proposed or a site plan or building permit is submitted for a new multi-family residential development, including manufacture housing community, parkland dedication in a manner consistent with this ordinance shall be required.

Any developer who, after the effective date of the ordinance seeks to develop land for residential purposes within the City shall be required to dedicate public parkland as prescribed herein. No new plats or site plans for residential development shall be approved unless and until the provisions of this chapter are complied with.

171.04 STANDARD FOR PUBLIC PARKLAND PER RESIDENT.

The standard for the amount of neighborhood parkland required is ~~7.16~~ acres per 1,000 residents or ~~0.007016~~ acres per resident. Based on the estimated persons per household number, as determined by the last decennial census, the following calculations shall be applied for new residential developments.

(Number of lots or dwelling units) x (Census estimated persons per household) x (~~0.007016~~ acres/resident) = required parkland dedication (Decimals rounded up the nearest hundredth)

Examples (assuming 2.4 estimated persons per household):

A 100-lot single family subdivision would be required to dedicate ~~1.68~~3.84 acres of parkland.

(100 lots) x (2.4 residents) x (~~0.007016~~ acres/resident) = ~~1.68~~3.84 acres

A 120-unit apartment complex would be required to dedicate ~~2.02~~4.61 acres of parkland

$$(120\text{-units}) \times (2.4\text{ residents}) \times (0.007016\text{ acres/resident}) = 2.02461\text{ acres}$$

171.05 PARKLAND DEDICATION MINIMUM DESIGN STANDARDS.

1. ~~Land dedicated for parkland shall be located within ½ mile of the proposed development.~~ The specific location of the land to be dedicated shall be acceptable to the City and shall be located and planned with future parkland dedications to create a neighborhood park site that will be no less than **10,000 square feet in area**~~1 acre in size.~~

A. Public Recreational Trail corridors deeded to the City or dedicated by easements may be included in this calculation of land dedication.

2. All land to be dedicated to meet this parkland dedication requirement shall be useable park space and shall not be located within any floodway, delineated wetlands, shall not contain any areas for storm water detention, and shall have cross slopes no greater than 5%. An exception may be granted by the City Council to accept parkland that includes wetlands, ponds, and/or storm water retention areas that provide a recreational benefit.

3. The dedicator of parkland shall be responsible for rough grading, stabilization, and seeding of the parkland and providing paved public street access, sanitary sewer services, and water service to the property.

4. The developer shall designate on the plat map or site plan the proposed number of dwelling units by type. Designation shall be for park dedication calculation purposes only.

5. The developer shall be required to prepare the parkland prior to dedication in a manner acceptable to the City. This includes:

A. The site shall be located adjacent to an improved street with sidewalks and utilities, as required by the City. The site shall have access to such a fully improve street across at least ten (10) percent of the distance of its perimeter. Any access route shall be at least thirty (30) feet wide for trails and fifty (50) feet for roadway access.

B. On-site drainage patterns shall be designed and constructed by the developer with the approval of the City.

C. Grading shall comply with approved plans.

D. Top-soil shall be spread evenly and lightly compacted to an adequate depth for turf growth.

E. Seeding shall occur during the fall or spring, in accordance with standard specifications of the City. A maintainable stand of grass shall be established prior to acceptancy by the city.

171.06 ALTERNATIVES TO DEDICATION OF PARKLAND.

1. When all or a portion of the required parkland cannot be dedicated, the developer shall construct or otherwise complete park improvements and/or trail improvements **as determined by the City.** ~~within ½ mile of the proposed development.~~ The value of the improvements shall be equal to the value of the required parkland dedication. The value of these improvements shall be based on the fair market value of the land to be dedicated. Subject to approval by the City, park improvements may include construction and installation of trails, parking lots, playground equipment, park shelters, tennis courts, basketball courts, ball fields and appurtenances, and landscaping and the dedication of land or easements necessary for planned trails. The developer shall provide written proof of the land's value and written estimates of the costs of the park improvements.

2. The City may further allow a portion of the parkland dedication requirement be satisfied by the dedication of greenways and stream buffers as may be desired by the City. Because this land has a reduced value as neighborhood park space, the following dedication conversation rate should be applied: 1-acre of greenway or stream buffer dedicated to the City shall be equivalent and worth 0.10-acre of required parkland.

3. In lieu of dedicating parkland, the developer may request the ability to make a cash payment, **as hereinafter determined,** into a fund to be used for future park improvements or park land acquisition for a park facility, ~~that is within ½ mile of the proposed development.~~ The City Council shall evaluate this request giving due consideration to all of the factors listed in Section 171.05. The donation shall be no less than the minimum number of acres required. ~~A mutually appointed Appraiser will determine parkland Fair Market Value. The Developer shall pay any expenses accrued in the determination of the payment amount.~~ **Annually, the City Council shall, by resolution, establish the average per-acre fair market value based on the average per-acre value of undeveloped real estate within City limits and surrounding comparable communities. The established average per-acre fair market value continues until such value is changed or amended by subsequent resolution.** Payment in lieu shall be completed prior to development recording or issuance of building permits.

171.07 PARKLAND DEDICATION CREDIT.

Should a new development desire to dedicate more parkland than is required, the dedicator may sell or transfer the parkland credit to another developer or apply as credit for a current or future parkland dedication requirement. Written notice and copies of a transfer agreement shall be provided to the City as record of all credits transferred or sold to another party.

171.08 PARKLAND DEDICATION AGREEMENT AND SURETY.

At the time of development, the developer shall enter into a written agreement with the City to detail the parkland dedication and/or park improvement. Depending on the timing of the dedication or park improvement, the developer may propose, and/or the City may require the developer to provide adequate surety to the City to ensure completion of the dedication or improvement. The form and amount of surety shall be determined by the City at its full discretion.

171.09 EXEMPTIONS.

The following shall be exempted from the requirements this chapter:

1. The construction of any non-residential building or structure.
2. Alterations or expansion of an existing building where no additional residential units are created.
3. The construction of an accessory dwelling unit.
4. The replacement of a destroyed or partially destroyed building or structure with a new building or structure where there are no additional residential units created.
5. The installation of a replacement mobile home.
6. The division of a parcel into no more than two (2) lots.
7. The replat of an existing subdivision where no additional residential lots are created.
8. Any claim of exemption shall be made no later than the time of application for a preliminary plat approval. Any claim not so made shall be deemed waived.

ORDINANCE NO. 2026- _____

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING CHAPTER 171 REGARDING PARKLAND DEDICATION REGULATIONS

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

SECTION ONE: The Code of Ordinances of the City of Indianola, Chapter 171, Parkland Dedication Regulations, shall be and is hereby amended by striking certain language and adopting the underlined the language as follows:

171.01 TITLE.

This chapter shall be known and cited as the "Parkland Dedication Ordinance of the City of Indianola, Iowa."

171.02 PURPOSE.

The purpose of this Parkland Dedication ordinance is to ensure that new developments support the health, safety, and welfare of future residents by providing land for public parks within the City and within areas being newly developed or redeveloped for residential purposes.

171.03 APPLICATION.

When a preliminary plat for new single-family development (detached or semi-detached), two-family, and/or townhouse development is proposed or a site plan or building permit is submitted for a new multi-family residential development, including manufacture housing community, parkland dedication in a manner consistent with this ordinance shall be required.

Any developer who, after the effective date of the ordinance seeks to develop land for residential purposes within the City shall be required to dedicate public parkland as prescribed herein. No new plats or site plans for residential development shall be approved unless and until the provisions of this chapter are complied with.

171.04 STANDARD FOR PUBLIC PARKLAND PER RESIDENT.

The standard for the amount of neighborhood parkland required is ~~7.16~~ acres per 1,000 residents or ~~0.007016~~ acres per resident. Based on the estimated persons per household number, as determined by the last decennial census, the following calculations shall be applied for new residential developments.

(Number of lots or dwelling units) x (Census estimated persons per household) x (0.~~0.007016~~ acres/resident) = required parkland dedication (Decimals rounded up the nearest hundredth)

Examples (assuming 2.4 estimated persons per household):

A 100-lot single family subdivision would be required to dedicate ~~1.68~~ 3.84 acres of parkland.

(100 lots) x (2.4 residents) x (0.~~0.007016~~ acres/resident) = ~~1.68~~ 3.84 acres

A 120-unit apartment complex would be required to dedicate ~~2.02~~ 4.61 acres of parkland

$$(120\text{-units}) \times (2.4\text{ residents}) \times (0.\text{007}\text{016 acres/resident}) = \text{2.02}\text{4.61 acres}$$

171.05 PARKLAND DEDICATION MINIMUM DESIGN STANDARDS.

1. ~~Land dedicated for parkland shall be located within ½ mile of the proposed development.~~ The specific location of the land to be dedicated shall be acceptable to the City and shall be located and planned with future parkland dedications to create a neighborhood park site that will be no less than 10,000 square feet in area~~1-acre in size.~~

A. Public Recreational Trail corridors deeded to the City or dedicated by easements may be included in this calculation of land dedication.

2. All land to be dedicated to meet this parkland dedication requirement shall be useable park space and shall not be located within any floodway, delineated wetlands, shall not contain any areas for storm water detention, and shall have cross slopes no greater than 5%. An exception may be granted by the City Council to accept parkland that includes wetlands, ponds, and/or storm water retention areas that provide a recreational benefit.

3. The dedicator of parkland shall be responsible for rough grading, stabilization, and seeding of the parkland and providing paved public street access, sanitary sewer services, and water service to the property.

4. The developer shall designate on the plat map or site plan the proposed number of dwelling units by type. Designation shall be for park dedication calculation purposes only.

5. The developer shall be required to prepare the parkland prior to dedication in a manner acceptable to the City. This includes:

A. The site shall be located adjacent to an improved street with sidewalks and utilities, as required by the City. The site shall have access to such a fully improve street across at least ten (10) percent of the distance of its perimeter. Any access route shall be at least thirty (30) feet wide for trails and fifty (50) feet for roadway access.

B. On-site drainage patterns shall be designed and constructed by the developer with the approval of the City.

C. Grading shall comply with approved plans.

D. Top-soil shall be spread evenly and lightly compacted to an adequate depth for turf growth.

E. Seeding shall occur during the fall or spring, in accordance with standard specifications of the City. A maintainable stand of grass shall be established prior to acceptancy by the city.

171.06 ALTERNATIVES TO DEDICATION OF PARKLAND.

1. When all or a portion of the required parkland cannot be dedicated, the developer shall construct or otherwise complete park improvements and/or trail improvements as determined by the City~~within ½ mile of the proposed development.~~ The value of the improvements shall be equal to the value of the required parkland dedication. The value of these improvements shall be based on the fair market value of the land to be dedicated. Subject to approval by the City, park improvements may include construction and installation of trails, parking lots, playground equipment, park shelters, tennis courts,

basketball courts, ball fields and appurtenances, and landscaping and the dedication of land or easements necessary for planned trails. The developer shall provide written proof of the land's value and written estimates of the costs of the park improvements.

2. The City may further allow a portion of the parkland dedication requirement be satisfied by the dedication of greenways and stream buffers as may be desired by the City. Because this land has a reduced value as neighborhood park space, the following dedication conversation rate should be applied: 1-acre of greenway or stream buffer dedicated to the City shall be equivalent and worth 0.10-acre of required parkland.

3. In lieu of dedicating parkland, the developer may request the ability to make a cash payment, as hereinafter determined, into a fund to be used for future park improvements or park land acquisition for a park facility, that is within ½ mile of the proposed development. The City Council shall evaluate this request giving due consideration to all of the factors listed in Section 171.05. The donation shall be no less than the minimum number of acres required. A mutually appointed Appraiser will determine parkland Fair Market Value. The Developer shall pay any expenses accrued in the determination of the payment amount. Annually, the City Council shall, by resolution, establish the average per-acre fair market value based on the average per-acre value of undeveloped real estate within City limits and surrounding comparable communities. The established average per-acre fair market value continues until such value is changed or amended by subsequent resolution. Payment in lieu shall be completed prior to development recording or issuance of building permits.

171.07 PARKLAND DEDICATION CREDIT.

Should a new development desire to dedicate more parkland than is required, the dedicator may sell or transfer the parkland credit to another developer or apply as credit for a current or future parkland dedication requirement. Written notice and copies of a transfer agreement shall be provided to the City as record of all credits transferred or sold to another party.

171.08 PARKLAND DEDICATION AGREEMENT AND SURETY.

At the time of development, the developer shall enter into a written agreement with the City to detail the parkland dedication and/or park improvement. Depending on the timing of the dedication or park improvement, the developer may propose, and/or the City may require the developer to provide adequate surety to the City to ensure completion of the dedication or improvement. The form and amount of surety shall be determined by the City at its full discretion.

171.09 EXEMPTIONS.

The following shall be exempted from the requirements this chapter:

1. The construction of any non-residential building or structure.
2. Alterations or expansion of an existing building where no additional residential units are created.
3. The construction of an accessory dwelling unit.
4. The replacement of a destroyed or partially destroyed building or structure with a new building or structure where there are no additional residential units created.

5. The installation of a replacement mobile home.
6. The division of a parcel into no more than two (2) lots.
7. The replat of an existing subdivision where no additional residential lots are created.
8. Any claim of exemption shall be made no later than the time of application for a preliminary plat approval. Any claim not so made shall be deemed waived.

SECTION TWO: Repealer. All ordinances, or parts of ordinances, in conflict with the provisions of this ordinance are hereby repealed.

SECTION THREE: Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Passed by the City Council on the _____ day of _____, 2026, and approved this _____ day of _____, 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of Indianola, Iowa, on _____, 2026, and was published on _____, 2026.



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: July 20, 2026
Subject: Discussion and direction regarding borrowing for the IWC Improvement Project.

Introduction: Staff is requesting discussion and direction regarding borrowing for the IWC Improvement project.

Background: On March 23, 2026, Council approved an amendment to the Hillcrest Downtown Unified Urban Plan. This amendment added an urban renewal project under the plan for the Wellness Campus. The improvements to the Wellness Center are expected to include, but are not limited to, the following: installation of entry access system; HVAC automation communications migration; HVAC unit repair and/or replacement; plumbing, mechanical and electrical updating; flooring repair and/or replacement; roof repair and/or replacement; IWC competition pool painting and rebuild. The costs of this project being reimbursed through Tax Increment Financing (TIF) are expected not to exceed \$2,500,000.

On April 6, 2026, Council approved a resolution instituting proceedings to take additional action for the issuance of \$2.5 million general obligation urban renewal capital loan notes on a vote of 6-0.

Discussion: Staff worked with the City's financial advisor to move forward on the borrowing for the Wellness Campus improvements. Rates and terms were solicited from local financial institutions. TruBank had the best rates and terms for a five-year loan.

Attached is a memorandum from Michael Maloney, D.A. Davidson, with more information on the financing. Mr. Maloney will also be available on Teams during the meeting to answer any questions the council may have.

Budget Impact: \$2.5 million to be repaid in TIF revenue. Financial models were run to verify there is enough TIF revenue to meet all obligations under this urban renewal area.

Recommendation: Discussion and direction.

Attachments: 1. Davidson Memo Regarding Planned IWC Financing_07-13-26

Memorandum

To: Honorable Mayor Richardson, City of Indianola
City Council, City of Indianola
Jackie Raffety, Finance Director, City of Indianola

From: Michael Maloney, Managing Director – D.A. Davidson & Co.
Telephone: 515.471.2723 Email: mmaloney@dadco.com

Date: Monday, July 13, 2026 Page 1 of 1

Re: IWC Financing Update

City staff worked with bond counsel (Ahlers & Cooney, P.C.) earlier this year regarding potential borrowing and determined that keeping the IWC projects as Federally taxable would be the best option. Since that would need to be a separate series from other borrowing due to the taxable status and the proposed amortization is short (five years), City staff directed D.A. Davidson to solicit rates and terms from local financial institutions.

Because the City has an outstanding ‘Aa2’ rating from Moody’s, there is good understanding of potential interest rates in the current bond market. That information would suggest an approximate 4.50% breakeven rate for a bank loan placement – note that there is some cost savings associated with the reduced paperwork and administration for a bank loan. However, the other benefit of the bank loan market is that there is a potential for significant call flexibility, the terms at which the City can redeem the loan early at its sole discretion. The bond market would likely not have any call option (must pay all five years), but the bank loan terms would allow for repayment at any time without penalty.

Just because 4.50% is the breakeven does not mean that is achievable. The current 3-year Treasury benchmark is 4.22% and the 5-year Treasury is 4.30%. This would leave very little credit spread for the City’s borrowing. The bank market has a wide range of bids, and we had feedback between 5.00% and 6.00% for the City’s planned loan. The low bid of 5.00% was from TruBank.

While D.A. Davidson could potentially solicit more potential bidders, the difference between a hypothetical 4.75% bid and the in-hand 5.00% from TruBank is \$18,000 of interest over five years (\$300 per month). Furthermore, interest rates could increase between now and securing additional bids, which could eliminate any potential upside.

Finally, part of the benefit to the bank loan process was to be able to solicit locally, which will keep interest paid within the Indianola community. Ongoing support of the City’s financing needs with local institutions can be important over the long term when the City is sure to have future needs.

At Council’s motion, City staff can continue to work with D.A. Davidson and Ahlers & Cooney to prepare and finalize proceedings for the City’s August 3rd Council meeting, with closing/delivery of funds for the IWC projects on August 19th (no meeting necessary). I will be happy to answer any questions at the City’s July 20th Council meeting.



MEMORANDUM

To: Mayor and City Council

From: Jason Holder, Chief of Innovation and Internal Services

Date: July 20, 2026

Subject: Resolution authorizing a contract with Tyler Technologies for MyGov transition and subscription services.

Introduction: Approve a three-year Software as a Service (SaaS) subscription with Tyler Technologies for the MyGov permitting, licensing, code enforcement, and asset management platform, replacing GeoPermits, and authorize the appropriate official to sign quote 2025-573736-B8X6W5.

Background: The City runs permitting, licensing for rental registration, code enforcement, and related workflows on its current platform, GeoPermits. That system has been cumbersome and ineffective since adoption. The system slows permit processing and it gives developers and residents no modern way to apply for or check the status of their projects online. This is not a single-department request. MyGov has been evaluated and is supported across staff, including Community and Economic Development, Public Works, and IT.

MyGov is a product of Tyler Technologies, an existing City software vendor. The City Attorney reviewed the original Master Services Agreement with Tyler. These modules are additional modules to that agreement.

Legacy GeoPermits records will be moved into MyGov wherever the data supports it. Records that cannot be migrated will be retained in the City's Laserfiche archive.

Discussion: The recurring cost buys more than a software license. It replaces an inefficient system and adds service and economic development capability.

- A faster, more transparent process for development. MyGov gives developers, contractors, and residents online access to apply for permits, submit plans, and track their project status without calling or visiting City Hall. Electronic plan review shortens review cycles. For a builder, time is cost, so a quicker and more predictable process makes Indianola a more attractive place to invest. This supports the City's economic development goals and the permit fee revenue tied to development activity.
- Direct plan collaboration at a lower licensing cost. Electronic plan review lets developers and citizens mark up and comment on plans directly, instead of routing every change through City staff. It also replaces the separate BlueBeam plan-review licensing the City and Indianola Municipal Utilities would otherwise keep paying, roughly \$3,500 per year.
- A direct channel for residents to report concerns. Residents can report code complaints and other issues through the public portal. Those reports route to the right staff, get tracked to resolution, and create a record the City can act on and report against.

- Asset and work order management for Public Works. The asset management and work order modules let staff track City assets, schedule and document maintenance, and manage work orders in one system instead of spreadsheets and paper. That produces better records for capital planning and clearer accountability for infrastructure upkeep.
- Integration with the City's Tyler Enterprise Resource Planning (ERP). MyGov is a Tyler product and connects to the Tyler financial system the City already runs. Permit and license fees flow toward finance without staff re-keying data between systems, which reduces errors and reconciliation work, and keeps the City with a single vendor for support.
- Less manual work across departments. Automated workflows, online intake, live response scheduling, and online payments cut phone calls and manual data entry, which lets staff handle more volume without adding headcount.

The investment in MyGov will provide a supported, integrated platform that can expedite development, give residents improved access to City services, enhanced tracking tools and work order system, and City system connectivity.

Implementation timeline

Implementation and training run remotely. The two milestones that matter to the public are project kickoff and go-live.

Milestone	Target
Project kickoff	October 2026
Go-live and public launch	January 2027

Budget Impact: This expense is accounted for in the FY27 budget.

One-time implementation (Year 1)	\$20,891
Annual subscription	\$38,258
Less IMU contribution (annual, first three years)	-\$1,000
Net annual cost to the city	\$37,258
Three-year net total	\$132,665

Billing is deferred until August 1, 2026.

The City prepaid a full year of GeoPermits beginning July 1, 2026, because that vendor does not offer month-to-month terms. With MyGov go-live in January 2027, the two systems overlap for roughly six months during the transition. This is a known, one-time transition cost.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- MyGov Contract
2. MyGov Quote

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING A CONTRACT WITH TYLER TECHNOLOGIES
FOR THE MYGOV MODULE**

WHEREAS, the City of Indianola receives applications for permits, registrations and tax abatements through an electronic platform; and

WHEREAS, the current system is out-of-date and does not meet the needs of residents, builders and City staff; and

WHEREAS, Tyler Technologies has submitted a quote for a 3-year agreement for MyGov Software in the amount of \$24,269 of one-time fees and \$45,124 in recurring fees; and

WHEREAS, MyGov offers permitting and licensing, code enforcement, electronic plan review, GIS integration, and asset management with work orders in an electronic format that will benefit residents, builders and City staff; and

WHEREAS, the Fiscal Year 27 budget included the one-time and annual fees.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council that the quote from Tyler Technologies is hereby accepted and the Mayor or City Manager are hereby authorized to execute the contract on behalf of the City.

Approved this 20th day of July 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



Billing Address:

INDIANOLA, IA CITY OF
JASON HOLDER
PO BOX 299
INDIANOLA IA 50125-0299
Jason Holder
+1 (515) 962-5304,515-961-9410
jholder@indianolaiowa.gov

Shipping Address

City of Indianola
110 N 1st Street
PO Box 299
Indianola IA 50125-0299
Jason Holder
+1 (515) 962-5304,515-961-9410
jholder@indianolaiowa.gov

Quoted By Adam Pfaff
Quote Expiration 6/1/26
Quote Name myGov

Tyler Annual Software – SaaS			
Description	List Price	Discount	Annual
Tyler One			
Permitting & Licensing Pro			
Permitting	\$ 8,088	\$ 1,132	\$ 6,956
Licensing	\$ 8,088	\$ 1,132	\$ 6,956
Code Enforcement	\$ 8,088	\$ 1,132	\$ 6,956
Credential Manager	\$ 4,044	\$ 566	\$ 3,478
Electronic Plan Review	\$ 4,044	\$ 566	\$ 3,478
GIS	\$ 4,044	\$ 566	\$ 3,478
Liens and Collections	\$ 4,044	\$ 566	\$ 3,478
Collaborator Access	\$ 0	\$ 0	\$ 0
Public Access	\$ 0	\$ 0	\$ 0
Request Manager	\$ 0	\$ 0	\$ 0
Asset Management Pro			
Work Orders	\$ 8,088	\$ 1,132	\$ 6,956

Tyler Annual Software – SaaS				
Description		List Price	Discount	Annual
Asset Management		\$ 4,044	\$ 566	\$ 3,478
	TOTAL:	\$ 52,572	\$ 7,358	\$ 45,214
	Term # of Years:	3		

Services		
Description	Hours/Units	Extended Price
Permitting & Licensing Pro		
Licensing	1	\$ 2,206
Code Enforcement	1	\$ 2,206
Credential Manager	1	\$ 1,189
Electronic Plan Review	1	\$ 1,189
GIS	1	\$ 1,189
Permitting	1	\$ 2,206
Project Management	1	\$ 1,500
Liens and Collections	1	\$ 1,189
Data Conversion Services		\$ 5,500
Asset Management Pro		
Asset Management	1	\$ 1,189
Work Orders	1	\$ 2,206
Data Conversion Services		\$ 2,500
	TOTAL:	\$ 24,269

Summary	One Time Fees	Recurring Fees
Total SaaS		\$ 45,214
Total Tyler Services	\$ 24,269	
Summary Total	\$ 24,269	\$ 45,214

Comments

Please delay billing until 08/01/26
Work will be delivered remotely unless otherwise noted in this agreement.
Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.
SaaS is considered a term of one year unless otherwise indicated.

Work Orders Data Conversion Services	Includes open work orders and location data - no historical data.
Code Enforcement Data Conversion Services	Includes open cases, contacts, and locations - no historical data.
Licensing Data Conversion Services	Includes current licenses, contacts, and locations - no transaction history.
Permitting Data Conversion Services	Includes open projects, contacts, and locations - no transaction history.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees are first payable when Tyler makes the software accessible to the Client, and SaaS fees, Hosting fees, and Subscription fees are first payable on the first day of the month following the date this quotation was signed (or if later, the commencement of the agreement's initial term). Any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the agreement.

Fees for services included in this sales quotation shall be invoiced as indicated below.

- Implementation and other professional services fees shall be invoiced as delivered.

- Client has six months to use the services. If Client does not use the services within six months, Tyler may remove the unused services or issue a new quote to provide services at then-current rates.
- Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
- Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval:	_____	Date:	_____
Print Name:	_____	P.O.#:	_____