



CITY OF INDIANOLA COUNCIL MEETING

December 2, 2019

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public comment
5. **Page 3** Administer the Oath of Office to Paramedic/Firefighter Jeremy Cross.
6. Consent
 - A. Approval of agenda
 - B. **Page 4** November 18, 2019, Minutes.
 - C. Applications
 1. **Page 7** A renewal Class A Liquor License, Outdoor Area and Sunday Sales Privilege for the Benevolent and Protective Order of Elks, located at 110 W. Ashland.
 2. **Page 8** A new Class B Wine, Class C Beer, Class E Liquor and Sunday Sales Privilege for I Towner Shop located at 403 W 2nd.
 - D. **Page 9** Acceptance of November 5, 2019, election certificate by Traci Vander Linden, Warren County Auditor and Commissioner of Election.
 - E. **Page 23** Resolution authorizing a professional service agreement for applying sealant and painting of the Aquatic Center Pool Surface.
 - F. **Page 30** Resolution rejecting bids received and authorizing the purchase of a water tender for the Fire Department from Sourcewell Cooperative Purchasing Group in an amount not exceeding the budgeted amount of \$300,000.
 - G. **Page 35** Prior and final approval applications for Urban Revitalization Designation.
 - H. **Page 36** Resolution approving salaries.

- I. **Page 38** Claims on the computer printout for December 2, 2019.
- 7. Council Reports
 - A. **Page 45** Discussion and direction regarding the upcoming vacancy of the City Clerk position.
- 8. Mayor's Report - Kelly B. Shaw
 - A. Community Update
 - 1. **Page 49** Presentation of a request from Terry Pauling regarding the fence around the Square.
 - 2. **Page 55** Reappointment of Don Sandy, Robert Greener and Donald Babcock to the Memorial Aquatic Center Commission for a term ending June 30, 2022.
- 9. Public Consideration
 - A. New Business
 - 1. **Page 66** Direction regarding a request from Tim Wilson, Executive Director of Home Forward Iowa, to have the Mayor, on behalf of the City, execute a HUD EPA waiver.
 - 2. **Page 73** Resolution amending the City Council policy regarding the time a property owner is required to remove snow, ice or accumulations from the sidewalk.
- 10. Other Business
 - 4. **Page 79** City Manager's Report - Ryan Waller.
 - a. **Page 80** Budget prioritization list for City Council.
 - b. **Page 82** Receive and file correspondence from November 15 and 22, 2019, weekly updates from City Manager, Ryan Waller.
- 11. Adjourn

Meeting Date: 12/02/2019

Subject

Administer the Oath of Office to Paramedic/Firefighter Jeremy Cross.

Information

Mayor Shaw will administer the oath of office to Paramedic/Firefighter Jeremy Cross.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 12/02/2019

Subject

November 18, 2019, Minutes.

Information

Fiscal Impact

Attachments

Nov 18 Minutes

REGULAR SESSION – NOVEMBER 18, 2019

The City Council met in regular session at 6:00 p.m. on November 18, 2019, in the City Hall Council Chambers. Mayor Kelly B. Shaw called the meeting to order and on roll the following members were present: Bob Kling, Greg Marchant, John Parker and Greta Southall. Absent: Joe Gezel and Shirley Clark

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

Approval of agenda.

November 4, 2019, Minutes.

Application – A renewal Class C Liquor License, Outdoor Area and Sunday Sales Permit for Brickhouse Tavern and a renewal Class C Liquor License, Outdoor Area and Sunday Sales Permit for The Sports Page.

Resolution No. 2019-221 setting a public hearing on December 16, 2019, for an amendment to Chapter 165 of zoning codes regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations – the complete resolution may be viewed at the City Clerk's Office.

Resolution No 2019-222 setting a public hearing on December 16, 2019, for an amendment to Chapter 165 of zoning codes regarding breweries – the complete resolution may be viewed at the City Clerk's Office

Resolution No 2019-223 setting a public hearing on December 16, 2019, for a request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al. to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District - the complete resolution may be viewed at the City Clerk's Office.

Resolution No 2019-224 approving a Preliminary Plat for Quail Meadows Subdivision submitted by Jon L. Hanson of Snyder & Associates, Inc. - the complete resolution may be viewed at the City Clerk's Office.

Resolution No 2019-225 approving a Plat of Survey for property at the northwest corner of Kennedy Street and County Highway S23, submitted by Thomas Land Surveying, LLC, on behalf of Marywood Farms, Inc. - the complete resolution may be viewed at the City Clerk's Office.

Approval of Urban Renewal Report.

Resolution No 2019-226 authorizing an internal loan to fund urban renewal project costs in connection with Iowa Avenue extension project – the complete resolution may be viewed at the City Clerk's Office.

Resolution No 2019-227 authorizing an internal loan to fund legal fees in connection with urban renewal project costs in the amount of \$25,000 – the complete resolution may be viewed at the City Clerk's Office.

Resolution No 2019-228 approving the certification of tax increment financing obligations - the complete resolution may be viewed at the City Clerk's Office.

Change order number three for the Jerry Kelley Trail in an amount of \$1936.00, for a revised contract amount of \$485,713.56.

Resolution No 2019-229 authorizing a professional services agreement for the emergency repairs for the Norwalk Ready Mix storm sewer failure project – the complete resolution may be viewed at the City Clerk's Office.

Resolution No 2019-230 approving salaries – the complete resolution may be viewed at the City Clerk's Office.

Claims on the computer printout for November 18, 2019.

Community and Economic Development Director, Charlie Dissell, asked for direction from the council regarding the City's snow removal policy. Council directed him to bring a policy back to council.

A motion was made by Southall and seconded by Parker to receive and file correspondence of the weekly updates dated November 1 and 8, 2019, from Ryan Waller, City Manager. On roll call the vote was, AYES: Marchant, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel and Clark. Whereupon the Mayor declared the motion carried unanimously.

A motion was made by Southall and seconded by Parker to go into closed session at 6:09 pm, pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. On roll call the vote was, AYES: Marchant, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel and Clark. Whereupon the Mayor declared the motion carried unanimously.

It was moved by Parker and seconded by Marchant to come out of closed session at 6:36 pm. On roll call the vote was, AYES: Marchant, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel and Clark. Whereupon the Mayor declared the motion carried unanimously.

A motion was made by Southall and seconded by Parker to go into closed session at 6:38 pm, pursuant to Iowa Code section 20.17(3) to discuss labor negotiations. On roll call the vote was, AYES: Marchant, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel and Clark. Whereupon the Mayor declared the motion carried unanimously.

It was moved by Marchant and seconded by Parker to come out of closed session at 6:42 pm. On roll call the vote was, AYES: Marchant, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel and Clark. Whereupon the Mayor declared the motion carried unanimously.

Meeting adjourned at 6:42 p.m. on a motion by Marchant and seconded by Kling.

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Meeting Date: 12/02/2019

Subject

A renewal Class A Liquor License, Outdoor Area and Sunday Sales Privilege for the Benevolent and Protective Order of Elks, located at 110 W. Ashland.

Information

A renewal Class A Liquor License, Outdoor Area and Sunday Sales Privilege for the Benevolent and Protective Order of Elks, located at 110 W. Ashland. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 12/02/2019

Subject

A new Class B Wine, Class C Beer, Class E Liquor and Sunday Sales Privilege for I Towner Shop located at 403 W 2nd.

Information

A new Class B wine, Class C Beer, Class E Liquor and Sunday Sales Privilege for I Towner Shop located at 403 W 2nd and owned by Sukhjinder Singh. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 12/02/2019

Subject

Acceptance of November 5, 2019, election certificate by Traci Vander Linden, Warren County Auditor and Commissioner of Election.

Information

You have the election results provided by Commissioner of Elections Traci Vander Linden. Per Iowa Code council must accept them as provided. Congratulations Heather, John and Gwen.

Fiscal Impact

Attachments

11052019 Canvass

RESOLUTION 19 – 291**2019 CITY/SCHOOL ELECTION CANVASS**

Motion by Doug Shull, second by Aaron DeKock,

BE IT RESOLVED THAT, the results of the Canvass for the November 5, 2019 City and School Election is hereby approved as follows:

* Indicates Winner

35,413 Registered Voters

20 % Voter Turnout:

CITIES**CITY OF ACKWORTH**

	Ackworth Precinct	Absentee	Total
Mayor (1-20 thru 12-21)			
(Vote for 1)			
* Richard Benge	13	1	14
Write-In-Scattering	3	0	3
Overvotes	0	0	0
Undervotes	6	1	7

Council Person (1-20 thru 12-24)
(Vote for 2)

*Cynthia L. Nutting	13	1	14
Write-In Scattering	4	0	4
Overvotes	0	0	0
Undervotes	27	3	30

CITY OF BEVINGTON

	Bevington Precinct	Absentee	Total
Mayor (1-20 thru 12-21)			
(Vote for 1)			
*Maxine Bussanmas	3	0	3
Write-In Scattering	0	0	0
Overvotes	0	0	0
Undervotes	0	0	0

Council Member (1-20 thru 12- 21)

*Ernie Nadler	2	0	2
*Sharon Croy	2	0	2
*Jeff Bussanmas	3	0	3
*Jerry Bussanmas	2	0	2
*Rick Kieler	2	0	2
Write-In Scattering	0	0	0
Overvotes	0	0	0

Undervotes	4	0	4
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CITY OF CARLISLE

	Carlisle Precinct	Absentee	Total
Council Member (1-20 thru 12-23)			
(Vote for 3)			
*Daniel McCulloch	240	9	249
*Ruth Randleman	258	8	266
*Robert Van Ryswyk	244	10	254
Write-In-Scattering	21	1	22
Overvotes	0	0	0
Undervotes	290	11	301

CITY OF CUMMING

	Cumming Precinct	Absentee	Total
Council Member At Large (1-20 thru 12-23)			
(Vote for 3)			
*Thomas Cackler	57	2	59
*Kathie Hungerford	64	2	66
*Brent Highfill	64	2	66
Write-In scattering	3	0	3
Overvotes	0	0	0
Undervotes	37	0	37

CITY OF DES MOINES

	Greenfield Precinct	Absentee	Total
Mayor (term 1-20 thru 12-23)			
(Vote for 1)			
Chase E Holm	8	0	8
Frank Cownie	2	0	2
Joe Grandanette	0	0	0
*Jack Hatch	10	0	10
Write-In Scattering	0	0	0
Overvotes	0	0	0
Undervotes	0	0	0

Council Member At Large (1-20 thru 12-23)

(Vote for 1)			
Marco Battaglia	3	0	3
Ethan Standard	1	0	1
Marlu Abarca	0	0	0
Jacque Easley	0	0	0
Sheila Knoploh-Odole	0	0	0
Marlon Mormann	3	0	3
*Carl Voss	9	0	9
Write-In Scattering	0	0	0
Overvotes	0	0	0
Undervotes	4	0	4

Des Moines City Council Ward #4 (Vote for 1)	Greenfield Precinct	Absentee	Total
Joe Gatto	6	0	6
Chelsea Chism-Vargas	3	0	3
ToyA Johnson	0	0	0
Write-In Scattering	0	0	0
Overvotes	0	0	0
Undervotes	2	0	2

<u>CITY OF HARTFORD</u>	Hartford Precinct	Absentee	Total
Mayor (1-20- thru 12-23) (Vote for 1)			
*Kandi S. Petry	87	1	88
Write-In-Scattering	7	0	7
Overvotes	0	0	0
Undervotes	5	1	6

Council Member At Large (1-20 thru 12-23) (Vote for no more than 3)			
*Mark Goldsberry	53	1	54
*Andrea Jors	66	1	67
Harvey Blanchard	41	2	43
*Sophia Eckert	74	2	76
Write-In-Scattering	17	0	17
Overvotes	0	0	0
Undervotes	46	0	46

Council Member To Fill A Vacancy(11-19 thru 12-21) (Vote for 1)			
*Crystal D. Barton	75	2	77
Write-In Scattering	12	0	12
Overvotes	0	0	0
Undervotes	12	0	12

<u>INDIANOLA 1 PRECINCT:</u>	IN 1	IN 2	IN 3	IN 4	ABS	TOTAL
Council Member 1st Ward (1-20 thru 12-23) (Vote for 1)						
*John Parker Jr	276	--	--	--	110	386
Stephanie Erickson	239	--	--	--	69	308
Write-In Scattering	1	--	--	--	1	2
Overvotes	0	--	--	--	1	1
Undervotes	44	--	--	--	19	63

Council Member 3rd Ward (1-20 thru 12-23)**(Vote for 1)**

*Gwen Schroder	--	--	273	--	110	383
Steve Armstrong	--	--	221	--	73	294
Write-In Scattering	--	--	0	--	1	1
Overvotes	--	--	0	--	0	0
Undervotes	--	--	44	--	11	55

Council Member at Large (1-20 thru 12-23)**(Vote 1)**

Shirley J. Clark	202	279	236	193	318	1228
*Heather Hulen	315	396	262	175	466	1614
Write-In Scattering	2	3	0	3	1	9
Overvotes	0	0	0	0	3	3
Undervotes	41	34	40	26	36	177

CITY OF LACONA**Council Member (1-20 thru 12-23)****(Vote for 3)**

	Lacona	Absentee	Total
*Dennis Kennedy	42	2	44
*Jolene Schurman	44	2	46
*Write-In Craig Spoon	14	1	15
Write-In John Miller	4	0	4
Write-In Scattering	21	0	21
Overvotes	0	0	0
Undervotes	46	1	47

CITY OF MARTENSDALE**MAYOR (1-20 thru 12-22)****(Vote for 1)**

	Martensdale Precinct	Absentee	Total
*Bradley Prichard	51	1	52
Write-In Scattering	7	1	8
Overvotes	0	0	0
Undervotes	1	0	1

Council Member (1-20 thru 12-23)**(Vote for 2)**

	Martensdale Precinct	Absentee	Total
*Deborah Sue Hutchison	45	1	46
*Eric Hughes	33	1	34
Write-In Dustin Loyd	3	1	4
Write-In Scattering	9	1	10
Overvotes	0	0	0
Undervotes	28	0	28

Council Member To Fill a Vacancy (11-19 thru 12-21)**(Vote for 1)**

*Travis Berger	46	1	47
Write-In Scattering	6	1	7
Overvotes	0	0	0
Undervotes	7	0	7

CITY OF MILO**Mayor (1-20 thru 12-23)****(Vote for 1)**

	Milo Precinct	Absentee	Total
*Diane Hall	119	5	124
Write-In Scattering	6	0	6
Overvotes	0	0	0
Undervotes	20	2	22

Council Member (1-20 thru 12-23)**(Vote for 2)**

Bill Hembry	52	3	55
*Randy Uttley	76	7	83
*Tangela Mason	101	4	105
Write-In Scattering	1	0	1
Overvotes	0	0	0
Undervotes	60	0	60

CITY OF NEW VIRGINIA**Mayor (1-20 thru 12-21)****(Vote for 1)**

	New Virginia Precinct	Absentee	Total
*Norville L. Huston	87	2	89
Write-In-Scattering	13	1	14
Overvotes	0	0	0
Undervotes	7	1	8

CITY OF NEW VIRGINIA**Council Member (1-20 thru 12-23)****(Vote for 3)**

	New Virginia Precinct	Absentee	Total
*Chris Truman	77	1	78
*Josey Galivan	58	2	60
Kurt Henrichs	24	1	25
Larry Dittmer	47	1	48
Michael Spurling	28	0	28
*Brian D. Nelson	61	2	63
Write-In-Scattering	4	0	4
Overvotes	0	0	0
Undervotes	22	5	27

<u>NORWALK PRECINCT</u>	Norwalk	Absentee	Total
Council Member (1-20 thru 12-23)	Precinct		
(Vote for 3)			
*David N. Lester	642	23	665
*Ed Kuhl	624	19	643
*Stephanie Riva	604	22	626
Josh Schoenblatt	317	11	328
Heather Gornick	406	17	423
Write-In Scattering	20	6	26
Overvotes	0	0	0
Undervotes	576	28	604

<u>CITY OF SANDYVILLE</u>	Sandyville	Absentee	Total
Mayor (1-20 thru 12-21)	Precinct		
(Vote for 1)			
* Bob Martindale	10	2	12
Write-In-Scattering	0	0	0
Overvotes	0	0	0
Undervotes	2	0	2

Council Member (1-20 thru 12-21)			
(Vote for 5)			
*Sandy Marie Geyer	9	0	9
*Jennifer Kennedy	10	0	10
*Teresa Jones	10	1	11
Todd Johnson	2	2	4
*Chuck. Money	10	2	12
James Lawr, Jr	2	1	3
*Paul Burrows	6	2	8
Write-In-Scattering	1	0	1
Overvotes	0	0	0
Undervotes	10	2	12

<u>CITY OF SPRING HILL</u>	Spring Hill	Absentee	Total
Mayor (1-20 thru 12-21)	Precinct		
(Vote for 1)			
*Lawrence Anthony	8	0	8
Write-In- Scattering	2	0	2
Overvotes	0	0	0
Undervotes	0	0	0

Council Member (1-20 thru 12-21)	Spring Hill	Absentee	Total
(Vote for 5)			
*Brandon Charlton	10	0	10
* Brett Sherer	10	0	10
*Scott Mestan	8	0	8

*Write-In Dory Anthony	4	0	4
*Write-In George Christensen	2	0	2
Write-In Scattering	5	0	5
Overvotes	0	0	0
Undervotes	11	0	11

Treasurer (1-20 thru 12-21) (Vote for 1)	Spring Hill Precinct	Absentee	Total
*Write-In Marko Magazinovic	8	0	8
Write-In Scattering	0	0	0
Overvotes	0	0	0
Undervotes	2	0	2

<u>CITY OF ST. MARYS</u> Mayor (1-20 Thru 12-21) (Vote for 1)	St. Marys Precinct	Absentee	Total
*Write-In Ryan Gray	27	0	27
Write-In Scattering	2	0	2
Overvotes	0	0	0
Undervotes	5	0	5

Council Member (1-20 thru 12-21) (Vote for 2)	St. Marys Precinct	Absentee	Total
*Write-In Charles Gehringer	22	0	22
*Write-In Donald Alcorn	20	0	20
Write-In Scattering	9	0	9
Overvotes	0	0	0
Undervotes	17	0	17

<u>CITY OF WEST DES MOINES</u> City Council At Large (Vote for 1)	Cumming/WDsM Precinct	Absentee	Total
*Matthew McKinney	11	0	11
Ryan Crane	6	0	6
Write-In Scattering	0	0	0
Overvotes	0	0	0
Undervotes	2	0	2

Park Commissioner (Vote for 3)			
*Jim Miller	14	0	14
*Aaron Sewell	15	0	15
*Joe Hrdlicka	15	0	15
Write-In Scattering	1	0	1
Overvotes	0	0	0
Undervotes	12	0	12

SCHOOL BOARD ELECTION

CARLISLE COMMUNITY SCHOOL

	Carlisle Precinct	Hartford Precinct	Absentee Precinct	Total Ballots
Director District #3 (term 11-19 to 11-23)(vote for 1)				
*Mindy Donovan	328	148	27	503
Write-In Scattering	2	2	0	4
Overvotes	0	0	0	0
Under Votes	70	28	9	107
Director District #4 (term 11-19 to 11-23)(vote for 1)				
*Art Hill	330	143	28	501
Write-In Scattering	2	1	0	3
Overvotes	0	0	0	0
Under Votes	68	34	8	110
Director District #2 (term #9-17 to 9-21)(vote for 1)				
To Fill A Vacancy				
*Samantha Fett	306	134	26	466
Write-In Scattering	3	1	0	4
Overvotes	0	0	0	0
Under Votes	91	43	10	144

DES MOINES COMMUNITY SCHOOL

	Greenfield Plaza Precinct	Absentee Precinct	Total
Director at Large (term 11-19 to 11-23)			
(Vote for 1)			
*Kelli Soyer	116	0	116
Write-In Scattering	8	0	8
Overvotes	0	0	0
Undervotes	35	0	35

PUBLIC MEASURE D

Shall the following public measure be adopted?

Shall the Board of Directors of the Des Moines Independent Community School district, in the Counties of Polk and Warren, State of Iowa, for the purpose of purchasing and improving grounds; constructing schoolhouses or buildings and opening roads to schoolhouses or buildings; purchasing of buildings; purchase, lease or lease-purchase of technology and equipment; paying debts contracted for the erection or construction of schoolhouses or buildings not including interest on bonds; procuring or acquisition of libraries; repairing, remodeling, reconstructing, improving, or expanding the schoolhouses or buildings and additions to existing schoolhouses; expenditures for energy conservation, renting facilities under Chapter 28E, Code of Iowa; purchasing transportation equipment for transporting students; lease purchase option agreements for school buildings or equipment; purchasing equipment authorized by law; or for any purpose or purposes now or hereafter authorized by law, be authorized for a period of ten (10) years, to

levy annually, a voter-approved physical plant and equipment property tax not to exceed One Dollar Thirty-Four Cents (\$1.34) per One Thousand Dollars (\$1,000) of the assessed valuation of the taxable property within the school district commencing with the levy for collection in the fiscal year ending June 30, 2022, or each year thereafter?

	Greenfield Precinct	Absentee Precinct	Total Precinct
*YES	81	0	81
NO	73	0	73
Overvotes	0	0	0
Under Votes	5	0	5

INDIANOLA COMMUNITY SCHOOL

	Indianola Precinct	Absentee Precinct	Total
Director (term 11-19 to 11-23) (Vote for 4)			
*Sue Wilson	1208	392	1600
Kevin J. Schlomer	994	373	1367
Kariann Voigts	742	213	955
*Donna Kreamer	1310	568	1878
Kim Gibson	967	271	1238
*Ben Metzger	1383	520	1903
*Rob Keller	1675	591	2266
Write-In Scattering	35	5	40
Overvotes	0	8	8
Under Votes	3174	943	4117

INTERSTATE 35 COMMUNITY SCHOOL

	I-35 Precinct	Absentee Precinct	Total
Director District #1 (term 11-19 to 9-23)(Vote for 1)			
*Jeremy Maske	213	15	228
Write-In Scattering	3	1	4
Overvotes	0	0	0
Under Votes	69	11	80
Director District #2 (term 11-19 to 11-23) (Vote for 1)			
*Eddie Vonnahme	219	15	234
Write-In Scattering	2	1	3
Overvotes	0	0	0
Under Votes	64	11	75

Director District At Large (term 11-19 to 11-23) (Vote for 1)

*Roger Cannoy	110	6	116
Sara Hughes	86	11	97
Randy Calvert	63	6	69
Write-In scattering	1	1	2
Overvotes	0	0	0
Undervotes	25	3	28

Director District #4 (term 11-19 to 11-23) (Vote for 1)

*Cindi Cassady	207	15	222
Write-In Scattering	3	1	4
Overvotes	0	0	0
Undervotes	75	11	86

MARTENSDALE – ST. MARYS COMMUNITY SCHOOL

	Martensdale-St. Mary's Precinct	Absentee Precinct	Total
Director District #3 (term 11-19 to 11-23) (Vote for 1)			
*Jeff A. Bowlin	63	2	65
Write-In Scattering	0	0	0
Overvotes	0	0	0
Under Votes	7	2	9
Director District #5 (term 11-19 to 11-23) (Vote for 1)			
*Nicole Bunch	7	0	7
Kelly Pearson	4	0	4
Write-In Scattering	0	0	0
Overvotes	0	0	0
Under Votes	2	0	2

NORWALK COMMUNITY SCHOOL

	Norwalk Precinct	Absentee Precinct	Total
Director District (term 11-19 to 11-23) (Vote for 3)			
Brian Rausch	495	24	519
*Dana J. Schuemann	651	22	673
*Michelle Kelly	702	25	727
*David Albrecht	864	40	904
Write-In Scattering	16	3	19
Overvotes	0	0	0
Under Votes	1187	57	1244

PUBLIC MEASURE C**Shall the Following Revenue Purpose Statement be Adopted?**

Summary: To adopt a revenue purpose statement to authorize the expenditure of revenues from the State of Iowa Secure an Advanced Vision for Education Fund received by the Norwalk Community School District.

Revenue Purpose Statement:

Money received by the Norwalk Community School District from the State of Iowa Secure an Advanced Vision for Education Fund may be spent for any one or more of the following purposes:

- Reduction of debt service levies.
- Reduction of regular and voter-approved physical plant and equipment levies.
- Reduction of public educational and recreational levies.
- For any authorized school infrastructure, including school safety and security infrastructure, and athletic facility infrastructure for the school district as defined

and provided in Iowa Code 423F.3, which includes without limitation the following:

(a) payment or retirement of outstanding revenue indebtedness or general obligation indebtedness issued for school infrastructure purposes, and energy improvement loans and loan agreements authorized by Iowa Code Section 297.36; (b) purchasing, constructing, furnishing, equipping, reconstructing, repairing, improving, remodeling, or demolition of schoolhouses, gymnasium, stadiums, fieldhouses, or school bus garage; (c) procuring a site, or purchasing land to add to a site already owned, or procuring and improving a site for an athletic field, or improving a site already owned for an athletic field; and (d) improving buildings or sites for the purpose of accessing digital telecommunications over multiple channels, often referred to as broadband.

- For activities and expenditures listed in Iowa Code section 298.3 and section 300.2, including without limitation (a) energy conservation measures and improvements, including payments under financing agreements, (b) purchase, lease, or the lease-purchase of equipment or technology as authorized by law, including transportation, computer, and recreational equipment and to repair transportation equipment for transporting students, (c) purchase, lease, or lease-purchase school buildings, (d) to provide funds to make payments to a municipality or other entity as required under Iowa Code Section 403.19(2), and (e) to provide funds for demolition, cleanup, and other costs if such costs are necessitated by, and incurred within two years of a disaster.
- To share or rent buildings or facilities, including a joint infrastructure project for which buildings or facilities are constructed or leased for the purpose of offering classes under a district-to-community college sharing agreement or concurrent enrollment program or sharing facility agreements with any municipalities, school districts or other local government entities.
- To provide funds to purchase land as part of start-up costs for new student construction program or if the sale of the previous student construction was insufficient to purchase land, and to purchase construction materials and supplies for a student-constructed building or shed intended to be retained by and used by the school district.
- For any other purposes authorized by law now or in the future and designated by the Norwalk Community School District.

End Proposed Revenue Purpose Statement

It being understood that if this proposition should fail to be approved by the voters, such failure shall not be construed to terminate or restrict authority previously granted by the voters to expend receipts from the Secure an Advanced Vision for Education Fund.

If adopted, this revenue purpose statement shall remain in effect until replaced or amended by the Norwalk Community School District.

	Norwalk Precinct	Absentee Precinct	Total Precinct
*YES	1004	38	1042
NO	217	18	235
Overvotes	0	0	0
Under Votes	84	1	85

PLEASANTVILLE COMMUNITY SCHOOL

Director District (term 11-19 to 11-23)

(Vote for 3)	Union Twp Precinct	Absentee Precinct	Total
*Mark Core	23	0	23
*Carol Beier	37	0	37
Josh Cook	15	0	15
*Michelle Greene	33	0	33
Write-In Scattering	3	0	3
Overvotes	0	0	0
Undervotes	27	0	27

SOUTHEAST WARREN COMMUNITY SCHOOL

	Lacona Precinct	Milo Precinct	Absentee Precinct	Total
Director District #1(term 9-17 to 9-21) (Vote for 1)				
*Anna Rowe	123	216	22	361
Write-In Scattering	3	3	2	8
Overvotes	0	0	0	0
Under Votes	19	47	8	74
Director District #3 (term 9-17 to 9-19) (Vote for 1)				
*Dave Youmans	121	27	24	372
Write-In	2	4	1	7
Overvotes	0	0	0	0
Under Votes	22	35	7	64
Director District #5 (term 11-19 to 11-23) (Vote for 1)				
*Zach Harryman	120	208	22	350
Write-In Scattering	2	4	1	7
Overvotes	0	0	0	0
Undervotes	23	54	9	86

DMACC	Greenfield Precinct	Absentee Precinct	Total
Director District #8			
*Felix Gallagher	58	0	58
Write-In Scattering	4	0	4
Overvotes	0	0	0
Undervotes	18	0	18

WARREN COUNTY PUBLIC MEASURE B

Shall the Following Public Measure Be Adopted?

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

	<u>Precincts</u>	<u>Absentee Precinct</u>	<u>Total Precinct</u>
*YES	3184	665	3849
NO	2623	449	3072
Overvotes	0	0	0
Under Votes	135	26	161

ACCEPTED AND APPROVED this 13th day of November 2019.

 X Crystal McIntyre
Aye Nay Crystal McIntyre, Chair

 X Aaron DeKock
Aye Nay Aaron DeKock, Vice-Chair

 x Doug Shull
Aye Nay Doug Shull, Member

ATTEST: Traci VanderLinden
Traci VanderLinden, Warren County Auditor

Meeting Date: 12/02/2019

Subject

Resolution authorizing a professional service agreement for applying sealant and painting of the Aquatic Center Pool Surface.

Information

Council will need to consider a resolution authorizing a professional service agreement for applying sealant and painting of the Aquatic Center Pool Surface.

Fiscal Impact

Attachments

Pool Memo

Pool Agreement

Pool Resolution



— Parks and Recreation —

TO: Mayor Shaw and City Council
FROM: Afton Bradley, Recreation Coordinator
CC: Doug Bylund, Director of Parks and Recreation
Ryan Waller, City Manager
Andy Lent, Director of Finance
DATE: November 22, 2019
SUBJECT: Pool Paint and Seam Repair Project

For the long-term protection of the concrete and structure of both pools at the Veteran's Memorial Aquatic Center, we have planned to repaint them this Spring. Also, the sealant to secure the pool joints is failing in several areas of both pools. The existing sealant needs to be removed and replaced correctly to prevent leaking and water from getting into concrete joints and affecting the pool structure.

Below are the bid results that were opened on October 29 for the Paint and Sealant Repair Project at the Indianola Veterans Memorial Aquatic Center. Bids were sent out to seven different companies as well as listed on the city website. Out of the seven different companies contacted, three returned with a bid.

Summary of Bid Results

Company	Location	Cleaning, Prepping, and Repainting Both Pools	Sealant Repair	Total Cost with Materials and Labor
Jontz Painting	Woodward, IA	\$29,500	\$14,975	\$44,475
Dreyer Painting	Stockton, IL	\$37,575	\$9,144	\$46,719
A1A Sandblasting	Cedar Rapids, IA	\$57,000	\$12,400	\$69,400

The Paint and Seam Repair Project are in the CIP budget at an amount of \$40,000. With all bids over the CIP budget, we still have money left over from the VMAC Sound System and Installation Project and the Blue Slide Pump Replacement to help offset the cost. A summary of the pool CIP project is below.



— Parks and Recreation —

Aquatic Center FY20 Capital Improvement Plan

	CIP Budget	Actual Cost
Sound System	\$20,000	\$6,392
Pool Sealant and Painting	\$40,000	\$44,475
Blue Slide Pump	\$15,000	\$10,566
Total Pool CIP Items	\$75,000	\$61,433

In consideration of the RFP and meeting the engineer, Water's Edge, expectations and material specifications, we recommend Jontz Painting. This project will be performed in the spring with a completion date of May 1, 2020.



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 2nd day of December, 2019, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and **Jontz Painting LLC, 605 Maple Avenue, Woodward, IA 50276,** hereinafter referred to as "SERVICE PROVIDER."

WHEREAS, the CITY is in need of removal and replacement of sealant and painting of the Aquatic Center pool basins, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

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

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

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

1. SERVICE PROVIDER shall be paid for the Pool Painting and Sealant Repair Project in an amount not to exceed forty-four thousand, nine hundred and seventy-five Dollars (\$ 44,475) for said Services. SERVICE PROVIDER acknowledges and agrees that the CITY shall not issue payment until such time as CITY staff determines Services have been provided in accordance with Exhibit "A".

2. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of

negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

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

3. SERVICE PROVIDER and CITY shall discuss and mutually agree upon a schedule for the Services. SERVICE PROVIDER and CITY shall continue to discuss and review progress of the Services and make necessary adjustments as required by the CITY. Further, SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set out on Exhibit "B".

4. SERVICE PROVIDER shall comply with all applicable State, Federal and local laws and regulations and shall obtain or cause to be obtained all required permits to perform the Services.

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

Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

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

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

"CITY":

CITY OF INDIANOLA

By: _____
Kelly B. Shaw, Mayor

Attest: _____
Diana Bowlin, City Clerk

"SERVICE PROVIDER":

By: Jontz Painting LLC

Name: _____

Title: _____

RESOLUTION NO. 2019-_____

**RESOLUION APPROVING PROFESSIONAL SERVICES AGREEMENT
WITH JONTZ PAINTING LLC FOR THE REPLACEMENT OF SEALANT AND
PAINTING OF THE AQUATIC CENTER POOL BASINS**

WHEREAS, the City Council of the City of Indianola, Iowa, is in need of engaging a provider for the replacement of sealant and painting of the Aquatic Center pool basins (hereinafter referred to as “Services”); and

WHEREAS, the Park and Recreation Department solicited quotes for said Services; and

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Jontz Painting LLC of Woodward, IA to perform the services; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Jontz Painting LLC in the form attached as Exhibit “A”.

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

1. The Professional Services Agreement with Jontz Painting LLC in the amount of \$44,475 for the Services is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 2nd day of December 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 12/02/2019

Subject

Resolution rejecting bids received and authorizing the purchase of a water tender for the Fire Department from Sourcewell Cooperative Purchasing Group in an amount not exceeding the budgeted amount of \$300,000.

Information

The Indianola Fire Department posted an RFP for purchasing a 2000-Gallon Water Tender. The recommendation to Council is to refuse both bids submitted due to the high cost projected to build the apparatus as outlined in the RFP and instead use the agreement, as part of the Sourcewell Cooperative Purchasing Group, to complete the project (packet).

Fiscal Impact

Attachments

Water Tender Memo

Water Tender Correspondence

Resolution for Water Tender



FIRE DEPARTMENT

TO: Mayor Kelly Shaw and City Council Members

Cc: City Manager Ryan Waller

FROM: Fire Chief Gregory M Chia

DATE: November 22, 2019

RE: RFP Water Tender

The Indianola Fire Department posted an RFP for purchasing a 2000-Gallon Water Tender. The bid preparation period was October 14, 2019, to November 15, 2019. Six manufacturers received notice for this project, two completed and submitted bids, two withdrew from the process and two did not submit after seeking interest (see attached documents).

My recommendation to Council is to refuse both bids submitted due to the high cost projected to build the apparatus as outlined in the RFP. Although the bids meet the specifications, the associated cost is far beyond what the department originally budgeted, which was \$300,000.00.

When the department started developing the specifications, five manufacturers expressed interest and provided design information for the apparatus. As the specifications were proposed two manufacturers withdrew from submitting a bid.

The City of Indianola is a participant in the Sourcewell Cooperative Purchasing Group. I am proposing the department evaluate the RFP and use this agreement to complete the project. The process will begin immediately and should not delay the project's completion. The anticipated cost under the Sourcewell contract is below the budgeted amount of \$300,000.00.

Manufacturers	Toyne Fire Apparatus	Reliant Fire Apparatus	Danko Emergency equipment	Alexis Fire Equipment	Heiman Fire Equipment/Rosenbauer	E-One Rev/Group
Submitted Bid				X \$358,918.00	X \$364,238.00	
Withdrew from bidding	X		X			
No bid submission		X				X

OFFICE OF CITY CLERK

November 1, 2019

NOV 07 2019

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

INDIANOLA, IOWA

RE: RFP 2,000 Gallon Water Tender

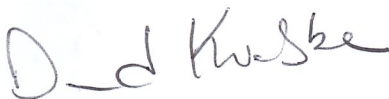
City of Indianola Fire Department:

Danko Emergency Equipment would like to thank you for notifying us of the upcoming request for proposal for a 2,000 gallon water tender due on November 15, 2019.

After careful consideration of the specifications, we are sorry to inform you that we will not be able to submit a bid at this time.

Please keep us on your list for future bids. If you have any questions or need additional information, please contact your area Danko sales representative, Hayden Boeke at (712) 579-6716 or me at (402) 568-2105.

Sincerely,



David Knobbe
Apparatus Sales Manager

Greg Chia

From: jkromrie@toyne.com
Sent: Tuesday, November 12, 2019 8:18 AM
To: Greg Chia
Subject: RE: Indianola FD Spec 1028-2019 Water Tender.docx

Chief,

I was un able to start working on your spec until I had more information on the chassis.

Although we are very interested in your project I will not be able to have everything done by your bid date. If you want to extended it by 2 weeks we would be glad to out a packet together. That is the minimum time to get it through engineering and a drawing produced.

Please let me know if that is possible

Thank You
Stay Safe My Friend
Jeff Kromrie
Toyne Direct Sales
515-777-8028

From: [Greg Chia](#)
Sent: Thursday, November 7, 2019 11:18 AM
To: jkromrie@toyne.com; [Eric Fibikar](#); [Roger Parker](#); [Greg Landon](#); mschmitt@e-one.com
Subject: Indianola FD Spec 1028-2019 Water Tender.docx

All

There was a request for more information on the Peterbilt chassis. Attached is a specification document from Peterbilt on the Model 348 for fire apparatus, single axle.


Gregory M Chia
Fire Chief
Indianola, Iowa 50125

RESOLUTION NO. 2019-____

**RESOLUTION REJECTING BIDS FOR A WATER TENDER AND AUTHORIZING
THE PURCHASE OF A FIRE TENDER VIA AGREEMENT WITH PURCHASING
GROUP**

WHEREAS, the FY 20 budget includes \$300,000 to purchase a fire tender; and

WHEREAS, the Fire Department reviewed the bids and recommends rejecting all bids due to the high cost projected to build the apparatus; and

WHEREAS, the Fire Department is recommending using the agreement with Sourcewell Cooperative Purchasing Group to purchase the fire tender; and

WHEREAS the anticipated cost to purchase from Sourcewell Cooperative Purchasing Group be below the budgeted amount of \$300,000; and

WHEREAS the City Council of the City of Indianola, Iowa approves rejecting all bids and authorizes the Fire Department to use the agreement with Sourcewell Cooperative Purchasing Group to purchase a fire tender.

BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa that the Mayor or City Manager is authorized and directed to execute on behalf of the City and the City Clerk is authorized and directed to attest to said signature and to affix the seal of the City to the documents required to purchase the fire tender.

APPROVED this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 12/02/2019

Subject

Prior and final approval applications for Urban Revitalization Designation.

Information

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

Prior

Michael and Megan Tiano -1105 S O St - SFD

John and Christine O'Hair - 1601 N G St - SFD

Final

Carlson Homes - 807 W Orchard Ave - SFD

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

	2019		2018		2017		2016		2015	
SFD	55	\$8,919,154 \$162,166	28	\$5,194,766 \$185,527	37	\$6,397,180 \$172,897	33	\$6,049,982 \$188,333	34	\$6,045,010 \$177,794
Duplexes	3	\$892,000	5	\$1,335,000	9	\$2,581,475	7	\$1,997,100	3	\$698,000
MFD	0	-0-	0	-0-	1	\$375,900	3	\$11,744,453	2	\$852,700
Add/Alt	52	\$1,030,627	40	\$536,820	51	\$394,088	50	\$413,144	41	\$364,155
Non-Residential	28	\$2,783,065	55	\$9,665,904	42	\$5,157,348	43	\$8,829,322	34	\$11,623,472
Total	138	\$13,624,846	128	\$16,732,490	140	\$14,905,991	136	\$29,034,001	114	\$19,583,337

Fiscal Impact**Attachments**

No file(s) attached.

Meeting Date: 12/02/2019

Subject

Resolution approving salaries.

Information

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

Tanner Ortlund, Police Officer, PO Hire \$55,834.39/year effective November 24, 2019.

Ross Marshall, Police Officer, PO Hire \$55,834.39/year effective November 24, 2019.

Nicole Stewart, Police Officer, PO Hire \$55,834.39/year effective November 24, 2019.

Alison Brown, Patron Services Librarian from CE5-3 \$44,840.28/year to CE5-4 \$46,165.65/year, effective November 24, 2019.

Ben Burzette, Street Sweeper – Street Department, permanent part-time \$17.50/hour to \$18.00/hour, effective March 2, 2019.

Garry Cunningham, Medium Equipment Operator from R21-2 \$49,962.59/year (\$300 long) to R21-2 \$50,012.59/year (\$350 long), effective December 22, 2019.

Jay Hackett, School Resource Officer – Police Department, from PO4 \$68,548.79/year to PO5 \$72,407.35 (\$250 long), effective December 22, 2019.

Fiscal Impact

Attachments

Resolution Approving Salaries

RESOLUTION 2019-
APPROVING SALARIES

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

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

Tanner Ortlund, Police Officer, PO Hire \$55,834.39/year effective November 24, 2019.

Ross Marshall, Police Officer, PO Hire \$55,834.39/year effective November 24, 2019.

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Jay Hackett, School Resource Officer – Police Department, from PO4 \$68,548.79/year to PO5 \$72,407.35 (\$250 long), effective December 22, 2019.

Passed and approved on the 2 day of December, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 12/02/2019

Subject

Claims on the computer printout for December 2, 2019.

Information

Fiscal Impact

Attachments

Approval of Claims 12022019

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND				
APEX PROPERTY SERVICES	001-1700-64111	PROPERTY MAINTENANCE ENFORCEMENT	11/19/2019	325.00
BOB'S CUSTOM TROPHIES	001-6500-65990	NAME PLATES	11/15/2019	7.00
FORMATION GROUP	001-6500-64070	INVOICE #5 - CH ASSESSMENT	10/31/2019	8,473.90
GOVERNMENT FINANCE OFFIC	001-6200-62300	FINANCIAL FOUNDATIONS BOOK	11/21/2019	20.00
IMWCA	001-6200-61599	AUDIT PREMIUM	10/28/2019	823.96
IMWCA	001-6210-61599	AUDIT PREMIUM	10/28/2019	476.98
INDOFF INCORPORATED	001-6200-65070	SUPPLIES	11/18/2019	23.47
INDOFF INCORPORATED	001-6200-65070	SUPPLIES	11/13/2019	23.47
INFOMAX OFFICE SYSTEMS IN	001-6210-67250	DEVICE PAYMENT WITH PAPER CUT & CONNECT PLUS	11/19/2019	3,260.60
MAHASKA COMMUNICATION G	001-6210-63730	MONTHLY PHONE SERVICES	11/01/2019	29.13
MAHASKA COMMUNICATION G	001-6210-64190	MONTHLY INTERNET SERVICES	11/01/2019	7.60
MAHASKA COMMUNICATION G	001-6210-63730	MONTHLY PHONE SERVICES	11/01/2019	96.14
MAHASKA COMMUNICATION G	001-6210-63730	MONTHLY PHONE SERVICES	11/01/2019	851.17
MAHASKA COMMUNICATION G	001-6210-64190	MONTHLY INTERNET SERVICES	11/01/2019	202.10
MAHASKA COMMUNICATION G	001-6210-63730	MONTHLY PHONE SERVICES	11/01/2019	29.21
MID AMERICAN ENERGY CO.	001-6500-63710	N HWY 65/69 ENTRANCE SIGN	11/15/2019	12.27
MID AMERICAN ENERGY CO.	001-2300-63710	26321-3003 ST LIGHTING	11/15/2019	128.69
MID AMERICAN ENERGY CO.	001-6500-63710	74080-22010 FUEL HEAT	11/18/2019	873.93
MILLER ELECTRIC SERVICES	001-6500-63100	EMERGENCY LIGHTS	11/14/2019	248.51
MILLER ELECTRIC SERVICES	001-6500-63100	ELECTRIC WORK IN BASEMENT	11/20/2019	875.00
MILLER ELECTRIC SERVICES	001-6500-63100	S. ENTRY LIGHT REP & PARKING LOT LIGHTS	11/20/2019	1,669.06
O'KEEFE ELEVATOR CO.	001-6500-63100	MAINTENANCE	11/26/2019	306.06
PITNEY BOWES	001-1700-65080	07/07/18 - 10/06/18	05/26/2019	92.04
PITNEY BOWES	001-6500-65080	07/07/18 - 10/06/18	05/26/2019	1.69
PITNEY BOWES	001-1700-65080	04/07/18 - 07/16/18	05/26/2019	92.04
PITNEY BOWES	001-6500-65080	04/07/18 - 07/16/18	05/26/2019	1.69
PITNEY BOWES	001-6200-65070	SUPPLIES	11/25/2019	327.05
PTM DOCUMENT SYSTEMS	001-6200-65070	1099-MISC FORMS	11/08/2019	37.60
PURCHASE POWER	001-6500-65080	POSTAGE	11/19/2019	9.00
SHULL, DOUG	001-6500-64990	TREASURER CONTRACT	11/22/2019	83.33
T.R.M. DISPOSAL LLC	001-6500-64090	ACCT 1506	11/24/2019	85.00
U.S. POSTMASTER	001-6500-65080	PRESORT MAIL	11/25/2019	235.00
UNIVERSITY OF NORTHERN IO	001-1700-62300	HEARTLAND ECONOMIC DEV COURSE	11/06/2019	985.00
WALLER, RYAN	001-6150-63730	CELL PHONE 10/9/19 - 11/8/19	11/09/2019	75.00
WARREN COUNTY ENGINEER	001-1700-65050	FUEL DISTRIBUTION	11/05/2019	48.02
WELLS FARGO CCER	001-1700-62700	PARKING RAMPS October MPO Meeting	10/04/2019	1.00
WELLS FARGO CCER	001-6200-65070	UNITED STATES SENATE 5 AMERICAN FLAGS	10/08/2019	149.00
WELLS FARGO CCER	001-1700-62700	THE GREATER DES MOINES Metro Practitioners Lunch	10/09/2019	8.50
WELLS FARGO CCER	001-1700-62300	GRADUATE IOWA CITY Hotel for Iowa APA Conference	10/14/2019	304.42
WELLS FARGO CCER	001-6200-62100	IOWA LEAGUE OF CITIES Lent-IaCMA Dues	10/16/2019	100.00
WELLS FARGO CCER	001-1700-62300	JIMMY JOHNS # 1154 Lunch after Iowa APA Conference	10/14/2019	10.28
WELLS FARGO CCER	001-6200-64190	FOXIT SOFTWARE PDF editing software for Finance Director compu	10/23/2019	129.00
WELLS FARGO CCER	001-6200-62100	IOWA SECRETARY OF STATE Lent-Notary renewal	10/25/2019	30.00
WELLS FARGO CCER	001-2100-65990	WM SUPERCENTER #1491 Candy for Trunk or Treat Public Particip	10/25/2019	77.76
WELLS FARGO CCER	001-6210-67245	MOOD PANDORA Pandora Hold Music	10/28/2019	26.95
WELLS FARGO CCER	001-6500-65990	WM SUPERCENTER #1491 Decorations for October Employee Lunc	10/28/2019	53.01
ZONES LLC	001-6210-67240	REPLACEMENT UPS BATTERY	11/14/2019	350.79
Total GENERAL FUND:				22,076.42
POLICE FUND				
ALLSUP, PAT	011-1100-63730	CELL PHONE - NOVEMBER	11/14/2019	50.00
BOB'S CUSTOM TROPHIES	011-1100-64140	PRINTING/SIGN	11/14/2019	36.00
BOB'S CUSTOM TROPHIES	011-1100-64140	PRINTING	11/18/2019	49.00
BROWNELLS INC	011-1100-62300	EQUIPMENT	11/12/2019	99.89
BUHROW, LUKE	011-1100-63730	CELL PHONE 10/09/18 - 11/08/19	11/11/2019	50.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEH REPAIR	11/04/2019	20.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE REPAIR	10/28/2019	648.24
DES MOINES STAMP MFG	011-1100-61810	UNIFORMS	11/12/2019	79.00
GALLS LLC	011-1100-61810	UNIFORMS/STEWART	11/13/2019	577.19
HAWKINS, ROB	011-1100-63730	CELL PHONE 09/26/19 - 10/25/19	11/14/2019	50.00
IMWCA	011-1100-61599	AUDIT PREMIUM	10/28/2019	7,763.68
KIYA KODA HUMANE SOCIETY	011-1100-64137	HUMANE SOCIETY CONTRACT - DEC 2019	11/22/2019	2,912.00
MCCOY HARDWARE INC	011-1100-65070	SUPPLIES	11/18/2019	2.33
NARTEC INC	011-1100-65070	SUPPLIES	11/12/2019	280.11
O'REILLY AUTO PARTS	011-1100-65060	SUPPLY	11/11/2019	11.06
PITNEY BOWES	011-1100-65080	07/07/18 - 10/06/18	05/26/2019	31.50
PITNEY BOWES	011-1100-65080	04/07/18 - 07/16/18	05/26/2019	31.50
WARREN COUNTY ENGINEER	011-1100-65050	FUEL DISTRIBUTION	11/05/2019	1,870.63
WELLS FARGO CCER	011-1100-66990	PIZZA HUT 11699dispute # 56212628	10/02/2019	74.91
WELLS FARGO CCER	011-1100-66990	PIZZA HUT 28097dispute # 56212628	10/02/2019	92.07
WELLS FARGO CCER	011-1100-66990	DISPUTE-PIZZA HUT 11699refund from dispute # 56212628	10/09/2019	74.91-
WELLS FARGO CCER	011-1100-66990	DISPUTE-PIZZA HUT 28097refund from dispute # 56212628	10/09/2019	92.07-
WELLS FARGO CCER	011-1100-63400	AED SUPERSTOREAED pads	10/17/2019	211.95
WELLS FARGO CCER	011-1100-65070	WM SUPERCENTER #1491Halloween decorations/candy for trunk/t	10/30/2019	98.04
Total POLICE FUND:				14,872.12
FIRE FUND				
GALLS LLC	015-1500-61810	UNIFORMS	11/15/2019	335.97
GALLS LLC	015-1500-61810	UNIFORMS	11/20/2019	44.99
GALLS LLC	015-1500-61810	UNIFORM	11/22/2019	373.66
IMWCA	015-1500-61599	AUDIT PREMIUM	10/28/2019	1,379.15
MID AMERICAN ENERGY CO.	015-1500-63710	UTILITIES	11/15/2019	61.13
MID AMERICAN ENERGY CO.	015-1500-63710	UTILITIES	11/18/2019	11.75
PITNEY BOWES	015-1500-65080	07/07/18 - 10/06/18	05/26/2019	3.40
PITNEY BOWES	015-1500-65080	04/07/18 - 07/16/18	05/26/2019	3.40
TOYNE INC	015-1500-63410	FOAM HOSE	11/08/2019	31.75
WARREN COUNTY ENGINEER	015-1500-65050	FUEL DISTRIBUTION	11/05/2019	1,610.84
WELLS FARGO CCER	015-1500-65069	WM SUPERCENTER #1491New smoke machine for Fire Safety Ho	10/03/2019	28.88
WELLS FARGO CCER	015-1500-65050	NAPA PARTS 0000514Fuel for small engines	10/09/2019	237.10
WELLS FARGO CCER	015-1500-65990	HY-VEE INDIANOLA 1271Flowers for funeral. Kayla Schark Father	10/11/2019	61.90
WELLS FARGO CCER	015-1500-65051	CNM OUTDOOR EQUIPMENTBar nuts for chain saws	10/14/2019	4.64
WELLS FARGO CCER	015-1500-65069	SQ INDIANOLA INDEPENDENTOpen House Ad - Two weeks.	10/15/2019	100.00
WELLS FARGO CCER	015-1500-65080	THE UPS STORE #6682Postage for Chain saw chain repairs	10/24/2019	12.16
WELLS FARGO CCER	015-1500-62300	TREMONT ON MAINMeals Out of Town Training Emergency Reporti	10/25/2019	33.40
WELLS FARGO CCER	015-1500-62300	TST OPA GRILLMeals Out of Town Training Emergency Reporting	10/25/2019	16.56
WELLS FARGO CCER	015-1500-62300	CITY OF ANKENY FDOfficers Training Hurt White	10/24/2019	80.00
WELLS FARGO CCER	015-1500-62300	SMOKIN GS BBQ RESTAURANTMeals Out of Town Training Emerg	10/25/2019	48.30
WELLS FARGO CCER	015-1500-62300	TST OPA GRILLMeals Out of Town Training Emergency Reporting	10/25/2019	15.33
WELLS FARGO CCER	015-1500-62300	FIRE SERVICE TRAINING BURFire Investigator Education Cross H	10/29/2019	120.00
WELLS FARGO CCER	015-1500-65069	WM SUPERCENTER #1491Beggars Night Candy and poster board.	10/30/2019	81.09
WELLS FARGO CCER	015-1500-65070	MENARDS DES MOINES IAREhab tent and drywall for training.	10/30/2019	505.41
Total FIRE FUND:				5,200.81
AMBULANCE FUND				
IMWCA	016-1600-61599	AUDIT PREMIUM	10/28/2019	7,208.51
PHILIPS MEDICAL CAPITAL	016-1600-67245	CARDIAC MONITOR LEASE	11/09/2019	1,435.20
PITNEY BOWES	016-1600-65080	07/07/18 - 10/06/18	05/26/2019	80.63
PITNEY BOWES	016-1600-65080	04/07/18 - 07/06/18	05/26/2019	80.63
WARREN COUNTY ENGINEER	016-1600-65050	FUEL DISTRIBUTION	11/05/2019	414.81
WELLS FARGO CCER	016-1600-62300	IOWA EMS ASSOCIATIONIEMSA	10/03/2019	340.00
WELLS FARGO CCER	016-1600-65070	BOUND TREE MEDICAL LLCEMS Supplies See Attached Invoice	10/07/2019	1,030.80
WELLS FARGO CCER	016-1600-65070	BOUND TREE MEDICAL LLCEMS Supplies See Attached Invoice	10/07/2019	74.16

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	016-1600-65070	BOUND TREE MEDICAL LLCepinephrine	10/10/2019	73.00
WELLS FARGO CCER	016-1600-65051	NAPA PARTS 0000514Filters for all medic Units and oil	10/14/2019	956.99
WELLS FARGO CCER	016-1600-62300	IOWA EMS ASSOCIATIONIEMSA return for CCP day Thursday	10/16/2019	120.00-
WELLS FARGO CCER	016-1600-65051	NAPA PARTS 0000514Antifreeze for vehicles Medic units	10/24/2019	23.67
WELLS FARGO CCER	016-1600-65070	BOUND TREE MEDICAL LLC Duo Neb, Albuterol, Adenosine, Dopa	10/23/2019	127.13
WELLS FARGO CCER	016-1600-65051	NAPA PARTS 0000514wipers for unit M 248 and chain saw oil	10/30/2019	27.98
WELLS FARGO CCER	016-1600-65070	BOUND TREE MEDICAL LLC EMS Supplies See Attached Invoice	10/25/2019	435.44
Total AMBULANCE FUND:				12,188.95

LIBRARY FUND

PITNEY BOWES	041-4100-65080	07/07/18 - 10/06/18	05/26/2019	48.03
PITNEY BOWES	041-4100-65080	04/07/18 - 07/16/18	05/26/2019	48.03
WELLS FARGO CCER	041-4100-65079	WAL-MART #1491 SE2Childrens programming	10/01/2019	6.79-
WELLS FARGO CCER	041-4100-65060	COAST TO COAST COMPUTER P65070- Printer toner	10/03/2019	119.98
WELLS FARGO CCER	041-4100-65022	AMAZON.COM VL1942PO3 AMZN65022- DVDs	10/01/2019	42.95
WELLS FARGO CCER	041-4100-65022	BAKER & TAYLOR - BOOKS65022- DVDs	10/04/2019	33.27
WELLS FARGO CCER	041-4100-62300	UPSTREAM BREWING COMPANY62300- Conference Lunch	10/07/2019	23.17
WELLS FARGO CCER	041-4100-65020	BAKER & TAYLOR - BOOKS65020- Books	10/04/2019	2,798.65
WELLS FARGO CCER	041-4100-65020	RECORDED BOOKS65020- Books on CD	10/07/2019	159.60
WELLS FARGO CCER	041-4100-62300	BUFFALO WILD WINGS 002762300- Conference Lunch	10/07/2019	14.53
WELLS FARGO CCER	041-4100-65022	AMAZON.COM ER0A75N63 AMZN65022- DVDs	10/08/2019	43.11
WELLS FARGO CCER	041-4100-62300	COURTYARD BY MARRIOTTIowa Library Association Annual Confe	10/07/2019	609.56
WELLS FARGO CCER	041-4100-65021	RECORDED BOOKS65021- E-audio books	10/07/2019	225.19
WELLS FARGO CCER	041-4100-63710	PSN INDIANOLA UTILITIES63710- IMU Utilities	10/11/2019	600.00
WELLS FARGO CCER	041-4100-63710	PSN INDIANOLA UTILITIES63710- IMU Utilities	10/11/2019	30.18
WELLS FARGO CCER	041-4100-65079	AMZN MKTP US 3R0LZ52R3program supplies for teens	10/14/2019	38.78
WELLS FARGO CCER	041-4100-65070	AMAZON.COM H52LS9EC3 AMZNPublicity expense	10/09/2019	25.00
WELLS FARGO CCER	041-4100-63710	PSN INDIANOLA UTILITIES63710- IMU Utilities	10/11/2019	600.00
WELLS FARGO CCER	041-4100-63710	PSN INDIANOLA UTILITIES63710- IMU Utilities	10/11/2019	600.00
WELLS FARGO CCER	041-4100-65022	AMAZON.COM 9R5XE6AH3 AMZN65022- DVDs	10/16/2019	14.96
WELLS FARGO CCER	041-4100-65079	AMZN MKTP US GD1C21NU3Childrens programming	10/17/2019	9.37
WELLS FARGO CCER	041-4100-65022	AMZN MKTP US ZX23Q2J2365022- DVDs	10/17/2019	19.96
WELLS FARGO CCER	041-4100-65079	CROSS BORDER TRANS FEEProgram supplies for adults	10/22/2019	.31
WELLS FARGO CCER	041-4100-65022	AMZN MKTP US RP3NV0IU365022- DVDs	10/21/2019	14.94
WELLS FARGO CCER	041-4100-65079	SHOT IN THE DARKProgram supplies for adults	10/22/2019	30.58
WELLS FARGO CCER	041-4100-65060	AMZN MKTP US 4G7D22DW365060- Labels	10/23/2019	15.95
WELLS FARGO CCER	041-4100-65079	HY-VEE INDIANOLA 1271Programs	10/24/2019	20.38
WELLS FARGO CCER	041-4100-65022	WM SUPERCENTER #149165022- DVDS	10/24/2019	19.96
WELLS FARGO CCER	041-4100-65079	HY-VEE INDIANOLA 1271Childrens programming	10/17/2019	6.76
WELLS FARGO CCER	041-4100-65079	HY-VEE INDIANOLA 1271Program supplies for adults	10/25/2019	23.44
WELLS FARGO CCER	041-4100-65022	AMZN MKTP US RQ71W0AN365022- DVDs	10/25/2019	16.07
WELLS FARGO CCER	041-4100-65020	AMZN MKTP US IX6BT6UH3game collection materials	10/25/2019	89.44
WELLS FARGO CCER	041-4100-65079	PARTY CITY 763program supplies for adults	10/25/2019	114.31
WELLS FARGO CCER	041-4100-65070	DEMCO INC65070- Tape, Book cover, Book jacket	10/25/2019	146.31
WELLS FARGO CCER	041-4100-65022	AMZN MKTP US IY8G22BP365022- DVDS	10/25/2019	31.45
WELLS FARGO CCER	041-4100-65020	AMZN MKTP US IY8G22BP365020- Books	10/25/2019	11.22
WELLS FARGO CCER	041-4100-65060	AMZN MKTP US ZV74851I365060- Address labels	10/31/2019	12.23
WELLS FARGO CCER	041-4100-65079	FACEBK RBAWEMW322Program supplies for adults	10/01/2019	10.00
Total LIBRARY FUND:				6,660.88

PARK & RECREATION FUND

BAILEY IRRIGATION	042-4200-65072	WINTERIZE CAF IRRIGATION	11/21/2019	840.00
BELIEU CONCRETE	042-4200-63100	REPLACE MCCORD SHELTER FLOOR TEAR OUT, POUR BACK,	11/20/2019	11,404.00
BSN SPORTS	042-4200-65070	ABB BALLS	10/22/2019	128.68
CINTAS CORPORATION	042-4300-65070	FIRST AID SUPPLIES	11/20/2019	18.76
CR SERVICES	042-4300-65070	GOJO HAND CLEANER	11/18/2019	44.65

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
CREATIVE GENIUSES LLC	042-4200-64205	INSTRUCTION ART CLASSES	10/21/2019	273.00
DLH GRAFX	042-4200-65070	ZONE T-SHIRTS	11/05/2019	763.20
DSM INFLATABLES	042-4200-64990	PARENT-N-CHILD NIGHT-O-FUND: INFLATABLE COURSE	11/15/2019	450.00
LANE, BECKY	042-4200-65070	PUMPKINS FOR ZONE	11/04/2019	35.00
MID AMERICAN ENERGY CO.	042-4300-63710	GAS SHOP	11/15/2019	123.88
MSUYA, LISA	042-4200-64205	INSTRUCTION QUILTING CLASS	11/07/2019	96.00
NAPA AUTO PARTS	042-4300-65070	BLOW GUN	11/15/2019	13.95
OXFORD TREE SERVICE	042-4300-64870	TREE REMOVAL	11/15/2019	740.00
OXFORD TREE SERVICE	042-4300-64870	TREE REMOVAL	11/15/2019	2,220.00
PIERCE BROTHERS REPAIR	042-4300-63410	REPAIR BIGGO SWING - WELD EDGES	11/20/2019	62.00
PIERCE BROTHERS REPAIR	042-4300-63410	CUTTING EDGES FOR STEINER V SNOW PLOW	11/21/2019	62.00
THEISEN'S	042-4300-65070	DRIVEWAY MARKERS	11/14/2019	42.96
TRUCK EQUIPMENT INC	042-4300-63320	UNDERBODY TOOL BOXES	11/13/2019	413.00
WARREN COUNTY ENGINEER	042-4300-65050	FUEL DISTRIBUTION	11/05/2019	487.54
WARREN COUNTY ENGINEER	042-4300-65050	FUEL DISTRIBUTION - VANS	11/05/2019	108.31
WARREN COUNTY ENGINEER	042-4200-65050	FUEL DISTRIBUTION - MISC	11/05/2019	92.28
WARREN COUNTY EXTENSION	042-4200-64205	INSTRUCTION COOKING CLASSES	11/12/2019	60.00
WARREN COUNTY EXTENSION	042-4200-64205	INSTRUCTION COOKING CLASSES	10/25/2019	60.00
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491zone, seniors, MYC binders	10/01/2019	57.32
WELLS FARGO CCER	042-4200-65070	HY-VEE INDIANOLA 1271Tunes n Treats desserts	10/02/2019	19.98
WELLS FARGO CCER	042-4200-64020	4IMPRINTPens	10/02/2019	185.22
WELLS FARGO CCER	042-4200-65060	QUILL CORPORATIONColored paper	10/04/2019	21.16
WELLS FARGO CCER	042-4200-62300	TIKLY.COTrails Summit registration	10/04/2019	75.00
WELLS FARGO CCER	042-4200-65060	QUILL CORPORATIONColored copy paper, batteries	10/04/2019	72.65
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491Punch for dance	10/07/2019	5.64
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491Vinegar, duct tape, number for mailbox	10/07/2019	15.23
WELLS FARGO CCER	042-4200-65060	QUILL CORPORATIONColored copy paper	10/04/2019	16.07
WELLS FARGO CCER	042-4300-65070	HY-VEE INDIANOLA 1271snacks and supplies for childrens garden r	10/07/2019	25.96
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491Planner, Vinegar	10/09/2019	15.14
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491seniors and zone	10/11/2019	28.34
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491Childrens Costume Party	10/17/2019	12.95
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491zone juice, crafts, challenges	10/25/2019	89.15
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491zone	10/29/2019	38.68
WELLS FARGO CCER	042-4200-64190	ADOBE CREATIVE CLOUDmonthly software fee	10/01/2019	52.99
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491Indoor Play Date	10/01/2019	16.76
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491Pickard Concession Supplies	10/01/2019	7.00
Total PARK & RECREATION FUND:				19,294.45
POOL (MEMORIAL) FUND				
AMERICAN RED CROSS	045-4500-64200	AES: SITE VISIT	11/22/2019	400.00
WATERLOO TENT & TARP	045-4500-63100	VMAC: 2 UMBRELLSA REPAIRED, 3 SUNSHADES REPAIRED AN	11/12/2019	886.36
WELLS FARGO CCER	045-4500-65070	GIH GLOBALINDUSTRIALEQContainer Cotton Candy Machine	10/16/2019	47.00
Total POOL (MEMORIAL) FUND:				1,333.36
ROAD USE TAX FUND				
BRUENING ROCK PRODUCTS	110-2100-65073	GRAVEL FOR ROADS	10/31/2019	417.46
BRUENING ROCK PRODUCTS	110-2100-65073	ROCK FOR GRAVEL ROADS	11/13/2019	2,601.32
BUSSANMAS TOWING	110-2100-63320	TOWING FOR UNIT 07	11/08/2019	250.00
CINTAS CORPORATION	110-2100-65076	SHOP SUPPLIES	11/20/2019	41.46
DOWNEY TIRE PROS	110-2100-63320	TIRE REPAIR	11/14/2019	113.89
HARRISON TRUCK CENTERS	110-2500-63320	REPAIR - UNIT 07	11/12/2019	580.32
HENDERSON TRUCK EQUIPME	110-2500-63320	PART FOR UNIT 03	11/16/2019	140.97
IMWCA	110-2100-61599	AUDIT PREMIUM	10/28/2019	3,599.86
IOWA PRISON INDUSTRIES	110-2100-65074	SIGN POSTS	11/15/2019	503.25
IOWA SIGNAL INC.	110-2100-63451	HWY 92 @ BUXTON TRAFFIC SIGNAL REPAIRS	11/07/2019	425.00
JV TRUCKING LLC	110-2100-65073	HAULING GRAVEL FOR ROADS	11/12/2019	2,931.67

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
JV TRUCKING LLC	110-2500-65070	ICE CONTROL SAND	11/13/2019	3,449.58
MACQUEEN EQUIPMENT	110-2500-63320	SWEEPER GEAR AND PARTS	05/03/2019	853.94
MACQUEEN EQUIPMENT	110-2500-63320	SWEEPER PARTS	10/30/2019	85.30
MACQUEEN EQUIPMENT	110-2500-63320	SWEEPER PARTS - WARRANTY	10/30/2019	85.30-
MARTIN MARIETTA MATERIALS	110-2100-65073	ROCK FOR ROAD	11/07/2019	1,750.23
MCCOY HARDWARE INC	110-2100-65076	PRESSURE WASHER PARTS	11/12/2019	2.51
MCCOY HARDWARE INC	110-2100-65076	MOP	11/14/2019	15.73
MCCOY HARDWARE INC	110-2100-63320	HANGER STRAP UNIT 03	11/15/2019	6.73
MID AMERICAN ENERGY CO.	110-2100-63710	HEATING	11/15/2019	110.96
NAPA AUTO PARTS	110-2100-63320	03 MOBILE SNADER UNIT PARTS	11/14/2019	66.48
NAPA AUTO PARTS	110-2100-63320	FUEL TANK UNIT 03 SLID-IN SANDER	11/14/2019	83.99
O'REILLY AUTO PARTS	110-2500-63320	PARTS FOR UNIT 08	09/27/2019	47.81
O'REILLY AUTO PARTS	110-2500-63320	RETURN PARTS	10/22/2019	49.98-
O'REILLY AUTO PARTS	110-2500-63320	PART FOR UNIT 22	10/22/2019	38.18
O'REILLY AUTO PARTS	110-2100-65076	FILTER FOR STOCK	11/12/2019	69.35
O'REILLY AUTO PARTS	110-2100-63320	CABIN FILTER #7	11/13/2019	27.14
O'REILLY AUTO PARTS	110-2100-63320	FILTER FOR EQUIPMENT	11/14/2019	92.45
O'REILLY AUTO PARTS	110-2100-63320	ELEC PARTS SMALL SANDER UNIT	11/14/2019	43.66
O'REILLY AUTO PARTS	110-2100-65076	TOOL	11/18/2019	8.99
O'REILLY AUTO PARTS	110-2500-63320	PART FOR UNIT 28	11/21/2019	13.99
THEISEN'S	110-2500-63320	UNIT 03 BOLTS	09/25/2019	2.76
THEISEN'S	110-2100-65076	EXT CORD AND WINDSHIELD BRUSHES FOR TRUCKS	11/12/2019	158.89
THEISEN'S	110-2100-63320	PART 03 - TIE DOWNS FOR SANDER	11/18/2019	53.98
TITAN MACHINERY	110-2500-63320	REPAIR OF UNIT 27 ROAD GRADER	10/30/2019	3,083.80
TITAN MACHINERY	110-2500-63320	REPAIR OF UNIT 27 ROAD GRADER	11/01/2019	1,312.87
UPHDM OCCUPATIONAL MEDIC	110-2100-64120	DOT TESTING	10/31/2019	88.00
WARREN COUNTY ENGINEER	110-2100-65050	FUEL DISTRIBUTION	11/05/2019	2,032.05
WARREN COUNTY OIL	110-2100-65076	GREASE	11/21/2019	405.00
WELLS FARGO CCER	110-2100-65050	DEE ZEE OUTLEExterior fuel tank for the rear of a pickup truck to	10/14/2019	399.99
Total ROAD USE TAX FUND:				25,774.28
LIBRARY SPECIAL REVENUE FUND				
WELLS FARGO CCER	141-4100-65024	AMAZON.COM MI1XF5BE3 AMZNFriends of the library expense	10/09/2019	40.74
Total LIBRARY SPECIAL REVENUE FUND:				40.74
PARK & REC SPECIAL REV FUND				
KONRAD, EMMETT	142-4615-65071	FOOD FOR IOWA GREAT PLACES MEETING	10/10/2019	74.00
Total PARK & REC SPECIAL REV FUND:				74.00
DOWNTOWN BIZ INCENTIVE PROGRAM				
CITY STATE BANK	161-5200-64154	INTEREST EXPENSE - CASTLE DEVELOPMENT LOAN	11/21/2019	261.26
Total DOWNTOWN BIZ INCENTIVE PROGRAM:				261.26
DEBT SERVICE FUND				
MOODY'S INVESTORS SERVIC	200-7100-68990	MOODY FEE FOR 2019A SERIES	10/30/2019	12,500.00
Total DEBT SERVICE FUND:				12,500.00
STREET CAPITAL PROJECTS FUND				
IOWA SIGNAL INC.	321-2100-67707	HWY 92 SIGNAL REPAIR TO BE REIMBURSED	11/07/2019	1,800.00
Total STREET CAPITAL PROJECTS FUND:				1,800.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
CP--COMM RE-DEV (D & D) FUND				
WALTERS & SMITH PC, JORDA	353-5200-64990	CLOSING COST FOR PROPERTY AT 910 E 2ND AVENUE	11/21/2019	2,655.00
Total CP--COMM RE-DEV (D & D) FUND:				2,655.00
SEWER FUND				
AGRILAND FS INC	610-8325-65049	DIESEL FOR GENERATORS	11/12/2019	1,752.06
CHUMBLEY & JONES OIL	610-8350-65049	KEROSENE	11/22/2019	47.64
COMBUSTION CONTROL CO.	610-8350-63410	BOILER REPAIR	11/18/2019	677.25
HAWKEYE TRUCK EQUIPMENT	610-8300-63320	'15 F250 WIRING HARNESS FOR PLOW	11/13/2019	594.00
IOWA ONE CALL	610-8300-64990	LOCATES	11/18/2019	471.60
KEYSTONE LABORATORIES IN	610-8350-64990	MONTHLY LAB TESTS	11/14/2019	1,454.00
MACQUEEN EQUIPMENT	610-8300-63320	ALUM-BRITE FOR CLEANING TANKS	06/24/2019	182.60
MCCOY HARDWARE INC	610-8325-65070	MOUSE TRAPS	11/25/2019	9.88
MID AMERICAN ENERGY CO.	610-8325-63710	07741-18004 65/69 LIFT	11/13/2019	69.64
MID AMERICAN ENERGY CO.	610-8325-63710	09750-87035 WESLEY LIFT	11/13/2019	36.36
MID AMERICAN ENERGY CO.	610-8325-63710	08701-24006 QUAIL MDWS LIFT	11/15/2019	59.39
NAPA AUTO PARTS	610-8300-63320	WIPER BLADES AND WRENCHES	11/13/2019	53.62
NORTH CENTRAL LABS OF WIS	610-8350-65012	LAB SUPPLIES	11/05/2019	404.34
QUALITY PLUMBING	610-8350-63100	REPAIR ADMIN FURNACE	11/13/2019	90.00
SKARSHAUG TESTING LABORA	610-8300-65500	TEST ELECTRIC GLOVES	01/11/2019	27.28
STATE HYGENIC LABORATORY	610-8350-64200	ANNUAL TOXICITY TESTING	10/31/2019	459.50
USA BLUE BOOK	610-8325-65070	GREEN MARKER PAINT	11/07/2019	225.31
WARREN COUNTY ENGINEER	610-8300-65050	FUEL DISTRIBUTION	11/05/2019	766.80
WELLS FARGO CCER	610-8350-65060	OTC BRANDS, INC.Office Supplies	10/03/2019	64.52
WELLS FARGO CCER	610-8350-65060	OTC BRANDS, INC.Office Supplies	10/02/2019	39.35
WELLS FARGO CCER	610-8350-65060	OTC BRANDS, INC.Remove Sales Tax	10/03/2019	8.10-
WELLS FARGO CCER	610-8350-65070	WAL-MART #1491Misc supplies	10/10/2019	109.74
WELLS FARGO CCER	610-8300-64990	IOWA DNR SALESWastewater Treatment Plant Construction Permit	10/09/2019	100.00
WELLS FARGO CCER	610-8350-65070	BATTERIESPLUSBULBS 0203Batteries for Battery Backup	10/18/2019	55.90
WELLS FARGO CCER	610-8350-65049	WARREN COUNTY OILLP for North Plant	10/29/2019	1,100.88
WESTSIDE MUFFLER & REPAIR	610-8300-63320	TIRES FOR '15 F250	11/25/2019	762.00
Total SEWER FUND:				9,605.56
STORMWATER UTILITY FUND				
TK CONCRETE INC	650-9000-67900	PAY #2 2019 DRAINAGE	11/25/2019	70,314.25
Total STORMWATER UTILITY FUND:				70,314.25
Grand Totals:				204,652.08

City Council: _____

Meeting Date: 12/02/2019

Subject

Discussion and direction regarding the upcoming vacancy of the City Clerk position.

Information

Council will need to provide direction on the Clerk/Finance Department.

Fiscal Impact

Attachments

Clerk Options Memo



To: Mayor and City Council
From: Ryan J. Waller, City Manager
Date: December 2, 2019
Re: Options for Clerk/Finance Department Reorganization

As the Council is aware, Diana Bowlin will retire soon after 41 years of dedicated service to the City of Indianola. While we are saddened with her departure, this change brings an opportunity to rethink the organization of two main departments of the City administration, the City Clerk Office and the Finance Department. These two areas have always been budgeted together, but operated separately.

We have explored three options for the City Council to consider based on the following criteria:

- **Monetary:** which option saves the most money
- **Workload:** which option allows for even distribution of workload, efficient and timely completion of tasks (including administrative tasks for IMU), and addresses the future needs
- **Operational:** which option provides the most opportunity for increased efficiency and collaboration of these two important operational functions
- **Succession Planning:** which option allows for efficient succession in case a position is vacated
- **Audit Compliance:** which option complies with audit requirements, particularly with segregation of duties

Option 1: Status Quo

This option hires a city clerk to replace Diana. The FY2021 forecasted salary cost for the department would be reduced from \$353,000 to \$331,600 with a new city clerk hire. (Note: The \$353,000 in salary costs would be the total if Diana would not be retiring and if COLA increase was 3%). The workload would continue to be evenly distributed with timely completion of tasks, however, there would still be a disconnect between the City Clerk Office and Finance Department unless there was a reorganization of the reporting of the City Clerk from the City Manager to the Finance Director. This option would limit the organization's ability to develop succession planning/backup as well as our ability to address audit compliance.

Staff Count: Before: 4 After: 4



Option 2: Appoint CFO as CFO/Clerk; Hire Deputy Clerk, Keep AR and AP

This option appoints current CFO to a position of CFO/City Clerk (not uncommon in most cities), hires a deputy clerk to accomplish the daily and weekly city clerk duties, including IMU administrative tasks, while overseeing the accounts receivable (AR) and accounts payable (AP) personnel. The FY2021 forecasted salary costs would drop from \$353,000 to \$311,530. The workload would be evenly distributed as the CFO would continue to do many of the tasks he currently undertakes, while the remaining duties being taken on by the deputy clerk. This option also allows for internal growth, better allows our organization to succession plan, and ensures continuous coverage of required duties in the event of absences or vacancies. This option is also audit compliant as it provides for segregation of duties with the deputy clerk handling the bank reconciliation while separate AR and AP personnel (respectively) handling money coming in and money going out.

Staff Count: Before: 4 After: 4

Option 3: Appoint Current CFO as CFO/Clerk; Hire Deputy Clerk and PT Assistant, Keep AR and AP

This option appoints the current CFO to a position of CFO/City Clerk, hires a deputy clerk to accomplish the daily and weekly city clerk duties while overseeing the accounts payable (AP) employee and accounts receivable (AR) employee. The option would additionally hire a part-time clerk to assist with other clerical duties for the Finance and HR Departments. Salary costs would be approximately \$332,000 for the department. This option would allow for growth in knowledge and experience by current staff to allow for succession planning and audit compliance by segregation of duties. The addition of a part-time position would help alleviate clerical responsibilities currently being handled by administrative staff.

Staff Count: Before: 4 After: 4.5

The options with criteria are presented below:

<u>Options</u>	Monetary	Workload	Operational	Succession Planning	Audit Compliant
Option 1		√			√
Option 2	√	√	√	√	√
Option 3		√	√	√	√



While Option 2 satisfies all criteria by saving the most money, I believe that Option 3 better serves the entire organization both currently and into the future as the assistant would provide more workload sharing and operational efficiency.

It is important to also note that in all three options, the IMU Salary Contribution will be lower than the current time. The estimated cost impact to IMU for half of salaries and other expenses for services provided by Diana and Lu Ann are as follows:

- | | |
|------------------------------|--|
| Current (FY2020): | \$97,958 (half of Diana and Lu Ann's salary and benefits) |
| FY2021 (Without Retirement): | \$101,716 (half of Diana and Lu Ann's salary and benefits with 3% salary increase) |
| Option 1: | \$96,814 (half salary and benefits for Clerk and AP) |
| Option 2: | \$86,780 (half salary and benefits for Deputy Clerk and AP) |
| Option 3: | \$86,780 (half salary and benefits for Deputy Clerk, and AP) |

Staff looks forward to reviewing these options with the City Council on Monday, December 2, 2019.



Meeting Date: 12/02/2019

Subject

Presentation of a request from Terry Pauling regarding the fence around the Square.

Information

Fiscal Impact

Attachments

The Square Project

The Square Project

A proposal by Terry Pauling

The Warren County Supervisors are in the process of approving the construction of a Justice Center on The Square in Indianola. The old building was demolished last summer and the site is now waiting for bids to be let and construction to begin, hopefully in 2020.

The site is currently idle and surrounded by a chain link fence and black fabric to protect the site. The black fabric does nothing to appeal to the senses of visitors as they arrive at The Square and visit the businesses located there.

On November 19th, the Warren County Board of Supervisors approved a request, submitted by Terry Pauling, to improve the looks of the fence around the construction site by adding artwork and to tell the Story of Warren County.

Details of the process have yet to be completed but include:

1. Identifying Artists who are able to create historical images.
2. Writing Grants to help fund the project once estimated costs are determined.
3. Identify a Non-Profit group that has an unencumbered checking account willing to manage the funds for this project.
4. Purchase material for the artists to use to create their images.
5. Groups that will be contacted include Keep Indianola Beautiful, Simpson Art Students, IHS students, Indianola Hometown Pride, Rotaract at Simpson College, and Interact at Indianola High School, just to name a few.

DCI Group have given verbal approval and communication is underway to make sure they understand the scope of the project.

Local groups that are willing to assist with this project include Hometown Pride (Indianola & County), and Keep Indianola Beautiful. In addition, Art Students at Indianola High School, Simpson College, local artists and others will be recruited to create the works that will be attached to the fence.

The proposed Theme of the project is “The History of Warren County”. Our goal is to write a Story about Warren County’s History, assign artists a topic based on the History of our County and create a banner that can be attached to the fence. Part of the story includes our County Courthouses, the Warren County Fair, The National Balloon Classic, Simpson College and many important events experienced by the cities within this county. Banners that are four feet high and eight to ten feet in length would be placed over the black fabric and attached to the chain link fence in a manner that will withstand the elements during the time construction is expected to be completed.

The purpose of this meeting is to inform you of the project, ask for your support and any possible financial consideration that is available for this use.

The Indianola Hometown pride committee has verbally agreed to monitor and approve the individual banners to make sure the theme of the project is followed. Our goal would be to recognize each artist’s rendition as it is added and celebrate their success.

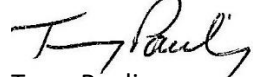
A partial County History Timeline is below, yet there are many other stories that can be told:

Prairie	St. Marys – 1870
Statehood 1846	Spring Hill – 1872
Willits Log Cabin – Lacona - 1846	Milo - 1880
Indianola - 1846	Ackworth - 1881
Warren County Established – 1846	Lacona – 1881
Hartford - 1849	Cumming - 1888
Carlisle – 1851	Norwalk – 1900
Sandyville - 1851	Beech - 1911
Warren County Fair – 1855	Martensdale - 1913
Simpson College – 1860	2 nd Courthouse – 1939
New Virginia – 1863	Balloons – 1970 (Classic – 1989)
Liberty Center Post Office Opens - 1865	3 rd Courthouse – 2022?
1 st Courthouse – 1868	

Attached are personal pictures that were taken of the fence as it is currently. Other pictures were obtained from the internet that show how the fence could appear and how the added artwork would accentuate The Square in a positive manner.

It is my belief that this project will provide a positive awareness of The Square, including educational aspects that many residence are not currently aware and show our pride of community to those who visitor each year.

Thank you for your consideration



Terry Pauling
615 Brookwood Dr
Indianola, IA 50125
515.249.9192

EXIT Realty North Star-ITown
222 W Salem Ave.
Indianola, Iowa 50125

Examples of how the addition of color banners can visually enhance the construction site.







Meeting Date: 12/02/2019

Subject

Reappointment of Don Sandy, Robert Greener and Donald Babcock to the Memorial Aquatic Center Commission for a term ending June 30, 2022.

Information

Don Sandy, Robert Greener and Donald Babcock have reapplied (packet) to serve on the Memorial Aquatic Center Commission. Council will need to approve their appointment. Terms will run from July 1, 2019, to June 30, 2022.

Fiscal Impact

Attachments

Don Sandy
Greener Application
Greener Resume
Babcock Application



OFFICE OF CITY CLERK

OCT 31 2019

INDIANOLA, IOWA

CITY OF INDIANOLA
VOLUNTEER APPLICATION FORM
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Name: Don Sandy			
Street Address: 100 Phillip Pl.	City: Indianola	State: Iowa	Zip: 50125
E-Mail: dustygrocery@msn.com			
Phone Home:	Cell: 515-321-0580	Work:	
Gender: male	Age (Optional):	Race (Optional):	

Please attach a Resume or Bio

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Indianola Non-Judicial Human Relations Commission
Cable & Communications Commission
Indianola Commission on Youth Affairs

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

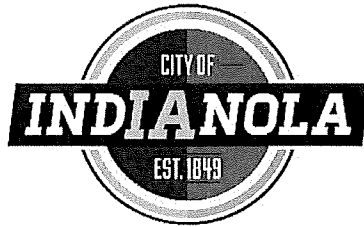
Email: dbowlin@indianolaiowa.gov

or

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

Don Sandy is a resident of Indianola and a veteran of the U.S. Army. He completed his first term with the Veteran's Memorial Building Commission on July 1, 2019. Don is active in the VFW Chapter here in Indianola and the Warren County Historical Society. Don also transports veterans to the Des Moines area for medical appointments at the VA Hospital, a service provided by the VFW. Don and his wife Jan are a long-time residents of the city. Don is semi-retired and drives trucks for the USPS when working. His address is:

100 Phillip Place, Indianola
Phone: 515-321-0580



OFFICE OF CITY CLERK

NOV 12 2019

INDIANOLA, IOWA

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Name: Robert Greener			
Street Address: 208 N. 15th St.	City: Indianola	State: IA	Zip: 50125
E-Mail: greenbobber34@gmail.com			
Phone Home: 515-961-5109	Cell: 515-240-4814	Work: 515-961-9405	
Gender: M	Age (Optional): 51	Race (Optional): W	

Please attach a Resume or Bio

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

Email: dbowlin@indianolaiowa.gov

or

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

ROBERT GREENER

E: greenbobber34@gmail.com

P: 515-240-4814

A: 208 N. 15th St. Indianola, Ia. 50125

-PROFESSIONAL SUMMARY

Certified Firefighter/Emergency Medical Technician with an educational background adept at learning the processes associated with assessing emergencies of all kinds and delivering exceptional problem-solving and decision-making processes. A resourceful team player seeking to leverage background into an emergency medical services role with a progressive organization.

-SKILLS

- Firefighter II / HazMat Ops Certification
- Patient management
- Patient privacy
- Direct patient care
- Pre-hospital care
- Triage
- Cardiopulmonary Resuscitation
- Patient Assessments

-EDUCATION

-Des Moines Area Community College

Des Moines, IA – 2016

Certification: Emergency Medical Technician

-Warren County Fire Academy

Indianola, IA 2012

Fire 1, Fire 2, HazMat Ops

-United States Air Force

Various Locales

Law Enforcement Specialist

Military Working Dog Handler

Narcotics Detector Dog Handler

Explosives Detector Dog Handler

-WORK HISTORY

-Midwest Ambulance Service of Iowa, Inc. –*Emergency Medical Technician*
Des Moines, IA – 12/2016 – present

- Assesses situation severity of emergency medical incidents and provides care accordingly.
- Conducts equipment and vehicle checks to maintain continuous and safe operation.
- Administers tests and medications within scope to stabilize patients in field or in transit.
- Operates emergency vehicles to transport critical patients.
- Evaluates patient vital signs and status to determine care and need.

-City of Indianola Fire Department –*Firefighter II / HazMat Ops / Emergency Medical Technician*
Indianola, IA – 2/2013 – Present

- Demonstrates strong commitment to quality care through continuous training and development.
- Evaluates patient vital signs and status to determine care needs.
- Executes well-informed critical decision making in high-pressure situations.
- Operates emergency vehicles in association with fire suppression and to transport critical patients.

-Phillips' Floors, Inc. –*Field Superintendent / OSHA Safety Officer / Training Officer*
Indianola, IA – 4/2000 – 10/2016

- Planned and directed flooring project work.
- Interpreted blueprints, specifications and schematics to complete accurate work.
- Coordinated site operations in accordance with established timelines.
- Interacted in positive manner with employees to demonstrate high standards and mitigate issues effectively.
- Interviewed, hired and trained new employees.

-AFFILIATIONS

- Member, *National Association of Emergency Medical Technicians*, - 2016 – Current
- Member, *Iowa Firefighter's Association*, - 2013 – Current
- Member, *Indianola Firefighter's Association* – 2013 – Current
- Member, *Lion's Club International* – 2009 – Current
- Member, *American Legion* – 1996 – Current
- Member, *United States Air Force (LES/MWD Detector Dog Handler)*-1987-1994



NOV 01 2019

INDIANOLA, IOWA

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Name: <u>Donald R. Babcock</u>			
Street Address: <u>401 E. CLINTON AVE</u>	City: <u>Indianola</u>	State: <u>Ia</u>	Zip: <u>50125</u>
E-Mail:			
Phone Home: <u>515-491-4680</u>		Cell: <u>515-491-4680</u>	Work:
Gender: <u>Male</u>	Age (Optional): <u>74</u>	Race (Optional): <u>W</u>	

Please attach a Resume or Bio

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Email: dbowlin@indianolaiowa.gov

or

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

Name: Donald R. Babcock

Nov. 4 2019

Donald R. Babcock

401 E. Clinton ave.

Indianola, Ia.

PH. 515-491-4680

I would very much like to continue on the vet. pool board.

Here is a short biography

Born 1945

Married to wife Rosalie 40 years

3 daughters

Born Warren Co.,Lacona, Ia.

Graduated S.E.W. high school 1964

United States Navy 1965-1969 as a jet aircraft mechanic
station at Great Lakes, Ill.,Memphis,Tenn.,Va. Beach, Va.

Worked in the printing, advertising, graphic design field
1969-2005

Upon retirement in 2005 I expanded my hobbies of
gardening, hunting, hobby farming,travel.

I have been a member of American Legion Warren Post
165 for 36+ years serving in many areas.

Commander of post 165 The American Legion from
2000-2006

Membership Chairman post 165 The American Legion
2006 to present

Member Indianola Vet. Pool Board 2005 to present

Meeting Date: 12/02/2019

Subject

Direction regarding a request from Tim Wilson, Executive Director of Home Forward Iowa, to have the Mayor, on behalf of the City, execute a HUD EPA waiver.

Information

Council will need to provide direction regarding a request (packet) from Tim Wilson, Executive Director of Home Forward Iowa, to have the Mayor, on behalf of the City, execute a HUD EPA waiver.

Home Forward Iowa is a non-profit housing and services advocacy organization working on behalf of Iowans experiencing homelessness.

Fiscal Impact

Attachments

Home Forward Iowa Letter
Project Summary
ERR Form



U.S. Department of Housing and Urban Development

Omaha Field Office
Edward Zorinsky Federal Building
1616 Capitol Avenue, Suite 329
Omaha, Nebraska 68102-4908

November 12, 2019

Timothy Wilson
Home Forward Iowa
1000 Kensington Court
Indianola, IA 50125

SUBJECT: Transmittal of Continuum of Care Program Grant
CoC Number and Name: IA-501 — Iowa Balance of State CoC
Project Name NEW – Year III Technical Assistance
Project Number: IA0122L7D011800

Dear Mr. Wilson:

Congratulations on your final selection for funding under the Department of Housing and Urban Development's (HUD) FY 2018 Continuum of Care Program competition. All conditions attached to your award for this project have been met. Addressing homelessness is one of the Department's top priorities and your project will make a significant contribution in your community.

To help us expedite this process, it is critical that you immediately sign the enclosed Scope of Work and submit a pdf version of the document to our email address at OMAFY18COC@hud.gov. You must also return one executed copy of the original Grant Agreement to our office. Retain one executed Grant Agreement for your records. Upon execution of the Grant Agreement by you and HUD, HUD will obligate the funds for this project. No funds can be disbursed to you until the Agreement is fully executed.

If CoC Program funds will be used for payment of indirect costs, you must complete the Federally Recognized Indirect Cost Rate Schedule section. Also, you must provide a copy of your current Indirect Cost Rate Agreement.

Attached to this email for your convenience is an Environmental Review Determination form. Please be aware that an Environmental review must be completed for your project each year and documentation maintained in your files.

In addition, please complete a Direct Deposit form that confirms your banking information. Please complete Direct Deposit Form (SF1199A) along with a voided check. <https://www.gsa.gov/forms-library/direct-deposit-sign-form> Be sure to return it with the executed Grant Agreement.

To reiterate, the following information must be submitted immediately to the OMAFY18COC@hud.gov mailbox:

- The fully executed Scope of Work;
- For grants that use indirect costs, a copy of the current Indirect Cost Rate Agreement; and

- Completed Direct Deposit Sign-Up Form, SF1199A and a voided check

Failure to submit any required information will result in a delay in your ability to access grant funding.

If you have any questions regarding this matter, please contact Ms. LaTrease Crum, Community Planning and Development Representative, at 402-492-3114 or LaTrease.J.Crum@hud.gov

Sincerely,

Tim Severin
Director
Community Planning and
Development Division

Enclosures

cc:

7DD:Official/Read/Route

CONCURRENCE AND DATE
7DDM

Crum

PROJECT SUMMARY

1) **Provide a brief introduction to your agency.**

Home Forward Iowa is a housing and services advocate organization working on behalf of Iowans experiencing homelessness. Our vision is that every Iowan has a home and our values include:

- Housing First, which connects those experiencing homelessness quickly to low barrier housing without preconditions, is the best approach to ending homelessness.
- Permanent housing with supportive services is in the best interest of homeless individuals, government and society at large.
- Solutions to homelessness require community-wide engagement.
- Affordable housing is essential for a community to thrive and sustain long-term vitality.
- There are many solutions to homelessness and each community's needs are different.

HFI received 501(c)(3) status from the IRS three years ago. Our board of directors includes members from throughout Iowa, including all four Continuums of Care. HFI has one full-time staff member.

2) **Summarize the scope of the project.**

This project proposes to provide technical assistance (TA) in support of an existing Coordinated Entry system in the Balance of State Continuum of Care (BoS) for one year, expected to begin around January 1, 2020. The nature of this TA is described below and is intended to support overall continuity of Coordinated Entry in collaboration with the Iowa Council on Homelessness' Coordinated Entry Committee, the HMIS provider and the call center.

3) **Proposed project is applying to provide:**

- **Technical Assistance to Balance of State Regional System, including Balance of Counties**

4) **Describe the goals and plans of a new Coordinated Entry system and how the proposed project will serve the entire 96-county CoC area.**

The Coordinated Entry system has existed for more than a year, though in its current form does not integrate all 96 BoS counties. The goals, including items stated in IFA's initial planning grant funding announcement of November 2016 include:

- establishing self-defined regions (Coordinated Services Regions, or CSRs) that encompass all 96 counties in the BoS
- recruiting actual and virtual access points within each CSR with trained staff engaging in diversion and assessment (VI-SPDAT) protocols

- establishing a system of collaboration and governance across all CSRs
- establishing at least one quality shelter, rapid re-housing and permanent supportive housing program in each region
- ensuring quality data collection and reporting in Homeless Management Information System (HMIS) within each region and a plan for timely housing placement of households in appropriate programs based on VI-SPDAT scores
- a statewide call center that supports the entire Balance of State Continuum of Care (BoS), especially regions with limited services
- support for transportation of clients from one CSR to another when accepted by project in CSR other than that where they are living

5) Describe how the project will implement policies, procedures and practices that better equip the CoC to meet these needs.

The overall effort of which this project is a part will complete and stabilize a BoS-wide system of Coordinated Entry. Much of this work will be led by the providers of HMIS and call center services. This TA project will help with:

- implementation of regional Policies & Procedures
- coordination of non-HMIS trainings as determined in collaboration with CE partners and the ICH CE Committee
- supporting client engagement best practices
- supporting CE Committee by helping gather and report anecdotal data
- assisting in monitoring of the client data entry
- helping CSRs identify community resources
- helping facilitate planning process in new CSR/s
- supporting implementation of CSRs new in 2020
- assisting the CE Committee in assessing CE system and implementing quality improvement measures

6) If providing one or two of the necessary elements of Coordinated Entry, describe how the proposed project intends to ensure the other necessary elements are also provided. (10 points).

Success of Coordinated Entry in the BoS will require collaboration with the HMIS and call center providers, as well as communication with the ICH Coordinated Entry Committee. This year, primary staff of each provider meet in person on a bi-weekly basis. This team, known as the Coordinated Entry Management Group, has also recently extended an open invitation to the chair and co-chair of the CE Committee to attend these meetings. These meetings – along with regular email and phone contact – has proven vital to ensuring coordination of communications within and outside the group, follow-through with CE Committee directives, trouble-shooting, planning, and other aspects of ensuring that CE moves forward in the BoC. For the projects described in this competition, these meetings will continue, though some future meetings may be via conference call depending on the partner selected for call center services. As TA provider, HFI will:

- respond collaboratively to TA requests submitted by CSRs

- work with the HMIS provider to maintain data on access points and quality control
- support the HMIS provider in promoting Point in Time Count including trainings
- work with the HMIS provider in sharing regional and BoS-wide data and using data strategically
- collaborate with call center provider to establish inventory of all BoS diversion and housing services, including shelter, motel vouchers, transportation assistance and similar resources
- join call center in engaging CSR Lead Agencies, access points and other partners to develop plan for maintaining and updating BoS diversion and housing resources
- work with call center to identify and address gaps in BoS diversion and housing inventory
- work with both HMIS and call center providers to ensure execution of directives from Coordinated Entry Committee



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ENVIRONMENTAL REVIEW DETERMINATION

CATEGORICAL EXCLUSION, NOT SUBJECT TO RELATED STATUTORY AUTHORITIES FOR THE SPECIAL NEEDS ASSISTANCE PROGRAMS

Grantee Name: _____ Sponsor Name: _____

Grant Number: _____ PIN Number: _____

Certain HUD-funded activities which do not have a physical impact require a Responsible Entity (RE) to determine whether the proposed activity is Categorically Excluded from the National Environmental Policy Act of 1969 (NEPA), as amended, and not subject to the related statutory authorities listed at 24 CFR Parts 58.5 and 58.6. The RE may use this form to make this determination. The RE is the unit of local government in whose jurisdiction the activity is located or the state. This form and a description of the activity must be retained in the RE's Environmental Review Record (see 24 CFR Part 58.38). **A copy of this completed form must accompany the grantee's technical submission documentation that is forwarded to the Omaha HUD Field Office.** HUD's environmental regulation (24 CFR Part 58) should also be consulted as necessary. **This form is not appropriate for projects involving acquisition, rehabilitation, leasing (except tenant-based rental assistance), conversion, repair, or construction activities.**

Check the box(s) that best describe the proposed activity under the McKinney – Vento Homeless Assistance Act.

- ☐ Tenant-based rental assistance [§58.35(b)(1)]
- ☐ Supportive services [§58.35(b)(2)], including, but not limited to, health care, housing services, permanent housing placement, day care, nutritional services, short-term payments for rent/mortgage/utility costs, and HMIS activities.
- ☐ Operating costs [§58.35(b)(3)], including maintenance, security, operation, utilities, furnishings, insurance, equipment, supplies, and other incidental costs.

In accordance with the provisions of 24 CFR 58.35(b), the Responsible Entity, below, has determined that the HUD-assisted activity, a description of which is attached, is Categorically Excluded from NEPA and Not Subject to the Related Part 58.5 Statutory Authorities. Furthermore, the Responsible Entity has determined that Part 58.6 requirements have been met in regard to the subject activity.

Responsible Entity (City/County/State): _____ Date: _____

Certifying
Officer _____

(Print name & title)

(Signature)

Meeting Date: 12/02/2019

Subject

Resolution amending the City Council policy regarding the time a property owner is required to remove snow, ice or accumulations from the sidewalk.

Information

Council will need to consider a resolution (packet) amending the City Council policy on the reasonable time period in which a property owner has to remove snow, ice or accumulations from the sidewalk.

Fiscal Impact

Attachments

Council Snow Policy Memo

Sidewalks Option 1

Sidewalks Option 2

Resolution updating snow policy



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: November 22, 2019
Re: Resolution amending the City Council policy on the reasonable time period in which a property owner has to remove snow, ice or accumulations from sidewalks.

As discussed at your November 18th Council meeting, the City of Indianola currently allows citizens up to 72 hours as a reasonable time period in which they must remove snow and ice accumulations from sidewalks adjacent to their property following a snow event. This is done through a City Council policy, rather than by ordinance.

After researching what other communities in the Des Moines metro, as well as other like sized communities in Central Iowa require, most of the communities require snow and ice be removed within 24 hours following a snow event, while some others require removal within 48 hours. Indianola is the only community amongst the 25 surveyed that allows up to 72 hours. That research is below:

City	Snow Removal (hours)	City	Snow Removal (hours)
Adel	24	Oskaloosa	24
Altoona	24	Pella	24
Ames	10	Perry	48
Ankeny	24	Pleasant Hill	24
Boone	24	Polk City	24
Bondurant	24	Urbandale	24
Carlisle	48	Waukee	24
Clive	24	West Des Moines	24
Des Moines	48	Windsor Heights	48
Fort Dodge	24	Winterset	24
Grimes	24	AVERAGE	28.42
Johnston	48	Median	24.00
Newton	24	Mode	24.00
Norwalk	24	Indianola	72

As directed at your November 18 meeting, attached to this memo is a resolution to amend the City Council policy on the reasonable time period in which a property owner must remove snow, ice or accumulations from sidewalks. Staff is asking for discussion amongst Council to decide on a reasonable time period, a change to either 24 or 48 hours, and subsequent adoption of a resolution to change the policy on the reasonable time period agreed to upon by the Council.

I will attend the December 2nd Council meeting if you have any questions.

SIDEWALKS – PRIVATE RESPONSIBILITY

All sidewalks adjacent to private property are the responsibility of the property owner or occupant. All complaint calls shall be routed to the Community Development Department for complaint follow-up and code enforcement. The City Code section concerning private sidewalk snow and ice removal can be found in Exhibit 3 of the Appendix to this document.

A reasonable time period shall be ~~48 (forty-eight)~~^{72(seventy-two)} hours for purposes of enforcement. The City lacks sufficient manpower to clear sidewalks so every effort should be made to convince the property owner to clear the sidewalk of ice and snow.

SIDEWALKS – PRIVATE RESPONSIBILITY

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| A reasonable time period shall be ~~24 (twenty-four)~~^{72(seventy-two)} hours for purposes of enforcement. The City lacks sufficient manpower to clear sidewalks so every effort should be made to convince the property owner to clear the sidewalk of ice and snow.

RESOLUTION NO. 2019-__

RESOLUTION AMENDING THE CITY COUNCIL POLICY REGARDING THE TIME A
PROPERTY OWNER IS REQUIRED TO REMOVE SNOW, ICE OR ACCUMULATIONS FROM
THE SIDEWALK.

WHEREAS, policy and procedures are added or amended to the City of Indianola Council Policy over time; and

WHEREAS, the policy regarding the time a property owner is required to remove snow, ice or accumulations from the sidewalk needs to be amended to the Council Policy; and

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

That the Council Policy for the time a property owner is required to remove snow, ice or accumulations from the sidewalk needs to be amended to the City Council Policy as attached to this resolution.

Passed and approved this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 12/02/2019

Subject

City Manager's Report - Ryan Waller.

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 12/02/2019

Subject

Budget prioritization list for City Council.

Information

In your packet is a list of items that are being presented for consideration as part of the FY21 budget. Staff would like Council to give each item a ranking. Results of the survey will be presented at the City Council Study Session on December 16, 2019.

Fiscal Impact

Attachments

Council FY21 Ranking List



— FINANCE DEPARTMENT —

To: Mayor and Council
From: Andrew J. Lent, Director of Finance
CC: Ryan Waller, City Manager
Date: November 26, 2019
Re: Council Prioritization List

Below you will find several items that are being presented for consideration as part of the budget process. As you will note, these items are new items that are the result of work performed in connection with the strategic plan, Council directives, and other goals established by the City Council. In the space below, please prioritize these items.

The prioritization of the items will assist staff when compiling the FY21 budget for Council approval. Please note that if other new items are submitted by departments, they will be highlighted for Council direction as the budget process continues.

We understand that you would like to give every program a high priority, but please do not repeat the rankings (i.e. no more than one "1"). For tracking, please print your name at the bottom.

The results of the survey will be presented to the City Council at the December 16th Study Session as part of a budget presentation.

Please submit this handout by December 9th.

- ___ Fire Aerial (Short Ladder) Truck (\$850,000)
- ___ Square Streetscape (\$4,700,000 over 2 years)
- ___ K Street Improvements (\$4,344,000 over 2 years)
- ___ Hillcrest Avenue Improvements (\$4,522,500 over 3 years)
- ___ City Hall/Public Safety Building Architectural Services (\$75,000)
- ___ Pickleball Courts (\$215,000)

Name: _____

Meeting Date: 12/02/2019

Subject

Receive and file correspondence from November 15 and 22, 2019, weekly updates from City Manager, Ryan Waller.

Information

In your packet are the November 15 and 22, 2019, weekly updates from Ryan Waller, City Manager. Roll call receiving and filing correspondence from the weekly reports is in order.

Fiscal Impact

Attachments

Waller's Weekly 11/15
Draft Dec 2
Draft Dec 16
Current Projects 111519
Code Enforcement 1115
Building Permits 111519
Waller's Weekly 11/22/19
Code Update Memo
Building Permits 112219
Code Enforcement 112219
Current Projects 112219
Draft December 2 Agenda
Draft December 16 Agenda
MLA

Jackie Raffety

From: MyLisa Thompson
Sent: Friday, November 22, 2019 4:31 PM
To: Jackie Raffety
Subject: FW: Waller's Weekly 11.15.19
Attachments: Draft December 2, 2019 Agenda.pdf; Draft December 16, 2019 Agenda.pdf; 2019 Building Permits-Nov15.pdf; Code Enforcement-Nov15.pdf; Curent Projects Update-Nov15.pdf

MyLisa Thompson
515-962-5309
Technical Support Specialist
City of Indianola

From: Ryan Waller <rwaller@indianolaiowa.gov>
Sent: Monday, November 18, 2019 9:28 AM
To: MyLisa Thompson <mthompson@indianolaiowa.gov>
Subject: Fwd: Waller's Weekly 11.15.19



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

Begin forwarded message:

From: Ryan Waller <rwaller@indianolaiowa.gov>
Date: Nov 15, 2019 at 4:55 PM
To: Ryan Waller <rwaller@indianolaiowa.gov>
Subject: Waller's Weekly 11.15.19

Good afternoon, all.

Below and attached, please find the material comprising this week's update email. Please help us and feel free to share this information with others. As a reminder, these updates are also found on our website. If there are any questions, please let me know.

Thank you! Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

November LOSST Reconciliation Payment - Each month, the Iowa Department of Revenue sends the City its share of the county Local Option Sales and Services Tax (LOSST) revenue. There are two payments in November. The second payment is a reconciliation for the previous fiscal year. We do not budget for this payment as it would be impossible to know if the state overpaid or underpaid the City on its previous year share. The reconciliation payment this year was \$367,897. In checking with Norwalk and Carlisle, their payments were unexpectedly high as well. It is unlikely that the reconciliation payment will be this high in future years as the state should get better at predicting the LOSST payments over time since adoption of the LOSST.

Front Office/Bunk Space Update - Staff received an update on the remodeling of the front office and firefighter bunk space areas from the Formation Group. The carpet and painting in the front office is substantially complete. Furniture should be arriving next week. Once the Fire/EMS staff have a working office space to do reports, remodeling will begin on their bunk space, which includes their current office. The project is currently within schedule and budget.

City Hall Wiring - The electrical breakers for a few rooms in City Hall would not remain "on". Miller Electric came to City Hall and found out there is a short in some of the wiring which goes underground. We have been scheduled for these repairs.

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

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

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

December 2, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Resolution appointing representation to the Central Iowa Regional Transportation Alliance (CIRTPA)
- Resolution appointing representation to the Des Moines Area Metropolitan Planning Organization (MPO)
- Oath of office to Paramedic/Firefighter Jeremy Cross
- Discussion regarding the fence around the Square – Terry Pauling
- Resolution approving a professional agreement for applying sealant and painting of the Aquatic Center pool surface

December 16, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Public hearing to review an application for a State Revolving Fund (SRF) loan
- 2019 Indianola Water Resource Recovery Facility
 - Public hearing on the matter of adoptions of plans, specs, form of contract and estimate of bids
 - Resolution adopting plans, specs, form of contract and estimate of costs
- Nominations to the Park and Recreation and Memorial Bldg Commissions
- Nomination to the Board of Adjustments
- Public hearing and first consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Public hearing and first consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Public hearing and first consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Oath of office to Heather Hulen, Gwen Schroder and John Parker
- Treasurer report for September, October and November

December 16, 2019
Draft Council Study Agenda



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: November 15, 2019
Subject: Current Projects Update

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

- **Wal-Mart (1500 North Jefferson Way)**
 - Building Permit application and plans submitted on October 29 for a remodel of this building.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**
 - Staff held a preapplication meeting on a proposed campground on October 3
 - A rezoning petition was submitted on October 25 for a proposed campground
 - The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
 - The City Council will hold a public hearing on the request at its December 16 meeting.
- **Cabin Coffee (910 East 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
- **Scooters Coffee (1112 North Jefferson Way)**
 - Site plan and building permit were submitted on October 9.
 - Site plan comments returned to applicant on November 4.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site plan and stormwater management plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)
 - Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plex's, for a total of 126 units.
 - Site plan and stormwater management plan comments were returned to the applicant on June 20.
 - Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council.

- Revised site plans for Cavitt Creek Condominiums I were submitted on June 28.
- Revised site plans for Cavitt Creek Condominiums II were submitted on July 10.
- Kading Properties hosted a neighborhood meeting on July 16.
- Revised site plan comments were returned on July 26.
- Revised site plans for both sites were submitted on July 31.
- Revised site plan comments were returned on August 6.
- These items were reviewed by Planning and Zoning Commission Meeting at its September 10 meeting.
- The Planning and Zoning Commission recommended the site plans be denied at its September 10th meeting.
- The City Council denied the site plan at its September 16 meeting.
- New and Revised site plans have been submitted.
- Site plan comments returned to applicant on October 29.
- Revised site plans submitted on November 11.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
 - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
 - A revised site plan was submitted on May 20.
 - Revised comments were returned on June 4.
 - A second revised site plan was submitted on June 11.
 - Site Plan was approved on June 11.
 - Building permit application was submitted on June 14.
 - Building permit comments were returned on July 2.
 - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
 - Building permit application submitted on August 2

- Staff meet with the contractor on August 23 to discuss building/inspection process.
- Fire review comments returned to applicant on September 23.
- Response to fire review comments received on October 29.
- Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.
 - The existing Mudslingers Coffee Shop would remain.
 - A code review was submitted to the City for review by the architect on July 29.
 - The City returned comments on that code review on July 31.
 - Engineer inquired about site plan approval process on August 23.
 - Site plan submitted on September 5.
 - Initial comments on the site plan were returned on September 19.
 - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
 - Revised site plan submitted on October 4.
 - Building Permit application and plans submitted on October 14.
 - 2nd review comments on the site plan were returned on October 17.
 - Building permit comments returned on October 18.
 - Revised building permit plans received on October 23.
 - Revised site plan submitted on October 25.
 - Variance request for parking was approved by the Board of Adjustment on November 6.
 - Site plan approved and building permit issued on November 7.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site plan was approved on April 8.

- Staff met with the property owner on April 10 to discuss preliminary building plans.
- Staff met with property owner on May 23 to discuss financial assistance options.
- Building permit application applied for on June 14.
- Building permit comments were returned on June 25.
- Groundwork on the site has begun.
- Building Permit was issued on August 15.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20.
 - Site plan comments returned on October 18.
- **Warren County Justice Center (115 North Howard Street)**
 - Staff has continued to meet with the General Contractor on this project to discuss site layout, utilities, closures, haul routes, etc.
 - Staff compiled a comment and questions to the County's contractor and design team on March 27. Staff received a response to this letter on April 12.
 - City is working to review stormwater improvements that were installed.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
 - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
 - The City Council held a public hearing and first consideration at its September 16 meeting.
 - This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule is to have the new lift station designed by this fall, bid by next spring, and completion by fall of 2020.

- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council will review the plat at its November 18th meeting.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.
 - Comments on construction plans returned on September 11.
 - Revised construction plans were submitted on September 18
 - Construction plans were approved on October 8.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.
 - Staff meet with developer on November 14 to outline utility installs and final approvals.



Community Development

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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	11/21/2019	
Open	10/22/2019	Tall grass/Weeds	1603 West Detroit	10/23/2019	10/24/2019	Sent Letter 10/24/2019. Contact for abatement.	11/21/2019	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated.	11/21/2019	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	11/21/2019	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property.	11/21/2019	
Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	11/21/2019	



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Code Enforcement Tracking Report

Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Property owner met with staff to discuss timeline. Now has trash all over yard. Notice served. Municipal infraction served on 10/21/2019. Will check regularly.	11/21/2019	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	11/21/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas.	11/21/2019	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas.	11/21/2019	



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Code Enforcement Tracking Report

Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.	11/27/2019	
Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. Work has commenced on west side of house. Will check regularly.	12/1/2019	
Closed	11/4/2019	Mattress on curb	806 North J	11/5/2019	11/5/2019	Owner called and said she purchased tags for it to be picked up by trash company and it will be gone by Monday 11/11/19	11/12/2019	11/12/2019
Closed	10/21/2019	Junk vehicle parts all over yard	105 West 8th	10/23/2019	10/23/2019	Junk vehicle parts stacked up alongside garage and in front yard.		10/31/2019
Closed	9/24/2019	Trash	801 E 1st	9/24/2019		Trash along side driveway. Sent letter 10/03/2019. Grass is now over 6" tall. Send letter for grass. Abated 10/24/2019		10/24/2019
Closed	9/30/2019	Tall grass/Weeds	1210 E Euclid	10/3/2019	10/3/2019	Grass is well over 6 inches. Brush overtaking west side of house. Sent letter on 10/3/19. Abated 10/24/2019		10/24/2019



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2019 Building Permit Report

<u>Permit</u>	<u>DATE Permit Issued</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>CONTRACTOR</u>	<u>CONSTRUCTION</u>	<u>SQUARE FEET</u> *new residential only	<u>Finaled Date</u>	<u>VALUE</u>
1	1/3/2019	Brandon Fredricks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594



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18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie LoVan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		TEMP CO	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000
38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966



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39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000
41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling		11/11/2019	\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling		11/12/2019	\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690
57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000



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59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling		10/29/2019	\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling			\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500
79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000



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80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		11/8/2019	\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100
87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling			\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Feters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling			\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500
101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0



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102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer			\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer			\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer			\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage			\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000
107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling		11/8/2019	\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	11/13/2019	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			\$10,270,000
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776		\$800,000
121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000



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122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbel Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Residential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000
132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisian Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	10/22/2019	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	11/7/2019	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commercial			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000



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146	10/21/2019	Phil Delong	1110 S R	GWA Intl	Alteration - Solar Array			\$12,000
147	10/21/2019	Betty Curtis	210 N Jefferson	Rick Gwinn	Alteration - repair front porch			\$1,000
148	10/21/2019	Rick Gwinn	909 N J	Rick Gwinn	Addition - Shed			\$4,500
149	10/22/2019	Kyle Overton	1109 E Iowa	Beardmore Construction	Repair - Deck			\$2,600
150	10/22/2019	Mandy Lundberg	1407 E Clinton	John Peters	Alteration Covering stoop with wood decking			\$500
151	10/22/2019	Katherine Schrum	400 N 17th	Adam Middleswart	Alteration - Basement finish			\$6,000
152	10/28/2019	GroundBreaker Homes	1503 11th Way	Ground Breaker Homes	Single Family Dwelling	4,523		\$40,000
153	10/28/2019	Shelly(Bevard)Spooner	509 S Freeman	John Gideon	Replacement - shed			\$40,000
154	IR	Wal Mart	1500 N Jefferson Way	TBD	Remodel - commerical			TBD
155	11/5/2019	Dan Grabil	308 S Freeman	John Peters	Addition-Front porch			\$3,000
156	IR	Erin Freeberg	103 N Buxton	Ryan Cambron	Remodel - commerical			
157	11/11/2019	Thomas Smith	102 E Salem	Brad Butler	DEMO			
158	11/11/2019	Derek Garrett	802 E Ashland	Midwest Construction	Addition-deck			\$4,000
159	11/14/2019	Norm Crawford	505 W 1st	Gold Dome Building	Addition-garage			\$13,000

Jackie Raffety

From: Ryan Waller
Sent: Friday, November 22, 2019 4:46 PM
To: Ryan Waller
Subject: Waller's Weekly 11.22.19
Attachments: Code Update Memo.pdf; 2019 Building Permits-Nov22.pdf; Code Enforcement-Nov22.pdf; Curent Projects Update- Nov22.pdf; Draft December 2, 2019 Agenda.pdf; Draft December 16, 2019 Agenda.pdf; 20191122164759150.pdf

Good afternoon, all.

I hope that this email finds everyone well. Below, please find a brief update email provided for your information. Please know that with the shortened week next week, we do not anticipate having a weekly email. If there are updates that occur that require immediate notification, we will email those if/when they happen. As always, if there are any questions, please let me know.

Have a great weekend and a very happy Thanksgiving!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Updated Building Codes - Attached, please find a memorandum from Charlie Dissell, Community & Economic Development Director, on the process and timeline regarding the Building & Fire Codes update.

IMU Conversion – Earlier today, City and IMU staff met to discuss the next steps in IMU's conversion to the "Elation" (a financial accounting and billing system). IMU staff will be seeking further direction from the Board of Trustees at its meeting on November 25th. IMU staff indicated that additional details and timelines will be provided to the City thereafter. It is anticipated this will be provided within the next few weeks.

Thanksgiving Holiday – Please remember that non-public safety offices will be closed next week Thursday and Friday in observance of the Thanksgiving holiday.

Municipal Leadership Academy (MLA) – Attached, please find information regarding the Iowa League of Cities' MLA series. This is an academy that is put on by the League to help city officials better understand their role in municipal government in order to effectively serve the

community. If any elected official wishes to enroll in any of the class dates, please let me know.

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

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



COMMUNITY DEVELOPMENT

To: Ryan Waller, City Manager
From: Charlie E. Dissell, Community and Economic Development Director
Date: November 22, 2019
Re: Proposed Timeline for Updated Building/Fire Codes

As you are aware, one of the items outlined in the City's strategic plan was to review and evaluate current building codes and look at updating to the most recent version of those codes. These codes include the International Residential Code, Building Code, Fire Code, Fuel Gas Code, Plumbing Code, Mechanical Code and National Electrical Code. As you are also aware, Capital Crossroads, through the Central Iowa Code Consortium, has been working on local government collaboration in the adoption of updated building codes. Recently, the Central Iowa Code Consortium adopted their final recommendations on building code updates.

City staff has been working to review the recommendations of the Central Iowa Code Consortium. City Staff is recommending a timeline for adoption that would include more than a month of time where the public would be able to review and comment on the new codes. Staff would work to build a page on the City's website for the public to be able to download and review the proposed codes. Staff also proposes to host a contractor's open house in January, like the one that was held in January of 2019, as well as a presentation to the City Council at its Study Session in January. The timeline proposed is as follows:

- December 13, 2019 through January 24, 2020- Public Review/Comment Phase
- Week of January 6, 2020- Contractors Open House Breakfast
- January 21, 2020- City Council Study Session
- February 3, 2020- 1st Reading of ordinance adopting updates codes
- February 18, 2020- 2nd Reading of ordinance adopting updates codes
- March 2, 2020- 3rd Reading of ordinance adopting updates codes
- March 30, 2020- Effective Date

Please let me know if you have any questions.



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2019 Building Permit Report

<u>Permit</u>	<u>DATE Permit Issued</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>CONTRACTOR</u>	<u>CONSTRUCTION</u>	<u>SQUARE FEET</u> *new residential only	<u>Finalied Date</u>	<u>VALUE</u>
1	1/3/2019	Brandon Fredricks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145



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19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie LoVan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		11/21/2019	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000
38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966
39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000



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41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling		11/11/2019	\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling		11/12/2019	\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690
57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500



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64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling		10/29/2019	\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling			\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500
79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000
80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		11/8/2019	\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100



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87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling		TEMP CO 11/20/2019	\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Feters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling			\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500
101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0
102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer			\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer			\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer			\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage			\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000



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107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling		11/8/2019	\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	11/13/2019	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			\$10,270,000
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776		\$800,000
121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbell Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Residential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000



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132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisian Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	10/22/2019	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	11/7/2019	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commercial			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000
146	10/21/2019	Phil Delong	1110 S R	GWA Intl	Alteration - Solar Array			\$12,000
147	10/21/2019	Betty Curtis	210 N Jefferson	Rick Gwinn	Alteration - repair front porch			\$1,000
148	10/21/2019	Rick Gwinn	909 N J	Rick Gwinn	Addition - Shed			\$4,500
149	10/22/2019	Kyle Overton	1109 E Iowa	Beardmore Construction	Repair - Deck			\$2,600
150	10/22/2019	Mandy Lundberg	1407 E Clinton	John Peters	Alteration Covering stoop with wood decking			\$500
151	10/22/2019	Katherine Schrum	400 N 17th	Adam Middleswart	Alteration - Basement finish			\$6,000
152	10/28/2019	GroundBreaker Homes	1503 11th Way	Ground Breaker Homes	Single Family Dwelling	4,523		\$40,000
153	10/28/2019	Shelly(Bevard)Spooner	509 S Freeman	John Gideon	Replacement - shed			\$40,000
154	IR	Wal Mart	1500 N Jefferson Way	TBD	Remodel - commercial			TBD
155	11/5/2019	Dan Grabil	308 S Freeman	John Peters	Addition-Front porch			\$3,000



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156	IR	Erin Freeberg	103 N Buxton	Ryan Cambron	Remodel - commercial			TBD
157	11/11/2019	Thomas Smith	102 E Salem	Brad Butler	DEMO			
158	11/11/2019	Derek Garrett	802 E Ashland	Midwest Construction	Addition-deck			\$4,000
159	11/14/2019	Norm Crawford	505 W 1st	Gold Dome Building	Addition-garage			\$13,000
160	IR	Happe Homes	690 N N	Happe Homes	Single Family Dwelling	1492		\$242,503



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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.	11/27/2019	
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	12/2/2019	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated.	12/2/2019	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	12/2/2019	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property.	12/2/2019	



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Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Property owner met with staff to discuss timeline. Now has trash all over yard. Notice served. Municipal infraction served on 10/21/2019. Will check regularly. Has started painting structure.	12/2/2019	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	12/2/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas.	12/2/2019	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas.	12/2/2019	



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Code Enforcement Tracking Report

Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. Work has commenced on west side of house. Will check regularly.	12/9/2019	
Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Closed	10/22/2019	Tall grass/Weeds	1603 West Detroit	10/23/2019	10/24/2019	Sent Letter 10/24/2019. Abated on 11/19/2019		11/19/2019
Closed	11/4/2019	Mattress on curb	806 North J	11/5/2019	11/5/2019	Owner called and said she purchased tags for it to be picked up by trash company and it will be gone by Monday 11/11/19		11/12/2019
Closed	10/21/2019	Junk vehicle parts all over yard	105 West 8th	10/23/2019	10/23/2019	Junk vehicle parts stacked up alongside garage and in front yard.		10/31/2019
Closed	9/24/2019	Trash	801 E 1st	9/24/2019		No further action. Community Dev to cover abatement costs		10/24/2019
Closed	9/30/2019	Tall grass/Weeds	1210 E Euclid	10/3/2019	10/3/2019	Grass is well over 6 inches. Brush overtaking west side of house. Sent letter on 10/3/19. Abated 10/24/2019		10/24/2019



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: November 22, 2019
Subject: Current Projects Update

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

- **Wal-Mart (1500 North Jefferson Way)**
 - Building Permit application and plans submitted on October 29 for a remodel of this building.
 - Building plans approved on November 7
 - Awaiting final valuation and contractor information before permit can be issued.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**
 - Staff held a preapplication meeting on a proposed campground on October 3
 - A rezoning petition was submitted on October 25 for a proposed campground
 - The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
 - The City Council will hold a public hearing on the request at its December 16 meeting.
- **Cabin Coffee (910 East 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
- **Scooters Coffee (1112 North Jefferson Way)**
 - Site plan and building permit were submitted on October 9.
 - Site plan comments returned to applicant on November 4.
 - Updated site plan submitted on November 18.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site plan and stormwater management plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)
 - Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plex's, for a total of 126 units.
 - Site plan and stormwater management plan comments were returned to the applicant on June 20.

- Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council.
- Revised site plans for Cavitt Creek Condominiums I were submitted on June 28.
- Revised site plans for Cavitt Creek Condominiums II were submitted on July 10.
- Kading Properties hosted a neighborhood meeting on July 16.
- Revised site plan comments were returned on July 26.
- Revised site plans for both sites were submitted on July 31.
- Revised site plan comments were returned on August 6.
- These items were reviewed by Planning and Zoning Commission Meeting at its September 10 meeting.
- The Planning and Zoning Commission recommended the site plans be denied at its September 10th meeting.
- The City Council denied the site plan at its September 16 meeting.
- New and Revised site plans have been submitted.
- Site plan comments returned to applicant on October 29.
- Revised site plans submitted on November 11.
- Revised site plan comments were returned on November 20.
- Revised site plan submitted on November 21.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
 - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
 - A revised site plan was submitted on May 20.
 - Revised comments were returned on June 4.
 - A second revised site plan was submitted on June 11.
 - Site Plan was approved on June 11.
 - Building permit application was submitted on June 14.

- Building permit comments were returned on July 2.
- Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
- Building permit application submitted on August 2
- Staff meet with the contractor on August 23 to discuss building/inspection process.
- Fire review comments returned to applicant on September 23.
- Response to fire review comments received on October 29.
- Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.
 - The existing Mudslingers Coffee Shop would remain.
 - A code review was submitted to the City for review by the architect on July 29.
 - The City returned comments on that code review on July 31.
 - Engineer inquired about site plan approval process on August 23.
 - Site plan submitted on September 5.
 - Initial comments on the site plan were returned on September 19.
 - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
 - Revised site plan submitted on October 4.
 - Building Permit application and plans submitted on October 14.
 - 2nd review comments on the site plan were returned on October 17.
 - Building permit comments returned on October 18.
 - Revised building permit plans received on October 23.
 - Revised site plan submitted on October 25.
 - Variance request for parking was approved by the Board of Adjustment on November 6.
 - Site plan approved and building permit issued on November 7.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.

- Updated site plans were resubmitted on March 4.
- Updated comments returned on March 18.
- Updated site plans were resubmitted on March 26.
- Site plan was approved on April 8.
- Staff met with the property owner on April 10 to discuss preliminary building plans.
- Staff met with property owner on May 23 to discuss financial assistance options.
- Building permit application applied for on June 14.
- Building permit comments were returned on June 25.
- Groundwork on the site has begun.
- Building Permit was issued on August 15.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20.
 - Site plan comments returned on October 18.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
 - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
 - The City Council held a public hearing and first consideration at its September 16 meeting.
 - This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
 - Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
 - The developer submitted a preliminary plat to the City on September 24.

- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18th meeting.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.
 - Comments on construction plans returned on September 11.
 - Revised construction plans were submitted on September 18
 - Construction plans were approved on October 8.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.
 - Staff meet with developer on November 14 to outline utility installs and final approvals.

December 2, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications – Benevolent & Protective Order of Elks, I Towner Stop
- City Manager’s Report
- Salaries
- Oath of office to Paramedic/Firefighter Jeremy Cross
- Discussion regarding the fence around the Square – Terry Pauling
- Resolution approving a professional agreement for applying sealant and painting of the Aquatic Center pool surface
- Acceptance of the November 5, 2019, election certificate by Traci Vander Linden, Warren County Auditor and Commissioner of Elections
- Purchase of a fire department water tender
- Direction regarding a request from Tim Wilson, Executive Director of Home Forward Iowa, to have the Mayor, on behalf the City, execute a HUD EPA waiver.
- Discussion and direction on Clerk/Finance Department
- Re-nomination of Robert Greener to the Memorial Aquatic Center.
- Discussion on boards and commission terms.
- Resolution amending the City Council policy on the reasonable time period in which a property owner has to remove snow, ice or accumulations from the sidewalk.

December 16, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Public hearing to review an application for a State Revolving Fund (SRF) loan
- 2019 Indianola Water Resource Recovery Facility
 - Public hearing on the matter of adoptions of plans, specs, form of contract and estimate of bids
 - Resolution adopting plans, specs, form of contract and estimate of costs
- Public hearing and first consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Public hearing and first consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Public hearing and first consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Oath of office to Heather Hulen, Gwen Schroder and John Parker
- Treasurer report for September, October and November
- Proclamation for Council member Shirley Clark and Joe Gezel

December 16, 2019
Draft Council Study Agenda

- Budget workshop

MLA



MUNICIPAL LEADERSHIP ACADEMY

Join us for the 2019-2020 Municipal Leadership Academy! MLA offers education on a variety of important city government topics and is a great way to prepare for your role as a city official.

MLA is designed to help all city officials better understand their role in municipal government and how to effectively serve their community. It is widely considered essential training for elected officials, especially those recently elected to office.

The three-part training series offers a comprehensive overview of city government and is presented by the Iowa League of Cities and the Office of State and Local Government Programs at Iowa State University Extension and Outreach.

Topics covered

Leadership in city government involves making policy decisions that affect the daily lives of citizens. It is the duty of the mayor, council members and appointed staff to ensure the city fulfills its obligations under the law and effectively provides community services.

It is vital for mayors, council members and other city officials to understand the essentials of city government. MLA will connect attendees

with available resources, demonstrate how to comply with various state laws and enhance policy making and leadership skills.

- City finance and budgeting
- Effective council meetings
- Municipal operations
- Nuisance abatement
- Roles and responsibilities
- Human resources
- Land use and zoning

Who should attend?

Both newly elected and veteran mayor and council members will benefit greatly from participating. MLA is also an excellent training opportunity for city staff, including city administrators, city clerks and other city officials.

All city officials are welcome!

From effective council meetings to city finances to municipal operations, MLA is designed to give attendees the tools they need to be successful. Participants will also find incredible value in hearing the latest important information on municipal issues while expanding their network of fellow city officials.



(515) 244-7282



mailbox@iowaleague.org



www.iowaleague.org

MLA

MUNICIPAL LEADERSHIP ACADEMY

Current city officials – we need your help!

MLA Part One begins shortly after the election and before most first-time elected officials take office. MLA Part Two is released the first week of the new term. We need your help connecting with newly elected city officials! Please share this information with them after the election and encourage the mayor and entire council along with other city officials to attend MLA as a group.

MLA is designed as a four part training series.

***Register online at
www.iowaleague.org.***

Certified Elected Municipal Official



The Certified Elected Municipal Official (CEMO) recognizes elected officials who are committed to continuing their professional development as elected officials. This

voluntary recognition program is run by the Iowa League of Cities and allows attendees to build toward the CEMO designation while receiving meaningful, informative and useful information on topics that expand their knowledge and capabilities. MLA Part One is among the required core courses for the program and accounts for 5 credits. ***Learn more at www.iowaleague.org.***

MLA Part One

Successful leadership and management requires an understanding of the basics of city government and the responsibilities of city officials. The first part of MLA provides an overview of city government at seven in-person workshops around the state. In addition, attendees will receive the 2020 Iowa Municipal Policy Leaders' Handbook, which is a great resource on all things city government. The handbook alone is a \$40 value! *MLA Part One costs \$80, which includes a meal and a copy of the 2020 Iowa Municipal Policy Leaders' Handbook.*

Budget and Finance

A chief duty of the city council and staff is the development and approval of the annual city budget. This session will provide the basics of city budgets, including the property tax system, budget adoption schedules, revenue streams and expenditures.

Effective City Councils

Part of being a mayor or council member is learning to work as a team to accomplish the city's goals. Learn strategies to conduct more efficient and effective meetings.

Municipal Operations

Cities provide a wide variety of daily services to citizens, each of which come with different responsibilities and concerns. Get a better understanding of your obligations under state and federal laws as well as how basic services are provided.

MLA Part Two

The second part of MLA is a group of videos released during the first week of January 2020, which can be viewed on the League's website at your convenience. Watch the videos all at once or separately in order to fit within a city's orientation program for new officials. *MLA Part Two costs \$60.*

The City Budget

Build on the basic city finance information covered in MLA Part One by hearing how a city budget is developed. The main focus is getting attendees prepared to participate effectively in their city budget process.

You Got Elected, Now What?

This video covers strategies for success in office, handling human resources issues, council meeting basics and an overview of roles and responsibilities.

Basics of Planning and Zoning

Get an overview of planning and zoning laws as well as the role and responsibilities of the planning commission, the board of adjustment and the city council.

MLA Part Three

MLA Part Three builds on the understanding developed in the first two parts by covering specific issues and challenges that cities face, providing attendees tools to improve their communities. *MLA Part Three* costs \$80.

Economic Development

Learn about the city's role in economic development and the tools used by city governments to retain and attract businesses and housing. This session is essential to understanding the critical role city officials have in maintaining and improving their local economy.

Community Betterment

All want a healthy, clean and vibrant community, but it does not come easy. Hear how your city can proactively clean up properties and neighborhoods, improve its nuisance abatement efforts and boost community pride.

Acting Strategically

Discussion will focus on ways cities can determine priorities, set goals and carry out initiatives. Any successful city must think and act strategically and this session will provide attendees tools to conduct planning and ways to work together.

MLA Part Four

The final part of MLA is attendance at the League's Annual Conference & Exhibit, held September 16-18, 2020 in Coralville. Separate registration for this event is required. The conference includes more than 40 workshops and is an opportunity to continue your municipal education yearly as well an opportunity to share ideas with other city officials.

MLA Graduation

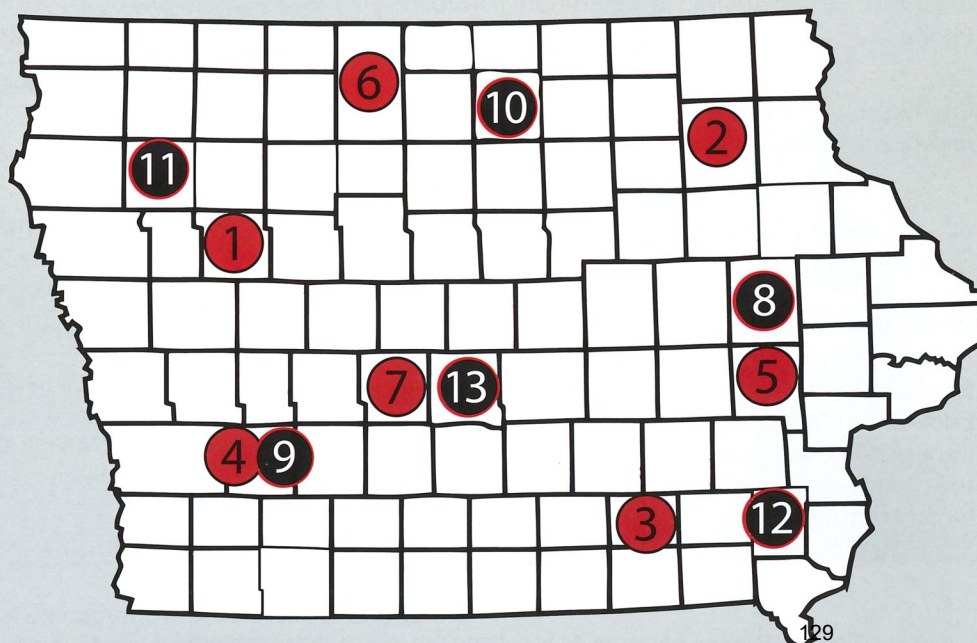
If you register and attend at least three parts in the MLA series you will receive special recognition at the Annual Conference & Exhibit in 2020. Additionally, after the conference you will receive a certificate in the mail and the League will provide a news release so your accomplishment can be recognized locally.

MLA Part One Locations:

- 1 **Saturday, November 16, 2019**
Wall Lake
Community Center
209 2nd St, Wall Lake
- 2 **Thursday, November 21, 2019**
Fayette
Upper Iowa University
605 Washington St, Fayette
- 3 **Saturday, November 23, 2019**
Ottumwa
Bridge View Center
102 Church St, Ottumwa
- 4 **Thursday, December 5, 2019**
Griswold
Community Center
601 2nd St, Griswold
- 5 **Saturday, December 7, 2019**
Iowa City
Clarion Highlander Hotel
2525 N Dodge St, Iowa City
- 6 **Thursday, December 12, 2019**
Algona
Knights of Columbus Hall
1501 E Walnut St, Algona
- 7 **Saturday, December 14, 2019**
Van Meter
Veterans Reception Center
910 Main St, Van Meter

MLA Part Three Locations:

- 8 **Saturday, April 4, 2020**
Hiawatha
Community Center
1610, 101 Emmons St, Hiawatha
- 9 **Thursday, April 9, 2020**
Atlantic
Cass County Extension Center
805 W 10th St, Atlantic
- 10 **Thursday, April 16, 2020**
Clear Lake
Community Center
10 N Lake View Dr, Clear Lake
- 11 **Saturday, April 18, 2020**
Cherokee
Community Center
530 W Bluff St, Cherokee
- 12 **Thursday, April 23, 2020**
Mt. Pleasant
Civic Center
307 East Monroe, Mt. Pleasant
- 13 **Saturday, April 25, 2020**
Windsor Heights
Community Center
6900 School St, Windsor Heights





MUNICIPAL LEADERSHIP ACADEMY

MLA is provided by:

The Office of State and Local Government Programs at Iowa State University Extension & Outreach provides training and technical support to elected and appointed officials, at all levels of government. Annual training opportunities include the Iowa Municipal Professionals Institute and Academy, Planning and Zoning Workshops as well as various training programs for cities, counties and state departments.

Contact: Sara Shonrock, sshonroc@iastate.edu
or (515) 294-1844.

The **Iowa League of Cities** is an association of more than 860 cities in Iowa, large and small. The League serves as the unified voice of cities, providing advocacy, training and guidance to strengthen Iowa's communities. As a resource for city officials, the League is available to answer city government questions in addition to providing a variety of training and publications, including a monthly magazine.

Contact: MbrSvc@iowaleague.org, (515) 244-7282
or www.iowaleague.org.

Register online at www.iowaleague.org

Name _____

Title _____

Address _____

City/Zip _____

Email _____

Phone _____

City/Organization Represented _____
(if different than City above)

MLA Part One - \$80

MLA Part Two - \$60

MLA Part Three - \$80

Registrations are due seven days before the date of the workshop. A registration received after its deadline is subject to a \$10 late fee. Full refunds will be issued on cancellations made seven days prior to the meeting. Due to meal considerations, no refunds for in-person events can be given after the registration deadline. Call the League at (515) 244-7282 if you have any special accessibility or dietary considerations.

MLA Part One (choose one)

\$80

- ☐ 10 a.m. – 2 p.m. Sat., November 16, 2019 - Wall Lake
- ☐ 4 - 8 p.m., Thurs. November 21, 2019 - Fayette
- ☐ 10 a.m. – 2 p.m., Sat. November 23, 2019 - Ottumwa
- ☐ 4 - 8 p.m., Thurs. December 5, 2019 - Griswold
- ☐ 10 a.m. – 2 p.m. Sat., December 7, 2019 - Iowa City
- ☐ 4 - 8 p.m., Thurs. December 12, 2019 - Algona
- ☐ 10 a.m. – 2 p.m. Sat., December 14, 2019 - Van Meter

MLA Part Two

\$60

- ☐ Online Training, released in January 2020

MLA Part Three (choose one)

\$80

- ☐ 10 a.m. – 2 p.m. Sat., April 4, 2020 - Hiawatha
- ☐ 4 - 8 p.m., Thurs. April 9, 2020 - Atlantic
- ☐ 4 - 8 p.m., Thurs. April 16, 2020 - Clear Lake
- ☐ 10 a.m. – 2 p.m. Sat., April 18, 2020 - Cherokee
- ☐ 4 - 8 p.m., Thurs. April 23, 2020 - Mt. Pleasant
- ☐ 10 a.m. – 2 p.m., Sat. April 25, 2020 - Windsor Heights

MLA Part One, Two & Three Package

\$190

- ☐ Package includes Part One registration, Part Two online training and Part Three. Please mark locations.

Total: _____

Please return this form with appropriate fee to:

Iowa League of Cities | 500 SW 7th St, Suite 101 | Des Moines, IA 50309 or fax it to (978) 367-9733.