



CITY OF INDIANOLA COUNCIL MEETING

April 2, 2018

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. March 19, 2018 Minutes
 - C. Applications
 1. A renewal refuse hauling permit for Waste Connections of Iowa
 - D. Agreement between The Sports Page Grill, Inc. dba BrickHouse Tavern and the City of Indianola for a deck located at 107 N. Buxton
 - E. Street closure request from the Indianola Chamber of Commerce - Holiday Extravaganza and Lighted Parade - November 30, 2018 from 4:30 p.m. - 9:00 p.m. - request is to close the entire square and one block east and west on Ashland and Salem, one block south on Howard and one block north on Buxton
 - F. Authorize past due sewer, recycling and storm water fees to be sent to the State Off-Set Program for collection
* Sewer \$1,927.68, recycling \$442.96, storm water fee \$54.99
 - G. Prior and final approval applications for urban revitalization designation
 - H. Claims on the computer printout for April 2, 2018
6. Council Reports
7. Mayor's Report - Kelly B. Shaw

- A.** Proclamation declaring April as Child Abuse Prevention Month
 - B.** Proclamation declaring April as Keep Indianola Beautiful month
 - C.** Receive update regarding the joint meeting on March 27, 2018 with the Warren County Board of Supervisors
 - D.** Community Update
- 8.** Public Consideration
- A.** Old Business
 - 1.** Public hearing and first consideration of an ordinance readopting the existing City Code of Ordinances
 - 2.** Second consideration of a request from Robin McCord Eyberg Et Al to rezone the West 1/2 of the Northwest 1/4 of the Northwest 1/4 AND the Northwest corner of the Southwest 1/4 of the Northwest 1/4 of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa AND the North 1/2 of the Southwest 1/4, Indianola, Iowa, from A-1 (agriculture) to M-2 (general industrial)
P&Z unanimously recommended approval on 2/12/18
 - 3.** Final consideration of an amendment to C-2 (highway commercial) zoning to clarify permitted uses and include C-2 zoning (highway commercial) in the site plan initial procedures (P&Z unanimously recommended approval on 2/12/18)
 - 4.** Final consideration of an ordinance adding new section 90.2 "Private Water Wells"
 - 5.** Resolution determining property to be surplus, authorizing sale of property and approving the purchase of a tracked skid loader from Sundown Equipment in an amount of \$40,625 for the Street Department
 - 6.** Resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a one-ton crew cab dually pickup with dump body from Shottenkirk Ford in an amount of \$35,235 for the Street Department
 - 7.** Resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a one-ton regular cab pickup from Shottenkirk Ford in an amount of \$27,600 for the Street Department
 - B.** New Business
 - 1.** Consider request from Diligent Prairie Glynn, LLC and Jerry's Homes for a partial payment of \$40,517.12 for the completed storm sewer improvements as part of the Development Agreement of the East Euclid Avenue extension project
 - 2.** Request from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at the Memorial Park - Dates will be June 1, 22 and July 13, 2018 from 4:00 p.m. - 9:00 p.m.

- a. Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale of beer and wine coolers in city parks for the Friday Night Live Summer Concert Series as requested by the Indianola Chamber of Commerce
 - b. A new Class "B" Beer (includes Wine Coolers) and Outdoor Area for The Indianola Chamber of Commerce at the Memorial Park (North "G" and West Euclid Avenue)
 - c. A noise permit request from the Indianola Chamber of Commerce at the Memorial Park for Friday Night Live Summer Concert Series at Memorial Park on June 1, 22 & July 13, 2018 from 4:00 p.m. - 9:00 p.m.
3. Resolution ordering construction of public improvements (Hwy 65/69 Median Phase 2-Concrete Border) and fixing a date for hearing (May 7, 2018) and taking of bids (May 1, 2018)
4. Resolution approving salaries
9. Other Business
 - A. Motion to go into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation
 - B. Consider motion to go into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property
10. Adjourn

Subject
March 19, 2018 Minutes

Information

Fiscal Impact
Attachments

Minutes

REGULAR SESSION – MARCH 19, 2018

The City Council met in regular session at 7:00 p.m. on March 19, 2018 in the City Hall Council Chambers. Mayor Pro Tem Shirley Clark called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, Bob Kling, Greg Marchant, John Parker and Greta Southall. Absent: Mayor Kelly B. Shaw.

Margaret and Jon Vernon, 401 W. Ashland, spoke regarding the Sustainability Fair to be held April 7, 2018.

The following items were pulled from the consent agenda:

Item F -Resolution setting April 16, 2018 as a public hearing and first consideration of a request from Missouri Valley JATC to Amend M-1 (Limited Industrial) Zoning to allow School and Training Facilities for Contractor and Industrial Trades as a Permitted Principal Use

Item G - Resolution setting April 16, 2018 as a public hearing and first consideration of a request from Missouri Valley JATC to amend M-1 (Limited Industrial) zoning to allow Student Housing for School and Training Facilities for Contractor and Industrial Trades as a Permitted Principal Use

Item H - Resolution No. setting April 16, 2018 as a public hearing and first consideration of a request from Missouri Valley JATC to rezone the property legally described as the Northwest ¼ of the Southwest ¼ and the South ½ of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa, from A-1 (Agriculture) to M-1 (Limited Industrial)

The consent agenda consisting of the following was approved on a motion by Southall and seconded by Parker. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Approval of agenda

March 5, 2018 Minutes

Applications

- A new Class "B" (includes wine coolers) and Outdoor Area for Indianola Bike Night - Indianola Square
- A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor and Sunday Sales Privilege for Indy 66 - 1201 N. Jefferson

Resolution No. 2018-43 setting April 2, 2018 as a public hearing and first consideration of an ordinance readopting the existing City Code of Ordinances (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2018-44 setting April 16, 2018 as a public hearing and first consideration of a request from Mike Vanderpool of Hidden Springs LLC, (seller) and Mike and Sarah Rosenberger of TRM Disposal LLC, (buyer) to rezone a portion of Auditor's Outlot 152 from R-3 (Mixed Residential) to C-2 (Highway Commercial) (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2018-45 authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of the nuisance abatement against property (2017 Sidewalk Program) (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2018-46 adopting and adding the City's snow and ice removal procedures policy to the Council Policy (The complete resolution may be viewed at the City Clerk's Office)

Noise permit for Mike Murphy - Indianola Classic Car & Truck Show & Shine – third Saturday of the month (April-September 2018 from 4:00 p.m. – 8:00 p.m.)

Claims on the computer printout for March 19, 2018 and the February 2018 receipts report

A motion was made by Kling and seconded by Gezel to approve the following resolutions. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Resolution No. 2018-47 setting April 16, 2018 as a public hearing and first consideration of a request from Missouri Valley JATC to Amend M-1 (Limited Industrial) Zoning to allow School and Training Facilities for Contractor and Industrial Trades as a Permitted Principal Use (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2018-48 setting April 16, 2018 as a public hearing and first consideration of a request from Missouri Valley JATC to amend M-1 (Limited Industrial) zoning to allow Student Housing for School and Training Facilities for Contractor and Industrial Trades as a Permitted Principal Use (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2018-49 setting April 16, 2018 as a public hearing and first consideration of a request from Missouri Valley JATC to rezone the property legally described as the Northwest ¼ of the Southwest ¼ and the South ½ of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa, from A-1 (Agriculture) to M-1 (Limited Industrial) (The complete resolution may be viewed at the City Clerk's Office)

It was moved by Marchant and seconded by Kling to approve the FY 16/17 Annual Audit Report. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

The Council discussed the joint meeting with Warren County Board of Supervisors. It was the consensus of the Council to approve Council members Parker, Kling and Marchant to attend this meeting.

A public hearing and first consideration of a request from Robin McCord Eyberg Et Al to rezone the West 1/2 of the Northwest 1/4 of the Northwest 1/4 AND the Northwest corner of the Southwest 1/4 of the Northwest 1/4 of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa AND the North ½ of the Southwest 1/4, Indianola, Iowa, from A-1 (agriculture) to M-2 (general industrial). There were no objections either oral or written. Gezel moved and Parker seconded to approve the first consideration of this rezoning request. On roll call the vote was, AYES: Southall, Parker, Kling, Clark, Marchant and Gezel. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

The second consideration of an amendment to C-2 (highway commercial) zoning to clarify permitted uses and include C-2 zoning (highway commercial) in the site plan initial procedures was approved on a motion by Marchant and seconded by Parker. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

A motion was made by Marchant and seconded by Parker to approve the second consideration of an ordinance adding new section 90.2 "Private Water Wells". On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Upon the final consideration to amend Chapter 155 Sign Code and various code sections concerning commercial business district, Kling moved and Marchant seconded to adopt ORDINANCE NO. 1587 entitled, "AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING CHAPTER 155 SIGN CODE AND VARIOUS CODE SECTIONS CONCERNING COMMERCIAL BUSINESS DISTRICT." On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the ordinance to be effective upon publication.

The following resolution entitled, "RESOLUTION APPROVING A PROFESSIONAL SERVICE AGREEMENT WITH TRIPLE P LAWN CARE FOR MOWING SERVICES" was approved on a motion by Southall and seconded by Parker. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-50
RESOLUTION APPROVING A PROFESSIONAL SERVICE AGREEMENT WITH
TRIPLE P LAWN CARE FOR MOWING SERVICES

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

Julie Spolarich, Lakeshore Management, spoke in favor of the sewer exemption request for the North American Mobile Home Park – 1801 N. Jefferson. WPC Superintendent Rick Graves presented background information. A motion was made by Marchant and seconded by Parker to approve a sewer credit of \$5,205.42 on the future utility bill. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Southall moved and Parker seconded to approve the following resolution entitled, "RESOLUTION APPROVING SALARIES." Southall and Parker amended their motion to approve the following resolution entitled, "RESOLUTION APPROVING SALARIES" subject to including three additional staff (Brady Held, Sam Tiedemann, and Luke Petty – Seasonal Pickard Park Sports Complex Maintenance). On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-51
RESOLUTION APPROVING SALARIES

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

Meeting adjourned at 7:55 p.m. on a motion by Marchant and second by Parker.

Shirley Clark, Mayor Pro Tem

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

A renewal refuse hauling permit for Waste Connections of Iowa

Information

This is a renewal of Waste Connections refuse hauling permit. All of the paperwork is in order for approval.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/02/2018

Subject

Agreement between The Sports Page Grill, Inc. dba BrickHouse Tavern and the City of Indianola for a deck located at 107 N. Buxton

Information

Joe and Amanda Ripperger are requesting council approval for the deck in front of The BrickHouse Tavern (occupies four parking spaces) at 107 N. Buxton April 1 thru September 30, 2018. The lease agreement contains the same language as last year.

- A fee of \$.50/s.f./month. The fee (and amount) is based on the Council Policy of renting sidewalk space to restaurants for outside dining (packet). The lease concept is consistent with other city facilities such as park shelters, community rooms, aquatic center and recreation equipment. Also, it is consistent with a philosophy of avoiding private use of public property for personal gain without compensation. The fee is justified because we are removing 4 parking spaces from “public” use and using them specifically for one business.
- Lease payments are to be made by the 1st of each month (for that month)
- Term shall not exceed September 30, 2018
- Deck must be removed within 10 days of the term limit
- Tables shall not be placed on the sidewalk
- A canopy may be added to the deck
- The council can rescind approval based on city manager, police chief and chamber recommendation
- The BrickHouse agrees to hold the city harmless for any and all liability
- The city is a named insured on The BrickHouse insurance policy with a minimum \$2,000,000 combined single limit

Advantages of the fee are as follows:

- Consistency with other city facilities that are used specifically by an individual or business and not the general public
- The BrickHouse will benefit financially from the four public parking spaces (they rent their own upstairs room for “private” use)
- It provides a revenue source

FYI – The first deck agreement was approved in 2001 and has been approved with 3 different owners.

Fiscal Impact

Attachments

Deck Agreement

**THE SPORTS PAGE, INC., d/b/a THE BRICKHOUSE
PUBLIC RIGHT-OF-WAY LEASE AGREEMENT**

THIS LEASE, made and entered into this _____ day of _____, 2018, by and between the City of Indianola, Iowa, a municipal corporation (hereinafter referred to as "City") and The Sports Page, Inc., d/b/a The BrickHouse (hereinafter referred to as "Lessee"), witnesseth:

WHEREAS, the City is the titleholder of certain real estate situated in Indianola, Warren County, Iowa, which real estate is commonly known as the downtown square; and

WHEREAS, the City is desirous of leasing a portion of the real estate to the Lessee for outdoor dining purposes; and

WHEREAS, said portion of the real estate is not likely to be needed for municipal purposes within the term of this lease;

NOW, THEREFORE, For valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Lessee agree as follows, to wit:

1. **PREMISES.** The City leases unto Lessee and Lessee leases from the City certain real property in the City of Indianola, Warren County, Iowa, hereinafter referred to as the "Leased Premises," and more particularly described as an area 40' x 16' immediately adjacent to the curb in front of 107 N. Buxton Street. The Lessee may increase the total area of the Leased Premises on a temporary basis to accommodate special events at the restaurant, but only with prior written permission of the City Manager and the Chief of Police. Anytime the Lessee arranges for entertainment on the Courthouse grounds, Buxton Street between Ashland and Salem Avenues shall be closed to vehicular traffic and the Lessee shall give the City at least five (5) business days notice of such an event.
2. **TERM.** The term of this Lease shall be from April 1, 2018, to and including September 30, 2018.
3. **CONSIDERATION.** Lessee shall pay to the City for the use of the Leased Premises, a rental of \$0.50 per square foot (40 feet x 16 feet) per month. The rental shall be paid monthly on or before the first day of each month and partial months shall be prorated accordingly, at the office of the City Clerk, City Hall, 110 N. First Street, Indianola, Iowa 50125.
4. **USE OF PREMISES:** Lessee may use the Leased Premises for purposes of a patio, walk and outdoor café which may be covered or uncovered. An "Outdoor Café" is defined, for the purposes of this Lease, as any group of tables and chairs, and authorized decorative and accessory devices, situated and maintained upon the public space on the downtown square for use in connection with the consumption of food and beverages sold to the public from, or in, an adjoining indoor restaurant, or other indoor business selling

food for consumption on the premises. Lessee shall not use or knowingly permit any part of the Leased Premises to be used for any unlawful purpose. The following restrictions shall apply to Lessee's use of the Leased Premises:

- a. All outdoor dining furniture, including tables, chairs, umbrellas and authorized accessory items, shall be readily movable and such items shall not be stored or used upon the sidewalk, street or adjacent parking areas. Umbrellas must be secured with a minimum base of not less than sixty (60) pounds.
- b. Barriers separating patrons from the pedestrian and vehicle traffic on the remainder of the square shall delineate the outdoor café. There shall be no more than one (1) break in the barrier to allow entrance to the outdoor dining area from the restaurant.
- c. Lessee must restore the premises to a good and safe condition consistent with the use of the premises as a public way.
- d. The outdoor preparation of food is prohibited. All exterior surfaces within the outdoor café shall be easily cleanable, and shall be kept clean at all times by the Lessee. Restrooms for the café shall be provided in the adjoining indoor restaurant, or other indoor business selling food for consumption on the premises, and the café seating shall be counted in determining the restroom requirements of the indoor restaurant, or other indoor business selling food for consumption of the premises.
- e. Overnight trash and refuse storage for the outdoor café shall not be permitted within the outdoor dining area, and the Lessee shall remove all trash and litter as they accumulate. The Lessee shall be responsible for maintaining the outdoor dining area, including the square surface and furniture and adjacent areas in a clean and safe condition.
- f. The hours of operation are limited to between 6:00 A.M. and 12:00 Midnight. All outdoor music and/or entertainment shall cease at 10:00 P.M.
- g. The City shall have the right and power, acting through the City Manager or his designee to prohibit the operation of the outdoor café at any time because of anticipated or actual problems or conflicts in the use of the square area.
- h. Prior to October 1, 2018, Lessee shall remove all tables, chairs, barriers, other furniture, fixtures and decking from the Leased Premises and shall restore the Leased Premises to a good and safe condition consistent with the use of the premises as a public way.

5. DUTY TO MAINTAIN AND RIGHT TO INSPECT. Lessee has inspected the Leased Premises and leases it "as is." Lessee shall have the duty, at Lessee's sole expense, to maintain and repair the Leased Premises and keep same in as good a condition as when Lessee took possession thereof, except for the effects of ordinary wear and tear and depreciation arising from lapse of time or damage without fault or liability of Lessee; to remove debris from the Leased Premises and debris emanating from the leased premises which has migrated to adjoining areas, to cut or remove any weeds growing on the Leased Premises and to immediately provide City with notice of any damage to the Leased Premises or of the development of any dangerous condition on

the Leased Premises. City shall have the right to reasonably enter and inspect the Leased Premises.

6. TAXES. During the Lease term, Lessee shall be responsible for payment of all personal property taxes on property located on the Leased Premises and for any real estate taxes assessed against the Leased Premises.
7. CONVENANT OF QUIET ENJOYMENT. Lessee, upon payment of the rental herein reserved and upon performance of all of the terms of this Lease, shall at all times during the Lease term and during any extension thereof peaceably and quietly enjoy the Leased Premises without any unreasonable disturbance from City, its agents or employees.
8. COMPLIANCE WITH LAW. Lessee at its sole expense shall comply with all laws, orders and regulations of federal, state and municipal authorities, and with any direction of any public officer, pursuant to law, which shall impose any duty upon the City of Lessee with respect to the Leased Premises. Lessee, at its sole expense, shall obtain all licenses or permits which may be required for the conduct of its business within the terms of this Lease, or for the making of repairs, alterations, improvements or additions. Must show proof that more than 50% of business sales are from the sale of food.
9. UTILITIES AND OTHER SERVICES. Lessee shall pay all charges for gas, electricity, light, heat and power, and telephone and other communication service used, rendered, or supplied upon or in connection with the Leased Premises, and shall indemnify the City against any liability or damages on such account.
10. HOLD HARMLESS. Lessee shall indemnify, protect, save and hold harmless the City from and against any and all liability, losses, and damages to property or bodily injury or death to any person, including payments made under workers' compensation laws, and including damages caused by or arising out of any act of negligent omission of Lessee, its officers, agents, employees or contractors, happening or done in, on or about the Leased premises, or arising out of or in any way connected with the tenancy, use or occupancy thereof, or any part thereof, by Lessee or any person claiming through or under Lessee. Lessee's obligation to indemnify, save, protect and hold harmless shall include the obligation to pay all reasonable expenses incurred by the City in defending itself with regard to any of the aforementioned claims, including all out-of-pocket expenses such as attorney's fees and the value of any services rendered by lawyers for the City or any other officers or employees of the City.
11. INSURANCE AND INDEMNIFICATION AGREEMENT. Lessee agrees to keep in force during the term of this Lease comprehensive general liability insurance coverage in the amount of \$2,000,000 combined single limit, with insurance underwriters authorized to do business in the State of Iowa satisfactory to the City. Such insurance shall be provided on an occurrence basis and not on a claims made basis, and shall include coverage for premises

and operations liability, and including independent contractors and for products-completed operations. The City shall be named as an additional insured on the insurance policy and the policy shall provide on its face that it may not be canceled except after at least thirty (30) days written notice to the City. The City Manager of the City, taking into account the financial resources of Lessee, risk involved to the City and to the general public, as well as other salient factors, shall approve the amount of the deductible. Lessee shall file with the City Clerk of the City a certificate of insurance, which clearly discloses on its face coverage in conformity with all of the foregoing requirements, and if requested by the City, the Lessee shall additionally submit a certified copy of the policy to the City.

12. TERMINATION OF LEASE AND DEFAULTS OF LESSEE. This Lease Agreement shall terminate upon expiration of the Lease Term. Upon default of payment of rental or upon any other default of Lessee in accordance with the terms and provisions of this Lease Agreement, this Lease may, at the option of City, be canceled and forfeited; provided, however, before any such cancellation and forfeiture, the City shall give Lessee written notice specifying the default, or defaults, and stating that this Lease will be canceled and forfeited ten (10) days after the giving of such notice, unless such default or defaults are remedied within such grace period. In addition, the City shall have the right to terminate or cancel this Lease prior to the expiration of the demised term upon a determination by the Indianola City Council that the Leased Premises are required for a public purpose and upon giving Lessee at least thirty (30) days written notice stating the intent to so terminate or cancel this Lease. If the City so terminates or cancels this Lease by giving thirty (30) days written notice, there shall be no damages except for prepaid rents, if any, which shall be refunded by the City upon request by Lessee on a pro rata basis.
13. SURRENDER OF PREMISES AT TERMINATION. Lessee agrees that upon termination of this Lease, Lessee shall surrender and deliver the Leased Premises in good and clean condition, except for the effects of ordinary wear and tear and depreciation arising from lapse of time or damage without fault or liability of Lessee.
14. REMOVAL OF FIXTURES. Lessee shall have the right at termination of this Lease, if Lessee is not in default thereof, to remove any fixtures or equipment which Lessee has installed in the Leased Premises other than fixtures installed to replace those which were in the Leased Premises immediately prior to commencement of the Lease term, providing Lessee fully repairs any and all damages caused by removal. Any such fixtures or improvements which remain on the Leased Premises after the date of termination shall be considered abandoned and thereafter may be removed and disposed of at the discretion of the City without the city incurring any liability therefor. However, at the termination of this Lease, Lessee shall remove any fixtures placed on the Leased Premises by Lessee and restore the Leased Premises to its original condition if the City so directs.

NOTICES. Notices as provided for in this Lease Agreement to the City shall be deemed sufficient if sent by certified mail with return receipt to the City Clerk, City of Indianola, City Hall, 110 N. First Street, Indianola, Iowa 50125. Notices as provided for in this Lease Agreement to Lessee shall be deemed sufficient if sent by certified mail with return receipt requested to The BrickHouse, 107 North Buxton Street, Indianola, Iowa, 50125.

15. RIGHT TO ASSIGN AND SUBLEASE. Lessee may sublet all or portions of the Leased Premises for the remainder of the term only in conjunction with the sale and as a part of the transfer of the adjoining indoor restaurant business, to be operated at the same location, and only with the prior written approval of the Indianola City Council, which approval shall not be unreasonably withheld. The covenants, conditions and terms of this Lease Agreement shall be binding on Lessee's successors and assigns.

16. This Lease Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Iowa.

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

CITY OF INDIANOLA, IOWA

By: _____
Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

THE SP GRILL, INC.
d/b/a BRICKHOUSE TAVERN

By: _____
Joe Ripperger

By: _____
Amanda Ripperger

Meeting Date: 04/02/2018

Subject

Street closure request from the Indianola Chamber of Commerce - Holiday Extravaganza and Lighted Parade - November 30, 2018 from 4:30 p.m. - 9:00 p.m. - request is to close the entire square and one block east and west on Ashland and Salem, one block south on Howard and one block north on Buxton

Information

Fiscal Impact

Attachments

Event Application

Date: 3/15/18

Event Application

For Holiday Extravaganza

Event Date : November 30, 2018 (4:30 p.m. - 9:00 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Jason Etnyre	<u>JE</u>	_____
Fire Department – Greg Chia	<u>GMC</u>	_____
Police Department – Brian Sher	<u>BS</u>	_____
HR & Risk Manager – Melissa McCoy	<u>mm</u>	_____
City Manager – Ryan Waller	<u>RW</u>	_____
Chamber of Commerce	Fax: 961-9753	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

MAR 13 2018 3

Event Name: Holiday Extravaganza INDIANOLA, IOWA
Date/Time of Event: 11/30/18 5:00pm - 9:00pm
Location of Event: Downtown Square
Event Sponsor(s): Indianola Chamber of Commerce

Contact Information:

Organization: Indianola Chamber of Commerce
Contact Name: Brenda Easter
Address: 111 N. Buxton St. Suite 117
Telephone Number: 515-961-6269
Cell Phone Number: 515-442-6838
Fax Number: 515-961-9753
Email Address: Brenda@indianolachamber.com
Today's Date: 3/5/18

Anticipated Attendance: 1500 Per Day 1500 Total

Event Information:

Setup Begins	Date: <u>11/30/18</u>	Time: <u>4:30pm</u>	Day of Week: <u>Fri</u>
Event Starts	Date: <u>11/30/18</u>	Time: <u>5:00pm</u>	Day of Week: <u>Fri</u>
Event Ends	Date: <u>11/30/18</u>	Time: <u>9:00pm</u>	Day of Week: <u>Fri</u>
Dismantle	Date: <u>11/30/18</u>	Time: <u>9:00pm</u>	Day of Week: <u>Fri</u>



Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

See attached

Please describe what streets you are planning to close:

See attached

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

See attached

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

See attached

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

See attached

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

Indianola Chamber of Commerce Event Request

The Indianola Holiday Extravaganza & Lighted Parade
November 30, 2018

Event:

Children's Christmas Store - where children can "shop" for gifts for mom and dad or grandpa and grandma. The Indianola Noon Lions and our high school cheerleaders help the children choose their gifts. The gifts are wrapped for the children so that they may be placed safely under the tree. This activity fosters the love of giving and is extremely popular. We usually have 400+ children go through the Store.

Santa House - The Santa House, will be placed on the Courthouse lawn during the holidays. Around 400 children between the hours of 5:00 p.m. and 8:00 p.m. meet with Santa during this event, sharing their Christmas wishes and have their photo taken with old Saint Nick. For those who aren't able to meet with Santa during this event, the Santa House will be open two additional nights during the holidays: December 7 and December 14, weather permitting. The retailers on the square will be open late on those evenings, and we also will have horse drawn wagon rides on those nights.

Horse Drawn Wagon Rides - The Chamber provides horse drawn wagon rides during the Holiday Extravaganza and on December 7 and 14, 2018. Lonnie Douglas, the Horse Drawn Wagon Vendor will provide the city a certificate showing \$1,000,000 liability insurance, naming the City of Indianola as additional insured. Mr. Douglas will ensure lighting on the rear of the wagon meeting DOT requirements. He will also be responsible for picking up the horse droppings.

Polar Express Train Rides - Community 1st Credit Union will provide train rides to children during the event further enhancing each child's experience!

Movie Character Pavilion - The Chamber will place a 12' x 20' sunroom on the northwest corner of the courthouse lawn that will be decorated festively. The Pavilion will provide an opportunity for children to meet and get pictures with some of their favorite cartoon characters.

Magical Entertainment Stage - The Chamber will place a covered stage on the southwest corner of the square in the inside parking area. The stage will offer local talent the opportunity to fill the square with the sights and sounds that make the holidays special.

The North Pole Safety Center - We have designated the north side of The Square as our North Pole Safety Center. This location will serve as our "Lost Parents" destination should they become separated from their children. This will also host our first aid station in case the need arises.

Elf Warming Stations - The Chamber works with the City and local Cub Scout groups to provide warming stations on each corner of the square. The burn barrels are placed in the street and watched throughout the evening by the Indianola Fire Department and the Cub Scouts. A must have on a cold night gives people a chance to sing carols and enjoy this event to its fullest! We will request a burn permit from the Indianola Fire Department.

Food Vendors – A limited number of food vendors will be located on the outside parking lanes on the square to provide attendees with a light snack to enjoy during the event.

Festival of Tees – Participants will enjoy beautifully decorated trees placed in businesses around the square. Businesses will compete for the best dressed tree, which is voted by community participants.

Lighted Parade – Participants twinkle and shine during the lighted parade that circles The Square. The parade starts with the Color Guard and highlights the creativity of local businesses as they light-up the parade. This parade is a crowd favorite and starts around 8:00 p.m.

Our Request:

We are asking to close off The Square between the hours of 4:00 p.m. and 9:00 p.m. to ensure free movement for our guests and as a safety precaution during the lighted parade. We have activities on the street that include horse-drawn wagon rides, train rides, entertainment stage, carolers and musicians, food vendors, and other entertainment during this time. Blocking off the downtown square street is important for the safety of all participants, which includes a large number of young children.

The parade participants will line up along Salem Street beginning at the Methodist Church. The parade will go east on Salem, turn north on Howard, turn west on Ashland, and return to the Methodist Church. This will eliminate any bottleneck or crossing of parade participants. To help with through traffic and secure the area for participants, we will block the traffic coming from the south at the intersection of 1st Avenue and N. Howard, from the east at the intersection of Salem and 1st Street, from the east at the intersection of Ashland and 1st Street, from the west at the intersection of Ashland and B Street, from the north at the intersection of Buxton and Boston. We will also place barricades at the corner of B Street and Ashland and B Street and Salem for the parade.

Indianola High School and Simpson College students, along with the Chamber Holiday Extravaganza committee, will be assisting with the barricade placement and removal.

Safety Plan & Crowd Control:

This crowd is full of excitement, and in the past nine years of its existence, we have had no problems with crowd control. We do not serve alcohol at this event. We do work closely with emergency services when necessary and our emergency services are close. Our committee will utilize cell phones & have emergency numbers available for all event workers. We will work closely to report anything that looks to be a possible threat to the event, whether it is weather or misbehaving guests.

Emergency/Medical Plan:

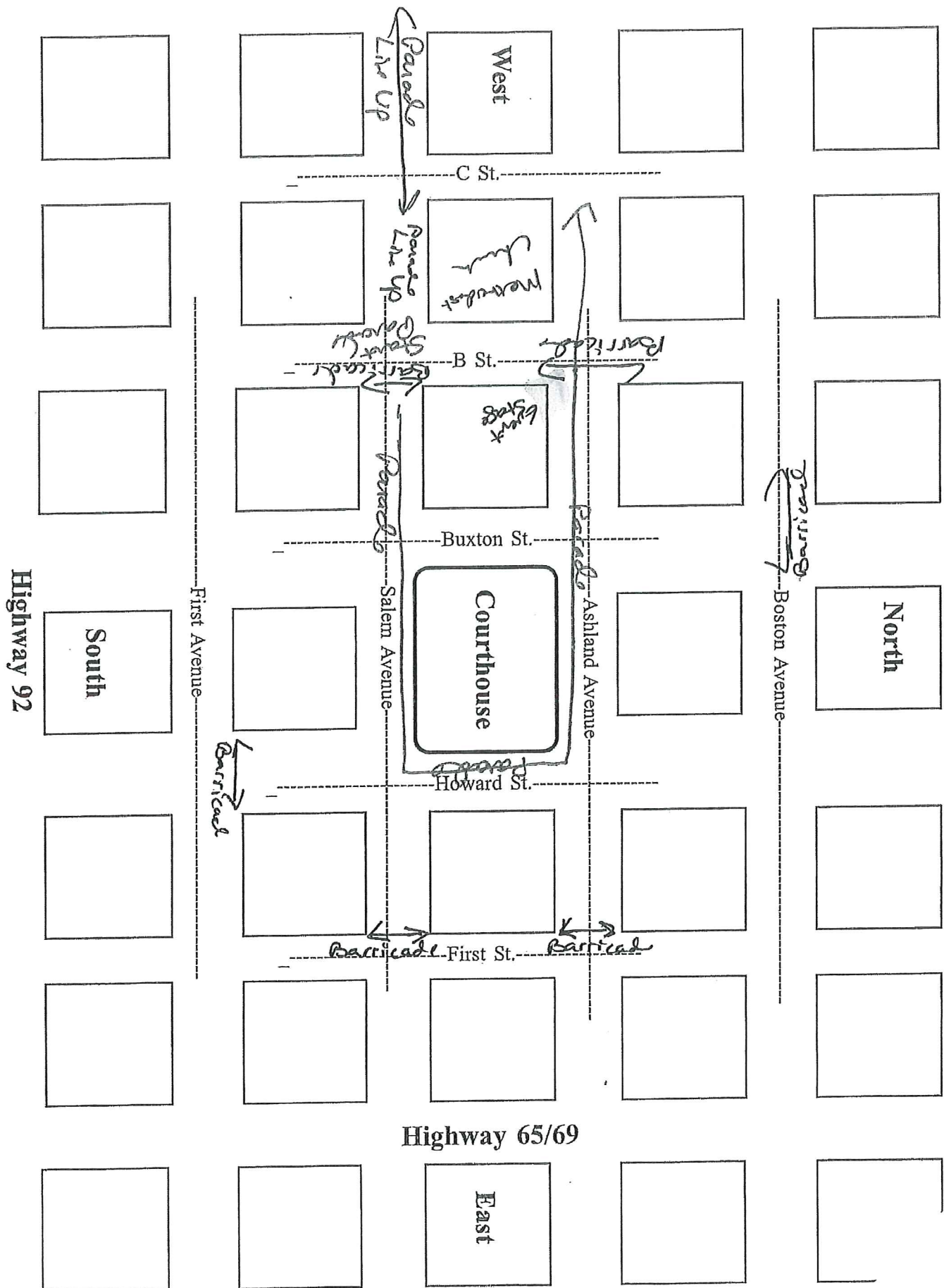
The Elks Club will host the North Pole for "Lost Parents" and be clearly marked for our guests. This location will also serve as our first aid station if the need arises. We will use our cell phones, as well as the speaker system, to make announcements of "Lost children". We will meet with our volunteers at noon the day of the event to go over the procedures should an emergency arise.

Cleanup:

We will provide additional trash receptacles and have a group of volunteers that will walk The Square and pick-up any trash that is left behind.

This event is FREE for its guests. We are able to do this with the help of our local businesses and volunteers.

Thank you for your consideration



Meeting Date: 04/02/2018

Subject

Authorize past due sewer, recycling and storm water fees to be sent to the State Off-Set Program for collection

* Sewer \$1,927.68, recycling \$442.96, storm water fee \$54.99

Information

We are sending past due balances of \$1,927.68 sewer, \$442.96 recycling and \$54.99 for storm water to the State Income Offset Program for collection. These numbers indicate the Utility Office staff does an outstanding job collecting bills. Hats off to all!

A comparison of past quarters are shown below:

<u>Date</u>	<u>Sewer</u>	<u>Recycling</u>	<u>Storm Water</u>
July 2017-September 2017	\$3,398.68	\$390.66	\$62.76
April 2017-June 2017	\$4,041.68	\$608.71	\$126.82
January 2017-March 2017	\$2,194.62	\$476.09	\$83.40
October 2016 - December 2016	\$4,204.15	\$553.39	\$111.24
July 2016-September 2016	\$3,030.24	\$686.70	\$ 69.31
April 2016-June 2016	\$5,270.54	\$583.05	\$167.41
January 2016 - March 2016	\$4,886.69	\$649.23	\$137.44
October 2015 - December 2015	\$5,313.43	\$663.76	\$143.91
July 2015 - September 2015	\$5,294.54	\$643.19	\$127.22
April 2015 - June 2015	\$6,145.16	\$726.13	\$179.26
January 2015-March 2015	\$4,823.37	509.39	\$84.33
October 2014 - December 2014	\$6,461.50	\$1,054.09	307.76
July 2014 - September 2014	\$4,809.48	\$611.40	\$86.41
April 2014 - June 2014	\$10,634.12	\$1,163.98	\$239.65
January 2014 - March 2014	\$5,826.12	\$485.53	\$191.89
October 2013-December 2013	\$3,770.58	\$731.48	\$111.22
July 2013 - September 2013	\$5,345.90	\$792.73	\$150.25
April 2013 - June 2013	\$6,081.27	\$826.84	\$217.18

Fiscal Impact**Attachments**

No file(s) attached.

Meeting Date: 04/02/2018

Subject

Prior and final approval applications for urban revitalization designation

Information

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

Prior

Jeremiah Segar - 506 W. 19th Place - SFD - \$124,500 - 5 year tax abatement

Orton Homes - 1103 E. Madison Avenue - SFD - \$156,500 - 3 year tax abatement

Final

Jerry's Homes - 1702 E. Clinton Avenue - SFD - \$142,200 - 3 year tax abatement

Autumn Ridge Development - 1203 North "N" Ct. - \$156,400 - 3 year tax abatement

DRE Properties, LLC - 509 East Scenic Valley Avenue - Commercial Building -\$1,450,000

Cory Drees - 2007 N. 6th Street - Commercial Clinic/Office - \$780,000.00

NOTE: All SFD's have the first \$75,000 abated.

Below is a list of permits issued through February 28, 2018 and previous years.

	2018		2017		2016		2015		2014	
SFD	0	0	1	\$250,000	4	\$799,500 \$199,875	0	0	0	0
Duplexes	0	0	0	0	0	0	0	0	0	0
MFD	0	0	0	0	1	\$10,944,453	0	0	0	0
Add/Alt	7	\$195,047	7	\$46,195	4	\$40,960	2	\$23,500	1	\$35,500
Non-Residential	8	\$1,952,877	6	\$295,420	2	\$3,751,069	5	\$6,330,772	6	\$647,300
Total	15	\$2,147,924	14	\$591,615	11	\$15,535,982	7	\$6,354,272	7	\$682,800

Fiscal Impact**Attachments**

No file(s) attached.

Subject

Claims on the computer printout for April 2, 2018

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AIR-CON MECHANICAL CORP.				
AIR-CON MECHANICAL CORP.	CHECK CONDENSATE PUMPS	03/13/2018	1,302.83	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			1,302.83	
AMERICAN RED CROSS				
AMERICAN RED CROSS	ARC - LIFEGUARD EXAMINATION	02/28/2018	1,200.00	POOL (MEMORIAL)
Total AMERICAN RED CROSS:			1,200.00	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	03/16/2018	843.80	PARK & RECREATI
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	03/23/2018	175.35	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			1,019.15	
BARCO MUNICIPAL PROD INC				
BARCO MUNICIPAL PROD INC	BARRICADE TRAILER	03/08/2018	102.87	ROAD USE TAX FU
BARCO MUNICIPAL PROD INC	BARRICADE TRAILER	03/08/2018	326.67	ROAD USE TAX FU
Total BARCO MUNICIPAL PROD INC:			429.54	
BFG SUPPLY COMPANY				
BFG SUPPLY COMPANY	PLANT SALE	03/06/2018	247.48	PARK & RECREATI
BFG SUPPLY COMPANY	GREENHOUSE	03/06/2018	289.61	PARK & RECREATI
BFG SUPPLY COMPANY	PLANT SALE	03/02/2018	272.99	PARK & RECREATI
Total BFG SUPPLY COMPANY:			810.08	
BRAVO GREATER DES MOINES				
BRAVO GREATER DES MOINES	28E AGREEMENT 2ND QTR FY18	03/20/2018	8,253.66	GENERAL FUND
Total BRAVO GREATER DES MOINES:			8,253.66	
CARPENTER UNIFORM CO				
CARPENTER UNIFORM CO	UNIFORMS	03/07/2018	49.99	AMBULANCE FUN
CARPENTER UNIFORM CO	UNIFORMS	03/08/2018	20.60	AMBULANCE FUN
CARPENTER UNIFORM CO	UNIFORMS	03/08/2018	383.96	AMBULANCE FUN
CARPENTER UNIFORM CO	UNIFORMS	03/08/2018	383.96	AMBULANCE FUN
CARPENTER UNIFORM CO	UNIFORMS	03/08/2018	565.82	AMBULANCE FUN
Total CARPENTER UNIFORM CO:			1,404.33	
CENTRAL PUMP & MOTOR LLC				
CENTRAL PUMP & MOTOR LLC	REPAIR AERATION PUMP	03/19/2018	4,475.44	SEWER FUND
Total CENTRAL PUMP & MOTOR LLC:			4,475.44	
CINTAS CORPORATION				
CINTAS CORPORATION	MONTHLY CINTAS REFILL	03/14/2018	44.75	ROAD USE TAX FU
Total CINTAS CORPORATION:			44.75	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	MAILBOX REPLACEMENT - SNOW PLOW HIT	03/15/2018	31.98	ROAD USE TAX FU
Total CIRCLE B CASHWAY:			31.98	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
COMBUSTION CONTROL CO.				
COMBUSTION CONTROL CO.	PROPANE VALVE ACTUATOR	03/19/2018	558.75	SEWER FUND
Total COMBUSTION CONTROL CO.:			558.75	
CR SERVICES				
CR SERVICES	MONTHLY FILL OF SUPPLIES	03/12/2018	127.66	ROAD USE TAX FU
Total CR SERVICES:			127.66	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	02/14/2018	22.65	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	02/26/2018	21.50	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	03/14/2018	532.89	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE SERVICE	01/24/2018	205.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE SERVICE	03/14/2018	210.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			992.04	
CRITERION PICTURES USA				
CRITERION PICTURES USA	PEANUTS MOVIE	06/18/2016	320.00	PARK & RECREATI
Total CRITERION PICTURES USA:			320.00	
CROSS, CHUCK				
CROSS, CHUCK	WELLNESS JAN & FEB	03/09/2018	50.00	FIRE FUND
Total CROSS, CHUCK:			50.00	
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	03/27/2018	15.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			15.00	
D.A. DAVIDSON & CO.				
D.A. DAVIDSON & CO.	AUDIT FILING	03/28/2018	1,000.00	GENERAL FUND
Total D.A. DAVIDSON & CO.:			1,000.00	
DILIGENT PRAIRIE GLENN LLC				
DILIGENT PRAIRIE GLENN LLC	EAST EUCLID AVENUE	03/28/2018	40,517.12	STORMWATER UTI
Total DILIGENT PRAIRIE GLENN LLC:			40,517.12	
DLH GRAFX				
DLH GRAFX	STAFF SHIRTS & HOODIES	03/19/2018	687.48	PARK & RECREATI
DLH GRAFX	YOUTH SOFTBALL T-SHIRTS	03/20/2018	408.72	PARK & RECREATI
Total DLH GRAFX:			1,096.20	
DOWNEY TIRE SERVICE				
DOWNEY TIRE SERVICE	VEHICLE REPAIR	03/16/2018	23.45	POLICE FUND
Total DOWNEY TIRE SERVICE:			23.45	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	MONTHLY CLEANING BILL	03/20/2018	1,462.00	PARK & RECREATI
DUST PROS JANITORIAL	MONTHLY CLEANING	03/18/2018	4,000.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DUST PROS JANITORIAL	SUPPLIES	03/20/2018	30.00	PARK & RECREATI
Total DUST PROS JANITORIAL:			5,492.00	
ELECTRICAL ENG & EQUIP				
ELECTRICAL ENG & EQUIP	MCCORD GENERATOR ANNUAL MAINTENA	02/20/2018	460.95	SEWER FUND
ELECTRICAL ENG & EQUIP	MCCORD GENERATOR CREDIT	03/22/2018	10.95-	SEWER FUND
Total ELECTRICAL ENG & EQUIP:			450.00	
FARNER-BOCKEN				
FARNER-BOCKEN	PICKARD CONCESSIONS	03/15/2018	2,662.18	PARK & RECREATI
Total FARNER-BOCKEN:			2,662.18	
FARRIS, KATHIE				
FARRIS, KATHIE	CRAFT PAPER - SUSTAINABILITY FAIR REIM	03/14/2018	16.80	GENERAL FUND
Total FARRIS, KATHIE:			16.80	
FEHRER, TYSON				
FEHRER, TYSON	REFUND FOR UNUSED SOFTBALLS	03/19/2018	110.00	PARK & RECREATI
Total FEHRER, TYSON:			110.00	
FOREST SEPTIC ENV. SERVICES LLC				
FOREST SEPTIC ENV. SERVICE	2 LOADS SLUDGE TO DSM	03/08/2018	500.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	4 LOADS OF SLUDGE TO DSM	03/10/2018	1,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	4 LOADS OF SLUDGE TO DSM	03/11/2018	1,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	3 LOADS OF SLUDGE TO DSM	03/12/2018	750.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	4 LOADS OF SLUDGE TO DSM	03/13/2018	1,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	1 LOAD OF SLUDGE TO DSM	03/14/2018	250.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	4 LOADS OF SLUDGE TO DSM	03/15/2018	1,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	4 LOADS OF SLUDGE TO DSM	03/16/2018	1,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	7 LOADS OF SLUDGE TO DSM	03/18/2018	1,750.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	13 LOADS OF SLUDGE TO DSM	03/18/2018	3,250.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	5 LOADS OF SLUDGE TO DSM	03/19/2018	1,250.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	3 LOADS OF SLUDGE TO DSM	03/19/2018	750.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	7 LOADS OF SLUDGE TO DSM	03/20/2018	1,750.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	4 LOADS OF SLUDGE TO DSM	03/21/2018	1,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	12 LOADS OF SLUDGE TO DSM	03/22/2018	3,000.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	3 LOADS OF SLUDGE TO DSM	03/23/2018	750.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	9 LOADS OF SLUDGE TO DSM	03/24/2018	2,250.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	3 LOADS OF SLUDGE TO DSM	03/25/2018	750.00	SEWER FUND
Total FOREST SEPTIC ENV. SERVICES LLC:			23,000.00	
FOX APPARATUS REPAIR & MAINTENANCE LLC				
FOX APPARATUS REPAIR & MA	SERVICE 331, 332, 335	03/12/2018	2,109.05	FIRE FUND
Total FOX APPARATUS REPAIR & MAINTENANCE LLC:			2,109.05	
GALLS LLC				
GALLS LLC	UNIFORMS - DWYER	03/13/2018	404.94	POLICE FUND
Total GALLS LLC:			404.94	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
GRAVES, RICK				
GRAVES, RICK	WELLNESS - MARCH	03/05/2018	25.00	SEWER FUND
Total GRAVES, RICK:			25.00	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	MEMBERSHIP	03/15/2018	8,253.71	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			8,253.71	
HEIMAN FIRE EQUIPMENT				
HEIMAN FIRE EQUIPMENT	PPE - GLOVES	03/12/2018	281.48	FIRE FUND
Total HEIMAN FIRE EQUIPMENT:			281.48	
IA COMMUNITIES ASSURANCE POOL				
IA COMMUNITIES ASSURANCE	INSURANCE SETTLEMENT DEDUCTIBLE	05/02/2017	10,000.00	CITY LIAB INS RES
Total IA COMMUNITIES ASSURANCE POOL:			10,000.00	
IA DEPT OF INSPECTIONS/APPEALS				
IA DEPT OF INSPECTIONS/APP	POOL - ANNUAL FOOD LICENSE	03/21/2018	67.50	POOL (MEMORIAL)
Total IA DEPT OF INSPECTIONS/APPEALS:			67.50	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITI	FIRE PROT - SPRINKLER SYS 1/18	03/16/2018	55.00	GENERAL FUND
Total INDIANOLA MUNICIPAL UTILITIES:			55.00	
INDOFF INCORPORATED				
INDOFF INCORPORATED	OFFICE SUPPLIES	03/15/2018	29.60	PARK & RECREATI
INDOFF INCORPORATED	CALENDAR - PICKARD	03/22/2018	22.83	PARK & RECREATI
Total INDOFF INCORPORATED:			52.43	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	03/13/2018	229.83	FIRE FUND
INFOMAX OFFICE SYSTEMS IN	COPIER	03/14/2018	217.49	SEWER FUND
INFOMAX OFFICE SYSTEMS IN	FEB COPIER CONTRACT	03/16/2018	.36	SEWER FUND
INFOMAX OFFICE SYSTEMS IN	FEB COPIER CONTRACT	03/16/2018	630.68	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	FEB COPIER CONTRACT	03/16/2018	17.60	FIRE FUND
INFOMAX OFFICE SYSTEMS IN	FEB COPIER CONTRACT	03/16/2018	33.49	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	FEB COPIER CONTRACT	03/16/2018	267.46	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	FEB COPIER CONTRACT	03/16/2018	.27	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIES	03/19/2018	69.37	PARK & RECREATI
Total INFOMAX OFFICE SYSTEMS INC.:			1,466.55	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	03/13/2018	108.00	SEWER FUND
Total IOWA ONE CALL:			108.00	
IOWA STATE UNIVERSITY				
IOWA STATE UNIVERSITY	TRAINING - HAWKINS	03/20/2018	50.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total IOWA STATE UNIVERSITY:			50.00	
ITRON INC.				
ITRON INC.	SOFTWARE MAINT (04/01/18 - 6/30/18)	03/12/2018	604.55	SEWER FUND
Total ITRON INC.:			604.55	
JAMES OIL COMPANY LLC				
JAMES OIL COMPANY LLC	DIESEL FOR GENERATOR	03/08/2018	417.74	GENERAL FUND
Total JAMES OIL COMPANY LLC:			417.74	
JOHNSTON, CHRISTINE V.				
JOHNSTON, CHRISTINE V.	REFUND FOR CANCELLED CLASS	03/20/2018	32.00	PARK & RECREATI
JOHNSTON, CHRISTINE V.	REFUND FOR CANCELLED CLASS	03/20/2018	32.00	PARK & RECREATI
Total JOHNSTON, CHRISTINE V.:			64.00	
JOINER CONSTRUCTION CO INC				
JOINER CONSTRUCTION CO IN	MORLOCK LIFT STATION & FORCE MAIN	03/28/2018	126,811.70	SEWER CAPITAL P
Total JOINER CONSTRUCTION CO INC:			126,811.70	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - APR 2018	03/26/2018	2,662.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,662.00	
LEAVITT COMMUNICATIONS				
LEAVITT COMMUNICATIONS	MONITOR VI VHF VOICE PAGER	01/24/2018	1,965.00	FIRE FUND
Total LEAVITT COMMUNICATIONS:			1,965.00	
LUCAS, JEFF				
LUCAS, JEFF	IPRA MTG SUPPLIES	03/09/2018	5.19	PARK & RECREATI
LUCAS, JEFF	IPRA MTG SUPPLIES	03/09/2018	56.60	PARK & RECREATI
Total LUCAS, JEFF:			61.79	
LYNN CARD COMPANY				
LYNN CARD COMPANY	DEPARTMENT THANK YOU CARDS	03/15/2018	68.95	FIRE FUND
Total LYNN CARD COMPANY:			68.95	
MAHASKA COMMUNICATION GROUP				
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	03/01/2018	28.82	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	03/01/2018	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	03/01/2018	95.06	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	03/01/2018	824.38	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	03/01/2018	250.00	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	03/01/2018	29.23	GENERAL FUND
Total MAHASKA COMMUNICATION GROUP:			1,235.09	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	OXYGEN	12/31/2017	27.00	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MATHESON TRI-GAS INC:			27.00	
MC COY HARDWARE INC				
MC COY HARDWARE INC	SOUTH PLANT SUPPLIES	03/14/2018	33.09	SEWER FUND
MC COY HARDWARE INC	VELCRO	03/16/2018	4.04	SEWER FUND
Total MC COY HARDWARE INC:			37.13	
MCCOY, JUSTIN				
MCCOY, JUSTIN	REFUND FOR UNUSED SOFTBALLS	03/19/2018	55.00	PARK & RECREATI
Total MCCOY, JUSTIN:			55.00	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	03/14/2018	153.96	GENERAL FUND
MID AMERICAN ENERGY CO.	GAS-SHOP	03/20/2018	384.28	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	GAS-SHOP	03/20/2018	280.64	PARK & RECREATI
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	03/20/2018	316.20	PARK & RECREATI
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	03/20/2018	1,361.71	GENERAL FUND
MID AMERICAN ENERGY CO.	UTILITIES	03/20/2018	167.45	FIRE FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	03/20/2018	61.67	SEWER FUND
MID AMERICAN ENERGY CO.	05931-25003 N HWY 65/69 ENTRANCE SIGN	03/14/2018	12.19	GENERAL FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	03/19/2018	46.82	SEWER FUND
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	03/19/2018	81.57	SEWER FUND
Total MID AMERICAN ENERGY CO.:			2,866.49	
MIDWEST POLICE CONSULTANTS LLC				
MIDWEST POLICE CONSULTAN	STAFFING STUDY	03/19/2018	24,579.55	CAPITAL PROJECT
Total MIDWEST POLICE CONSULTANTS LLC:			24,579.55	
MONGAN PAINTING CO INC				
MONGAN PAINTING CO INC	PAINT PIPING AT SOUTH PLANT	03/19/2018	1,465.00	SEWER FUND
Total MONGAN PAINTING CO INC:			1,465.00	
MUNICIPAL PIPE TOOL CO.				
MUNICIPAL PIPE TOOL CO.	6" SKID FOR PUSH CAMERA	02/28/2018	100.00	SEWER FUND
Total MUNICIPAL PIPE TOOL CO.:			100.00	
NORTHERN STAR TECHNOLOGIES				
NORTHERN STAR TECHNOLOG	STORM SIREN - MAINTENANCE	03/07/2018	170.00	FIRE FUND
Total NORTHERN STAR TECHNOLOGIES:			170.00	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	FILTERS	03/16/2018	14.98	ROAD USE TAX FU
O'REILLY AUTO PARTS	OIL	03/16/2018	41.97	ROAD USE TAX FU
O'REILLY AUTO PARTS	BATTERIES	03/16/2018	9.99	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			66.94	
PARK WHOLESALE				
PARK WHOLESALE	SEEDS	12/06/2017	388.51	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PARK WHOLESale:			388.51	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	LEASE PROGRAM - MONITORS	03/10/2018	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
PROCTOR MECHANICAL CORPORATION				
PROCTOR MECHANICAL CORP	YMCA DUCT REPAIR	03/15/2018	4,700.00	YMCA MAINTENAN
Total PROCTOR MECHANICAL CORPORATION:			4,700.00	
PURCHASE POWER				
PURCHASE POWER	POSTAGE	03/23/2018	3,000.00	GENERAL FUND
Total PURCHASE POWER:			3,000.00	
RC SYSTEMS				
RC SYSTEMS	STORM SIREN RADIO COMP	03/08/2018	731.00	FIRE FUND
Total RC SYSTEMS:			731.00	
ROSS CHEMICAL SYSTEMS INC				
ROSS CHEMICAL SYSTEMS IN	DETERGENT FOR PPE	03/08/2018	68.45	FIRE FUND
Total ROSS CHEMICAL SYSTEMS INC:			68.45	
SHULL SCHRUM MCCLAFLIN & CO INC				
SHULL SCHRUM MCCLAFLIN &	SEWER AUDIT	03/26/2018	1,100.00	SEWER FUND
SHULL SCHRUM MCCLAFLIN &	CITY AUDIT	03/26/2018	3,300.00	GENERAL FUND
Total SHULL SCHRUM MCCLAFLIN & CO INC:			4,400.00	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	03/26/2018	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SIMPSON COLLEGE				
SIMPSON COLLEGE	THINK SPRING BLDG RENTAL	03/07/2018	900.00	PARK & RECREATI
Total SIMPSON COLLEGE:			900.00	
STEWART, KELLY				
STEWART, KELLY	REFUND FOR WITHDRAWAL FROM CLASS	03/26/2018	26.00	PARK & RECREATI
Total STEWART, KELLY:			26.00	
STUPPY INC				
STUPPY INC	GREENHOUSE	03/28/2018	24,100.00	CAPITAL PROJECT
Total STUPPY INC:			24,100.00	
TG TECHNICAL SERVICES				
TG TECHNICAL SERVICES	CO GAS MONITORS RKI	03/19/2018	884.82	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total TG TECHNICAL SERVICES:			884.82	
THEISEN'S				
THEISEN'S	BULBS	03/14/2018	8.97	SEWER FUND
THEISEN'S	LEVELS FOR SIGN TRUCK	03/16/2018	22.97	ROAD USE TAX FU
THEISEN'S	SEED FOR BRUSH FACILITY	03/16/2018	87.24	GENERAL FUND
Total THEISEN'S:			119.18	
TOYNE INC				
TOYNE INC	AUTO EJECT 120V	03/05/2018	303.66	FIRE FUND
TOYNE INC	FENDER LINER	03/09/2018	186.12	FIRE FUND
Total TOYNE INC:			489.78	
TRANS-IOWA EQUIPMENT INC				
TRANS-IOWA EQUIPMENT INC	WATER PUMP FOR SWEEPER	03/14/2018	756.90	ROAD USE TAX FU
TRANS-IOWA EQUIPMENT INC	2 PIPE SECTIONS FOR JETTER VAC	03/26/2018	736.62	SEWER FUND
TRANS-IOWA EQUIPMENT INC	SERVICE OF SWEEPER	03/05/2018	399.29	ROAD USE TAX FU
Total TRANS-IOWA EQUIPMENT INC:			1,892.81	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONE	03/12/2018	44.19	FIRE FUND
U.S. CELLULAR	CELL PHONES - 2	03/12/2018	81.79	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2	03/12/2018	93.56	SEWER FUND
U.S. CELLULAR	CELL PHONES -3	03/12/2018	106.10	ROAD USE TAX FU
Total U.S. CELLULAR:			325.64	
WALLACE, ERIC				
WALLACE, ERIC	CLASS B - CDL	03/13/2018	16.50	AMBULANCE FUN
Total WALLACE, ERIC:			16.50	
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 2/9/18 - 3/8/18	03/18/2018	75.00	GENERAL FUND
Total WALLER, RYAN:			75.00	
WALTERS GARDENS INC.				
WALTERS GARDENS INC.	PLANTS	03/05/2018	62.74	PARK & RECREATI
Total WALTERS GARDENS INC.:			62.74	
WARREN COUNTY OIL				
WARREN COUNTY OIL	LP GREENHOUSE	03/08/2018	406.13	PARK & RECREATI
Total WARREN COUNTY OIL:			406.13	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	REC FEE	03/23/2018	17.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			17.00	
WREEVES AND ASSOCIATES INC				
WREEVES AND ASSOCIATES I	INSTALL LIGHTS ON GATOR	03/23/2018	744.48	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WREEVES AND ASSOCIATES INC:			744.48	
Grand Totals:			326,314.03	

City Council: _____

Meeting Date: 04/02/2018

Subject

Proclamation declaring April as Child Abuse Prevention Month

Information

Mayor Shaw will proclaim April as Child Abuse Prevention month (packet).

Fiscal Impact

Attachments

Proclamation



— OFFICE OF THE MAYOR —

PROCLAMATION CHILD ABUSE PREVENTION MONTH

Whereas, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets;

Whereas, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

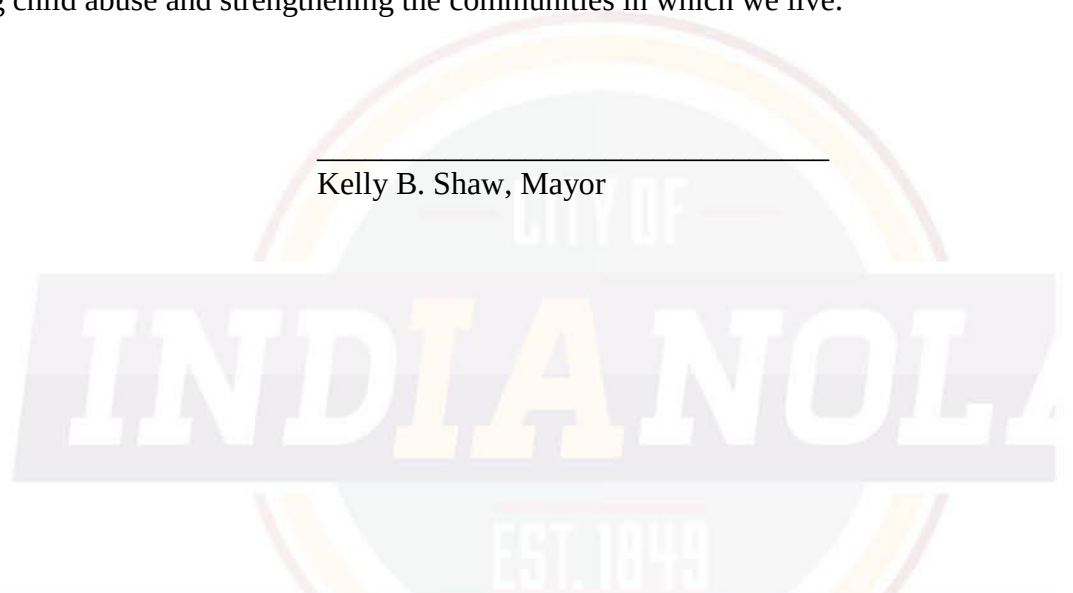
Whereas, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community;

Whereas, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential;

Whereas, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

Therefore, I, Mayor Kelly B. Shaw do hereby proclaim the month of April - 2018 as Child Abuse Prevention Month and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Kelly B. Shaw, Mayor



Meeting Date: 04/02/2018

Subject

Proclamation declaring April as Keep Indianola Beautiful month

Information

Mayor Shaw will proclaim the month of April as Keep Indianola Beautiful (packet).

Fiscal Impact

Attachments

Proclamation



— OFFICE OF THE MAYOR —

PROCLAMATION KEEP INDIANOLA BEAUTIFUL

WHEREAS the rolling landscapes and the natural forested beauty of its river valleys define Indianola as “The Beautiful Land” (a place of peace),

WHEREAS Indianola has a high regard for the natural beauty of the City along with a strong sense of stewardship and want to encourage all its residents and visitors to help keep Indianola beautiful for future generations,

WHEREAS we have caring residents and citizens that want to build the pride and respect that we have toward both our natural lands and the built environment knowing that these are essential to the cultural and economic health and vitality of the City,

WHEREAS, Keep Indianola Beautiful, a state affiliate of Keep America Beautiful works with government organizations, private companies, communities, counties and volunteer / service groups statewide to conduct litter prevention, recycling, beautification, community and landscape enhancement, increased volunteerism and waste minimization programs and project, and

WHEREAS, Keep Indianola Beautiful recognizes the importance of service learning and clean and green education with our youth in helping to enhance or communities and State, and

WHEREAS, for more than ten years, Keep Indianola Beautiful and its’ Committee have combined leadership, creativity, insight and expertise that continues to enhance the beauty and cleanliness of Indianola, and

THEREFORE, I, Mayor Kelly B. Shaw proclaim the month of April – 2018 and thereafter to be known as Keep Indianola Beautiful month recognizing and celebrating the cleanliness and beauty of our City and the efforts of our citizens in building on that tradition.

Kelly B. Shaw, Mayor

City Council Regular

7.C.

Meeting Date: 04/02/2018

Subject

Receive update regarding the joint meeting on March 27, 2018 with the Warren County Board of Supervisors

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/02/2018

Subject

Public hearing and first consideration of an ordinance readopting the existing City Code of Ordinances

Information

Council needs to hold the public hearing and first consideration to readopt the existing City Code of Ordinances. Because Indianola has supplemented its ordinances quarterly each year, we are in compliance with a 1997 legislative change concerning adopting a code every five years.

Roll call is in order

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. _____

AN ORDINANCE READOPTING THE EXISTING CITY CODE OF THE CITY OF INDIANOLA, IOWA, 2000, AS AMENDED, AS THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA

BE IT ORDAINED by the City Council of the City of Indianola, Iowa, as follows:

SECTION 1. PURPOSE. The purpose of this ordinance is to comply with the provisions of Section 380.8, Code of Iowa, requiring cities to compile and maintain a code of ordinances.

SECTION 2. CODE ADOPTED. The CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, 2000, as amended by Ordinances 1505 through 1582, both inclusive, being found to be correct and adequate for the City is hereby readopted as the CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA.

SECTION 3. AMENDMENTS. All general ordinances of the City passed hereafter shall be in the form of an addition, amendment or repealer to the CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, and shall include proper references to chapter, section, subsection or paragraph to maintain the orderly codification of ordinances.

SECTION 4. COPY ON FILE. An official copy of the “CODE ORDINANCES OF THE CITY OF INDIANOLA, IOWA,” adopted by this ordinance, including a certificate of the City Clerk as to its adoption and the effective date, is on file in the office of the City Clerk and is available for public inspection.

SECTION 5. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its publication, as required by law.

Passed by the Council the _____ day of _____, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

Second consideration of a request from Robin McCord Eyberg Et Al to rezone the West 1/2 of the Northwest 1/4 of the Northwest 1/4 AND the Northwest corner of the Southwest 1/4 of the Northwest 1/4 of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa AND the North 1/2 of the Southwest 1/4, Indianola, Iowa, from A-1 (agriculture) to M-2 (general industrial) P&Z unanimously recommended approval on 2/12/18

Information

Council needs to second consideration of the rezoning request from Robin McCord Eyberg.

The Future Land Use Map in the 2011 Comprehensive Plan indicates much of the area as light industrial and general industrial zoning. However, the map also indicates a lineal park space from North 15th Street eastward beyond the city limits to 150th Avenue (see map). This area is designated as parks in the Comprehensive Plan legend and is clearly meant as a buffer area between the residential zoned property south of Iowa Avenue. It is difficult to determine the exact distance of how much area north of Iowa Avenue has been identified as park, but it appears to be more than 150'. Currently there are no conditions placed on the rezoning request. After speaking with Robbie Foxen, Executive Director of Missouri Valley Line Constructors, he indicated their Board would be supportive of placing a buffer yard (60') along the East Iowa Avenue portion of the property.

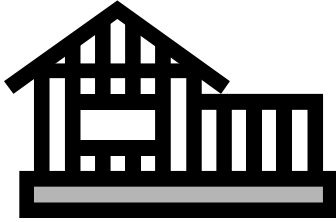
Again, after reviewing the Land Use Compatibility Guideline Chart, the compatibility code for all residential use is #5 (in my opinion) which states "*Proposed land use is incompatible with adjacent land uses. Generally, proposed land uses with level of conflict will not be permitted.*" The key word in this statement is adjacent. The request for M-2 zoning is across the 66" right-of-way of East Iowa Avenue. Community Development Director Chuck Burgin recommended and P&Z unanimously recommended approval.

Roll call is in order.

Fiscal Impact

Attachments

PZ Memo
PZ Minutes
Map 1
Map 2
Ordinance



To: Planning and Zoning Commission
From: Chuck Burgin, Director of Community Development
Subject: February 13, 2018 Meeting

Item #4 Election of Officers.

We address election of officers at the beginning of each year. The chairperson and vice-chairperson typically serve a two-year term. This year will be both Joe Butler's and Josh Rabe's second year serving as Chairperson and Vice-Chairperson, respectively. A simple motion and a second for each to continue to serve as Chairperson and Vice-Chairperson is in order.

Item #5 Consider Request from Mike Vanderpool and Mike Rosenberger to Rezone a Portion of Auditors Outlot 152 from R-3 (Mixed Residential) to C-2 (Highway Commercial).

The complete legal description is as follows:

Beginning at the Southeast corner of Auditor's Outlot 152, which point is 330 feet West of the Southeast corner of Section 25, Township 76 North, Range 24 West of the 5th P.M., Iowa; thence running West 409.2 feet; thence North 642 feet; thence East bearing South 17 minutes 409.2 feet; thence South 640 feet to beginning, EXCEPT the East 60 feet thereof for Street purposes, AND EXCEPT Beginning at a point 319.2 feet West of the Southeast corner of Auditor's Outlot 152 of the City of Indianola, Iowa, thence West 90 feet to the Southwest corner of said Auditor's Outlot 152, thence North 40 feet, thence Southeasterly to place of beginning.

Mike and Sarah Rosenberger own and operate TRM Disposal located at 901 South Jefferson Way. They intend to purchase the property described from Mr. Vanderpool. Enclosed is a letter from the Rosenberger's explaining their intention to utilize a portion of the property for storage of containers for their business. I am not aware of the use for the remaining portion of the property.

The parcel is approximately 350' deep by 640' wide and contains 5.55 acres that lies along the west side of South First Street (see aerial map). If rezoned, R-3 (Mixed Residential) zoning would border the north and west boundary, A-1 (Agriculture) zoning would border along the south boundary and C-2 (Highway Commercial) along the east boundary.

There has been an issue with development of this parcel of land due to the lack of public sanitary sewer and the gravel road frontage on South 1st Street. Public sewer is available 425' to the west and south of the existing homes, however a sanitary lift station with force main could be constructed at the south end of the property. Both options would be difficult and expensive.

I have enclosed a city map which indicates C-2 (Highway Commercial) zoning. As you can see from the map, the depth of commercial zoning in areas along the highway where development has been established is consistent. Meaning the C-2 zoning classification stops at either the alley line (mid-block) or in some cases extends to the next street. The request from TRM Disposal would extend C-2 zoning across the street into a residential zoning classification.

The Future Land Use Map in the 2011 Comprehensive Plan indicates this area to be developed as low density residential. I have also enclosed the Land Use Compatibility Guideline Chart from the Comprehensive Plan. Because of the R-3 zoning adjacent to the request and the size of lots allowed within the zoning classification, the compatibility code most appropriate would be #3 (in my opinion) which states *“Proposed land use may have possible conflicts with the adjacent land uses that may be mitigated through proper planning and design. Orientation of structures, landscaping, buffering, and screening should be utilized to minimize negative impacts to adjoining parcels. Traffic, parking areas, noise, light pollution, dumpsters, service doors, and other influences should be directed away from lower intensity uses.”*

The letter from Mike and Sarah Rosenberger further describes their intentions to minimize conflicts between the proposed use and the existing residential properties to the north and west. Iowa law allows conditions to be placed on rezoning requests provided 1. Conditions are agreeable to both the applicant and City. 2. The conditions are in writing. 3. The conditions are submitted prior to the City Council public hearing.

I believe the Rosenberger's have demonstrated in their letter the willingness to work with the surrounding neighborhood to reduce conflicts, such as leaving the mature trees along the west boundary line (which is approximately 30'-70' in width), leaving a 25' buffer along the north property line, and fencing/screening the containers. These conditions will reduce conflicts between residential and the proposed commercial use. My concern is the precedence that will be set by extending the C-2 zoning classification beyond the standard depth as in other similar areas of C-2 zoning. I recommend the Commission deny the request.

Please keep in mind, confusion on a split vote may be reduced if the motion is positive to approve the request. The motion should include amending the Comprehensive Plan.

Item #6 Consider request from Missouri Valley Line Constructors, Ward Trueblood and Robin Mc Cord Eyberg Et Al to rezone the West ½ of the Northwest ¼ of the Northwest ¼ AND the Northwest corner of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa, AND The North ½ of the Southwest ¼ AND the South ½

of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa, from A-1 (Agriculture) to M-2 (General Industrial).

The original area for rezoning was requested by Mr. Trueblood and Missouri Valley Line Constructors which began with just a portion of the SW ¼ of Section 20, located at the corner of North 15th Street and East Iowa Avenue, as indicated on the aerial map provided by Peoples Company. The original request included the rezoning of approximately 55 acres. After reviewing and speaking with current adjacent property owners in the area (Robin Eyberg and Family), they have agreed to include additional land with this request. The total area under consideration with the amended request (including both Trueblood and Eyberg) is now 130 acres. (see map)

The Future Land Use Map in the 2011 Comprehensive Plan indicates much of the area as light industrial and general industrial zoning. However, the map also indicates a lineal park space from North 15th Street eastward beyond the city limits to 150th Avenue (see map). This area is designated as parks in the Comprehensive Plan legend and is clearly meant as a buffer area between the residential zoned property south of Iowa Avenue. It is difficult to determine the exact distance of how much area north of Iowa Avenue has been identified as park, but it appears to be more than 150'. Currently there are no conditions placed on the rezoning request. After speaking with Robbie Foxen, Executive Director of Missouri Valley Line Constructors, he indicated their Board would be supportive of placing a buffer yard (60') along the East Iowa Avenue portion of the property.

Again, after reviewing the Land Use Compatibility Guideline Chart, the compatibility code for all residential use is #5 (in my opinion) which states "*Proposed land use is incompatible with adjacent land uses. Generally, proposed land uses with level of conflict will not be permitted.*" The key word in this statement is adjacent. The request for M-2 zoning is across the 66" right-of-way of East Iowa Avenue. I recommend the following:

1. Approve rezoning of the Robin McCord Eyeberg Et Al property from A-1 to M-2. More specifically described as; The West ½ of the Northwest ¼ of the Northwest ¼ AND the Northwest corner of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa. There is no issue with the zoning of this property as M-2. This is a simple extension of M-2 zoning from both the east and west boundary.
2. Delay the action of rezoning the eastern quarter section of the Trueblood property. There is no rush for this parcel of land to be rezoned. Delaying action will give us an opportunity to review this area in more detail with the Comprehensive Plan update (budgeted for FY2018).

3. Approve the rezoning of the western portion of the Trueblood property with a condition that mandates a 60' buffer park along the frontage of East Iowa Avenue. I have enclosed a copy of the specification for this buffer park from our subdivision ordinance.

Item #7 Consider request from Missouri Valley Constructors to Amend M-2 (General Industrial) Zoning to Allow Residential Units to be used in conjunction with Schooling and Training Facilities for Contractors, Industrial Trades and other uses permitted in M-2 zoning or similar thereto.

Enclosed is a letter from Robbie Foxen, Executive Director of Missouri Valley Line Constructors, describing the future need for apprentice housing. Mr. Foxen is estimating the need for basic lodging at 50 to 60 students. Under the City's Code of Ordinances M-2 Zoning #17 states "Schooling and training facilities for contractors, industrial trades and other uses permitted in M-2 or similar thereto." Because residential is a different use, student housing is not currently considered an accessory use of M-2 zoning. This is similar to college dormitories and fraternity and sorority houses which are listed as a permitted use under R-3 (Mixed Residential) zoning.

I have also enclosed a survey of 12 communities and the permitted uses allowed in their M-1 and M-2 zoning classifications. Only two of the 12 communities listed on the survey allow housing for students and both of those are permitted in limited industrial classifications.

An argument allowing housing associated with a trade schools can be made. However, with all the other types of uses allowed within M-2 zoning which could conflict with housing on adjacent properties such as noise, dust and truck traffic, I do not believe this would be a good decision. I have enclosed a copy the permitted principal uses within M-2 zoning that clearly conflict with housing units. I recommend the request be denied

Item #8 Consider Amendment to C-2 (Highway Commercial) Zoning to Clarify Permitted Uses.

At the January meeting we discussed clarifying the use of contractor shops as a permitted principal use within the C-2 zoning classification. In the past we have allowed this type of use under item #23 *Personal Service and Repair Shops* and item #24 *Business and Professional Offices and Studios*.

The new language proposed amends Item #17 *Plumbing, heating and air conditioning sales, service and repair* to the following: "**Electrical, plumbing, mechanical, landscaping, general contractor, sales, service and repair shops, with no outside storage unless approved in accordance with Section 166.06, Site Plan.**" Section 166.06 is the Alternate Method of Approval portion of the Site Plan Ordinance. Meaning new contractor shops wanting to have exterior storage or existing shops wanting to expand their business by 50% or 1000 square feet in

area would be required to seek additional approvals from Planning and Zoning Commission and City Council. A copy of the proposed ordinance is enclosed for your review.

Section 166.02 of the Site Plan Ordinance states “Notwithstanding anything contained herein, a site plan shall be required for any Outdoor Storage in M-1 Light Industrial District and M-2 General Industrial District.” If approved, I recommend this portion of the Site Plan Ordinance be amended to include C-2 Highway Commercial District.

The Commission was also interested in the current limitations for exterior storage for other uses within other commercial districts. They are as follows:

C-1 Office Park Commercial District - Permitted accessory uses and structures

- Storage areas provided they are incidental to the principal use, but not to exceed a floor area which is equal to twenty five percent (25%) of the floor area used by the principal use and such storage areas shall be wholly contained within the principal structure.

C-2 Highway Commercial - Permitted Principal Uses

- #15 Railroads and public utilities but not including storage or maintenance yards and buildings.
- #42 Self-service storage facilities. The Exterior storage of all kinds is prohibited.
- #43 Limited manufacturing and processing subject to the special requirements listed below. (Special Requirement #1 – All manufacturing and processing uses shall be wholly contained within a building with no exterior storage and shall not create offensive noise, odor, vibration or electrical interference.)

C-3 General Retail and Office - Permitted Principal Uses

- #11 Public buildings and utilities but not including storage or maintenance yards or buildings.
- #24 Limited manufacturing and processing subject to the special requirements listed below. (Special Requirement #1 - All manufacturing and processing uses shall be wholly contained within a building with no exterior storage.)

Item #9 Other Business

Council Follow Up

Council approved the first consideration of the amendment to buffer requirements of Chapter 170 Subdivision Ordinance and Chapter 166 Site Plan Ordinance at their February 5th meeting.

Site Plan / Building Permit staff approvals included the following:

- 1709 North Jefferson Way, #1000 – Commercial Alteration of Pizza Ranch to include a game room.
- 1601 North Jefferson Way – Commercial Alteration of National Balloon Museum remodeling office space.
- 2205 East 2nd Avenue – New Concession/Storage building at Pickard Park for Indianola Parks and Recreation.
- 1301 East 2nd Avenue – New Administration Building for Indianola Community School District.

INDIANOLA PLANNING AND ZONING COMMISSION
REGULAR MEETING
FEBRUARY 13, 2018
6:00 P.M.

The meeting was called to order by Chairperson Joe Butler and on roll call the following members were present:

Joe Butler
Al Farris
Becky Needles
Doug Opie
Josh Rabe
Sarah Ritchie
Misty Soldwisch

Also present: Robbie Foxen, Bill and Linda Feldman, John Knolke, Steve Bonnes, Mike Vanderpool, Daran Becker, Wes Roberson, Carole Richardson, Wally Moll, Jeff Blossor, AJ Sween, Mike Rosenberger, Kenny Herring, Terry Pauling, Russ and Gaylene Jones, Polly Glascock, Mindi Robinson and Chuck Burgin.

The minutes of the January 9, 2018 meeting were approved on a motion made by Needles and seconded by Opie. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Election of Officers

Motion was made by Opie and seconded by Soldwisch to re-elect Joe Butler as Chairperson and Josh Rabe as Vice Chairperson of the Planning and Zoning Commission. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Consider Request from Mike Vanderpool and Mike Rosenberger to Rezone a Portion of Auditors Outlot 152 from R-3 (Mixed Residential) to C-2 (Highway Commercial)

Chuck explained the request from Mike Vanderpool and Mike Rosenberger to rezone a parcel of land from R-3 to C-2 which lies directly behind the current TRM Disposal facility at 901 South Jefferson Way.

A.J. Sween of 807 South 1st Street shared concerns regarding the potential environmental impact the business would have on the land.

Kenny Herring of 1307 West 14th Avenue questioned the intended use of the property.

Chuck stated the applicant intends to gravel a 200' x 200' portion of the property for container/roll off dumpster storage. The applicant further intends to install an 8' privacy

fence and keep the existing tree buffer between the residential and commercial use. Chuck stated that sanitary sewer accessibility is an issue with development as the costs are higher for installation than in most areas. Also, the gravel road access is a hinderance to the development.

Mike Rosenberger of TRM Disposal shared his plans stating his business continues to grow and his business is expanding to provide roll off boxes/containers. He needs the space for storage and has no intention of building on the land at this time. Mr. Rosenberger confirmed his intentions are to gravel a 200' x 200' portion of the lot and install a privacy fence. The green space will remain. He further expressed his desire to be a positive land steward and good neighbor.

Gaylene Jones of 901 South 1st Street questioned whether the property would be maintained, i.e. mowed. Mr. Rosenberger stated he intends to maintain the property.

Steve Bonnes of 105 West 8th Avenue shared questioned the hours of operation. Mr. Rosenberger stated hours of operation are from 6:00 am to 5:00 pm Monday through Friday with the possibility of some weekends. Mr. Bonnes expressed concerns of the containers being stored with residual garbage left in the containers and the potential to attract rodents to the area.

Russ Jones of 901 South 1st Street questioned the change in property values and taxes.

Bill Feldman of 902 South Howard Street shared concerns regarding commercial next to residential.

Mike Vanderpool spoke in favor of TRM Disposal stating he was happy to support a local business.

Commission discussed exterior storage requirements within C-2 zoning, potential conditions that may be placed on the zoning, buffer requirements and the potential to place a sunset clause on the rezoning.

Farris shared concerns of placing conditions on a rezoning request without having the applicant put it in writing. Rabe stated it was a unique property and a blanket C-2 zoning would be unwise. Butler stated he preferred a buffer design as described in the site plat ordinance more than a 25' installed on the north side of the property.

Mr. Vanderpool expressed concerns regarding the need to install more buffering than the City Code requires. Butler stated this request has a more impactful use than most situations adjacent to residential and therefore is justified.

Motion was made by Opie and seconded by Rabe to table the request from Mike Vanderpool and Mike Rosenberger to Rezone a Portion of Auditors Outlot 152 from R-3 (Mixed Residential) to C-2 (Highway Commercial) until conditions can be agreed upon which include a landscape buffer on the north boundary of 25'in width, limiting storage of containers only, a sunset clause and limiting the size of the containment area to 200' x

200'. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Consider request from Missouri Valley Line Constructors, Ward Trueblood and Robin Mc Cord Eyberg Et Al to rezone the West ½ of the Northwest ¼ of the Northwest ¼ AND the Northwest corner of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa, AND The North ½ of the Southwest ¼ AND the South ½ of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa, from A-1 (Agriculture) to M-2 (General Industrial)

Chuck provided background stating he had spoken with Mr. Trueblood who agreed to include the remaining portion of his property and Robin McCord Eyberg who agreed to be included in the rezoning as well. Chuck shared that the Comprehensive Plan indicates much of the areas as light industrial and general industrial zoning. The map also indicates a lineal park space from North 15th Street east to 150th Avenue. This area is meant to be a buffer area between the residential zoned property south of Iowa Avenue.

Robbie Foxen of Missouri Valley Line Constructors shared a brief history stating Missouri Valley Line is an apprentice training program covering a seven-state area. They have outgrown their current facility and need to expand. Missouri Valley Line has been in Indianola for 28 years. They would like to construct a training facility with housing for the students in a dorm style setting.

Motion was made by Farris and seconded by Rabe to approve the rezoning of the Robin McCord Eyberg Et Al property from A-1 to M-2 zoning described as the West ½ of the Northwest ¼ of the Northwest ¼ AND the Northwest corner of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Commission discussed the rezoning of the eastern quarter section of the Trueblood property. Mr. Foxen stated they have a purchase agreement in place with Mr. Trueblood that is contingent on the rezoning approval and housing/dormitory structure approval. Opie questioned the occupancy rate of the housing. Mr. Foxen stated they probably will have 20-30 students per week (up to 60) staying at the facility for enrolled students only.

Motion was made by Rabe and seconded by Opie to take no action to rezone the eastern section of the Trueblood property, legally described as the Northeast ¼ of the Southwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Commission discussed the remaining portion of property at the northeast corner of 15th Street and Iowa Avenue. This includes the land Missouri Valley Line intends to purchase plus the triangular piece of land on the other side of the pipeline. Mr. Foxen stated Missouri Valley Line was open to placing a 60' buffer along the East Iowa Avenue

portion of the property. The buffer would only be required on the portion of property that Missouri Valley Line would own.

Polly Glasock of 1715 East Iowa Avenue expressed safety concerns. Mr. Foxen stated the apprentices currently stay at Country Inn and Suites and sign an agreement. Mr. Foxen further stated there would be security measures in place at the proposed facility.

Motion was made by Opie and seconded by Soldwisch to approve the request from Missouri Valley Line Constructors and Ward Trueblood to rezone the western portion that mandates a 60' buffer park along the frontage of East Iowa Avenue. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Consider request from Missouri Valley Constructors to Amend M-2 (General Industrial) Zoning to Allow Residential Units to be used in conjunction with Schooling and Training Facilities for Contractors, Industrial Trades and other uses permitted in M-2 zoning or similar thereto

Chuck stated he recommends not allowing housing in an M-2 zoning classification because of the additional uses allowed within the M-2 zoning. Staff completed a survey of other cities that allowed housing within an M-2 zoning and of those surveyed only two allowed housing within light or limited industrial zoning. Because of the survey, Chuck questioned whether the M-2 zoning was the correct zoning classification for such a use and expressed M-1 may be a better zoning but would have to change the permitted uses within an M-1 zoning to allow for this type of training facility.

Commission discussed the possibility of zoning the housing portion of the property to be a residential zoning instead of industrial as a natural continuation of the potential development of multifamily residential on the south side of East Iowa Avenue.

After further discussion, Robbie Foxen of Missouri Valley Line Constructors withdrew the original rezoning request and stated they will request rezoning the property to M-1 (Limited Industrial), and request M-1 zoning allow for training facilities and student housing.

Motion was made by Farris and seconded by Opie to rescind the approval of the rezoning request from Missouri Valley Line Constructors and Ward Trueblood of the western portion of Mr. Trueblood's property from A-1 to M-2. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Consider Amendment to C-2 (Highway Commercial) Zoning to Clarify Permitted Uses

Chuck shared the proposed amendment to C-2 zoning amends Item #17 to state **“Electrical, plumbing, mechanical, landscaping, general contractor, sales, service and repair shops, with no outside storage unless approved in accordance with Section 166.06, Site Plan.”**

Motion was made by Rabe and seconded by Soldwisch to approve the amendment to C-2 zoning clarifying permitted uses and include the requirement of a site plan for exterior storage within C-2 zoning. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

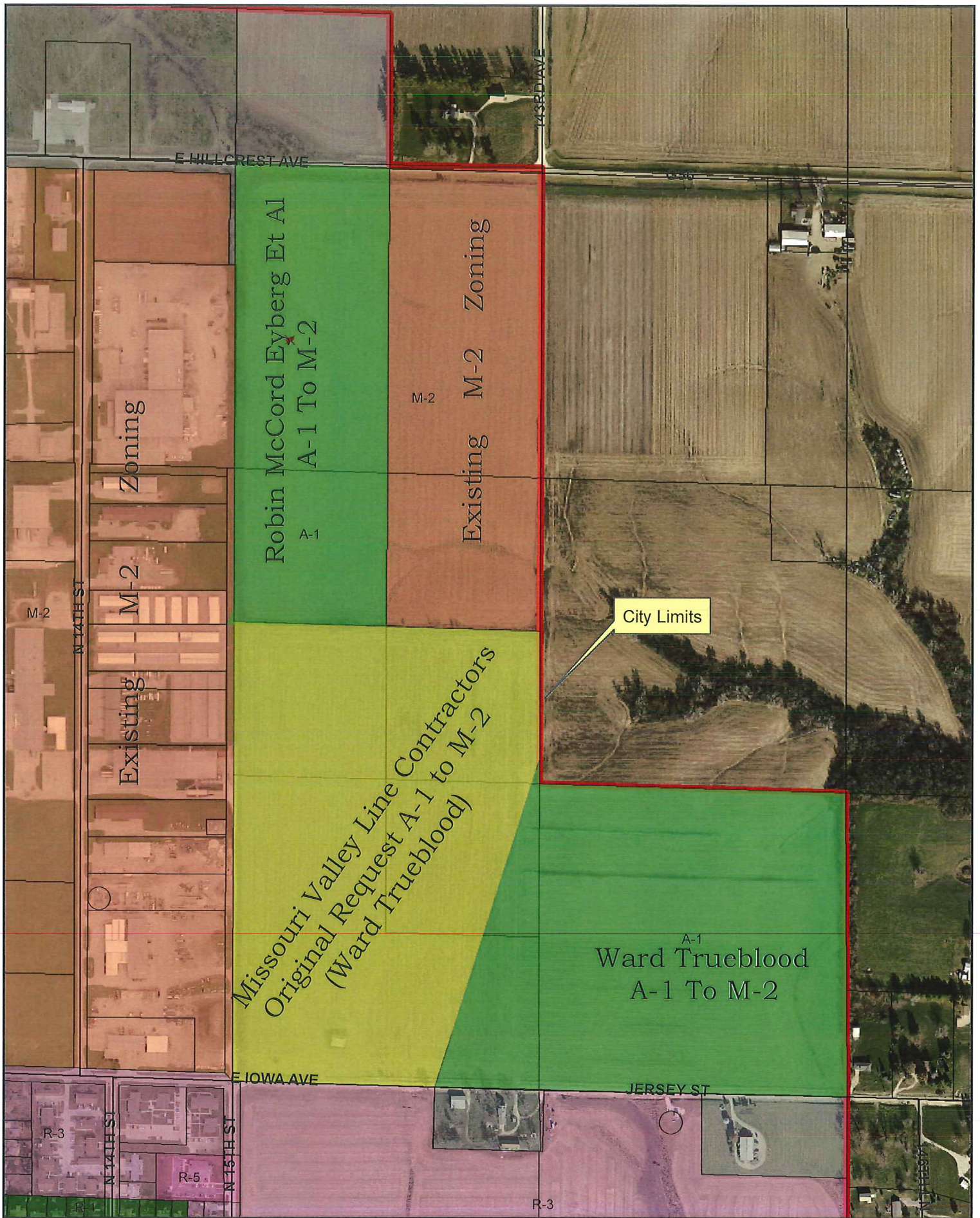
Other Business:

No other business was reported.

Meeting adjourned on a motion by Ritchie and seconded by Needles.

Joe Butler, Chairperson

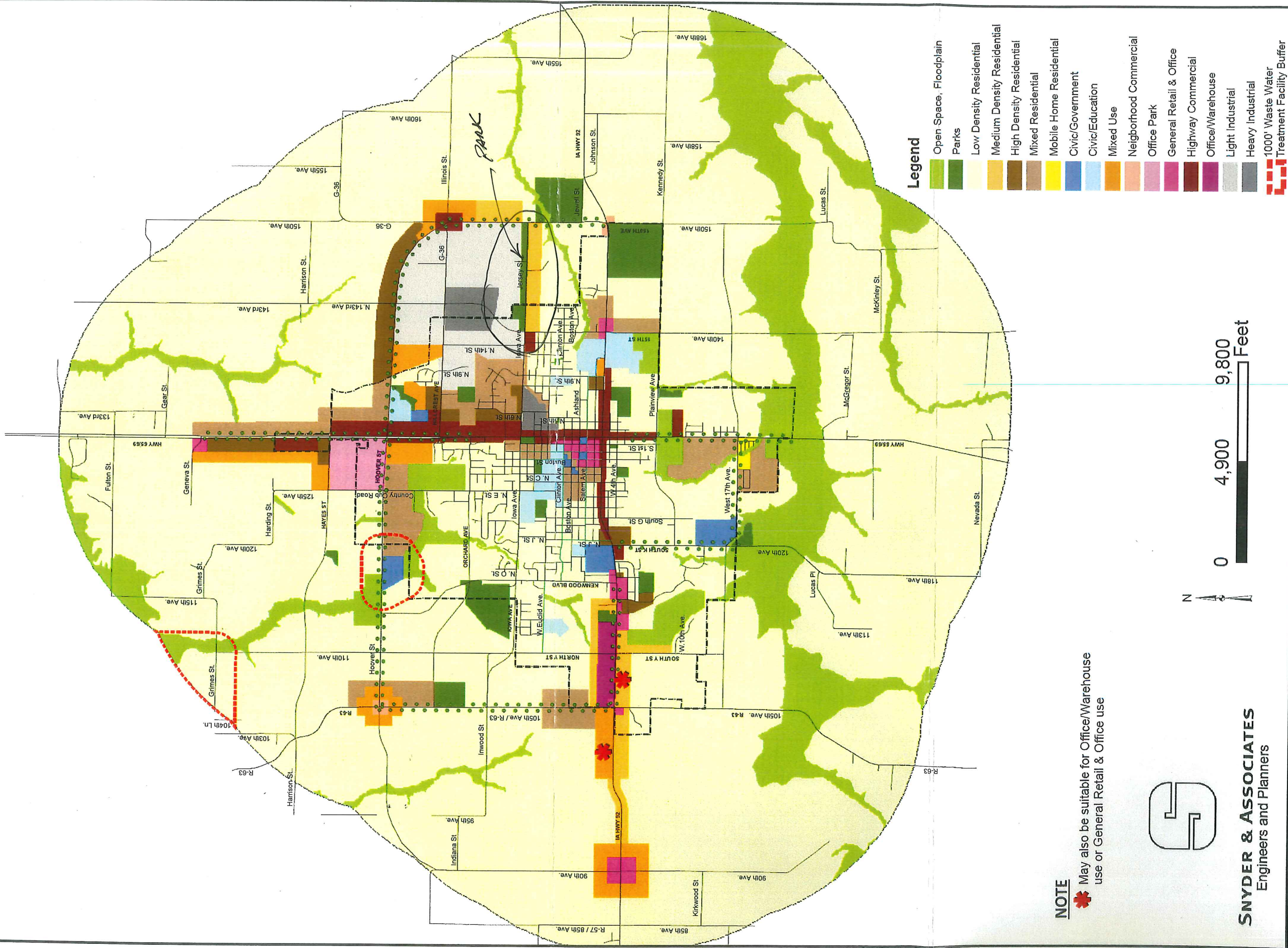
Mindi Robinson



Vicinity Map

Parcels Under Consideration for Rezoning
A-1 (Agriculture) to M-2 (General Industrial)





ORDINANCE NO. 2018-_____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, BY REZONING LAND OWNED BY ROBIN McCORD EYBERG, TO CHANGE THE ZONING CLASSIFICATION FROM AGRICULTURAL (A-1) TO GENERAL INDUSTRIAL (M-2)

WHEREAS, the Planning and Zoning Commission, after notice and a hearing in accordance with law, have recommended to the City Council that the below described property be considered for rezoning from Agricultural (A-1) to General Industrial (M-2) Zoning Classification; and

WHEREAS, on the _____ day of _____, 2018, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

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

Section 1: That the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by rezoning the following described property from Agricultural (A-1) to General Industrial (M-2):

West ½ of the Northwest ¼ of the Northwest ¼ AND the Northwest corner of the Southwest ¼ of the Northwest ¼ of Section 20, Township 76, Range 23, West of the 5th P.M., Indianola, Iowa

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

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

PASSED AND APPROVED this _____ day of _____, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____
Third reading: _____

Publication Date: _____

Meeting Date: 04/02/2018

Subject

Final consideration of an amendment to C-2 (highway commercial) zoning to clarify permitted uses and include C-2 zoning (highway commercial) in the site plan initial procedures (P&Z unanimously recommended approval on 2/12/18)

Information

Council needs to hold the final consideration an amendment to C-2 (highway commercial) zoning to clarify permitted uses. At the January P&Z meeting the commission discussed clarifying the use of contractor shops as a permitted principal use within the C-2 zoning classification. In the past we have allowed this type of use under item #23 *Personal Service and Repair Shops* and item #24 *Business and Professional Offices and Studios*.

The new language proposed amends Item #17 *Plumbing, heating and air conditioning sales, service and repair* to the following: **“Electrical, plumbing, mechanical, landscaping, general contractor, sales, service and repair shops, with no outside storage unless approved in accordance with Section 166.06, Site Plan.”**

Section 166.06 is the Alternate Method of Approval portion of the Site Plan Ordinance. Meaning new contractor shops wanting to have exterior storage or existing shops wanting to expand their business by 50% or 1000 square feet in area would be required to seek additional approvals from Planning and Zoning Commission and City Council. A copy of the proposed ordinance is enclosed for your review.

Section 166.02 of the Site Plan Ordinance states “Notwithstanding anything contained herein, a site plan shall be required for any Outdoor Storage in M-1 Light Industrial District and M-2 General Industrial District.” If approved, staff recommends this portion of the Site Plan Ordinance be amended to include C-2 Highway Commercial District.

Roll call is in order.

Fiscal Impact

Attachments

Chapter 165
Ordinance

C-2	HIGHWAY COMMERCIAL	C-2
PERMITTED PRINCIPAL USES AND STRUCTURES		MINIMUM REQUIRED OFF-STREET PARKING
1. Automotive display, sales, service and repair	1 space per 300 square feet of sales, service or office floor area	
2. Gas Station/Convenience Store, not including the dispensing of liquefied propane for vehicles.	1 space for every 100 square feet of floor area for the first 2000 square feet of floor area, and 1 space for every 200 square feet in excess of 2000 square feet.	
3. Farm implement display, sales, service and repair	1 space per 300 square feet of sales, service or office floor area	
4. Plant nursery and garden supplies sales	1 space per 300 square feet of sales, service or office floor area	
5. Lumberyard or building materials sales	1 space per 300 square feet of sales, service or office floor area	
6. Restaurant, nightclub, café or tavern	1 space per 100 square feet of floor area	
7. Dance hall and skating rink	1 space per 100 square feet of floor area	
8. Drive-in eating and drinking establishment	5 spaces per 100 square feet of floor area	
9. Bowling alley	5 spaces per lane or alley	
10. Drive-in bank	4 spaces per teller window with a minimum of 5 spaces	
11. Motel or hotel	1 space per unit or campsite	
12. Dwelling unit above a store or shop	1 space per unit	
13. Bus terminal	6 spaces plus 1 off-street loading space for each bus serving the terminal	
14. Funeral parlor	1 space per 4 seats in the main chapel with a minimum of 5 spaces	
15. Railroads and public utilities but not including storage or maintenance yards and buildings	1 space per employee, plus 1 space per vehicle used by the facility with a minimum of 5 spaces	
16. Monument and market display and sales	1 space per employee, plus 1 space per vehicle used by the facility with a minimum of 5 spaces	
17. Plumbing, heating and air conditioning sales, service and repair	1 space per employee, plus 1 space per vehicle used by the facility with a minimum of 5 spaces	
18. Drive-in theater	Storage lanes outside the ticket booth to accommodate 10% of theater capacity	
19. Golf driving range, miniature golf	3 spaces per tee or green	
20. Radio or television broadcasting station	5 spaces plus 1 space per employee	
21. Dry cleaners	1 space per employee, plus 1 space for every 800 square feet with a minimum of 5 spaces	
22. Clubs and lodges	1 space for every 4 places of seating capacity	
23. Personal services and repair shops	1 space per employee, plus 1 space for every 300 square feet of floor area with a minimum of 5 spaces	
24. Business and professional offices and studios	1 space per employee, plus 1 space for every 300 square feet of floor area with a minimum of 5 spaces	
25. Wholesale ice sales	1 space per employee, plus 1 space for every 300 square feet of floor area	
26. Facilities for the training or rehabilitation of mentally and/or physically handicapped individuals, even though such training involves the assembling, packaging or restoration of manufactured items, so long as the training does not involve the manufacture of an original product	1 space per employee, plus 1 space for every 300 square feet of floor area with a minimum of 5 spaces	
27. Sales, service and repair of mobile homes, campers, boats, motorcycles, snowmobiles and other recreational equipment	1 space for every 300 square feet of floor area	
28. Antiques, pottery or ceramic shops	1 space for every 300 square feet of floor area	
29. Liquor store	1 space for every 100 square feet of floor area for the first 2,000 square feet of floor area, and 1 space for every 200 square feet of floor area in excess of 2,000 square feet	
30. Frozen food locker	1 space for every 300 square feet of floor area	
31. Floral shops	1 space for every 300 square feet of floor area	
32. Printing shops	1 space for every 300 square feet of floor area with a minimum of 5 spaces	
33. Combination motel and apartment buildings	2 spaces per unit	
34. Service, repair and rental of trucks, trailers, household goods, light construction equipment and lawn and garden equipment	1 space for every 300 square feet of total floor area with a minimum of 5 spaces	

C-2	HIGHWAY COMMERCIAL		C-2
PERMITTED PRINCIPAL USES AND STRUCTURES		MINIMUM REQUIRED OFF-STREET PARKING	
35.	Retail livestock feed sales exclusive of milling, mixing, storage of dry bulk feed and grain and grinding of feed	1 space for every 300 square feet of sales or service floor area	
36.	Grocery, apparel, appliances, hardware, toy, drug, gift and specialty shops and retail stores similar in nature	1 space per 100 square feet of floor area for the first 2,000 square feet of floor area, and 1 space per 200 square feet for the floor area in excess of 2,000 square feet	
37.	Dwelling unit used in conjunction with a store or shop	2 spaces per unit	
38.	Churches, temples and parsonage or rectory adjacent thereto	1 space for every 4 seats in the main auditorium	
39.	Veterinarian clinic for companion animals without outside cages or run permitted with a minimum distance of 100 feet from a residentially zoned area. Veterinarian clinic treating large animals on site permitted on a minimum lot of 2 acres, and with any building or holding pen associated with such clinic located at a minimum distance of 200 feet from any residentially zoned area. (Ord. 1533 – Nov. 14 Supp.)	1 space for every 300 square feet of surface and office floor area with a minimum of 5 spaces	
40.	Bottle and can redemption center with all storage and activities to be conducted in a totally enclosed structure	1 space per employee, plus 1 space for every 300 square feet of total floor area with a minimum of 5 spaces	
41.	Auction sales which are limited to the sales of appliances, furniture, apparel, toys and products similar in nature and size, provided there is no exterior storage and provided further that there are no exterior sales after sunset	1 space for every 100 square feet of floor area	
42.	Self-service storage facilities	1 space for every 100 storage cubicles or a fraction thereof and one space for each employee shall be located adjacent to the project office or in a location approved by the Building Official on the same lot	
43.	Limited manufacturing and processing subject to the special requirements listed below	1 space per employee or 1 space per 500 square feet of floor area, whichever is greater	
(Ord. 1552 – May 16 Supp.)			
44.	Fireworks Retail Sales Facilities	See Special Requirements Below (Ord. 1569 – Aug 17 Supp.)	
PERMITTED ACCESSORY USES AND STRUCTURES			
1. Uses and structures clearly incidental and necessary to the permitted principal uses or structures of this district.			
2. Storage warehouses in conjunction with the permitted uses or structures of this district.			
3. Temporary buildings and equipment used in conjunction with construction work, provided that such buildings and equipment are removed promptly upon completion of the construction work.			
4. Tourist campground – accessory use to hotel or motel. (Ord. 1564 – May 17 Supp.)			
SPECIAL EXCEPTION USES AND STRUCTURES			
Subject to Section 165.35(2) and the other requirements contained herein, the Board of Adjustment may permit the following:			
1. Museums and art galleries compatible with the surrounding neighborhood provided that appropriate conditions and safeguards shall be required by the Board of Adjustment to protect the surrounding area from the proposed use and to protect the proposed use from future development in the vicinity. Consideration shall also be given to the anticipated traffic generated, character of the structure, noise, lighting and outside storage. A minimum of one (1) parking space for every one hundred (100) square feet of floor area, or fraction thereof shall be provided. For outdoor display areas, the Board of Adjustment shall require additional parking as deemed appropriate for the specific nature of the use.			
2. Preschools or day care centers provided that no preschool or day care center shall commence operations in any building nearer than one hundred fifty (150) feet to any building wherein there is the sale of beer, wine or liquor for consumption on the premises, and all preschools or day care centers shall be licensed by the State of Iowa, and all day care and preschools centers shall have one off-street parking stall per employee.			
3. Elementary or secondary schools provided that such schools shall be for grades kindergarten through eighth, shall have six-foot high fencing between the school property and adjacent commercial uses, shall have at least one vehicle access that is not a highway access, and shall have one off-street parking space per classroom and one off-street parking space per office.			

CITY OF INDIANOLA, IOWA

Ordinance No. _____

AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, ZONING REGULATIONS, TO CLARIFY PERMITTED USES WITHIN #17 OF THE C-2 ZONING CLASSIFICATION

WHEREAS, a clarification is needed concerning certain shops in the C-2 zoning classification; and

WHEREAS, the Planning and Zoning Commission met on February 13, 2018, to consider a proposal to amend the zoning regulations to allow for and to reflect additional types of businesses in the #17 classification; and

WHEREAS, the Commission has made a recommendation to the City Council to amend Chapter 165; and

WHEREAS, a notice was published and a hearing held in accordance with the law, and the City Council now deems it reasonable and appropriate to amend Chapter 165 accordingly.

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

Section 1. Indianola Code Section 165, “C-2 District Zoning Regulations,” is hereby amended to allow for and to reflect additional types of businesses within the C-2 zoning classification by deleting the stricken language and adding the underlined language:

~~17. Plumbing, heating and air conditioning sales, service and repair~~ Electrical, plumbing, mechanical, landscaping, general contractor, sales, service and repair shops, with no outside storage unless approved in accordance with Section 166.06, Site Plan.

Section 2. Indianola Code Section 166.02, “Site Plan Initial Procedure” is hereby amended to allow for and to reflect additional zoning classification by adding the underlined language:

Notwithstanding anything contained herein, a site plan shall be required for any Outdoor Storage in M-1 Light Industrial District, M-2 General Industrial District and C-2 Highway Commercial.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. This ordinance shall be in full force and effect after passage, approval and publication as provided by law.

PASSED AND ADOPTED at Indianola, Iowa, this ____ day of _____, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Meeting Date: 04/02/2018

Subject

Final consideration of an ordinance adding new section 90.2 "Private Water Wells"

Information

Council needs to hold the final consideration to add Section 90.2 "Private Water Wells" to the Code of Ordinances (packet).

Section 90.2 Private Wells Prohibited

Except in an area zoned A-1 (agricultural), it is unlawful for any person, firm or corporation to drill, construct, operate or maintain a well or wells within the city limits for the purposes of bringing to the surface of the ground any subterranean and/or underground water.

FYI - The IMU Board of Trustees reviewed this at the February 12 meeting and recommended approval.

Roll call is in order.

Fiscal Impact

Attachments

Ordinance

CITY OF INDIANOLA, IOWA

Ordinance No. _____

**AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES OF
THE CITY INDIANOLA, IOWA, BY ADDING NEW SECTION 90.2
“PRIVATE WATER WELLS”**

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

Section 1. The Indianola City Code is hereby amended by adding the following:

90.2 PRIVATE WELLS PROHIBITED.

Except in an area zoned A-1 Agricultural, it is unlawful for any person, firm or corporation to drill, construct, operate or maintain a well or wells within the city limits for the purposes of bringing to the surface of the ground any subterranean and/ or underground water.

Exceptions.

- A. This chapter shall not apply to any well/wells existing and in operation within the city limits on the date of the passage of the ordinance codified in this chapter or to the replacement of existing wells. The owner of any existing well to be replaced shall be required to secure a permit from the Warren County Environmental Health Department for the drilling and operating of the replacement well. If a replacement well is installed, the abandoned well is required to be plugged according to Chapter 39 of the Iowa Administrative Code. If in the county’s health department judgement an existing well is in such a state of disrepair or of such construction that the health and safety of the city public water supply could be compromised, the county’s health department shall have the authority to require the plugging of the existing well according to Chapter 39 of the Iowa Administrative Code.
- B. This chapter shall not apply to any wells, which, in the opinion of the Community Development Department Director, are required to be drilled by it for the purposes of obtaining and furnishing additional water for the general public use and the preservation and protection of the public health, safety and general welfare of the residents of the city.
- C. This chapter shall not apply to closed loop, vertical, geothermal heating and cooling loop fields. However, prior to the installation of the vertical loop field a Iowa Department of Natural Resources permit must be obtained. In order to receive a permit from the IDNR, a map of the proposed loop must be provided along with a completed well installation permit signed by the county sanitarian or a member of the water supply section of the Iowa Department of Natural Resources authorized to

provide water well installation permits.

D. This chapter shall not apply to a private well upon written application to the city and a determination by the Director of Community Development that any one of the following conditions exists:

1. The point of water use is greater than three hundred feet from an accessible distribution water main owned and controlled by the city.
2. The proposed private well is needed due to extraordinary circumstances caused by the location of the property within the city which, if private ground water sources were not used, would work an extraordinary hardship upon the property owner.

E. Upon determination by the Director of Community Development that an exception to the prohibition against the use of a private well exists as specified in subsection D., the utility superintendent shall verify with the department of natural resources that the placement, depth and other features associated with the proposed well do not conflict with any actively monitored LUST site or cause other water quality problems. Upon final determination by the utility superintendent a permit will then be issued by the Iowa Department of Natural Resources.

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

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

PASSED AND ADOPTED at Indianola, Iowa, this ____ day of _____, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Meeting Date: 04/02/2018

Subject

Resolution determining property to be surplus, authorizing sale of property and approving the purchase of a tracked skid loader from Sundown Equipment in an amount of \$40,625 for the Street Department

Information

In your packet is the resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a 2018 90HP+ Tracked Skid Loader in an amount of \$40,625

Five companies were sent the proposal form directly and the RFP was also posted on the City's web site, the Iowa League of Cities Web Site and Facebook. The following seven bids were received:

Sundown Equipment of Bevington:

Bid Item: Kubota SVL95-2s-\$61,125
Trade Allowance of Bobact 763: \$8,500 (Net \$52,625)
Trade Allowance of Case TR320: \$26,500 (Net \$34,625)
Warranty Extension to 4 Years full comp: \$6,000

VanWall John Deere of Indianola:

Bid Item: 331G -\$64,000
Trade Allowance of Bobact 763: \$5,500 (Net \$58,500)
Trade Allowance of Case TR320: \$25,000 (Net \$39,000)
Warranty Extension to 4 Years full comp: \$2,000

VanWall John Deere of Indianola:

Bid Item: 333G (in stock with additional options not spec'ed) -\$69,800
Trade Allowance of Bobact 763: \$5,500 (Net \$64,300)
Trade Allowance of Case TR320: \$26,500 (Net \$44,800)
Warranty Extension to 4 Years full comp: \$2,000

VanWall John Deere of Indianola:

Bid Item: 333G (base model (on order) with options spec'ed) -\$67,800
Trade Allowance of Bobact 763: \$5,500 (Net \$62,300)
Trade Allowance of Case TR320: \$26,500 (Net \$46,800)
Warranty Extension to 4 Years full comp: \$2,000

Star Equipment of Des Moines:

Bid Item: Takeuchi TL12R2 -\$64,916.17
Trade Allowance of Bobact 763: \$10,560 (Net \$54,366.17)
Trade Allowance of Case TR320: \$20,000 (Net \$44,926.17)
Warranty Extension to 4 Years full comp: \$5,600

Titan Machinery of Des Moines:

Bid Item: TV380 -\$66,000
Trade Allowance of Bobact 763: \$12,200 (Net \$53,800)
Trade Allowance of Case TR320: \$25,000 (Net \$41,000)
Warranty Extension to 4 Years full comp: \$3,368

Ziegler Cat of Altoona:

Bid Item: Cat 229D2 -\$71,127
Trade Allowance of Bobact 763: \$7,000 (Net \$64,127)
Trade Allowance of Case TR320: \$17,000 (Net \$54,127)
Warranty Extension to 4 Years full comp: \$4,500

Staff is recommending (memo) the following:

- Acceptance of the proposal of Sundown Equipment of Bevington, Iowa for the purchase of a Kubota SVL95-2s
- Trading the Case TR320 towards the new SVL95-2
- Purchase the extended warranty for this new machine to have comprehensive coverage for four years or 4,000 hours

Roll call is in order.

Fiscal Impact

Attachments

Memo
Resolution



— STREETS DEPARTMENT —

To: Mayor and City Council
From: Jason C. Etnyre, Street Superintendent
Subject: 2018 90 HP+ Tracked Skid Loader RFP's
Date: March 28, 2018

Honorable Mayor and Council members,
Within the FY18 Budget and CIP there has been \$75,000 budgeted for the replacement of the 1998 Bobcat Skid Loader that is currently operated within the Street Department fleet. Staff sought bids for a 90 HP+ Tracked Skid Loader equipped with safety equipment options to be ready to be immediately placed into service. Staff also sought trade-in values for the 1998 Bobcat, the 2011 Case TR320 tracked loader, and also an extended warranty to cover the new machine comprehensively for a full 4 years of operations from date of purchase. Five companies were sent proposal forms directly and the RFP was also posted online to seek further potential companies. On March 23rd, 2018 at the close of the RFP submission period the City had received 7 proposals for the outfitting of this unit.

The proposals received were as follows:

Sundown Equipment of Bevington:

Bid Item: Kubota SVL95-2s -\$61,125
Trade Allowance of Bobact 763: \$8,500 (Net \$52,625)
Trade Allowance of Case TR320: \$26,500 (Net \$34,625)
Warranty Extension to 4 Years full comp: \$6,000

VanWall John Deere of Indianola:

Bid Item: 331G -\$64,000
Trade Allowance of Bobact 763: \$5,500 (Net \$58,500)
Trade Allowance of Case TR320: \$25,000 (Net \$39,000)
Warranty Extension to 4 Years full comp: \$2,000

VanWall John Deere of Indianola:

Bid Item: 333G (in stock with additional options not spec'ed) -\$69,800
Trade Allowance of Bobact 763: \$5,500 (Net \$64,300)
Trade Allowance of Case TR320: \$26,500 (Net \$44,800)
Warranty Extension to 4 Years full comp: \$2,000

VanWall John Deere of Indianola:

Bid Item: 333G (base model (on order) with options spec'ed) -\$67,800
Trade Allowance of Bobact 763: \$5,500 (Net \$62,300)
Trade Allowance of Case TR320: \$26,500 (Net \$46,800)
Warranty Extension to 4 Years full comp: \$2,000

Star Equipment of Des Moines:

Bid Item: Takeuchi TL12R2 -\$64,916.17

Trade Allowance of Bobact 763: \$10,560 (Net \$54,366.17)

Trade Allowance of Case TR320: \$20,000 (Net \$44,926.17)

Warranty Extension to 4 Years full comp: \$5,600

Titan Machinery of Des Moines:

Bid Item: TV380 -\$66,000

Trade Allowance of Bobact 763: \$12,200 (Net \$53,800)

Trade Allowance of Case TR320: \$25,000 (Net \$41,000)

Warranty Extension to 4 Years full comp: \$3,368

Ziegler Cat of Altoona:

Bid Item: Cat 229D2 -\$71,127

Trade Allowance of Bobact 763: \$7,000 (Net \$64,127)

Trade Allowance of Case TR320: \$17,000 (Net \$54,127)

Warranty Extension to 4 Years full comp: \$4,500

In the Fall of 2017 and the Winter of 2018 the Street Department had the opportunity to demonstrate the above listed machines for a minimum of 8 hours per machine. Thank you to all the dealers for this opportunity. Thanks are also extended to the Street Department staff for the constructive evaluations of the machines that were demonstrated.

In regards to the trade-in allowances for the two existing machines currently operating within the fleet, staff is recommending trading the Case TR320. The Bobcat is a wheeled unit with low hours that is extremely versatile, reliable, and handy to have around the shop for unloading trucks and equipment as well as performing on the jobsite. The Case is a tracked machine with 1,288 hours that has cost the City in excess of \$20,000 in the last few years for repairs, currently has an issue within its joystick control (estimated \$1,800 repair per Titan Machinery), and is plagued with driveline issues (bulk of the cost of maintenance due to drive gears, hydraulics, and is on its 3rd set of tracks). This machine is considered low-houred by industry standards with an average of a little over 200 hours per year but yet it experiences maintenance issues associated with units with much greater hours. All perspective bidders were made aware of prior and existing repairs to this unit for consideration when figuring trade-in allowances. Although it is newer than the Bobcat, reliability, cost of maintenance, current hours of service, and concerns associated with this specific year and model of machine bring staff to the recommendation of requesting Council to switch units within the CIP as a future cost saving measure to the City.

Recommendation of Purchase:

1. Staff is recommending that Council approve the proposal of Sundown Equipment of Bevington for the purchase of a Kubota SVL95-2s.
2. Staff is recommending trading the Case TR320 towards the new SVL95-2.
3. Staff is recommending to purchase the extended warranty for this new machine to have comprehensive coverage for 4 years or 4,000 hours.

By following these recommendations, Council would be approving a net purchase price of \$40,625.

Respectfully submitted,
Jason C. Etnyre
Street Superintendent

RESOLUTION NO. 2018-_____

**RESOLUTION DETERMINING PROPERTY TO BE SURPLUS,
AUTHORIZING SALE OF PROPERTY AND APPROVING THE
PURCHASE OF A TRACKED SKID LOADER**

WHEREAS, the City of Indianola owns the following property which was purchased with public funds:

Street Department – 2011 Case TR 320 Tracked Loader

WHEREAS, the City is no longer using said property and City staff is recommending disposal of it; and

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

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

WHEREAS, the FY 18 budget includes funding to replace a tracked skid loader; and

WHEREAS, the Indianola Street Department reviewed the bids, including the state bid, and recommends the bid from Sundown Equipment of Bevington, Iowa in an amount of \$40,625; and

WHEREAS, the Indianola Street Department is recommending to award the purchase of the skid steer to Sundown Equipment of Bevington, Iowa at a cost of \$40,625, the budgeted figure was \$75,000; and

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa that the above-described property is determined to be surplus property and that the 2018 Kubota SVL95-2s tracked skid steer shall be purchased from Sundwon Equipment of Bevington, Iowa in the amount of \$40,625 and the Mayor 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 vehicle.

APPROVED this 2nd day of April, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

Resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a one-ton crew cab dually pickup with dump body from Shottenkirk Ford in an amount of \$35,235 for the Street Department

Information

In your packet is the resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a one-ton crew cab dually pickup in an amount of \$35,235.

Six companies were sent the proposal form directly and the RFP was also posted on the City's web site, the Iowa League of Cities Web Site and Facebook. The following bids were received:

Company	Bid	Trade In Allowance	Total
Stew Hansen Dodge Des Moines, Iowa	\$39,215	\$2,250	\$36,965
Shottenkirk Ford Indianola, Iowa	\$39,735	\$4,500	\$35,235

City staff reviewed the Iowa DOT 2018 vehicle bids and there is not similarly equipped trucks within those bids. KBB trade-in for the current unit is \$3,857 and retail sale price is \$5,662.

Staff is recommending (memo) Council approve the proposal of Shottenkirk Ford of Indianola in an amount of \$35,235.

Roll call is in order.

Fiscal Impact**Attachments**

Memo

Resolution



— STREETS DEPARTMENT —

To: Mayor and City Council
From: Jason C. Etnyre, Street Superintendent
Subject: 2018 1 Ton Crew Cab Dually Pickup Truck w/Dump Box Outfitting RFP's
Date: March 28, 2018

Honorable Mayor and Council members,
Within the FY18 Budget and CIP there has been \$45,000 budgeted for the replacement of the 2001 Dodge 3500 dually pickup that is currently operated within the Street Department fleet. This unit will be used primarily be used for operations involving concrete work and will be equipped as such. Staff sought bids for a 1 Ton Crew Cab Dually Pickup chassis Prepped with a Dump Body. Six companies were sent proposal forms directly and the RFP was also posted online to seek further potential companies. On March 26th, 2018 at the close of the RFP submission period the City had received 2 proposals for the outfitting of this unit. The proposals received were as follows:

Stew Hansen Dodge of Des Moines:

Bid Item w/ dump body, towing package, and safety lighting options: \$39,215
Trade Allowance: \$2,250
Net Bid and Trade Allowance: \$36,965

Shottenkirk Ford of Indianola:

Bid Item w/ dump body, towing package, and safety lighting options: \$39,735
Trade Allowance: \$4,500
Net Bid and Trade Allowance: \$35,235

City staff reviewed the Iowa DOT 2018 Vehicle Bids and there is not similarly equipped truck within those bids. KBB Trade-in for the current unit is \$3,857 and retail sale price is \$5,662.

Recommendation of Purchase:

City staff is recommending that Council approve the proposal of Shottenkirk Ford of Indianola for the purchase of a 1 Ton Crew Cab Dually Pickup and Trade Allowance for the amount of \$35,235.

Respectfully submitted,
Jason C. Etnyre
Street Superintendent

RESOLUTION NO. 2018-_____

**RESOLUTION DETERMINING PROPERTY TO BE SURPLUS,
AUTHORIZING SALE OF PROPERTY AND APPROVING THE
PURCHASE OF A ONE-TON CREW CAB DUALY
PICKUP WITH DUMP BODY**

WHEREAS, the City of Indianola owns the following property which was purchased with public funds:

Street Department – 2001 Dodge 3500 dually pickup

WHEREAS, the City is no longer using said property and City staff is recommending disposal of it; and

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

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

WHEREAS, the FY 18 budget includes funding to replace a one ton crew cab dually pickup with dump body; and

WHEREAS, the Indianola Street Department reviewed the bids, including the state bid, and recommends the bid from Shottenkirk of Indianola, Iowa in an amount of \$35,235

WHEREAS, the Indianola Street Department is recommending to award the purchase of the vehicle to Schottenkirk of Indianola, Iowa at a cost of \$35,235, the budgeted figure was \$45,000; and

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa that the above-described property is determined to be surplus property and that the 2018 one-ton crew cab dually pickup with dump body shall be purchased from Shottenkirk of Indianola, Iowa in the amount of \$35,235 and the Mayor 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 vehicle.

APPROVED this 2nd day of April, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

Resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a one-ton regular cab pickup from Shottenkirk Ford in an amount of \$27,600 for the Street Department

Information

In your packet is the resolution determining property to be surplus, authorizing the sale of property and approving the purchase of a one-ton regular cab pickup in an amount of \$27,600

Six companies were sent the proposal form directly and the RFP was also posted on the City's web site, the Iowa League of Cities Web Site and Facebook. The following bids were received:

Stew Hansen Dodge of Des Moines:

Bid Item 1: ¾ Ton Regular Cab Pickup-\$28,047

Safety Options (headache rack, light bar, and installation): \$1,542

Total of Item 1 and Safety options: \$29,589

Alternate 1: Upgrade to 1 Ton Chassis w/safety options: \$29,573

Trade Allowance: \$2,000

Net ¾ Ton Bid w/Safety Options and Trade Allowance: \$27,589

Net 1 Ton Bid w/ Safety Options and Trade Allowance: \$27,573

Shottenkirk Ford of Indianola:

Bid Item 1: ¾ Ton Regular Cab Pickup-\$27,961

Safety Options (headache rack, light bar, and installation): \$1,542

Total of Item 1 and Safety Options: \$29,503

Alternate 1: Upgrade to 1 Ton Chassis w/safety options: \$31,100

Trade Allowance: \$3,500

Net ¾ Ton Bid w/Safety Options and Trade Allowance: \$26,003

Net 1 Ton Bid w/Safety Options and Trade Allowance: \$27,600

City staff reviewed the Iowa DOT 2018 vehicle bids and similarly equipped trucks would be \$26,299. When the plow package, running boards and bed liner are included the price moved to \$29,315. KBB trade-in value of the existing unit is \$3,407 and retail is \$4,913.

Due to a \$27 difference in pricing, staff is recommending (memo) Council approve the proposal of Shottenkirk Ford of Indianola for the purchase of a one ton pickup with safety options and trade allowance in an amount of \$27,600.

Roll call is in order.

Fiscal Impact

Attachments

Memo

Resolution



— STREETS DEPARTMENT —

To: Mayor and City Council
From: Jason C. Etnyre, Street Superintendent
Subject: 2018 Regular Cab Pickup Truck Outfitting RFP's
Date: March 28, 2018

Honorable Mayor and Council members,
Within the FY18 Budget and CIP there has been \$27,000 budgeted for the replacement of the 2001 Dodge 4X4 pickup that is currently operated within the Street Department fleet. Staff sought bids for a $\frac{3}{4}$ ton chassis prepped to accept the current city-owned snowplow and options including trailer tow package, spray-in bedliner, running boards, and back-up camera. Due to this unit being used for winter plow operations and fleet plans including a slide-in sanding unit in future years, the alternate of upgrading to a 1ton chassis was included. Six companies were sent proposal forms directly and the RFP was also posted online to seek further potential companies. On March 26th, 2018 at the close of the RFP submission period the City had received 2 proposals for the outfitting of this unit.

The proposals received were as follows:

Stew Hansen Dodge of Des Moines:

Bid Item 1: $\frac{3}{4}$ Ton Regular Cab Pickup-\$28,047

Safety Options (headache rack, light bar, and installation): \$1,542

Total of Item 1 and Safety options: \$29,589

Alternate 1: Upgrade to 1 Ton Chassis w/safety options: \$29,573

Trade Allowance: \$2,000

Net $\frac{3}{4}$ Ton Bid w/Safety Options and Trade Allowance: \$27,589

Net 1 Ton Bid w/ Safety Options and Trade Allowance: \$27,573

Shottenkirk Ford of Indianola:

Bid Item 1: $\frac{3}{4}$ Ton Regular Cab Pickup-\$27,961

Safety Options (headache rack, light bar, and installation): \$1,542

Total of Item 1 and Safety Options: \$29,503

Alternate 1: Upgrade to 1 Ton Chassis w/safety options: \$31,100

Trade Allowance: \$3,500

Net $\frac{3}{4}$ Ton Bid w/Safety Options and Trade Allowance: \$26,003

Net 1 Ton Bid w/Safety Options and Trade Allowance: \$27,600

City staff reviewed the Iowa DOT 2018 Vehicle Bids and a similarly equipped truck would be \$26,299. When Plow package, running boards, and bedliner are included the price moves to \$29,315 compared to the respective bids from the dealers received at \$28,047 and \$27,961. KBB trade-in value of the existing unit is \$3,407 and retail is \$4,913.

Recommendation of Purchase:

Due to a \$27 difference in pricing, City staff is recommending that Council approve the proposal of Shottenkirk Ford of Indianola for the purchase of a 1 Ton Pickup w/Safety options and Trade Allowance for the amount of \$27,600.

Respectfully submitted,
Jason C. Etnyre
Street Superintendent

RESOLUTION NO. 2018-_____

**RESOLUTION DETERMINING PROPERTY TO BE SURPLUS,
AUTHORIZING SALE OF PROPERTY AND APPROVING THE
PURCHASE OF A ONE-TON REGULAR
CAB PICKUP**

WHEREAS, the City of Indianola owns the following property which was purchased with public funds:

Street Department – 2001 Dodge 4x4 pickup

WHEREAS, the City is no longer using said property and City staff is recommending disposal of it; and

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

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

WHEREAS, the FY 18 budget includes funding to replace a one ton regular cab pickup; and

WHEREAS, the Indianola Street Department reviewed the bids, including the state bid, and recommends the bid from Shottenkirk of Indianola, Iowa in an amount of \$27,600

WHEREAS, the Indianola Street Department is recommending to award the purchase of the vehicle to Schottenkirk of Indianola, Iowa at a cost of \$27,600, the budgeted figure was \$27,600; and

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa that the above-described property is determined to be surplus property and that the 2018 one ton regular cab pickup with safety options shall be purchased from Shottenkirk of Indianola, Iowa in the amount of \$27,600 and the Mayor 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 vehicle.

APPROVED this 2nd day of April, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

Consider request from Diligent Prairie Glynn, LLC and Jerry's Homes for a partial payment of \$40,517.12 for the completed storm sewer improvements as part of the Development Agreement of the East Euclid Avenue extension project

Information

At the April 3, 2017 meeting, the City Council approved a development agreement between the City of Indianola, Diligent Prairie Glynn LLC and Jerry's Homes for the completion of East Euclid Avenue paving and storm sewer improvements. The development agreement states the City of Indianola agrees to contribute 1/3 of the cost of storm sewer and the paving of East Euclid Avenue.

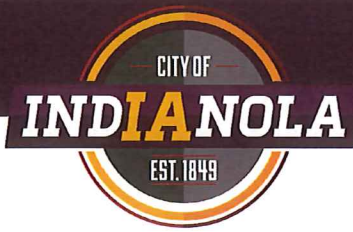
To date all the storm sewer punch list items have been completed. Dave Brown of Diligent Prairie Glynn is requesting a partial payment in the amount of \$40,517.12 for the storm sewer improvements. This amount has been approved by Snyder and Associates and staff (memo).

Roll call is in order.

Fiscal Impact

Attachments

Memo



COMMUNITY DEVELOPMENT

TO: Mayor / Council

CC: City Manager

FROM: Chuck Burgin, Director of Community Development

RE: Development Agreement East Euclid Avenue

DATE: 3-28-2018

At the April 3, 2017 meeting, the City Council approved a development agreement between the City of Indianola, Diligent Prairie Glynn LLC and Jerry's Homes for the completion of East Euclid Avenue paving and storm sewer improvements. East Euclid Avenue lies between the Ashton Park subdivision to the south and the Prairie Glynn subdivision to the north. The development agreement states the City of Indianola agrees to contribute 1/3 of the cost of storm sewer and the paving of East Euclid Avenue.

To date all the storm sewer punch list items have been completed. However, there are still a few punch list items and discussion of paving amounts are still being discussed. I hope to have the information needed, as well as the remaining punch list items completed, for council approval of the entire project later in April.

At this time Dave Brown of Diligent Prairie Glynn is requesting a partial payment in the amount of \$40,517.12 for the storm sewer improvements. This amount has been reviewed and approved by Snyder and Associates and agreed upon by the developers. I recommend approval of the request.



Meeting Date: 04/02/2018

Subject

Request from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at the Memorial Park - Dates will be June 1, 22 and July 13, 2018 from 4:00 p.m. - 9:00 p.m.

Information

The Indianola Chamber of Commerce is requesting to hold Friday Night Live Summer Concert Series at the Memorial Park (see packet) on June 1, 22 and July 13, 2018 from 4:00 p.m. - 9:00 p.m. Council will need to consider the following items:

- Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of wine in city parks
- Approval of the liquor license
- Approval of the noise permit

Fiscal Impact

Attachments

Application

Date: 3/15/18

Event Application

For Friday Night Live

Event Date : June 1, June 22, July 13, 2018 (4:00 p.m. - 9:30 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Jason Etnyre	<u>J-</u>	_____
Fire Department – Greg Chia	<u>AMCO</u>	_____
Police Department – Brian Sher	<u>BS</u>	_____
HR & Risk Manager – Melissa McCoy	<u>mm</u>	_____
City Manager – Ryan Waller	<u>R</u>	_____
Chamber of Commerce	Fax: 961-9753	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

MAR 13 2018

INDIANOLA, IOWA

Event Name: Friday Night Live Summer concert Series
 Date/Time of Event: June 1, June 22, July 13 8:30-9:30pm
 Location of Event: Memorial park
 Event Sponsor(s): Indianola Chamber of Commerce

Contact Information:

Organization: Indianola chamber of commerce
 Contact Name: Brenda Easter
 Address: 111 N. Buxton St.
 Telephone Number: 515-961-6269
 Cell Phone Number: 515-442-6838
 Fax Number: 515-961-9753
 Email Address: Brenda@indianolachamber.com
 Today's Date: 3-13-18

Anticipated Attendance: 500 Per Day 1500 Total
 x 3 nights

Event Information:

Setup Begins	Date: <u>6/16/22</u> <u>7/13</u>	Time: <u>4pm</u>	Day of Week: <u>Friday</u>
Event Starts	Date: <u>6/16/22</u> <u>7/13</u>	Time: <u>6pm</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>6/16/22</u> <u>7/13</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>
Dismantle	Date: <u>6/16/22</u> <u>7/13</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>

Brenda Easter
 Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299
 Indianola, Iowa 50125
 Phone: 515-961-9410 Fax: 515-961-9402
 www.indianolaiowa.gov
 E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

See attached

Please describe what streets you are planning to close:

See attached

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

See attached

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

See attached

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

See attached

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

Event Description:

The Indianola Chamber of Commerce respectfully requests the use of Memorial Park to host the annual Friday Night Live concert series. The concerts will be held June 1, 22 and July 13, 2018. This event invites families and friends to enjoy a night out in Indianola. Gates open at 6 p.m. and the concert ends at 9:30 p.m. We offer a beer garden, food vendors, live music, and family fun for anyone in our community to enjoy. The cost for adults and children 10 years of age and older is \$5. Children under the age of 10 are free. Parking is available in the Aquatic Center parking area, along nearby streets, and at the Simpson College baseball field parking lot.

Describe streets you are planning to close:

We intend to close a small portion of Euclid Avenue between the Aquatic Center Parking area and North G Street. In addition, we intend to close the Skate Park on those evenings at 5 p.m. for security reasons. A sign will be posted on the three concert nights informing the public about the 5 p.m. Skate Park and Park closure.

Safety Plan and Crowd Control:

We contract with an off-duty Indianola police officer for safety and crowd control. We also utilize board members and volunteer businesses to monitor attendees during the evening. Individuals under the age of 18 must be accompanied by an adult at least 18 years of age. No outside coolers are allowed, unless medically necessary, which allows event managers to monitor the amount of alcohol sold to individuals.

The beer garden is secured by tables to eliminate entry from all sides except in the designated entry area. All adults entering the beer garden must show a valid driver's license and be of age. All of age participants are required to wear a wristband indicating of age. In addition, an of age person must be wearing a wristband to purchase and redeem drink tickets.

The park perimeter is secured by brush, which keeps entrance into the event at either the main gate located at the corner of G Street and Euclid Avenue or at the entrance located on the east side of the park. In addition, volunteers and board members watch entrances.

This is the third year of this event, and we have had no issues or out-of-control participants in the first two years. We don't expect any issues this year as well.

Emergency/Medical Plan:

In the event of a medical emergency, event managers will call 911. In the event of severe weather, the concert will be cancelled, and the event managers will inform participants using a PA system if during an event and evacuation necessary. Event managers will have a list of all necessary contacts, including local medical clinics to assist participants if needed.

Clean-up Plans:

TRM Disposal will be providing and removing waste containers for all three events. FFA students will be responsible for bottle and can disposal while board members will oversee clean up and tear down after the event has ended.

Meeting Date: 04/02/2018

Subject

Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale of beer and wine coolers in city parks for the Friday Night Live Summer Concert Series as requested by the Indianola Chamber of Commerce

Information

The Indianola Chamber of Commerce is requesting to host three concerts in Memorial Park (North "G" and West Euclid Avenue) June 1, 22 and July 13, 2018. Brenda Easter met with Chief Button and discussed the security for the event. They will be hiring an off duty police officer for the event. The event is 4 p.m. to 9 p.m. on each night, and will have a live band each night. They are also requesting to serve alcohol. The Parks and Recreation Commission unanimously approved the Chamber's use of the Memorial Park and allowing Alcohol Sales at their meeting on March 14, 2018.

If council wishes to approve the event, the resolution (packet) will need to be considered. Highlights of the resolution include:

- The Beer (includes Wine Coolers) will be sold and served in accordance with the State of Iowa Alcoholic Beverages Division
- The Indianola Chamber of Commerce will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the Permit issued by the State.
- Friday Night Live Summer Concert Series will be held on June 1, 22 and July 13, 2018 from 4:00 p.m. to 9:00 p.m. and council confirms that the enforcement of the Indianola Code Section 47.01(11) will be temporarily suspended from 4:00 p.m. to 9:00 p.m. for the event and confirms that a beer permit will be issued (upon approval by the City Council) by the State of Iowa
- All participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but the enforcement of the prohibition on the sale of beer and wine coolers in the park is hereby waived.

Roll call approving the resolution is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2018-_____

A RESOLUTION SUSPENDING ENFORCEMENT OF INDIANOLA CODE § 47.01(11) REGARDING THE SALE AND CONSUMPTION OF ALCOHOL IN CITY PARKS FOR THE FRIDAY NIGHT LIVE CONCERT SERIES IN THE INDIANOLA MEMORIAL PARK

WHEREAS, the Indianola Chamber of Commerce intends to hold a Friday Night Live Summer Concert Series at the Indianola Memorial Park; and

WHEREAS, said event is set to occur on Friday, June 1 and 22 and July 13, 2018 from 4:00 p.m. to 9:00 p.m. at the Indianola Memorial Park, in the City of Indianola; and

WHEREAS, the City has been notified of said event because the Indianola Chamber of Commerce will be selling alcoholic beverages to attendants at the event; and

WHEREAS, the Indianola Chamber of Commerce has applied for a Class “B” Beer (includes Wine Coolers) and Outdoor Area through the State of Iowa to sale alcoholic beverages at the Indianola Memorial Park; and

WHEREAS, alcoholic beverages for the Friday Night Live Concert Series will be served in accordance with the authorization by the State of Iowa; and

WHEREAS, Indianola Code Section 47.01(11) governing alcoholic beverages in parks reads: “No person shall bring within, sell, give away or drink alcoholic beverages, except beer, at any time in the park, or be under the influence of intoxicating liquor or a controlled substance while in any park;” and

WHEREAS, the City staff and City Attorney have determined that the Indianola Chamber of Commerce has applied for a Class “B” Beer (includes Wine Coolers) and Outdoor Area permit; and

WHEREAS, the Indianola Chamber of Commerce will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the Class “B” Beer (includes Wine Coolers) and Outdoor Area permit issued by the State.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the City of Indianola hereby acknowledges receipt of notification of the Friday Night Live Summer Concert Series on Friday, June 1 and 22, July 13, 2018, confirms that enforcement of Indianola Code Section 47.01(11) will be temporarily suspended from 4:00 p.m. – 9:00 p.m. for the Friday Night Live Concert Series, and confirms that the Class “B” Beer (includes Wine Coolers) and Outdoor Area permit to be obtained for said event is hereby approved. The permit will be sent to the State of Iowa to be issued to the Indianola Chamber of Commerce.

BE IT FURTHER RESOLVED that all participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but that enforcement of the prohibition on the sale, use, and consumption of wine in the park is hereby waived.

Dated this 2nd day of April, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

A new Class "B" Beer (includes Wine Coolers) and Outdoor Area for The Indianola Chamber of Commerce at the Memorial Park (North "G" and West Euclid Avenue)

Information

This is a new beer permit for the Indianola Chamber of Commerce at the Memorial Park on June 1 & 22, and July 13, 2018. All the paperwork is in order and staff has approved.

Roll call is in order.

Fiscal Impact

Attachments

Permit

March 15, 2018

NAME OF APPLICANT: Indianola Chamber of Commerce – Memorial Park (June 1, June 22, July 13, 2018)

TYPE OF LICENSE/PERMIT: Class "B" Beer (includes wine coolers)

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>Y</u>	<u> </u>
Fire Chief	<u>Y</u>	<u> </u>
B&Z Official	<u>Y</u>	<u> </u>
Sign Compliance	<u>Y</u>	<u> </u>

*Reasons for disapproval

Applicant License Application ()

Name of Applicant:	<u>Indianola Chamber of Commerce</u>		
Name of Business (DBA):	<u>Indianola Chamber of Commerce</u>		
Address of Premises:	111 N. Buxton, Suite 117 <u>North G & West Euclid</u>		
City	<u>Indianola</u>	County:	<u>Warren</u> Zip: <u>50125</u>
Business	<u>(515) 961-6269</u>		
Mailing	<u>111 N. Buxton, Suite 117</u>		
City	<u>Indianola</u>	State	<u>IA</u> Zip: <u>50125</u>

Contact Person

Name	<u>Brenda Easter</u>		
Phone:	<u>(515) 961-6269</u>	Email	<u>brenda@indianolachamber.com</u>

Classification Class B Beer (BB) (Includes Wine Coolers)

Term: 5 days

Effective Date: 06/01/2018

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Brenda Easter

First Name:	<u>Brenda</u>	Last Name:	<u>Easter</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>CEO</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Andy English

First Name:	<u>Andy</u>	Last Name:	<u>English</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>Chair</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Art Sathoff

First Name:	<u>Art</u>	Last Name:	<u>Sathoff</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>Vice Chair</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Applicant License Application ()

Name of Applicant:	<u>Indianola Chamber of Commerce</u>		
Name of Business (DBA):	<u>Indianola Chamber of Commerce</u>		
Address of Premises:	<u>111 N. Buxton, Suite 117 North 6th + West Euclid</u>		
City	<u>Indianola</u>	County:	<u>Warren</u> Zip: <u>50125</u>
Business	<u>(515) 961-6269</u>		
Mailing	<u>111 N. Buxton, Suite 117</u>		
City	<u>Indianola</u>	State	<u>IA</u> Zip: <u>50125</u>

Contact Person

Name	<u>Brenda Easter</u>		
Phone:	<u>(515) 961-6269</u>	Email	<u>brenda@indianolachamber.com</u>

Classification Class B Beer (BB) (Includes Wine Coolers)

Term: 5 days

Effective Date: 06/22/2018

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Brenda Easter

First Name:	<u>Brenda</u>	Last Name:	<u>Easter</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>CEO</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Andy English

First Name:	<u>Andy</u>	Last Name:	<u>English</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>Chair</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Art Sathoff

First Name:	<u>Art</u>	Last Name:	<u>Sathoff</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>Vice Chair</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Applicant License Application ()

Name of Applicant:	<u>Indianola Chamber of Commerce</u>		
Name of Business (DBA):	<u>Indianola Chamber of Commerce</u>		
Address of Premises:	<u>111 N. Buxton, Suite 117 North G & West Euclid</u>		
City <u>Indianola</u>	County: <u>Warren</u>	Zip: <u>50125</u>	
Business	<u>(515) 961-6269</u>		
Mailing	<u>111 N. Buxton, Suite 117</u>		
City <u>Indianola</u>	State <u>IA</u>	Zip: <u>50125</u>	

Contact Person

Name	<u>Brenda Easter</u>		
Phone: (515) 961-6269	Email	<u>brenda@indianolachamber.com</u>	

Classification Class B Beer (BB) (Includes Wine Coolers)

Term: 5 days

Effective Date: 07/13/2018

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Brenda Easter

First Name:	<u>Brenda</u>	Last Name:	<u>Easter</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>CEO</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

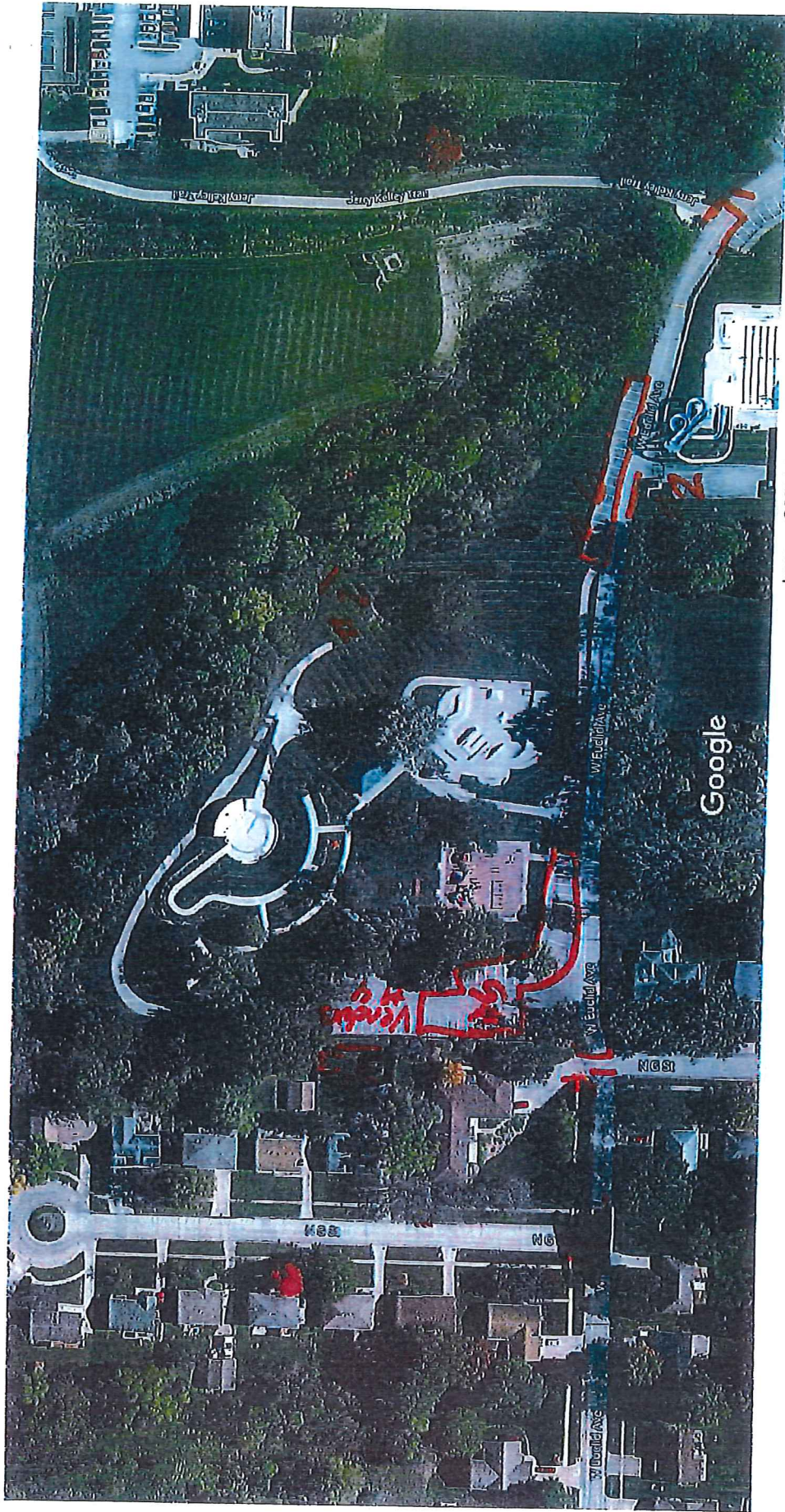
Andy English

First Name:	<u>Andy</u>	Last Name:	<u>English</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>Chair</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Art Sathoff

First Name:	<u>Art</u>	Last Name:	<u>Sathoff</u>	
City:	<u>Indianola</u>	State:	<u>Iowa</u>	Zip: <u>50125</u>
Position:	<u>Vice Chair</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	

Google Maps



Imagery ©2016 Google, Map data ©2016 Google 50 ft

Google Maps

1 = Barricade
Walking Entrance/Exit
2 = Snow Fence

3 = Homeowner Fence
4 = Vendor area (3 vendors)
5 = Handicap Parking
6 = Volunteer Parking

Meeting Date: 04/02/2018

Subject

A noise permit request from the Indianola Chamber of Commerce at the Memorial Park for Friday Night Live Summer Concert Series at Memorial Park on June 1, 22 & July 13, 2018 from 4:00 p.m. - 9:00 p.m.

Information

In your packet is a noise permit application for the Friday Night Live Summer Concert Series at Memorial Park as requested by the Indianola Chamber of Commerce. The event will be held June 1, 22, and July 13, 2018 from 4:00 p.m. - 9:00 p.m. Council approval is necessary since this permit is for multiple days. Staff has reviewed and approved.

Roll call is in order.

Fiscal Impact

Attachments

Noise Permit

Date: 3/15/18

Noise Permit Application

For Indianola Chamber of Commerce - Friday Night Live Summer Concert Series

Event Date: June 1, June 22, July 13, 2018 (6:00 p.m. - 9:30 p.m.)

Staff Recommendation

Attached is an noise permit application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request. Initial and date under either approval or disapproval.

	Approve	Disapprove
Police Department – Dave Button	<u>DB 3/14/18</u>	_____
City Manager – Ryan Waller	<u>R 3/19/18</u>	_____

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

MAR 13 2018

Noise Event Application

INDIANOLA, IOWA

Event Name: Friday Night Live Summer concert series
 Date/Time of Event: June 1, June 22, July 13 7pm - 9:30 pm
 Location of Event: Memorial Park
 Event Sponsor(s): Indianola chamber of commerce

Contact Information:

Organization: Indianola chamber of commerce
 Contact Name: Brenda Easter
 Address: 111 N. Buxton St.
 Telephone Number: 515-961-6269
 Cell Phone Number: 515-442-6838
 Fax Number: 515-961-9753
 Email Address: Brenda@indianolachamber.com
 Today's Date: 3-2-18

Anticipated Attendance: 500 Per Day 1500 Total
 (3 nights)

Event Information:

Event Starts	Date: <u>6/1</u> <u>7/13</u>	Time: <u>6:00pm</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>6/22</u> <u>7/13</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>

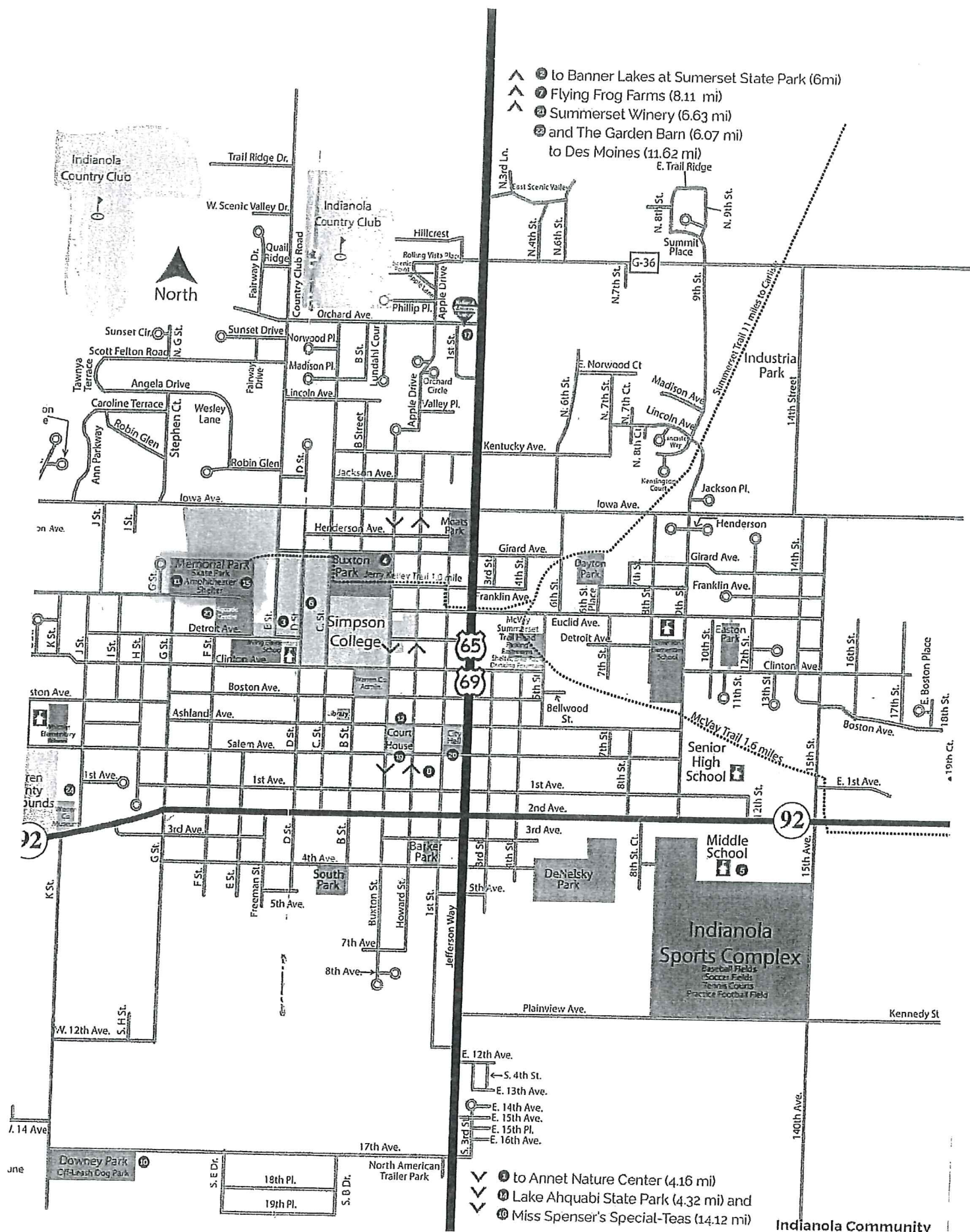
Previous Event Information

Date of Event: 6/2 6/23 7/13 Time of Event: 6pm - 9pm

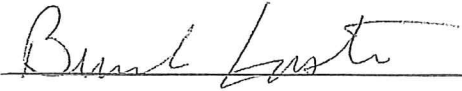
Please provide a map showing the event location and location of band/music,
 please specify: X Band DJ Other (please specify)

RETURN NOISE APPLICATION TO:

110 North First Street, PO Box 299
 Indianola, Iowa 50125
 Phone: 515-961-9410 Fax: 515-961-9402
 www.indianolaiowa.gov
 E-Mail: dbowlin@cityofindianola.com



APPLICANT SIGNATURE:



Late Fee: Cash: _____ Check: _____ Received By: _____

OFFICE USE ONLY

DATE RECEIVED:				
	Signature	Date	Approved	Denied
Police Department:				
City Manager:				

RETURN NOISE APPLICATION TO:
110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com

Meeting Date: 04/02/2018

Subject

Resolution ordering construction of public improvements (Hwy 65/69 Median Phase 2-Concrete Border) and fixing a date for hearing (May 7, 2018) and taking of bids (May 1, 2018)

Information

In your packet is the resolution setting May 1, 2018 for taking of bids and May 7, 2018 for a public hearing and receiving of bids for the 2018 Hwy 65/69 North Median Perimeter Concrete Installation - Project Phase 2 - Concrete Border. The estimated project cost is approximately \$84,000.

This phase of the project will finish the construction of this area and will include concrete in a 4-foot width on both sides as well as filling in the triangle shaped ends of both medians. Not only will this improve the look of the median, but will protect the grass and plantings from road chemicals and long-term buildup of sand and sediment.

The project will require closing down the inside lane on both sides of the highway and we will expect the contractor to perform the work in one five day stretch in order to minimize the traffic disruptions.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Memo

RFP

Median Overview

North Median Detail

South Median Detail

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

Present:

Absent: None

Council Member _____ introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS AND FIXING A DATE FOR HEARING AND TAKING OF BIDS", and moved that it be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES:

NAYS:

Whereupon, the Mayor declared the following resolution duly adopted:

RESOLUTION NO. 2018-_____
RESOLUTION ORDERING CONSTRUCTION OF
CERTAIN PUBLIC IMPROVEMENTS AND
FIXING A DATE FOR HEARING AND TAKING OF BIDS

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

2018 Hwy 65/69 Median Project Phase 2 – Concrete Border

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES:

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

2018 Hwy 65/69 Median Project Phase 2 – Concrete Border

The construction to be included is as follows:

Work includes all labor, materials, traffic control, and equipment necessary for the installation of a concrete perimeter in two medians on North Hwy 65/69, including subgrade preparation, PCC pavement, re-spreading topsoil and finish grading as shown in the construction documents.

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

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

Section 3. A public hearing on the plans, specifications, form of contract and estimated costs of the public improvements will be held in the City Council Chambers in the Indianola Municipal Building, 110 North 1st Street, Indianola, Iowa, at 6:00 p.m. on May 7, 2018, at which time and place the City Council will consider the adoption of the plans, specifications, form of contract and estimate of costs and will consider any objections offered for the construction of the contemplated public improvements.

Section 4. In accordance with previous direction by the City Council and the notice to bidders posted

in accordance with Iowa Code Section 26.3, sealed proposals will be received by the City Council at the Municipal Building, Indianola, Iowa, until 2:00 p.m. on May 1, 2018. Diana Bowlin, City Clerk, is hereby authorized and directed at 2:00 p.m. on that date to open and tabulate the results of all sealed bids received. The bids will be acted upon by the City Council at its regular meeting to be held in the council chambers of the Indianola Municipal Building, Indianola, Iowa, at 6:00 p.m. on May 7, 2018, or at such later time and place as may then be fixed.

Section 5. BE IT FURTHER RESOLVED, that the City Council acknowledges that the City Clerk of the City of Indianola has posted a notice to bidders once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by either the City of Indianola or a statewide association that represents the City of Indianola. Posting was not less than thirteen clear days nor more than forty-five days prior to May 1, 2018, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 2:00 P.M., on such date.

Section 6. BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to publish notice of hearing once in the "Indianola Record Herald and Tribune", a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 6:00 P.M. on May 7, 2018.

PASSED AND APPROVED this 2nd day of April, 2018.

KELLY B. SHAW, MAYOR

ATTEST:

DIANA BOWLIN, CITY CLERK



PARKS AND RECREATION

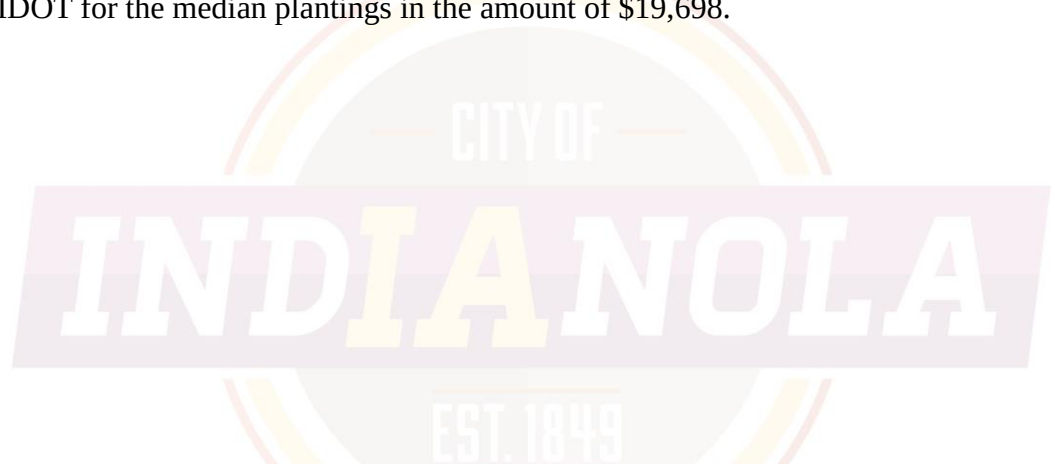
March 28, 2018

To: Mayor and City Council
Cc: Ryan Waller, City Manager
From: Doug Bylund, Parks and Recreation Director
Re: Highway 65/69 North Median Perimeter Concrete Installation

Attached are the Request for Proposals for the installation of the concrete perimeter for the two medians on North Highway 65/69. This was planned as a part of the city entrance beautification that was designed by architect Steve Gray. This phase of the project will finish the construction of this area and will include concrete in a 4-foot width on both sides as well as filling in the triangle shaped ends of both medians. Not only will this improve the look of the median, but will protect the grass and plantings from road chemicals and long-term buildup of sand and sediment.

The project will require closing down of the inside lane on both sides of the highway and we will expect the contractor to perform the work in one 5 days stretch in order to minimize the traffic disruptions. Following the public hearing on May 7, we will work with the contractor to determine the dates of construction in order to notify the public. We will look for construction to take place the week of June 4 or 11

Due to the estimated cost of this project, we need to set a public hearing for May 7 in order to approve the plans, specifications, and estimates of costs. Preliminary quotes for cost for the concrete were \$84,000 and funds for this project are included in the current fiscal year capital improvement plan. The irrigation and plantings were completed in July 2017. We have received re-imbursement from IDOT for the median plantings in the amount of \$19,698.



CITY OF INDIANOLA
REQUEST FOR PROPOSALS
OF
HIGHWAY 65/69 MEDIAN CONCRETE PERIMETER INSTALLATION

PROPOSAL INSTRUCTIONS AND CONDITIONS

SECTION 1

1.1 Purpose

The purpose of this request for proposal (RFP) is to solicit proposals for installing concrete around the perimeter of two medians on Highway 65/69 for the City of Indianola. This project will be phase 2 of the beautification efforts of the northern Gateway entrance. Phase 1 included planting of decorative perennials and irrigation in the middle portions of each median as was completed in July 2017.

It is the intent of the Municipal Government to enter into a contract offering the best proposal(s), as determined by the City Council, for the Installation of the Concrete Perimeter in 2 Highway Medians.

1.2 Requests for Clarification

Vendors with questions concerning the RFP may submit their questions in writing to Doug Bylund, Parks and Recreation Director 2204 W. 2nd Ave, Indianola, IA 50125-0299 no later than 2:00 p.m. on April 19, 2018 either by mail, hand delivery, email, or facsimile. Questions received, and answers the Municipal Government provides, will be e-mailed and/or mailed by April 23, 2018. Oral questions will not be accepted. Email address is dbylund@indianolaiaowa.gov.

1.3 Proposal Conference

A proposal conference will not be held to discuss the RFP.

1.4 Schedule of Events

Municipal Government issues RFP.....April 3, 2018

Written questions due to Director.....April 19, 2018

Proposals due to the City.....May 1, 2018

Notice of award by City Council.....May 7, 2018

Proposed construction start date.....June 4, 2018

1.5 Disposition of Proposals

Suppliers must provide a quote as close to the described requirements as possible in this RFP (see Section 4), if unable to provide requirement, please note. To achieve a uniform review process and the maximum degree of comparability, proposals are required to be organized in the following manner:

- A. Title page that includes the subject of the proposal, name of institution, address, name of contact person, telephone and fax numbers, and date.
- B. Quote on Installation of Highway 65/69 Median Perimeter Concrete

Your proposal may not be considered, and may be rejected as non-responsive, if it does not include all the information requested. The Municipal Government reserves the right to reject any and all proposals, in whole and in part, received in response to the RFP at any time during the solicitation process.

1.6 Prices

Prices will be in effect for a period of 6 months.

1.7 Proposal Evaluation

A task force consisting of City Staff will evaluate the proposals. The purpose of the task force will be to evaluate responses, to rank the proposals, and to make a recommendation to the City Council regarding the proposal which best meets the Municipal Government's requirements.

The task force will evaluate the proposals using the following criteria:

- A. Cost of Installation
- B. Compliance with Installation Specifications (section 4)
- C. References

The task force will consider all information provided and may consider relevant information from other sources. **The City Council will award the contract to the responsible service provider submitting the best proposal. The lowest priced proposal is not necessarily the best proposal.**

1.8 Taxes

The Municipal Government is exempt from federal excise taxes and state and local sales and use taxes on the services supplied pursuant to this proposal.

1.9 Bond Requirement

The successful bidder will be required to furnish bonds in an amount equal to one hundred percent (100%) of the contract price. Said bonds must be issued by a responsible surety approved by the City Council and shall guarantee (1) the faithful performance of the contract and the terms and conditions therein contained, shall (2) guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind used by the operations of the Contractor.

PROPOSAL PREPARATION

SECTION 2

2.1 Submission of Proposals

The proposal must be received at the City Clerks Office no later than 2:00 p.m., May 1, 2018. The proposals shall be delivered or mailed to:

City of Indianola
Attn: Diana Bowlin
110 N 1st, PO Box 299
Indianola, IA 50125-0299

No proposals will be accepted after the date and time specified in this section. The task force will evaluate all proposals. Be prepared to answer any calls in regards to the proposal.

2.2 Time and Place Sealed Proposals Will be Opened and Considered

Sealed proposals will be opened and bids tabulated at 2:00 p.m., May 1, 2018, at Indianola City Hall office, 110 N. 1st Street, Indianola, Iowa (north door entrance) for consideration by the City Council at its meeting on May 7, 2018.

2.2 Amendment to the Request for Proposals

In the event it becomes necessary to amend, add to, or delete any part of the RFP, such amendment will be provided to all the suppliers that received the original RFP. The supplier response must include acknowledgment of all addenda.

3.1 Proposal Form

Name of supplier: _____

Address: _____

Phone Number: _____

Authorized signature: _____

Cost Description

Total Cost for Installation of Concrete Perimeter of two Medians _____

High 65/69 Median Concrete Perimeter Installation

SECTION 4

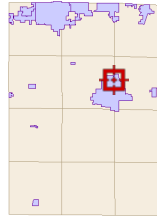
4.1 General Description

Work includes all labor, materials, traffic control, and equipment necessary for the installation of a concrete perimeter in two medians on North Hwy 65/69, including subgrade preparation, PCC pavement, re-spreading topsoil and finish grading as shown in the construction documents.

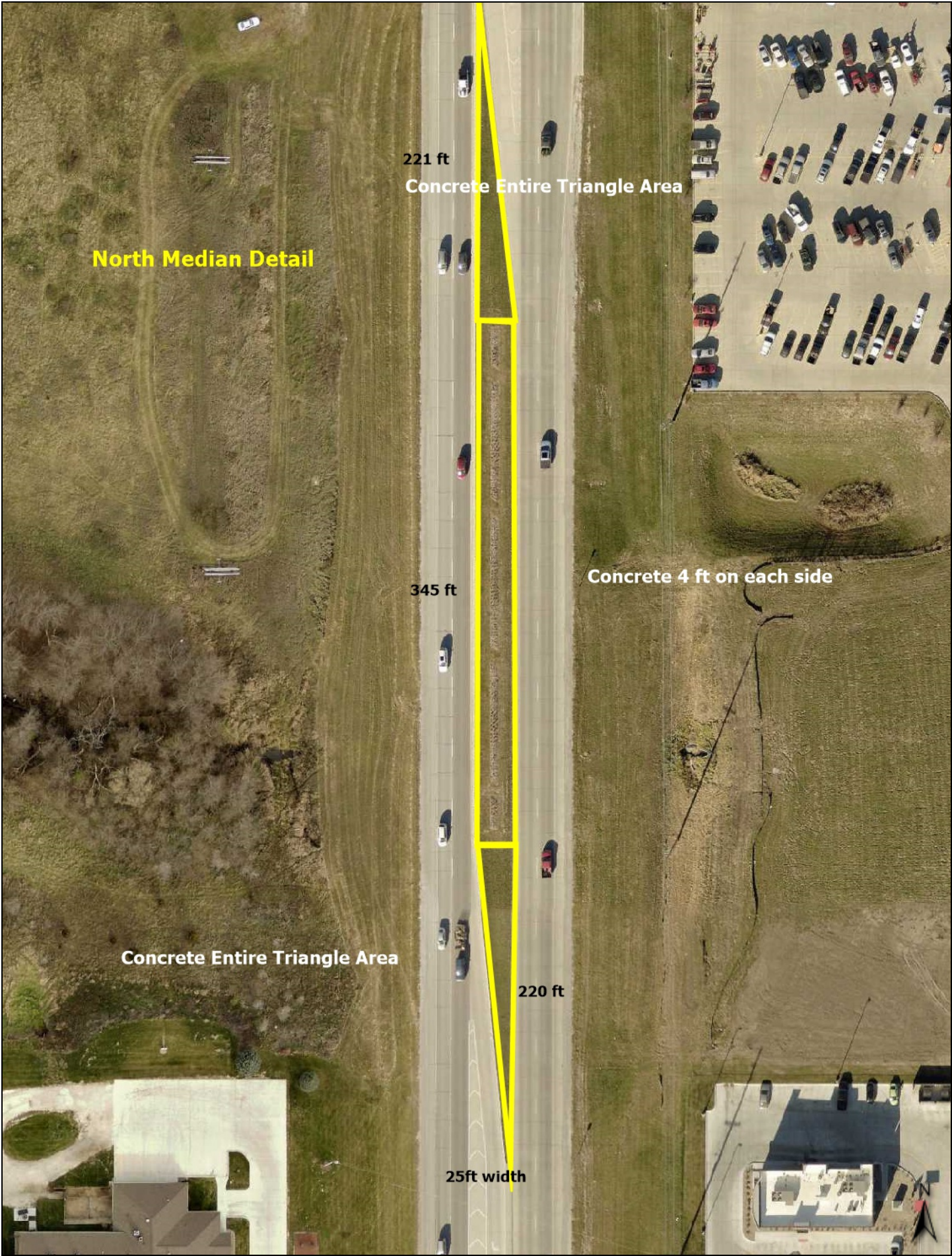
- All concrete will be a minimum of 4" thick.
- All concrete will be 4000 lb. mix.
- Bids include stripping, removing and re-spreading topsoil and reseeding utilizing seed provided by the city.
- Provide rock for base compaction
- Concrete will not be connected to curb
- Plain brushed smooth Finish
- Approximately 220 cubic yards of concrete
 - Refer to the attached maps showing the dimensions of both medians and the specifications for the concrete installation
- Bids must also include traffic control to close off the inside lane of each direction for the entire duration of the project according to Iowa D.O.T Lane Closure on Divided Highway Specifications.
- All efforts to complete the project must be made to minimize the lane closures. The project will need to be completed in one calendar work week, either June 4-8 or June 11-15, 2018.
-



Overview



Date created: 3/26/2018
Last Data Uploaded: 3/23/2018 10:25:17 PM



North Median Detail

221 ft
Concrete Entire Triangle Area

345 ft

Concrete 4 ft on each side

Concrete Entire Triangle Area

220 ft

25ft width



224 ft

Concrete Entire Triangle Area

South Median Detail

452 ft

Concrete 4 ft on each side

Concrete Entire Triangle Area

223 ft

25 ft width



Meeting Date: 04/02/2018

Subject

Resolution approving salaries

Information

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

David O'Meara, Seasonal Concessions - Pickard Park, \$8.00/hour effective April 3, 2018 - first year employee

Nicole Holmes, Seasonal Concessions - Pickard Park, \$8.25/hour effective April 3, 2018 - returning employee

Edward Solheim, Seasonal Horticulture Assistant, \$13.00/hour effective April 3, 2018 - returning employee

Glenna Taylor, Seasonal Downtown Maintenance, \$11.00/hour effective April 23, 2018 - returning employee

Andrew Lent, Director of Finance, CE 13-5 \$94,972/year effective April 23, 2018

Hailey Darr - Seasonal Concessions- Pickard Park, from \$8.25/hour to \$8.50/hour effective March 21, 2018

Anna Brace, Seasonal Concessions - Pickard Park, from \$8.25/hour to \$8.50/hour effective March 21, 2018

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION 2018-____
APPROVING SALARIES

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

David O'Meara, Seasonal Concessions - Pickard Park, \$8.00/hour effective April 3, 2018

Nicole Holmes, Seasonal Concessions - Pickard Park, \$8.25/hour effective April 3, 2018

Edward Solheim, Seasonal Horticulture Assistant, \$13.00/hour effective April 3, 2018 -
returning employee

Glenna Taylor, Seasonal Downtown Maintenance, \$11.00/hour effective April 23, 2018 -
returning employee

Andrew Lent, Director of Finance, CE 13-5 \$94,972/year effective April 23, 2018

Hailey Darr, Seasonal Concessions-Pickard Park, from \$8.25/hour to \$8.50/hour effective
March 21, 2018

Anna Brace, Seasonal Concessions-Pickard Park, from \$8.25/hour to \$8.50/hour effective
March 21, 2018

Passed and approved on the 2nd day of April, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/02/2018

Subject

Motion to go into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation

Information

Roll call to go into closed session is in order.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/02/2018

Subject

Consider motion to go into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property

Information

Roll call to go into closed session is in order.

Fiscal Impact

Attachments

No file(s) attached.
