



— Clerk's Office —

**NOTICE:**

The City of Indianola is committed to the safety of our community and our organization. This is why since February members of the City team have been meeting on a regular basis to monitor, plan and implement necessary communications and actions to ensure your safety and allow us all to continue to serve the Indianola community.

As the COVID-19 pandemic continues to unfold, we understand that many in our community may have questions of the City, but who also may be nervous about attending gatherings such as a City Council meeting.

Residents may view the meeting live via a live stream. To do so, please use the following link to access - [https://www.youtube.com/channel/UCCwqdy2irWQILB\\_1QzcVrdw](https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw)

If you have a question or would like to submit a public comment, but are unable to attend the City Council meeting due to concerns about COVID-19, please submit the form on the next page to:

[cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov)

or

City Clerk's Office  
110 N 1<sup>st</sup> Street  
Indianola, IA 50125

***(May be dropped off at the Police Station – south entrance)***

Forms received by 4:00 pm on Monday, April 6, 2020 will be distributed to the Mayor and City Council prior to the meeting. Comments received during the City Council meeting must be emailed to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) and contain your name and address.

If you plan on attending the meeting, please RSVP [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov).

Thank you for your cooperation, patience and understanding.

- The City of Indianola



## CITY OF INDIANOLA PUBLIC COMMENT FORM

If you would like to enter an electronic public comment with the City Council please take the following steps:

- Please turn in this completed form to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov).
- Comments received by 4:00 pm the day of a council meeting will be distributed to the Mayor and City Council prior to the meeting.
- Comments received after the deadline or during the meeting will be sent to the Mayor and City Council during the meeting.

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Please complete the following information:

Your Name: \_\_\_\_\_

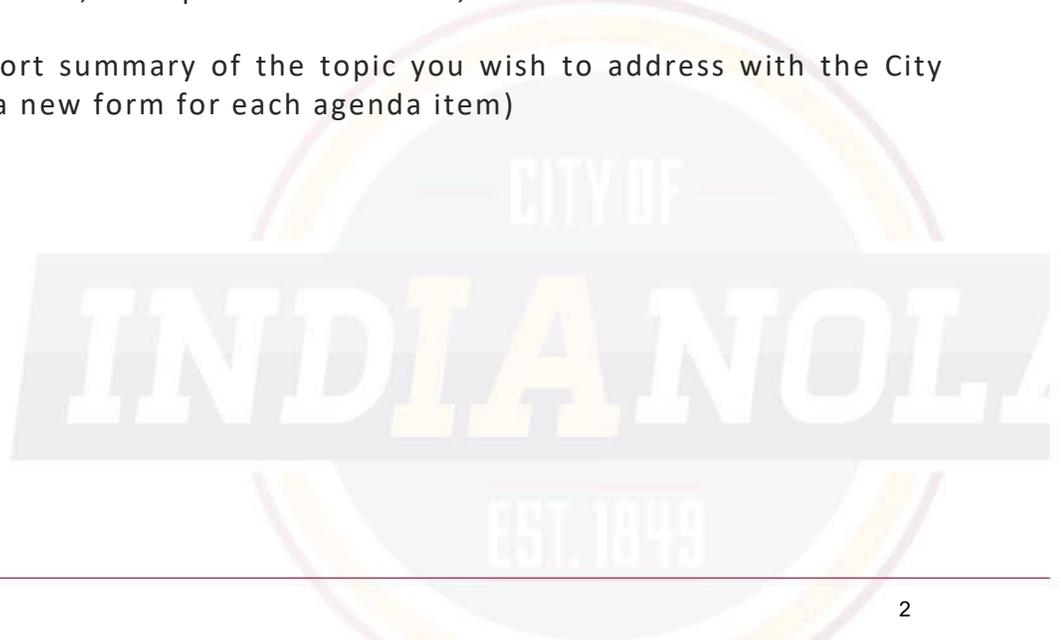
Address: \_\_\_\_\_

City Council Meeting Date: \_\_\_\_\_

City Council Agenda Item: \_\_\_\_\_

Example: 5A is the Consent to approve the agenda. If the comment does not relate to a specific agenda item, then please indicate "4, *Public Comment*".

Please provide a short summary of the topic you wish to address with the City Council. (complete a new form for each agenda item)





CITY OF INDIANOLA COUNCIL MEETING

April 6, 2020

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public comment
5. Consent
  - A. Approval of agenda
  - B. **Page 6** March 25, 2020 Minutes
  - C. Applications
    1. **Page 12** A renewal Class C Liquor License, Outdoor Service and Sunday Sales Privileges for The Garage, located at 114 E Ashland Avenue.
    2. **Page 13** Noise permit application for The Garage to host live music every Friday and Saturday night from April 17 to November 28 from 8 pm to 12 am. All paperwork is in order and staff has approved.
  - D. **Page 17** Resolution approving the purchase of a dump truck with snow and ice equipment for the Streets Department in the amount of \$155,217.00.
  - E. **Page 42** Second consideration of an Ordinance amending Chapter 99, sewer service charges, Indianola Code of Ordinances.
  - F. **Page 48** Second consideration of an Ordinance amending the recycling fees to account for the increase being implemented by Waste Management.
  - G. **Page 52** Resolution approving Supplemental No 25 with Snyder and Associates for the fourth and final year of the Street Masterplan Project

- H. **Page 57** Resolution approving a letter of support for Community Catalyst Building Remediation Program grant through the Iowa Economic Development Authority.
  - I. **Page 61** Resolution approving Engineering Service Agreement with HR Green for Sanitary Sewer Hydraulic Model.
  - J. **Page 76** Resolution approving the tentative labor contracts between the City of Indianola and the Construction and Public Employees LiUNA Local 177 and General Unit.
  - K. **Page 98** Prior and final approval on Urban Revitalization Designations.
  - L. **Page 99** Resolution approving salaries.
  - M. **Page 101** Claims on the computer printout for April 4, 2020.
6. Council Reports
- A. **Page 120** Resolution setting April 20, 2020, as the public hearing to consider adoption of the 2020 revised code of ordinances of the City of Indianola, Iowa (Codification Project).
7. Mayor's Report - Kelly B. Shaw
- A. Community Update
  - B. **Page 123** Proclamation declaring April 24, 2020 as Arbor Day.
8. Public Consideration
- A. Old Business
  - B. New Business
    - 1. **Page 125** Resolution approving and adopting a Revenue Purpose Statement for the use or expenditure of fee revenues from natural gas franchise fees and setting April 20th, 2020 as the Public Hearing for enacting a franchise fee.
9. Other Business
- A. City Manager's Report — Ryan Waller
    - 1. **Page 131** Receive and file an update on the Families First Coronavirus Response Act (FFCRA).
    - 2. **Page 134** Receive and file correspondence from March 13, 20 and 27, 2020 weekly updates from City Manager, Ryan Waller.
  - B. **Page 227** Enter into closed session pursuant to Iowa Code section 20.17(3) to discuss labor negotiations.

**C. Page 228** Enter into closed session pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

**10.** Adjourn

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**Subject**

March 25, 2020 Minutes

**Information**

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**Fiscal Impact**

**Attachments**

March 25 Minutes

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Regular Session – March 25, 2020

The City Council met in regular session at 6:00 p.m. on March 25, 2020, in the City Hall Council Chambers. Mayor Kelly B. Shaw called the meeting to order and on roll call the following members were present: Heather Hulen, John Parker and Greg Marchant and present via phone: Bob Kling, Gwen Schroder, Greta Southall and Mayor Shaw. Absent: None.

Item K, Resolution approving the purchase of a 2020 Ford Explorer Utility vehicle for the Police Department in the amount of \$32,932 was pulled from the consent agenda on a request by Mayor Shaw.

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

- Approval of Agenda
- February 27 and March 2, 2020 Minutes.
- A renewal Class B Wine, Class C Beer, Class E Liquor and Sunday Sales Privileges for DanLee Corp, doing business as Indy 66 #928, located at 1201 North Jefferson.
- Noise permit application for Indianola Classic Car and Truck Show and Shine for April 18, May 23, June 20, July 25, August 15 and September 19, 2020 from 4:00-7:00 pm.
- Noise Permit application for the Warren County Speedway on April 11, April 18, May 2, May 15, May 30, June 13, June 27, July 10, July 24, August 1, August 15, 2020, and possibly August 22 and August 29, from 6:00 pm to 10:30 pm.
- Noise permit application for Indianola Public Library's Summer Kickoff Party on May 28, 2020.
- Special event application for Indianola Public Library's Summer Kickoff Party to be held on May 28, 2020.
- Approval of a Sidewalk Use Agreement for Dhg Properties LLC, DBA West Hill Brewing Company, located at 219 W Salem Ave.
- Resolution 2020-63 setting a Public Hearing for April 20, 2020, regarding an amendment to Chapter 165 of the Code of Ordinances pertaining to bulk storage of petroleum products.
- Resolution 2020-64 approving agreement for Janitorial Services at City Hall, Activity Center and Library with A 6ft Geek.
- Resolution 2020-66 authorizing the submission of an Assistance to Firefighters Grant for the City of Indianola Fire Department for assistance in purchasing an aerial apparatus.
- Resolution 2020-67 authorizing the submission of a Staffing for Adequate Fire and Emergency Response (SAFER) Grant for the City of Indianola Fire Department.
- Resolution 2020-68 approving the schedule of fees for the City of Indianola for Fiscal Year 2021.
- Prior and final approval on Urban Revitalization Designations.
- Resolution 2020-69 approving salaries.
- Claims on the computer printout for March 25, 2020.

Mayor Shaw asked why Ford Explorers were purchased for the Police Department instead of the Dodge Durangos the county was purchasing at a lower cost. City Manager, Ryan Waller, explained that the Durangos would not be produced after this year and that outfitting a new vehicle is more cost effective when using parts from the old vehicle of a similar model. Parker moved and Southall seconded a motion to approve Resolution 2020-65 approving the purchase of a 2020 Ford Explorer Utility vehicle for the Police Department in the amount of \$32,932.00. On roll call the vote was, AYES: Hulen, Parker, Kling, Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

The Administrative and Policy Committee brought forth a timeline for consideration of the draft City Council Rules and Procedure document as well as the Codification Project. Council Member Marchant suggested a public hearing for the codification be set at the next meeting and that the Rules and Procedures document be approved at the same meeting as the final reading on the codification. All Council Members agreed.

Mayor Shaw thanked Ryan Waller and staff for locking down City Hall to keep everyone safe as well as the county and first responders from the City and county. He encouraged citizens to stay at home and practice social distancing. Mayor Shaw also mentioned that the Iowa Economic Development Authority will have grants for cities and small businesses to apply for according to an email he received.

A motion was made by Parker and seconded by Marchant to appoint Susan Glick to serve on the Indianola Municipal Utilities Board of Trustees from March 25 to June 30, 2020. On roll call, the vote was AYES: None. NAYS: Hulén, Parker, Kling, Marchant, Southall and Schroder. Whereas the Mayor declared the motion failed.

A motion was made by Parker and seconded by Marchant to appoint Susan Glick to serve on the Indianola Municipal Utilities Board of Trustees from July 1, 2020 to June 30, 2026. The Mayor called for discussion on the subject of the Mayoral appointments to the Board.

Council Member Kling then moved to call the question and Marchant seconded. On roll call, the vote was AYES: Hulén, Parker, Kling, Marchant and Southall. NAYS: Schroder. Whereas the Mayor declared the motion to call the question passed.

On roll call for the nomination of Susan Glick to serve on the Board of Trustees from July 1, 2020 to June 30, 2026, the vote was AYES: None. NAYS: Hulén, Parker, Kling, Marchant, Southall and Schroder. Whereas the Mayor declared the motion failed.

Andrew Lent, Finance Director/City Clerk, presented the Fiscal Year 21 Budget. This being the time and place fixed for a public hearing on the matter of the Fiscal Year 21, the Mayor called for any oral comments to the approval of the resolution approving the proposed Fiscal Year 21 Budget. Mayor Shaw asked about the Capital Projects funds and expenditures. He asked if Council would consider not raising the tax levy because of how COVID-19 may affect the economy. Council felt the budget was a plan to address public safety staffing needs that won't go into effect until July 1. At that time, more information will be available on whether adjustments should be made. No other oral comments were offered, and the Deputy City Clerk reported that no written objections had been filed.

A motion was made by Kling and seconded by Marchant to approve Resolution 2020-70 approving the proposed Fiscal Year 21 Budget. On roll call, the vote was AYES: Hulén, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

This being the time and place fixed for a public hearing on the matter of a sign exemption request from Parker Signs & Graphics, Inc., on behalf of the Sunfield Mobile Home Park, located at 800 East Iowa Avenue, the Mayor called for any oral comments to the approval of the resolution accepting a sign exemption request from Parker Signs & Graphics, Inc., on behalf of the Sunfield Mobile Home Park, located at 800 East Iowa Avenue. No oral comments were offered, and the Deputy City Clerk reported that no written objections had been filed.

Council Member Parker recused himself from voting on the sign exemption requests from Parker Signs & Graphics, Inc on behalf of Sunfield Mobile Home Park citing a conflict of interest.

Southall made a motion and Hulen seconded to approve Resolution 2020-71 a sign exemption request from Parker Signs & Graphics, Inc., on behalf of the Sunfield Mobile Home Park, located at 800 East Iowa Avenue. On roll call, the vote was AYES: Hulen, Kling, Schroder, Southall and Marchant. NAYS: None. ABSTAIN: Parker. Whereas the Mayor declared the motion passed.

This being the time and place fixed for a public hearing on the matter of a sign exemption request from Parker Signs & Graphics, Inc., on behalf of Fellows and Blake, located at 700 East 2nd Avenue, the Mayor called for any oral comments to the approval of the resolution accepting a sign exemption request from Parker Signs & Graphics, Inc., on behalf of Fellows and Blake, located at 700 East 2nd Avenue. No oral comments were offered, and the Deputy City Clerk reported that no written objections had been filed.

Council Member Parker recused himself from voting on the sign exemption requests from Parker Signs & Graphics, Inc on behalf of Fellows and Blake, citing a conflict of interest.

Resolution 2020-72 accepting a sign exemption request from Parker Signs & Graphics, Inc., on behalf of Fellows and Blake, located at 700 East 2nd Avenue was brought forward on a motion by Kling and seconded by Marchant. On roll call, the vote was AYES: Hulen, Kling, Schroder, Southall and Marchant. NAYS: None. ABSTAIN: Parker. Whereas the Mayor declared the motion passed.

Deputy City Clerk, Jackie Raffety, read an email from Polly Glascock of 1715 E Iowa Avenue about the Iowa Avenue Paving Project. Ms. Glascock stated she does not want a 10-foot-wide bike trail on her property and feels she is entitled to compensation for that. She also asked about the Ash trees and sump pump pipe on her property. Dave Moeller, Snyder and Associates, said they can add the removal of the ash trees to the project as well as connecting her sump line to the proposed subdrain near the street. He also noted that the proposed trail is one foot inside the existing right-of-way.

The Mayor opened the public hearing for the Iowa Avenue paving project and announced the public hearing is for objections and endorsements to the adoption of the proposed Resolution of Necessity for the construction of the East Iowa Avenue Paving Project in the City, pursuant to notice of the time and place of hearing duly published and mailed, and pursuant to prior action of the Council. Both written and oral objections will be received and considered by the Council at that time.

Mayor Shaw noted that Ms. Glascock's email had been read aloud and received by Council. No other oral comments were offered, and the Deputy City Clerk reported that no other written objections had been filed.

Parker moved to close the public hearing and Marchant seconded. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Resolution 2020-73 of necessity without amendments for the East Iowa Avenue Paving Project was brought forth on a motion by Marchant and seconded by Kling. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

A motion was made by Kling and seconded by Parker to approve Resolution 2020-74 approving and authorizing a loan and disbursement agreement by and between the City of Indianola, Iowa and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$17,059,000 sewer revenue capital loan notes, series 2020 of the City of Indianola, Iowa, under the provisions of the Code of Iowa, and providing for a method of payment of said notes. On roll call, the

vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

City Manager, Ryan Waller started a discussion on an annexation request received from Jon F. and Mary H. Peterson. Jackie Raffety, Deputy City Clerk, read a letter from Matt and Jessica Sanford of 10876 Inwood Street regarding this issue. The Sanford's would like to receive a document of funding on any future development plans prior to the City moving forward with annexation. Council Member Parker asked how the annexation could affect properties that are currently businesses outside of City limits. Community and Economic Development Director, Charlie Dissell said that the request doesn't affect them, but it may if they are annexed in although their use would be grandfathered in. Council directed staff to move forward with exploring the request with the Planning and Zoning Commission and IMU.

A motion was made by Parker and seconded by Kling to approve the first consideration of an ordinance amending Chapter 99, sewer service charges, Indianola Code of Ordinances On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

A motion was made by Kling and seconded by Southall to approve the first consideration of an ordinance amending the recycling fees to account for the increase being implemented by Waste Management. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Resolution 2020-75 authorizing the temporary suspension of various administrative and penalty charges for city provided utilities was brought forward on a motion by Parker and seconded by Hulen. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

City Manager, Ryan Waller, received a request from Cabin Coffee to temporarily suspend construction on their new building, noting that their development agreement with the City specifies a timeline for construction to be completed. The Council said that in light of current events, it was okay to delay the construction.

Leisha Barcus, President/CEO of the YMCA of Greater Des Moines, has requested Council approval and leniency on a delayed rent payment from the Indianola YMCA because the YMCA is closed due to the Governor's Proclamation regarding COVID-19. Council Member Hulen recused herself from any discussion. Council permitted letting them pay late.

Waller then announced the hiring of Akhilesh Pal, who also goes by A.P., as the Public Works Director for the City of Indianola and thanked Bart Weller for stepping in until the position could be filled.

Marchant moved and Parker seconded to receive and file correspondence from February 28 and March 6, 2020, weekly updates provided by City Manager, Ryan Waller. On roll call, the vote was, AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Ryan Waller asked Council if they wanted to still hold the Study Session to view the presentation on proposed updates to the City's building, fire, mechanical, electrical, plumbing, fuel gas, liquefied petroleum gas, energy conservation and property maintenance codes or if they wanted to give direction to staff. Council agreed to forgo the study session and provided direction. The proposed updates will be brought forward to future meetings.

A motion was made by Marchant and seconded by Parker at 7:57 pm to go into closed session pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Kling moved and Parker seconded to come out of closed session at 8:09 pm. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Meeting adjourned at 8:10 pm on a motion by Marchant and seconded by Parker.

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Kelly B. Shaw, Mayor

Attest:

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Andrew J. Lent, City Clerk

**Meeting Date:** 04/06/2020

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**Subject**

A renewal Class C Liquor License, Outdoor Service and Sunday Sales Privileges for The Garage, located at 114 E Ashland Avenue.

**Information**

Council will need to consider approving a renewal Class C Liquor License, Outdoor Services and Sunday Sales Privileges for The Garage, located at 114 E Ashland Avenue. Staff has approved and all paperwork is in order.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 04/06/2020

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**Subject**

Noise permit application for The Garage to host live music every Friday and Saturday night from April 17 to November 28 from 8 pm to 12 am. All paperwork is in order and staff has approved.

**Information**

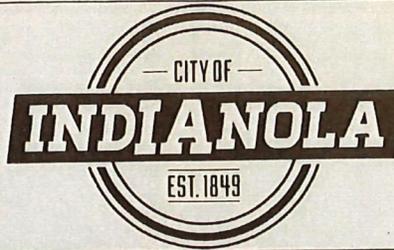
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**Fiscal Impact**

**Attachments**

Noise Permit - The Garage

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Indianola Noise Permit Application

Date: 2/20/2020

**Dear Event Organizer:**

From time to time residents and visitors to our community wish to hold events that would normally be in violation of laws and ordinances pertaining to noise. In an effort to allow such events and still maintain quality of life issues for our residents, the City developed this process to allow outdoor events that have music or extraordinary noise.

This application provides the information to petition the police chief for a noise permit. Please take time to read this information and feel free to contact City Hall at 515-961-9410 or email [requests@indianolaiowa.gov](mailto:requests@indianolaiowa.gov) with any questions.

**Rules and Regulations**

1. The city manager and police department shall review all applications.
2. All applications will be approved or denied by the Indianola Police Chief.
3. Events that have received prior complaints, or, are multiple days shall have council approval.
4. Applications need to be received no later than **60 days prior to the event**. If received less than 60 days prior to the event, staff will deny the application. It may be appealed to the city council, but a \$50.00 late fee shall be assessed to process late requests.
5. Multiple events may be requested on one application, i.e. 6 Bike Night events in a single year.
6. **The Indianola Police Department reserves the right to order noise reduction or to cancel any permit, dependent upon the activity or complaints related to the event.**
7. In the event that the police department discovers an outdoor music event without a permit the department shall cause the source of the noise to cease.
8. The application must include a cell number for the contact person.
9. Bands, DJ's and any source of loud noise should be directed away from residential to every extent possible.

**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](http://www.indianolaiowa.gov)  
E-Mail: [requests@indianolaiowa.gov](mailto:requests@indianolaiowa.gov)

Noise Event Application

Event Name: LIVE MUSIC/BIKE NIGHTS  
 Date/Time of Event: 4/17/20 - 11/28/2020  
 Location of Event: THE GARAGE  
 Event Sponsor(s): THE GARAGE  
DAN BROWN / CLINT BRIGHTMAN

Contact Information:

Organization: THE GARAGE  
 Contact Name: DEB MILLER  
 Address: 114 E ASHLAND AVE INDIANOLA 50125  
 Telephone Number: 515-961-9026  
 Cell Phone Number: 515-313-5144  
 Fax Number: \_\_\_\_\_  
 Email Address: MILLD0522@GMAIL.COM  
 Today's Date: 2-20-2020

Anticipated Attendance: \_\_\_\_\_ Per Day \_\_\_\_\_ Total

Event Information:

Event Starts Date: 4/17 Time 8:00 pm Day of Week FRI  
 Event Ends Date: 11/28 Time 12 am Day of Week SAT

Previous Event Information

Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_

Please provide a map showing the event location and location of band/music, please specify:  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: requests@indianolaiowa.gov

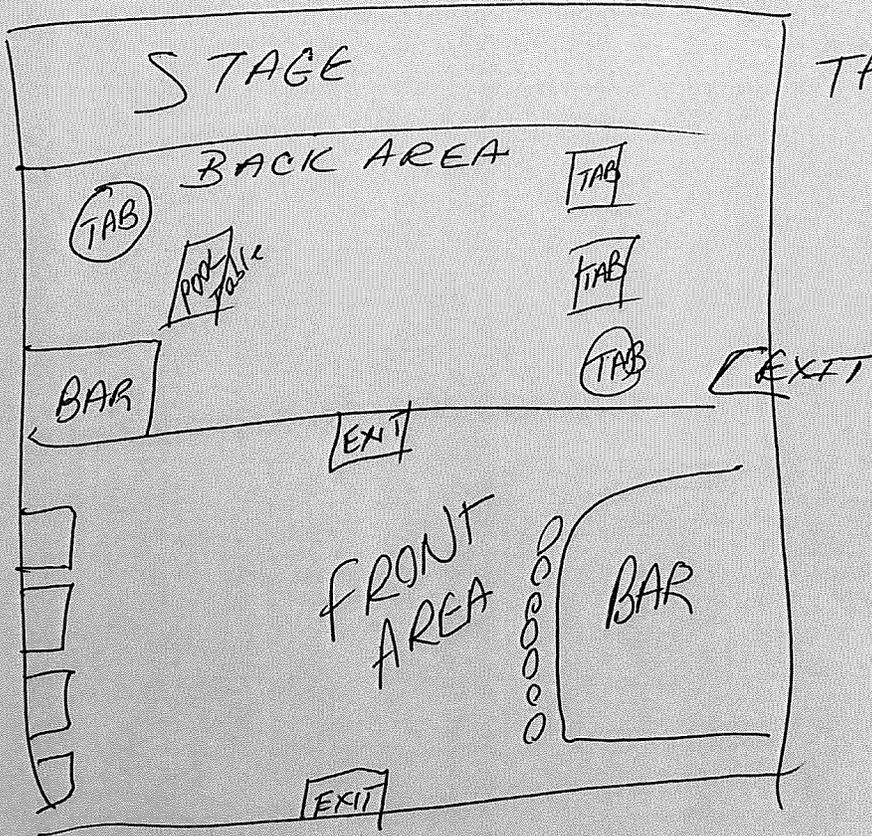
APPLICANT SIGNATURE:

*[Handwritten Signature]*

Late Fee: Cash: \_\_\_\_\_ Check: \_\_\_\_\_ Received By: \_\_\_\_\_

OFFICE USE ONLY

DATE RECEIVED:				
	Signature	Date	Approved	Denied
Police Department:	<i>[Signature]</i>	3/24/2020	<input checked="" type="checkbox"/>	
City Manager:	<i>[Signature]</i>	3/25/2020	<input checked="" type="checkbox"/>	



TAB-TABLES

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: requests@indianolaiowa.gov

Meeting Date: 04/06/2020

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**Subject**

Resolution approving the purchase of a dump truck with snow and ice equipment for the Streets Department in the amount of \$155,217.00.

**Information**

The purchase of a dump truck equipped with snow removal equipment was approved as part of the Fiscal Year 21 Capital Equipment Budget. The budgeted amount was \$175,000. Staff is recommending approval of the purchase of a dump truck with equipment from O'Halloran International for the purchase price of \$155,217.00.

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**Fiscal Impact**

**Attachments**

Dump Truck Memorandum  
Resolution - Dump Truck Plow  
Dump Truck Specifications

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# Street Department



To: Mayor Shaw, City Council Members and Ryan Waller  
From: Bart Weller, Street Superintendent (interim)  
Date: March 30, 2020  
Re: Purchase of Dump Truck with Snow & Ice Equipment

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Navistar has been awarded a contract for truck chassis from November 2016 thru November 2020 through Sourcewell. O'Halloran International is the local vendor for Navistar in Iowa. O'Halloran International will provide the truck chassis. Monroe Truck Equipment has been awarded a contract that has been extended to October of 2020 for the dump body and snow removal equipment and Hawkeye Truck Equipment, the local vendor, will provide the needed equipment as part of the total truck purchase.

The purchase of this dump truck equipped with snow removal equipment, was approved as part of the FY 2020/2021 capital equipment budget. The total budgeted amount for this purchase is \$175,000.00. The purchase price for the chassis and equipment is \$169,217.00. The replacement unit will be used as a trade-in at the amount of \$14,000 that translates a net cost to the city for the purchase of this unit at \$155,217.00.

Staff recommends your approval of the purchase this dump truck from O'Halloran International for the purchase price of \$155,217.00

#### Who is Sourcewell?

Sourcewell formerly National Joint Powers Alliance holds hundreds of competitively solicited cooperative contracts ready for use. They award contracts at the manufacturing level and leverage local dealers for pricing discounts on contract purchases. The City of Indianola is a member of this group as well as Iowa DOT and over 200 members in Iowa.

**CITY OF INDIANOLA, IOWA  
RESOLUTION NO 2020-\_\_\_\_**

**RESOLUTION APPROVING PURCHASE OF  
A DUMP TRUCK WITH SNOW AND ICE EQUIPMENT**

**WHEREAS**, the Indianola Street Department budgeted \$175,000 for a dump truck equipped with snow and ice removal equipment as part of the 2020/2021 Fiscal Year Capital Equipment Budget; and

**WHEREAS**, Navistar holds the contract for truck chassis through Sourcewell and O'Halloran International is the local vendor for Navistar in Iowa; and

**WHEREAS**, the unit to be replaced will be used as a trade in the amount of \$14,000.00; and

**WHEREAS**, the specifications and a purchase order of said truck for \$155,217.00 from O'Halloran International is attached to this Resolution.

**NOW, BE IT THEREFORE RESOLVED**, that the City Council of Indianola approves

1. The purchase of the 2021 Dump Truck / Plow from O'Halloran International of Des Moines, Iowa is approved at a cost of \$155,217.00 and
2. Staff is authorized to execute documents on behalf of the City to purchase said vehicle.

Passed and adopted the 6 day of April 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

ATTEST:

\_\_\_\_\_  
Andrew J. Lent, City Clerk/Finance Director

**Prepared For:**  
 City of Indianola  
 Bart Weller  
 110 North First  
 Indianola, IA 50125-  
 (515)210 - 3138

**Presented By:**  
 O'HALLORAN INTERNATIONAL  
 Bob Kayser  
 3311 ADVENTURELAND DRIVE  
 ALTOONA IA 50009 -  
 (515)967-3300

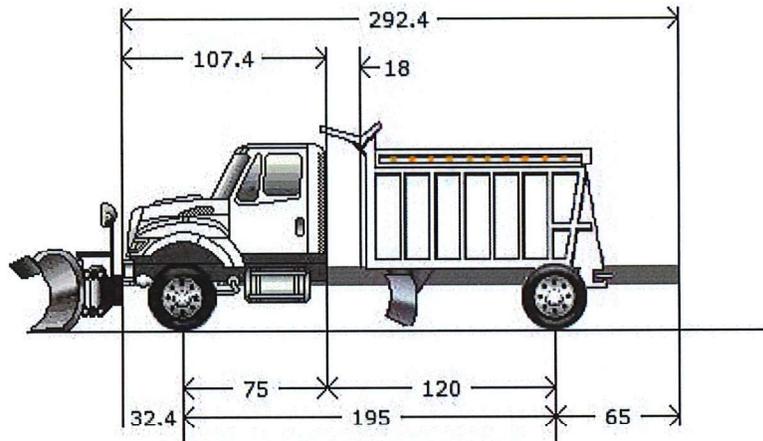
BART, THE FOLLOWING PRICING IS BASED OFF OF THE LATEST IOWA D.O.T. SNOW REMOVAL EQUIPMENT SOURCEWELL/ NJPA CONTRACT DISCOUNT AND AS SUCH IT MUST BE ORDERED BY 12/31/2019. IF THE CITY IS NOT A MEMBER THERE IS NO CHARGE TO SIGN UP TO BE ONE AND I HAVE ALL OF THE INFO IF YOU NEED IT.

\$ 95,716.00 2021 International HV507 Model 4x2 cab and chassis WITH 300 HP L9 Cummins engine  
 \$ 73,501.00 Snow removal equipment from Hawkeye per Quotation #22400

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 \$ 169,217.00 INVOICE PRICE WITH EQUIPMENT FOR DELIVERY AFTER JULY 1, 2020  
 ( 14,000.00) TRADE ALLOWANCE FOR TRUCK #

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 \$ 155,217.00 TRADE DIFFERENCE FOR DELIVER AFTER JULY 1, 2020

Includes 60 Month - 100,000 Miles - 100% engine warranty,



**CITY OF INDIANOLA**

**Model Profile**  
**2021 HV507 SFA (HV507)**

**AXLE CONFIG:** 4X2  
**MISSION:** Requested GVWR: 36220. Calc. GVWR: 36220  
 Calc. Geared Speed: 66.5 MPH  
**DIMENSION:** Wheelbase: 195.00, CA: 120.00, Axle to Frame: 65.00  
**ENGINE, DIESEL:** {Cummins L9 300} EPA 2017, 300HP @ 2000 RPM, 860 lb-ft Torque @ 1300 RPM, 2200 RPM Governed Speed, 300 Peak HP (Max)  
**TRANSMISSION, AUTOMATIC:** {Allison 3500 RDS} 5th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway  
**CLUTCH:** Omit Item (Clutch & Control)  
**AXLE, FRONT NON-DRIVING:** {Meritor MFS-14-143A} Wide Track, I-Beam Type, 14,000-lb Capacity  
**AXLE, REAR, SINGLE:** {Meritor RS-23-161} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends Gear Ratio: 6.14  
**CAB:** Conventional, Day Cab  
**TIRE, FRONT:** (2) 11R22.5 Load Range H XDN2 (MICHELIN), 497 rev/mile, 75 MPH, Drive  
**TIRE, REAR:** (4) 11R22.5 Load Range H XDN2 (MICHELIN), 497 rev/mile, 75 MPH, Drive  
**SUSPENSION, REAR, SINGLE:** 31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs  
**PAINT:** Cab schematic 100WK  
 Location 1: 9219, Winter White (Std)  
 Chassis schematic N/A

(US DOLLAR)

City of Indianola

Reference ID: HV 4x2 NJPA

<u>Price Date: 7/16/2018</u>	<u>Sales Price</u>	<u>Dealer Net</u>	<u>Gross Profit</u>
Chassis [92,154.00]	\$73,723.20	\$73,723.20	\$0.00
Opt. Attach Incl. in SPA [38,161.00]	\$30,528.80	\$30,528.80	
Product excl. from SPA [250.00]	\$250.00	\$250.00	
Service excl. from SPA [4,380.00]	\$2,190.00	\$2,190.00	
Markup (Product) [14.29%]	\$14,933.78		\$14,933.78
Markup (Service) [0.00%]	\$0.00		\$0.00
Goods Purchased	\$59.00	\$59.00	\$0.00
Special P & D	\$1,943.00	\$1,943.00	\$0.00
Freight	\$2,200.00	\$2,200.00	
Other Allowances	(\$7,176.34)	(\$7,176.34)	
SPA Number7859A [22.00%]	(\$22,935.44)	(\$22,935.44)	
<b>Total Vehicle Price</b>	<b>\$95,716.00</b>	<b>\$80,782.22</b>	<b>\$14,933.78</b>
Total Body/Allied Equipment	\$0.00	\$0.00	\$0.00
Extended Warranty	\$0.00	\$0.00	\$0.00
<b>Sale Price without FET</b>	<b>\$95,716.00</b>	<b>\$80,782.22</b>	
FET (Exempt)	\$0.00		
Per Veh Adj [0.00]			
FET Exempt Product Adj: [0.00]			
FET Exempt Service Adj: [0.00]			
FET Amount @ 12% [0.00]			
Front Tire FET [0.00]			
Rear Tire FET [0.00]			
<b>Sale Price Per Vehicle</b>	<b>\$95,716.00</b>		<b>\$14,933.78</b>
Sale Price 1 Vehicle	\$95,716.00		\$14,933.78
Trade Allowances	\$0.00	\$0.00	\$0.00
License, Title, Taxes	\$0.00		
Sales Commission			\$0.00
<b>Total Sale 1 Vehicle</b>	<b>\$95,716.00</b>		<b>\$14,933.78</b>

**SQ Numbers:**

774695-000/008157W

**GOODS PURCHASED**

Turn door locks off

**SALES PRICE**

\$59.00

=====

TOTAL

\$59.00

**SPECIAL P & D**

Carrying cost 7300 90 days

\$943.00

# Dealer Pack 7000 Sries SINGLE Axle

\$1,000.00

=====

TOTAL

\$1,943.00

**OTHER ALLOWANCES**

**SALES PRICE**

TIRE TAX CREDIT

\$176.34

Sourcewell/NJPA DTU Credit

\$7,000.00

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TOTAL

\$7,176.34

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
HV50700	Base Chassis, Model HV507 SFA with 195.00 Wheelbase, 120.00 CA, and 65.00 Axle to Frame.	\$92,154.00
1570	TOW HOOK, FRONT (2) Frame Mounted	\$84.00
1ANA	AXLE CONFIGURATION {Navistar} 4x2	\$0.00
1CAJ	FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL	\$783.00
1LLA	BUMPER, FRONT Swept Back, Steel, Heavy Duty	\$0.00
1WDS	FRAME EXTENSION, FRONT Integral; 20" In Front of Grille	\$590.00
1WEV	WHEELBASE RANGE 146" (370cm) Through and Including 195" (495cm)	\$0.00
2ARV	AXLE, FRONT NON-DRIVING {Meritor MFS-14-143A} Wide Track, I-Beam Type, 14,000-lb Capacity	\$973.00
3770	SPRINGS, FRONT AUXILIARY Rubber	\$111.00
3ADD	SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 14,000-lb Capacity, with Shock Absorbers	\$311.00
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications	\$0.00
4619	TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck	\$542.00
4732	DRAIN VALVE {Berg} with Pull Chain, for Air Tank	\$0.00
4AZJ	AIR BRAKE ABS {Bendix AntiLock Brake System} Full Vehicle Wheel Control System (4-Channel) with Automatic Traction Control	\$210.00
4EBD	AIR DRYER {Wabco System Saver 1200} with Heater	\$497.00
4EXP	BRAKE CHAMBERS, FRONT AXLE {Bendix} 20 SqIn	\$0.00
4EXW	BRAKE CHAMBERS, REAR AXLE {Bendix EnduraSure Pro} 30/30 Spring Brake	\$81.00
4JCJ	BRAKES, FRONT, AIR CAM S-Cam; 16.5" x 5.0"; Includes 20 Sq. In. Long Stroke Brake Chambers	(\$1,368.00)
4NDB	BRAKES, REAR, AIR CAM S-Cam; 16.5" x 7.0"; Includes 30/30 Sq.In. Long Stroke Brake Chamber and Spring Actuated Parking Brake	(\$1,524.00)
4SPA	AIR COMPRESSOR {Cummins} 18.7 CFM	\$0.00
4VKC	AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab	\$50.00
4VKJ	AIR TANK LOCATION (2) Mounted Under Battery Box, Outside Left Rail, Back of Cab, Perpendicular to Rail	\$91.00
4WBX	DUST SHIELDS, FRONT BRAKE for Air Brakes	\$35.00
4WDM	DUST SHIELDS, REAR BRAKE for Air Brakes	\$70.00
5710	STEERING COLUMN Tilting and Telescoping	\$463.00
5CAW	STEERING WHEEL 4-Spoke; 18" Dia., Black	\$0.00
5PSA	STEERING GEAR {Sheppard M100} Power	\$0.00
6DGB	DRIVELINE SYSTEM {Dana Spicer} SPL140, for 4x2/6x2	\$347.00
7BEV	AFTERTREATMENT COVER Steel, Black	\$0.00
7BKS	EXHAUST SYSTEM Single, Horizontal Aftertreatment Device, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab	\$2,128.00
7WAZ	TAIL PIPE (1) Turnback Type	\$64.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
7WBS	MUFFLER/TAIL PIPE GUARD (1) Bright Stainless Steel	\$133.00
7WCM	EXHAUST HEIGHT 8' 10"	\$0.00
7WZY	SWITCH, FOR EXHAUST 2 Position, Lighted & Latching, On/Off Type, Mounted in IP, Inhibits Diesel Particulate Filter Regeneration as Long as Switch is in On Position	\$31.00
8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment	\$0.00
8518	CIGAR LIGHTER Includes Ash Cup	\$18.00
8541	HORN, ELECTRIC (2) Disc Style	\$29.00
8GHU	ALTERNATOR {Delco Remy 28SI} Brush Type, 12 Volt 200 Amp. Capacity, Pad Mount, with Remote Voltage Sensor	\$404.00
8HAB	BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/ Accessory Power/Ground and Sealed Connector for Stop/Turn	\$100.00
8MSG	BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud	\$103.00
8RMP	RADIO AM/FM/WB/Clock/Auxiliary Input	\$368.00
8RMZ	SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars	\$138.00
8RPB	RADIO, AUXILIARY CONTROLS Mounted in Steering Wheel, Radio Function Control Switch, Includes Volume Up/Down, Mute, Forward/Back and Bluetooth Answer/Disconnect	\$103.00
8THJ	AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications	\$158.00
8TKB	STOP, TURN, TAIL & B/U LIGHTS {Truck Lite} Super 44, with LED Lights for Stop, Turn & Tail Lights, Truck Lite Super 40 for Backup Lights, with Power Module, "International" Termination and Less Junction Box, Includes Incandescent License Plate Light	\$191.00
8TMG	TRAILER CONNECTION SOCKET 7-Way; Mounted at Rear of Frame, Wired for Turn Signals Combined with Stop, Compatible with Trailers That Use Combined Stop, Tail, Turn Lamps	\$439.00
8TNR	BATTERY CABLES with 36" of Extra Length Coiled and Strapped Near Battery Box	\$178.00
8WEJ	BATTERY BOX Steel, with Fiberglass Cover, 2-4 Battery Capacity, Mounted Left Side Perpendicular to Frame Rail, 35" Back of Cab	\$210.00
8WGL	WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time	\$42.00
8WPH	CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade	\$0.00
8WPZ	TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights	\$42.00
8WRB	HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn on if Windshield Wipers are turned on	\$42.00
8WTK	STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt, Less Thermal Over-Crank Protection	\$193.00
8WWJ	INDICATOR, LOW COOLANT LEVEL with Audible Alarm	\$0.00
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses	\$0.00
8XGT	TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender	\$0.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
8XHN	HORN, AIR Black, Single Trumpet, with Lanyard Pull Cord	\$94.00
8XHR	POWER SOURCE, ADDITIONAL Auxiliary Power Outlet (APO) & USB Port, Located in the Instrument Panel	\$38.00
9AAB	LOGOS EXTERIOR Model Badges	\$0.00
9AAE	LOGOS EXTERIOR, ENGINE Badges	\$0.00
9HBM	GRILLE Stationary, Chrome	\$0.00
9WBC	FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV	\$0.00
10021	CHASSIS COATING Corrosion Resistant E-Coat Primer Coating for Single Frame Rails	\$500.00
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100	\$0.00
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone	\$0.00
10AAAY	OVER THE AIR PROGRAMMING {Navistar} for Cummins Engines	\$250.00
10JPA	CUSTOMER IDENTITY for National Joint Powers Alliance	\$0.00
10SLV	PROMOTIONAL PACKAGE Government Silver Package	\$0.00
11001	CLUTCH Omit Item (Clutch & Control)	\$0.00
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection	\$0.00
12851	PTO EFFECTS, ENGINE FRONT Less PTO Unit, Includes Adapter Plate on Engine Front Mounted	\$353.00
12EHU	ENGINE, DIESEL {Cummins L9 300} EPA 2017, 300HP @ 2000 RPM, 860 lb-ft Torque @ 1300 RPM, 2200 RPM Governed Speed, 300 Peak HP (Max)	\$8,038.00
12THT	FAN DRIVE {Horton Drivemaster} Direct Drive Type, Two Speed with Residual Torque Device for Disengaged Fan Speed	\$0.00
12UWZ	RADIATOR Cross Flow, Series System; 1228 SqIn Aluminum Radiator Core with Internal Water to Oil Transmission Cooler and 1167 In Charge Air Cooler	\$0.00
12VAL	AIR CLEANER Dual Element, with Integral Snow Valve and In-Cab Control	\$379.00
12VHJ	FEDERAL EMISSIONS {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2020	\$0.00
12VXV	THROTTLE, HAND CONTROL Engine Speed Control for PTO; Electronic, Mobile, Variable Speed; (Range 2 to 20 MPH) Mounted on Steering Wheel	\$0.00
12VYL	ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use	\$45.00
12VYP	ENGINE CONTROL, REMOTE MOUNTED No Provision Furnished for Remote Mounted Engine Control	\$0.00
12WZE	EMISSION COMPLIANCE Federal, Does Not Comply with California Clean Air Idle Regulations	\$0.00
13AVL	TRANSMISSION, AUTOMATIC {Allison 3500 RDS} 5th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway	\$9,976.00
13WDZ	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, S1 Performance in Primary and Fixed Programming in Secondary	\$48.00
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter	\$50.00
13WLP	TRANSMISSION OIL Synthetic; 29 thru 42 Pints	\$203.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS); General Purpose Trucks, Construction	\$0.00
13WWW	NEUTRAL AT STOP OMIT	\$0.00
13WYH	TRANSMISSION TCM LOCATION Located Inside Cab	\$141.00
13XAM	PTO LOCATION Dual, Customer Intends to Install PTO at Left and/or Right Side of Transmission	\$0.00
14ARK	AXLE, REAR, SINGLE {Meritor RS-23-161} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends . Gear Ratio: 6.14	\$1,927.00
14SAL	SUSPENSION, REAR, SINGLE 31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs	\$305.00
14WMG	AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 30 thru 39.99 Pints	\$198.00
15924	FUEL TANK STRAPS Bright Finish Stainless Steel	\$260.00
15LMA	LOCATION FUEL/WATER SEPARATOR Mounted Outside Left Rail, 15" Back of Cab	\$50.00
15LMR	FUEL/WATER SEPARATOR {Racor 400 Series,} with Primer Pump, Includes Water-in-Fuel Sensor	\$0.00
15SGJ	FUEL TANK Top Draw, Non-Polished Aluminum, D-Style, 16" Tank Depth, 50 US Gal (189L), Mounted Left Side, Under Cab	\$52.00
15WDG	DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab	\$0.00
16030	CAB Conventional, Day Cab	\$0.00
16BAM	AIR CONDITIONER with Integral Heater and Defroster	\$923.00
16GDG	GAUGE CLUSTER Premium Level; English with English Speedometer and Tachometer, for Air Brake Chassis, Includes Engine Coolant Temperature, Primary and Secondary Air Pressure, Fuel and DEF Gauges, Oil Pressure Gauge, Includes 5 Inch LCD Color Display	\$488.00
16HGH	GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission	\$48.00
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster	\$0.00
16JNT	SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust	\$116.00
16SJX	MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Sides, Bright, Heated, 7.5" Sq.	\$390.00
16SMN	SEAT, PASSENGER {National} Non Suspension, High Back, Fixed Back, Integral Headrest, Vinyl	\$368.00
16SNV	MIRRORS (2) Aero Pedestal, Power Adjust, Heated, Turn Signals, Bright Heads, Black Arms, 6.5" x 14" Flat Glass, Includes 6.5" x 6" Convex Mirrors, for 102" Load Width	\$540.00
16VKB	CAB INTERIOR TRIM Classic, for Day Cab	\$0.00
16VSL	WINDSHIELD Heated, Single Piece	\$632.00
16WBY	ARM REST, RIGHT, DRIVER SEAT	\$39.00
16WJU	WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature	\$367.00
16WLS	FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood	\$76.00
16WSK	CAB REAR SUSPENSION Air Bag Type	\$0.00
16XJP	INSTRUMENT PANEL Wing Panel	\$333.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
16XWD	SUNSHADE, EXTERIOR Aerodynamic, Painted Roof Color, with Integral Clearance/Marker Lights	\$253.00
16XWJ	WINDSHIELD WIPER BLADES Snow Type	\$30.00
16XXC	COWL TRAY LID	\$200.00
16ZBB	ACCESS, CAB {Bustin} Aluminum, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab or Extended Cab, Self-Cleaning	\$777.00
27DUK	WHEELS, FRONT {Accuride 29169} DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs	\$84.00
28DUK	WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs	\$127.00
29WAP	WHEEL GUARDS, FRONT {Accuride} for Metric Hub Piloted Wheels with Flanged Mounting Nuts Mounted Between Hub and Wheel	\$24.00
29WAR	WHEEL GUARDS, REAR {Accuride} for Metric Hub Piloted Wheels with Flanged Mounting Nuts, Mounted Between Hub & Wheel and Between Dual Wheels	\$24.00
29WLK	WHEEL BEARING, FRONT, LUBE {EmGard FE-75W-90} Synthetic Oil	\$59.00
60AAG	BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack with Latched Switches	\$790.00
7482133264	(2) TIRE, FRONT 11R22.5 Load Range H XDN2 (MICHELIN), 497 rev/mile, 75 MPH, Drive	\$452.00
7482133264	(4) TIRE, REAR 11R22.5 Load Range H XDN2 (MICHELIN), 497 rev/mile, 75 MPH, Drive	\$904.00
<b>Total of Product Features</b>		<b>\$130,565.00</b>
Cab schematic 100WK Location 1: 9219, Winter White (Std)		
Chassis schematic N/A		
<b>Services Section:</b>		
40128	WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A	\$0.00
40SZD	SRV CONTRACT, EXT CMS ENG/AFTR {Cummins} To 60-Month/100,000 Miles (160,000 km), Extended Cummins L9 Engine Coverage, Protection Plan 1 and Aftertreatment	\$4,380.00
<b>Total of Service Features</b>		<b>\$4,380.00</b>
<b>Total List Price Including Options:</b>		<b>\$134,945.00</b>
Program Locks	Turn door locks off	\$59.00
<b>Total Goods Purchased:</b>		<b>\$59.00</b>

(0012EHU)

ATTACHMENTS: 0012THT 0007WZY

<u>Parameter</u>	<u>Value</u>	<u>UOM</u>
Max Accelerator Vehicle Speed	67	MPH
Road Speed Governor Upper Droop	0	MPH
Road Speed Governor Lower Droop	0	MPH
Vehicle Speed Limiter Override	N, DISABLE FEATURE OR FUNCTION	N/A
VSLO Maximum Road Speed Delta	0	MPH
VSLO Maximum Distance	47	MILES
Max Engine Speed No Veh Speed Sensr	2183	RPM
LBSC Enable	N, DISABLE FEATURE OR FUNCTION	N/A
LBSC - Engine Speed Breakpoint	1800	RPM
Gear Down Protection Enable	N, DISABLE FEATURE OR FUNCTION	N/A
GDP - Heavy Load Vehicle Speed	62	MPH
GDP - Light Load Vehicle Speed	57	MPH
Driver Reward Enable	N, DISABLE FEATURE OR FUNCTION	N/A
Driver Reward Mode	0, ROAD SPEED GOVERNOR	N/A
Fuel Economy - Expected Level	5.88	MPG
Fuel Economy - Good Level	6.47	MPG
Fuel Economy - Best Level	6.92	MPG
% Idle Time - Expected Level	30	%
% Idle Time - Good Level	20	%
% Idle Time - Best Level	10	%
Speed Reward - Expected Level	0	MPH
Speed Reward - Good Level	0	MPH
Speed Reward - Best Level	0	MPH
Speed Reward - Penalty Level	0	MPH
Idle Speed Adjustment Enable	Y, ENABLE FEATURE OR FUNCTION	N/A
Low Idle Speed	750	RPM
Idle Shutdown Enable	N, DISABLE FEATURE OR FUNCTION	N/A
ISD Time Before Shutdown	15.0	MIN
ISD Percent Engine Loading	100	%
ISD With PTO	N, DISABLE FEATURE OR FUNCTION	N/A
ISD Manual Override	N, DISABLE FEATURE OR FUNCTION	N/A
ISD With Parking Brake Set	N, DISABLE FEATURE OR FUNCTION	N/A
ISD Ambient Temperature Override	N, DISABLE FEATURE OR FUNCTION	N/A
ISD Cold Ambient Air Temperature	30	F
ISD Intermediate Ambient Air Temp	40	F
ISD Hot Ambient Air Temperature	81	F
ISD Manual Override Inhibit Zone En	N, DISABLE FEATURE OR FUNCTION	N/A
ISD Hot Ambient Automatic Override	Y	N/A
ISD Engine Coolant Temp Threshold	30	F
Vehicle Acceleration Management	N, DISABLE FEATURE OR FUNCTION	N/A
Variable Acceleration Speed 1	20	MPH
Variable Acceleration Speed 2	50	MPH
Variable Acceleration Rate 1	3.60	MPH/SEC
Variable Acceleration Rate 2	3.60	MPH/SEC
Cruise Control Enable	Y, ENABLE FEATURE OR FUNCTION	N/A
CC Maximum Vehicle Speed	67	MPH
CC Save Set Speed	N, DISABLE FEATURE OR FUNCTION	N/A
CC Upper Droop	0.0	MPH
CC Lower Droop	0.0	MPH
CC Auto Resume	N, DISABLE FEATURE OR FUNCTION	N/A
Engine Fan Min On Time For AC	30	SEC
Remote Accelerator Enable	N, DISABLE FEATURE OR FUNCTION	N/A
Remote Accelerator Mode	1, REMOTE ACCELERATOR PEDAL OR LEVER WITH TRANS VERIFICATION	N/A
PTO Enable	Y, ENABLE FEATURE OR FUNCTION	N/A
PTO In Cab Mode	Y, ENABLE FEATURE OR FUNCTION	N/A
Remote PTO Enable	N, DISABLE FEATURE OR FUNCTION	N/A
Remote Station PTO Enable	N, DISABLE FEATURE OR FUNCTION	N/A

PTO Max Engine Speed	2200	RPM
PTO Min Engine Speed	750	RPM
PTO Maximum Engine Load	800	LB-FT
PTO Max Vehicle Speed	5	MPH
PTO Accelerator Override	N, DISABLE FEATURE OR FUNCTION	N/A
PTO Accel Override Max Engine Speed	2400	RPM
PTO Clutch Override	N, DISABLE FEATURE OR FUNCTION	N/A
PTO Service Brake Override	Y, ENABLE FEATURE OR FUNCTION	N/A
PTO Parking Brake Interlock Mode	0, PTO PRK BRK INT TYPE SET TO NONE	N/A
PTO Transmission Neutral Interlock	N, DISABLE FEATURE OR FUNCTION	N/A
PTO Eng Spd Limit w/VSS Limit	N, DISABLE FEATURE OR FUNCTION	N/A
PTO Ignore Vehicle Speed Sensor	N, DISABLE FEATURE OR FUNCTION	N/A
PTO Resume Switch Speed	925	RPM
PTO Set Switch Speed	850	RPM
PTO Additional Switch Speed	1500	RPM
PTO Ramp Rate	250	RPM/SEC
Remote PTO Number of Speed Settings	1	N/A
Remote PTO Speed Setting 1	1000	RPM
Remote PTO Speed Setting 2	1200	RPM
Remote PTO Speed Setting 3	1400	RPM
Remote PTO Speed Setting 4	1400	RPM
Remote PTO Speed Setting 5	1500	RPM
Remote Station PTO Resume Sw Spd	1000	RPM
Remote Station PTO Set Switch Speed	1500	RPM
Remote Station PTO Addition Sw Spd	1500	RPM
Transmission Driven PTO	N, DISABLE FEATURE OR FUNCTION	N/A
Transmission Driven PTO Type	0, ENGINE DRIVEN STEADY LOAD	N/A
Powertrain Protection Enable	N, DISABLE FEATURE OR FUNCTION	N/A
Max Torque Allow By Axle/Driveshaft	23602	LB-FT
Max Torque in Top Gear Range	2995	LB-FT
Max Torque in Int. Gear Range	2995	LB-FT
Max Torque in Low Gear Range	2995	LB-FT
Max Torque w/o Vehicle Speed	1475	LB-FT
Lowest Gear of Top Gear Range	2.00	N/A
Lowest Gear of Int. Gear Range	3.00	N/A
Lowest Gear of Low Gear Range	6.00	N/A
Engine Protection Shutdown	Y, ENABLE FEATURE OR FUNCTION	N/A
Engine Protection Restart Inhibit	N, DISABLE FEATURE OR FUNCTION	N/A
Engine Prot Coolant Level Shutdown	N, DISABLE FEATURE OR FUNCTION	N/A
Sudden Veh Speed Decel Threshold	6.96	MPH
Trip Information Vehicle Ovrsped1	0	MPH
Trip Information Vehicle Ovrsped2	0	MPH
Veh Speed Sensor Anti Tamper Level	1, HIGH LEVEL	N/A
Maintenance Monitor Enable	N	N/A
Maintenance Monitor Operating Mode	0, MAINTENANCE MONITOR AUTOMATIC MODE OF OPERATION	N/A
Maintenance Monitor Alert Percent	90	%
Maintenance Monitor Distance	15000	MILES
Maintenance Monitor Fuel	2000	GALLONS
Maintenance Monitor Time	500	HOURS
Maintenance Monitor Interval Factor	1.00	N/A
Master Password	000000	N/A
Adjustment Password	000000	N/A
Reset Password	000000	N/A

These Electronic Parameters have been successfully finalized





**HAWKEYE TRUCK EQUIPMENT**

5800 - 2ND AVENUE, P.O. BOX 3283  
 DES MOINES, IOWA 50316-0283  
 1-800-822-8223 • 516-289-1765

*" The Complete Truck Equipment Center "*

Customer: 532000  
 O'HALLORAN INTERNATIONAL  
 P O BOX 1804

DES MOINES IA 50305-1804

Q U O T A T I O N

Job No.	22400
Quote Date	02/05/20
Expire Date	03/31/20

Payments by Credit Card may be subject to 3% handling fee.

Terms				
N10				
MM: Order Tkr				

- LISCENE PLATE BOX ON TAILGATE
- REAR FLAPS
- PAINTED WHITE
- COMPLETELY INSTALLED
  
- 1- LIVE HYDRAULICS SYSTEM WITH FRONT PUMP
  - HSV (HAWKEYE STACKED VALVE) AIR/HYDRAULICS
  - SEAT MOUNTED TOWER TO RUN THE FOLLOWING FUNCTIONS:
    - PLOW UP/DOWN (SINGLE ACTING WITH FLOAT IN DOWN POSITION)
    - PLOW ANGLE (DOUBLE ACTING)
    - DUMP BODY UP/DOWN (DOUBLE ACTING)
    - SCRAPER UP/DOWN (DOUBLE ACTING)
    - SPINNER AND AUGER CONTROLLED BY A FREEDOM 2.0 ELECTRIC CONTROLLER  
 INSTALLED IN THE CAB MOUNTED ON DASH OR CONTROL TOWER
    - PLOW FUNCTION CONTROLLED BY A 4-WAY AIR JOYSTICK
    - DUMP BODY CONTROLLED BY SINGLE AIR LEVER
    - SCRAPER CONTROLLED BY A SINGLE LEVER
    - 30 GALLON STAINLESS STEEL RESERVOIR WITH IN TANK FILTER, SIGHT GAUGE, SHUT OFF VALVE
    - ALL VALVING ON A STAINLESS STEEL STAND BETWEEN THE CAB AND THE BODY
    - INSTALLED
  
- 1- MONROE MP41R12ISCT REVERSIBLE SNOW PLOW
  - 12' LONG
  - 41" TALL

\*\*\* CONTINUED NEXT PAGE \*\*\*



**HAWKEYE TRUCK EQUIPMENT**

5800 - 2ND AVENUE, P.O. BOX 9289  
DES MOINES, IOWA 50316-0283  
1-800-622-8223 • 515-289-1755

*" The Complete Truck Equipment Center "*

Customer: 532000  
O'HALLORAN INTERNATIONAL  
P O BOX 1804

DES MOINES IA 50305-1804

Q U O T A T I O N

Job No.	22400
Quote Date	02/05/20
Expire Date	03/31/20

Payments by Credit Card may be subject to 3% handling fee.

Terms				
N10				
MM: Order Tkr				

- 10GA STEEL FULL MOLDBOARD TRIP
- MAILBOX TRIM
- 12" INTEGRAL SHIELD
- COMPRESSION TRIP SPRINGS
- THREE POSITION TRIP ADJUSTMENT
- 100% CONTINUOUS WELDED CONSTRUCTION
- SIX 1/2" FLAME CUT ONE-PIECE TAPERED RIBS
- 1/2"X3"X3" TRIANGULAR GUSSETS 12" ON CENTER
- HEAVY DUTY 3/4"X4"X4" BOTTOM ANGLE
- 5/8"X8" CUTTING EDGE
- HEAVY DUTY 4-POINT HINGED PUSH FRAME
- TWO DOUBLE ACTING 3"X10" REVERSING CYLINDERS WITH ADJUSTABLE CHEVRON PACKING
- CUSHION VALVE
- SHIP AND CAR CHANNEL A-FRAME
- ABRASION RESISTANT HOSES WITH STEEL CLAMPS
- 3"X10" SINGLE ACTING LIFT CYLINDER
- PATENTED BUILT IN LEVEL LIFT TO KEEP PLOW PARALLEL AT ALL TIMES
- PLOW POWDER COATED ORANGED
- POLK COUNTY STYLE HITCH
- MC6000 PLOW PORTION QUICK HITCH
- SNOW DEFLECTOR AND MARKERS
- PARKING JACK,
- LED PLOW LIGHTS WITH STAINLESS STEEL LIGHT BRACKETS
- INSTALLED.

\*\*\* CONTINUED NEXT PAGE \*\*\*



**HAWKEYE TRUCK EQUIPMENT**

5800 - 2ND AVENUE, P.O. BOX 3283  
DES MOINES, IOWA 50316-0283  
1-800-622-8223 • 515-289-1755

*" The Complete Truck Equipment Center "*

Customer: 532000  
O'HALLORAN INTERNATIONAL  
P O BOX 1804

DES MOINES IA 50305-1804

Q U O T A T I O N

Job No.	22400
Quote Date	02/05/20
Expire Date	03/31/20

Payments by Credit Card may be subject to 3% handling fee.

Terms				
N10				
MM: Order Tkr				

- 1- MONROE 966 304 STAINLESS STEEL TAILGATE SPREADER
  - 8' OVERALL LENGTH
  - 6" AUGER
  - 12" TROUGH OPENING
  - 7GA TROUGH AND LID
  - FULL WIDTH UNOBSTRUCTED TOP AND BOTTOM CLEANOUT
  - HEAVY DUTY CAPTIVE BIND FREE LATCHES
  - HEAVY DUTY BIND FREE SOLID STEEL ROD HINGES
  - 5:1 WORM GEAR REDUCTION WITH DIRECT COUPLED HYDRAULIC MOTOR
  - QUICK HITCH BRACKETS FOR SIMPLIFIED MOUNTING ON DUMP BODY (NEW STYLE)
  - STAINLESS STEEL EXTENDED SIDE SHEILD SUPPORTS WITH CUT OUT FOR CHAIN LOCK
  - HYDRAULIC HOSE CONNECTS ON PASSENGER SIDE FENDER
  - CENTER DISCHARGE SPINNER
  - EASY ONE MAN SPINNER MOUNT AND DISMOUNT
  - EASY CLEAN OUT SPINNER
  - SELF LEVELING 18" POLY SPINNER WITHOUT STABILIZER ROD
  - SPOT LIGHT FOCUSED ON SPINNER
  - INSTALLED.
  
- 1- MONROE MF5-10 UNDER BODY SCRAPER
  - 10' LONG
  - 20" TALL MOLDBOARD
  - FIXED ANGLE
  - 1" THICK MOLDBOARD
  - PRESSURE RELIEF

\*\*\* CONTINUED NEXT PAGE \*\*\*

Q U O T A T I O N



**HAWKEYE TRUCK EQUIPMENT**

5800 - 2ND AVENUE, P.O. BOX 3283  
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Job No.	22400
Quote Date	02/05/20
Expire Date	03/31/20

Payments by Credit Card may be subject to 3% handling fee.

Terms				
N10				
MM: Order Tkr				

- MOLDBOARD ACTUATED 3" DOUBLE ACTING HYDRAULIC CYLINDER
- STANDARD 1/2" X 6" CUTTING EDGE WITH AASHO PUNCHING
- DOUBLE BEVELED CUTTING EDGE
- SPOT LIGHT ON CURB SIDE STEP FOCUSED ON SCRAPER DISCHARGE
- ALL INSTALLED.

1- SET OF PLASTIC FENDERS INSTALLED OVER REAR AXLE

TOTAL PACKAGE PRICE: \$ 73,501.00

**\*\*OPTIONS INCLUDED IN PRICE\*\***

- TURBOLINE FENDERS BEFORE PAINT FOR EXTRA DURABILITY
- EXTRA BACK UP LIGHT MOUNTED ON REAR CORNER POST
- TENDAIRE VIBRATOR, INSTALLED, WIRED TO UPFITTER SWITCH

**DOES NOT INCLUDE  
 AUTO CHAINS AND  
 THE FLOOR LINER.**

\*\*\*\*\*NOTES\*\*\*\*\*

- \*\*TRUCK TO HAVE 96" CAB TO AXLE
- \*\*ALL STROBES WILL BE WIRED TO SAME UPFITTER SWITCH
- \*\*ALL SPOT LIGHTS WILL BE WIRED TO SAME UPFITTER SWITCH
- \*\*TAILGATE LATCH WILL BE WIRED TO TAILGATE SWITCH IN CAB PROVIDED BY TRUCK MFG
- \*\*DUMP BODY UP/DOWN CONTROL: FORWARD WILL BE BODY UP, BACKWARD WILL BE BODY DOWN

THANK YOU FOR THE OPPORTUNITY,  
 MATT MCDOWELL

Sub total	\$	0.00
Sales Tax	\$	0.00
Freight	\$	0.00
FET	\$	0.00
Total	\$	0.00



**PURCHASE ORDER FOR NEW OR USED COMMERCIAL VEHICLES**

Seller: O'Halloran International, Inc. P.O. Box 1804 Des Moines, Iowa 50306

Vehicles To Be Titled As Follows:

Date: 02/05/20

Purchaser's Name: CITY OF INDIANOLA  
 Purchaser's Phone #: 515-210-3138 Bart Weller  
 Purchaser's Address: 110 NORTH FIRST  
 City: INDIANOLA  
 State: IOWA ZIP 50125  
 County: WARREN

**Special Conditions of Purchase:**

Base Pricing & Delivery Information Including Applicable Federal Excise Tax:

Purchaser's P.O. # \_\_\_\_\_

Qty	Year	New/Used	Make	Model	VIN Serial # or Proposal #	Body Type	Stock #	Price Each
1	2021	New	INTL	HV507	PER PROPOSAL 17145-01	DUMP/PLOW	ORDER	\$ 169,217.00
								\$ -

Delivery location for this purchase: INDIANOLA SHOP  
Please Provide Complete Address

Delivery on or about: 12/1/2020

Other Equipment Included: \_\_\_\_\_

Payment Terms: PAYMENT WILL BE DUE UPON DELIVERY OF THE NEW PLOW TRUCK TO THE CITY.

**Trade Units**

Fleet Number	2006					
Vehicle Make	INTL					
Year & Model	2006 4200					
Serial Number	6H255944					
Mileage	26,356					
Engine	VT365					
Transmission	3500_RDS_P 5SPD					
Body Type	DUMP & PLOW					
Allowance	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Amount Owing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Owed To						
Net Allowance	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -

**PRICE SUMMARY**

Processing Fees	\$ -
Purchase Price	\$ -
Federal Excise Tax	\$ -
License/Title Fees Ton=Month	\$ -
Price Per Unit	\$ -
Number of Units	3
Total Price	\$ 169,217.00
Trade Allowance	\$ 14,000.00
Trade Difference	\$ 155,217.00
Sales Tax	0.00%
Net Cash Price	\$ 155,217.00
Down Payment	\$ -
Due On Delivery	\$ 155,217.00

**DISCLAIMER OF WARRANTY:** If there is a manufacturer's warranty on the vehicle(s) you are buying, the dealer is not a party to it and it is not a part of this contract. The manufacturer's warranty is between you and the manufacturer. As far as the dealer is concerned, you understand that the vehicle is sold "As Is" with all faults and that we make no warranty of merchantability and no warranty that the vehicle is fit for any particular purpose.

Accepted by O'Halloran \_\_\_\_\_ Date \_\_\_\_\_  
*Bob Kayser* 02/05/2020  
 Order Taken By Date

X \_\_\_\_\_ Date \_\_\_\_\_  
 Buyer's Signature  
X \_\_\_\_\_ Date \_\_\_\_\_  
 Co-Buyer's Signature

**FORM E**  
**CONTRACT ACCEPTANCE AND AWARD**



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

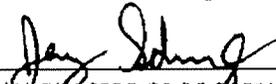
NJPA Contract #: 081716-NVS

Proposer's full legal name: Navistar, Inc.

**Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.**

The effective date of the Contract will be November 15, 2016 and will expire on November 15, 2020 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

**NJPA Authorized Signatures:**

  
\_\_\_\_\_  
NJPA DIRECTOR OF COOPERATIVE CONTRACTS  
AND PROCUREMENT/CPO SIGNATURE

  
\_\_\_\_\_  
NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Jeremy Schwartz  
(NAME PRINTED OR TYPED)

Chad Coquette  
(NAME PRINTED OR TYPED)

Awarded on November 15, 2016

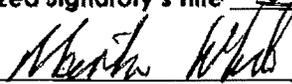
NJPA Contract # 081716-NVS

**Vendor Authorized Signatures:**

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name NAVISTAR, INC.

Authorized Signatory's Title DIRECTOR VOCATIONAL SALES

  
\_\_\_\_\_  
VENDOR AUTHORIZED SIGNATURE

MARTIN WHITE  
\_\_\_\_\_  
(NAME PRINTED OR TYPED)

Executed on 11/18, 2016

NJPA Contract # 081716-NVS

**AMENDMENT  
TO  
CONTRACT #080114-MTE**

This Amendment is by and between **Sourcewell** and **Monroe Truck Equipment, Inc.** (Vendor). Sourcewell and Vendor will be collectively known hereinafter as "Parties."

Vendor was awarded a Sourcewell Contract for Snow and Ice Handling Equipment with Related Accessories, Services, and Supplies effective October 21, 2014, through October 21, 2018, relating to the provision of services by Vendor and to Sourcewell and its Members.

The parties agreed on July 11, 2018, to a "Letter of Agreement to Extend the Contract" for the 5<sup>th</sup> year renewal extension that will terminate on October 21, 2019. However, the parties wish to extend the Agreement for one (1) additional year, which would expire on October 21, 2020.

The parties agree that certain terms within the Agreement shall be updated and amended and only to the extent as hereunder provided.

In consideration of the mutual covenants and agreements described in this Amendment, the parties agree as follows:

1. This Amendment is effective upon the date of the last signature below and has the effect of extending the Agreement through October 21, 2020.
2. Effective June 6, 2018, NJPA changed its name to Sourcewell. All references in these documents to NJPA should be read as being replaced with "Sourcewell."
3. The Agreement and any previous amendments are incorporated into this Amendment by reference.

**(This Section Intentionally Left Blank.)**

Except as amended by this Amendment, the Agreement remains in full force and effect.

**Sourcewell**

DocuSigned by:  
By: Jeremy Schwartz  
Authorized Signature

Jeremy Schwartz  
Name – Printed

Title: Director of Operations & Procurement/CPO

Date: 4/24/2019 | 10:26 PM CDT

APPROVED:

DocuSigned by:  
By: Chad Coquette  
Authorized Signature

Chad Coquette  
Name – Printed

Title: Executive Director/CEO

Date: 4/24/2019 | 11:04 PM CDT

**Monroe Truck Equipment, Inc.**

DocuSigned by:  
By: Thomas Ninneman  
Authorized Signature

Thomas Ninneman  
Name – Printed

Title: President & CEO

Date: 4/24/2019 | 3:41 PM CDT

## Iowa Legal References

### State Agencies:

Iowa Code § 8A.312 (2017). Cooperative purchasing

The director may purchase items through any agency specifically exempted by law from centralized purchasing as well as from other interstate and intergovernmental entities. The department shall collaborate and cooperate with the state board of regents and institutions under the control of the state board of regents, as provided in section 262.9B, and any other state agency exempt from centralized purchasing to explore joint purchases of general use items that present opportunities to obtain quality goods and services at the lowest reasonable cost.

### Local Governments:

Iowa Code § 28E.3 (2017). Joint exercise of powers

Any power or powers, privileges or authority exercised or capable of exercise by a public agency of this state may be exercised and enjoyed jointly with any other public agency of this state having such power or powers, privilege or authority, and jointly with any public agency of any other state or of the United States to the extent that laws of such other state or of the United States permit such joint exercise or enjoyment. Any agency of the state government when acting jointly with any public agency may exercise and enjoy all of the powers, privileges and authority conferred by this chapter upon a public agency.

### About Sourcewell:

Sourcewell is a service cooperative created by the Minnesota legislature as a local unit of government. Minn. Const. art. XII, sec. 3. As a public corporation and agency, Sourcewell is governed by local elected municipal officials and school board members. Minn. Stat. § 123A.21 Subd. 4 (2017). Under its enabling statute, Sourcewell is explicitly authorized to provide cooperative purchasing services to eligible members. Id. at Subd. 7(23).

Sourcewell follows the competitive contracting law process to solicit, evaluate and award cooperative purchasing contracts for goods and services. Sourcewell cooperative purchasing contracts are made available through the joint exercise of powers law to member agencies. Minn. Stat. § 471.59 (2017). Membership in Sourcewell is available for all eligible state and local governments, education, higher education and nonprofit entities across North America. § 123A.21 at Subd. 3.



**O'Halloran**  
INTERNATIONAL

**PURCHASE ORDER FOR NEW OR USED COMMERCIAL VEHICLES**

Seller: O'Halloran International, Inc. P.O. Box 1804 Des Moines, Iowa 50306

Vehicles To Be Titled As Follows:

Date: 02/05/20

Purchaser's Name: CITY OF INDIANOLA  
 Purchaser's Phone #: 515-210-3138 Bart Weller  
 Purchaser's Address: 110 NORTH FIRST  
 City: INDIANOLA  
 State: IOWA ZIP 50125  
 County: WARREN

**Special Conditions of Purchase:**

--

**Base Pricing & Delivery Information Including Applicable Federal Excise Tax:**

**Purchaser's P.O. #**

Qty	Year	New Used	Make	Model	VI N Serial # or Proposal #	Body Type	Stock #	Price Each
1	2021	New	INTL	HV507	PER PROPOSAL 17145-01	DUMP/PLOW	ORDER	\$ 169,217.00
								\$ -

**Delivery location for this purchase:** INDIANOLA SHOP  
Please Provide Complete Address

**Delivery on or about:** 12/1/2020

**Other Equipment Included:** \_\_\_\_\_

**Payment Terms:** PAYMENT WILL BE DUE UPON DELIVERY OF THE NEW PLOW TRUCK TO THE CITY.

**Trade Units**

Fleet Number	2006					
Vehicle Make	INTL					
Year & Model	2006 4200					
Serial Number	6H255944					
Mileage	26,356					
Engine	VT365					
Transmission	3500_RDS_P 5SPD					
Body Type	DUMP& PLOW					
Allowance	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Amount Owing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Owed To						
Net Allowance	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -

**PRICE SUMMARY**

Processing Fees	\$ -
Purchase Price	\$ -
Federal Excise Tax	\$ -
License/Title Fees Ton=Month	\$ -
Price Per Unit	\$ -
Number of Units	3
Total Price	\$ 169,217.00
Trade Allowance	\$ 14,000.00
Trade Difference	\$ 155,217.00
Sales Tax	0.00% \$ -
Net Cash Price	\$ 155,217.00
Down Payment	\$ -
Due On Delivery	\$ 155,217.00

**DISCLAIMER OF WARRANTY:** If there is a manufacturer's warranty on the vehicle(s) you are buying, the dealer is not a party to it and it is not a part of this contract. The manufacturer's warranty is between you and the manufacturer. As far as the dealer is concerned, you understand that the vehicle is sold "As Is" with all faults and that we make no warranty of merchantability and no warranty that the vehicle is fit for any particular purpose.

Accepted by O'Halloran \_\_\_\_\_ Date \_\_\_\_\_  
**Bob Kayser** 02/05/2020  
 Order Taken By Date

Bart Weller 2/24/20  
 Buyer's Signature Date  
 \_\_\_\_\_  
 Co-Buyer's Signature Date



**O'Halloran**  
INTERNATIONAL

**PURCHASE ORDER FOR NEW OR USED COMMERCIAL VEHICLES**

Seller: O'Halloran International, Inc. P.O. Box 1804 Des Moines, Iowa 50306

Vehicles To Be Titled As Follows:

Date: 02/05/20

Purchaser's Name: CITY OF INDIANOLA  
 Purchaser's Phone #: 515-210-3138 Bart Weller  
 Purchaser's Address: 110 NORTH FIRST  
 City: INDIANOLA  
 State: IOWA ZIP 50125  
 County: WARREN

**Special Conditions of Purchase:**

**Base Pricing & Delivery Information Including Applicable Federal Excise Tax:**

**Purchaser's P.O. #**

Qty	Year	New Used	Make	Model	VI N Serial # or Proposal #	Body Type	Stock #	Price Each
1	2021	New	INTL	HV507	PER PROPOSAL 17145-01	DUMP/PLOW	ORDER	\$ 169,217.00
								\$ -

**Delivery location for this purchase:** INDIANOLA SHOP  
Please Provide Complete Address

**Delivery on or about:** 12/1/2020

**Other Equipment Included:** \_\_\_\_\_

**Payment Terms:** PAYMENT WILL BE DUE UPON DELIVERY OF THE NEW PLOW TRUCK TO THE CITY.

**Trade Units**

**PRICE SUMMARY**

Fleet Number	2006					
Vehicle Make	INTL					
Year & Model	2006 4200					
Serial Number	6H255944					
Mileage	26,356					
Engine	VT365					
Transmission	3500_RDS_P 5SPD					
Body Type	DUMP& PLOW					
Allowance	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Amount Owing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Owed To						
Net Allowance	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -

Processing Fees	\$ -
Purchase Price	\$ -
Federal Excise Tax	\$ -
License/Title Fees Ton=Month	\$ -
Price Per Unit	\$ -
Number of Units	3
<b>Total Price</b>	<b>\$ 169,217.00</b>
Trade Allowance	\$ 14,000.00
Trade Difference	\$ 155,217.00
Sales Tax <b>0.00%</b>	\$ -
<b>Net Cash Price</b>	<b>\$ 155,217.00</b>
Down Payment	\$ -
<b>Due On Delivery</b>	<b>\$ 155,217.00</b>

**DISCLAIMER OF WARRANTY:** If there is a manufacturer's warranty on the vehicle(s) you are buying, the dealer is not a party to it and it is not a part of this contract. The manufacturer's warranty is between you and the manufacturer. As far as the dealer is concerned, you understand that the vehicle is sold "As Is" with all faults and that we make no warranty of merchantability and no warranty that the vehicle is fit for any particular purpose.

Accepted by O'Halloran \_\_\_\_\_ Date \_\_\_\_\_  
**Bob Kayser** 02/05/2020  
 Order Taken By Date

Bart Weller 4/6/20  
 Buyer's Signature Date  
 \_\_\_\_\_  
 Co-Buyer's Signature Date

**Meeting Date:** 04/06/2020

---

**Subject**

Second consideration of an Ordinance amending Chapter 99, sewer service charges, Indianola Code of Ordinances.

**Information**

As presented previously by the City's finance advisor, Michael Maloney, the Council will need to consider amending the City's sanitary sewer fee to cover a portion of the debt service for the new water resource recovery facility. The increase includes a monthly \$10.00 increase to the minimum charge and an \$0.80 increase to the per \$1,000 gallon monthly rate. The heavy user surcharge rate will also increase by \$1.00 per 1000 gallons. Included in your packet is additional information from Michael Maloney's presentation on February 4<sup>th</sup> showing that even with the increase Indianola's sewer rate is still within the median results of the Ames sewer rate survey of similar sized communities.

---

**Fiscal Impact**

**Attachments**

Sewer Rate Information  
Ordinance for Sewer Fees

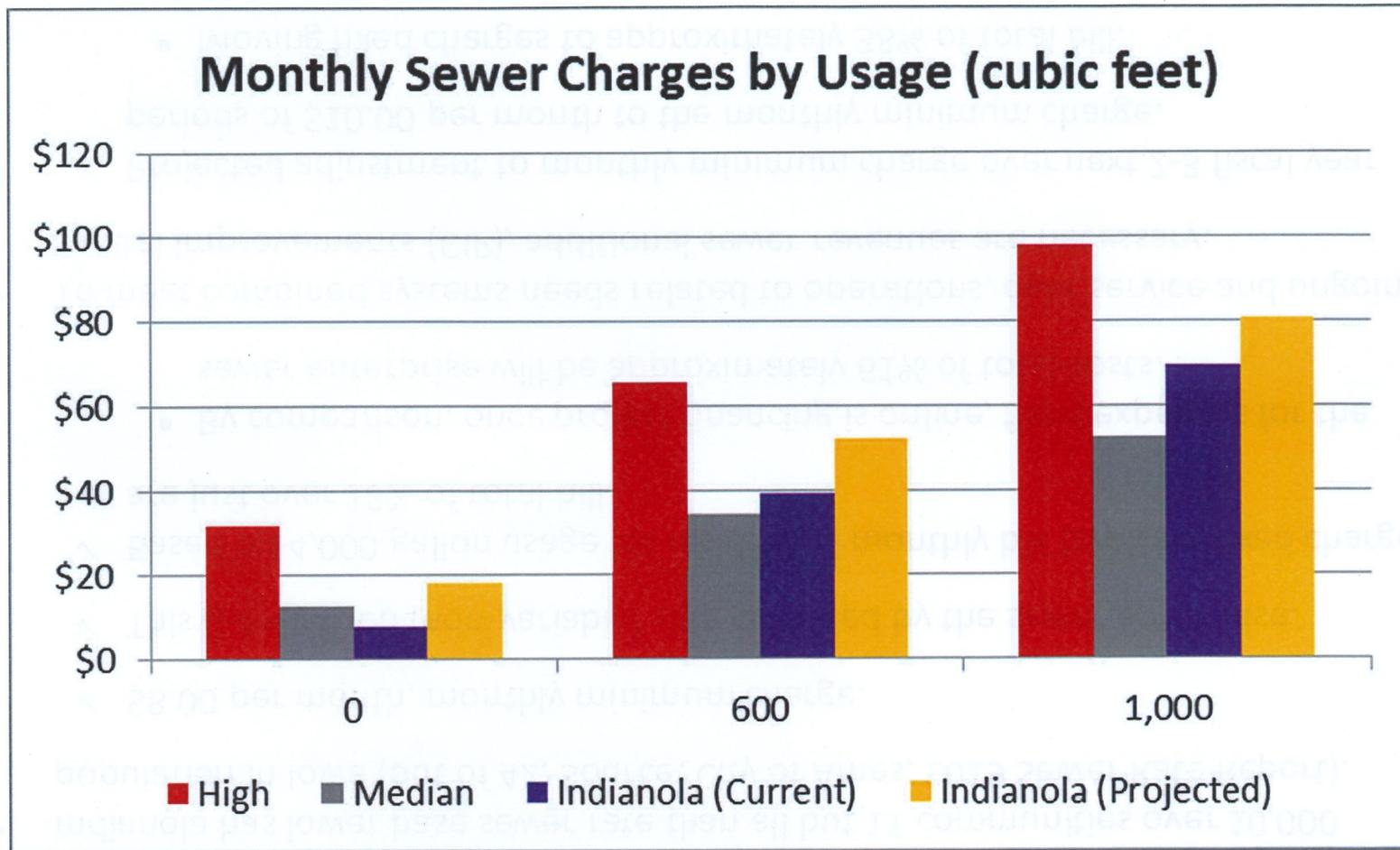
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## User Rate Impact / Potential Adjustments

- Indianola has lower base sewer rate than all but 11 communities over 10,000 population in Iowa (out of 42, Source: City of Ames, 2019 Sewer Rate Report).
  - ✓ \$8.00 per month, monthly minimum charge.
  - ✓ This is only fixed (non-variable) rate collected by the sewer enterprise.
  - ✓ Based on 4,000 gallon usage for residential monthly bill (typical), fixed charges are just over 18% of total bill.
    - By comparison, once project financing is online, fixed expenses for the sewer enterprise will be approximately 61% of total costs.
- To meet combined systems needs related to operations, debt service and ongoing capital improvements (CIP), additional sewer revenues are necessary.
  - ✓ Projected adjustment to monthly minimum charge over next 2-3 fiscal year periods of \$10.00 per month to the monthly minimum charge.
    - Moving fixed charges to approximately 38% of total bill.
  - ✓ Projected minor adjustments to usage and strength surcharges.

# Rate Comparison – 2019 Sewer Rate Report



Note: 600 cubic feet is equivalent to 4,488 gallons (represents typical residential monthly usage).

Source: City of Ames, 2019 Sewer Rate Report



**2019 SEWER RATE COMPARISON**  
**Iowa Cities (Population 10,000+)**  
**All Wastewater Plants**

Prepared by the City of Ames, Iowa

0 CF		600 CF		1,000 CF		10,000 CF		50,000 CF		100,000 CF	
Keokuk	31.90	Oskaloosa	65.64	Oskaloosa	98.08	Clinton	963.00	Clinton	4,815	Clinton	9,630
North Liberty	31.24	Fairfield	65.49	Clinton	96.30	Oskaloosa	827.98	Oskaloosa	4,072	Waukee	8,127
Muscatine	29.71	Clinton	57.78	Fairfield	94.49	Waukee	815.89	Waukee	4,065	Oskaloosa	8,127
Spencer	25.56	Norwalk	53.42	Waukee	84.75	Boone	800.00	Boone	3,988	Boone	7,973
Marshalltown	23.75	Waukee	52.25	Norwalk	84.03	Norwalk	772.76	Norwalk	3,834	Norwalk	7,660
Fort Madison	23.25	Ankeny	50.96	Boone	82.70	Fairfield	746.99	Fairfield	3,647	Fairfield	7,272
Storm Lake	22.07	North Liberty	50.88	Ankeny	72.15	Indianola	675.94	Indianola	3,384	Indianola	6,769
Fairfield	21.99	Boone	50.82	Keokuk	70.38	Altoona	597.46	Altoona	2,967	Altoona	5,930
Cedar Falls	19.45	Keokuk	49.37	North Liberty	67.73	Ankeny	572.71	Des Moines	2,806	Waverly	5,610
Ankeny	19.18	Fort Madison	49.06	Indianola	66.65	Des Moines	564.69	Waverly	2,805	Des Moines	5,607
Pella	18.36	Davenport	46.90	Fort Madison	66.27	Waverly	561.00	Ankeny	2,779	Ankeny	5,578
Davenport	18.34	Ottumwa	43.00	Davenport	65.94	Keokuk	542.99	Keokuk	2,644	Dubuque	5,270
Oskaloosa	16.98	Spencer	42.51	Altoona	64.25	Dubuque	527.08	Dubuque	2,635	Keokuk	5,269
Fort Dodge	16.94	Marshalltown	42.23	Ottumwa	62.00	Davenport	494.34	Davenport	2,398	Davenport	4,778
Cedar Rapids	16.16	Storm Lake	41.10	Des Moines	60.43	Ottumwa	489.50	Ottumwa	2,390	Ottumwa	4,765
Waterloo	15.75	Altoona	40.54	Spencer	57.06	West Des Moines	456.16	West Des Moines	2,266	West Des Moines	4,529
Ottumwa	14.50	Indianola	39.57	Pleasant Hill	56.50	Fort Madison	453.38	Clive	2,222	Clive	4,436
Waukee	14.37	Burlington	39.17	Waverly	56.10	Clive	450.62	Coralville	2,205	Coralville	4,405
Burlington	14.04	Muscatine	38.35	Burlington	55.93	North Liberty	446.76	Fort Madison	2,174	Fort Madison	4,325
Coralville	13.75	Pleasant Hill	38.03	Marshalltown	54.55	Coralville	444.95	Grimes	2,160	Grimes	4,315
Waverly	13.74	Des Moines	38.02	Storm Lake	53.79	Grimes	436.64	Sioux City	2,147	Sioux City	4,289
Altoona	12.92	Clive	34.34	Dubuque	52.69	Burlington	432.95	North Liberty	2,131	Johnston	4,255
Newton	12.52	Waverly	33.66	Clive	52.06	Sioux City	432.16	Johnston	2,131	North Liberty	4,237
Sioux City	11.28	Cedar Falls	33.41	Muscatine	49.87	Johnston	431.04	Burlington	2,109	Burlington	4,203
Ames	11.03	Johnston	31.64	Coralville	48.95	Newton	405.50	Newton	2,010	Newton	4,015
Dubuque	10.53	Dubuque	31.61	Grimes	48.85	Iowa City	403.16	Iowa City	1,999	Iowa City	3,994
Pleasant Hill	10.34	Grimes	31.61	West Des Moines	48.85	Pleasant Hill	394.61	Marion	1,902	Marion	3,802
Mason City	10.05	Coralville	31.35	Johnston	48.64	Marion	382.00	Pleasant Hill	1,819	Pleasant Hill	3,599
Clinton	9.63	West Des Moines	30.74	Cedar Falls	47.37	Cedar Falls	361.47	Cedar Falls	1,757	Cedar Falls	3,502
Council Bluffs	8.58	Newton	28.56	Sioux City	45.10	Spencer	349.77	Pella	1,717	Pella	3,434
Iowa City	8.15	Sioux City	28.19	Newton	44.60	Pella	343.35	Bettendorf	1,642	Bettendorf	3,282
Indianola	8.00	Iowa City	28.10	Iowa City	44.06	Storm Lake	339.24	Urbandale	1,630	Urbandale	3,257
Clive	7.77	Ames	27.95	Marion	40.00	Bettendorf	330.00	Storm Lake	1,608	Storm Lake	3,194
Norwalk	7.50	Marion	24.80	Ames	39.23	Urbandale	328.40	Marshalltown	1,564	Marshalltown	3,104
Johnston	6.15	Cedar Rapids	24.77	Urbandale	35.54	Marshalltown	311.75	Muscatine	1,461	Muscatine	2,901
Grimes	5.76	Waterloo	23.31	Bettendorf	34.80	Muscatine	309.07	Council Bluffs	1,430	Council Bluffs	2,860
Iowa Great Lakes Sanitary District	5.00	Urbandale	22.52	Pella	34.34	Ames	293.03	Ames	1,421	Ames	2,831
Des Moines	4.40	Fort Dodge	21.81	Waterloo	33.39	Council Bluffs	286.00	Spencer	1,388	Spencer	2,686
West Des Moines	3.59	Bettendorf	21.68	Cedar Rapids	33.37	Waterloo	260.19	Waterloo	1,268	Waterloo	2,528
Boone	3.00	Pella	20.60	Fort Dodge	31.59	Fort Dodge	251.74	Fort Dodge	1,230	Fort Dodge	2,453
Urbandale	3.00	Mason City	19.60	Mason City	29.33	Mason City	248.21	Mason City	1,221	Mason City	2,437
Bettendorf	2.00	Council Bluffs	17.16	Council Bluffs	28.60	Cedar Rapids	227.01	Cedar Rapids	1,088	Cedar Rapids	2,163
Marion	2.00	Iowa Great Lakes Sanitary District	11.06	Iowa Great Lakes Sanitary District	15.10	Iowa Great Lakes Sanitary District	105.99	Iowa Great Lakes Sanitary District	510	Iowa Great Lakes Sanitary District	1,015
High	31.90	High	65.64	High	98.08	High	963.00	High	4,815	High	9,630
Median	12.92	Median	34.34	Median	52.69	Median	432.95	Median	2,131	Median	4,255
Low	2.00	Low	11.06	Low	15.10	Low	105.99	Low	510	Low	1,015

CITY OF INDIANOLA

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

AN ORDINANCE AMENDING CHAPTER 99, SEWER SERVICE CHARGES,  
INDIANOLA CODE OF ORDINANCES

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

SECTION 1. Section 99.05, User Charges, is hereby amended by deleting Subsections 1, 2 and 3 and in Subsection 4 renumbering it to Subsection 1 and then deleting the stricken language and inserting the underlined language as follows:

User Charges Effective ~~September 1, 2013~~ June 1, 2020.

- A. Each contributor of normal domestic wastewater shall pay a user charge rate for operation and maintenance, including replacement and sewer revenue bond debt service, of ~~\$8.00~~ 18.00 for the first one thousand (1,000) gallons of water and ~~\$9.05~~ 9.85 for each one thousand (1,000) gallons of water thereafter as determined in Section 99.04. Regardless of the charge as calculated, each contributor shall pay a minimum monthly charge of ~~\$8.00~~ 18.00.
- B. Each contributor of wastewater, the strength of which is greater than normal domestic wastewater, shall pay a user charge rate for operation and maintenance, including replacement and sewer revenue bond debt service, of ~~\$11.31~~ 12.31 per one thousand (1,000) gallons of water as determined in Section 99.04. The ~~\$11.31~~ 12.31 per 1,000 gallon rate is the normal domestic wastewater rate of \$9.05 per 1,000 gallons multiplied by a surcharge factor of 1.25. Regardless of the charge as calculated, each contributor shall pay a minimum monthly charge of ~~\$11.31~~ 12.31.
- C. Each contributor who has a residential or commercial footing tile or sump pump connection to the City sanitary sewer system or a leaking sanitary sewer service shall pay an additional user charge as described in the City of Indianola's Infiltration and Inflow Policy. By this reference the City of Indianola's Infiltration and Inflow Policy, as it may be amended from time to time, is hereby incorporated into this subsection and made a part of this chapter as if fully set forth herein. (~~Ord. 1467 – May. 11 Supp.~~)
- D. This amendment shall take effect so as to increase sewer service charges for services reflected on the July 1, 2020, billing statement.

SECTION 2. REPEALER. Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the Indianola City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2020, and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Kelly B. Shaw, Mayor

ATTEST:

---

Andrew J. Lent  
City Clerk/Finance Director

First Reading:  
Second Reading:  
Third Reading:  
Published:

**Meeting Date:** 04/06/2020

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**Subject**

Second consideration of an Ordinance amending the recycling fees to account for the increase being implemented by Waste Management.

**Information**

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**Fiscal Impact**

**Attachments**

Indianola 2020-2022 Extension  
Increase Notification  
Ordinance Raising Recycling Fee

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SECOND AMENDMENT TO THE  
CONTRACT FOR RESIDENTIAL RECYCLING  
COLLECTION

This Second Amendment (the "Amendment") is entered into on June 3, 2019 by and between Waste Management of Iowa, Inc. ("WM") and Indianola, IA ("City").

**Recitals**

- A. City and WM entered into a Contract for Residential Recycling Collection on or about August 15, 2016 as further amended on October 21, 2018 (the "Agreement").
- B. The City and Contractor desire to extend the term of the Agreement, as set forth below.

**Agreement**

The parties agree to amend the Agreement in the following manner:

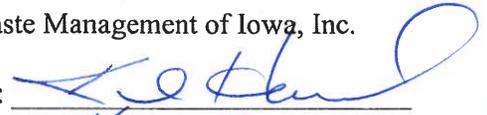
- 1) The term of the Agreement shall be renewed for an additional period of three (3) years, commencing on January 1, 2020 and ending on December 31, 2022 ("Term").
- 2) During the Term, the monthly rates per Residential Unit shall be as set forth below:

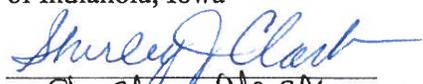
Cart Size	Monthly Rate Per Residential Unit Year 2020	Monthly Rate Per Residential Unit Year 2021	Monthly Rate Per Residential Unit Year 2022
48-gallon container	\$3.73/month no fee for replacement containers	\$3.83/month no fee for replacement containers	\$3.94/month no fee for replacement containers
96-gallon container	\$4.03/month no fee for replacement containers	\$4.13/month no fee for replacement containers	\$4.24/month no fee for replacement containers

3) Any time during the Term, Contractor has the right adjust the rates set forth in (2) above to account for any increase in costs due to increases in third party processing costs after providing City with forty-five days (45) written notice.

4) Except as modified herein, the terms and conditions of the Agreement shall continue in full force and effect.

The parties have caused this Second Amendment to be executed by their duly authorized representatives effective as of the day and year first above written.

Waste Management of Iowa, Inc.  
By:   
Name: KENT HARRELL  
Title: Area Director Public Sector

City of Indianola, Iowa  
By:   
Name: Shirley Clark  
Title: Mayor Pro Tem



City of Indianola, Iowa  
Attn: Ryan Waller  
110 N 1<sup>st</sup> St.,  
Indianola, IA 50125

Dear Ryan:

Over the years, single stream recycling has helped make recycling simple and convenient for Indianola residents, and has focused attention to increasing participation and volume to enhance diversion rates.

Last year, the Indianola City Council voted to continue a single stream recycling program with Waste Management by implementing a new Contract extension, which will continue through Dec. 31, 2022. When this new extension was put in place with the City, one of the items we strived to be very open and honest with the City about was the potential that recycling processing costs could continue to rise, as they then were. This risk was explained as part of the continuing market impact from China's decision to ban the importation of recycling from America with more than 0.5% contamination. As a preemptive safeguard, the City approved new language in our Contract extension that allows for the passthrough to the City of any recycling disposal cost increases Waste Management could incur. Such passthroughs keep the recycling program sustainable in Indianola, rather than allowing the program to become financially untenable over time.

The recycling material collected in Indianola is taken to Mid America Recycling, a third-party recycling facility, where we are charged a per ton rate for the processing of the recycling material we deliver there. More than a month ago, Mid America Recycling increased our disposal rate by \$18.19 per ton. Waste Management has been bearing that increased expense since and will continue doing so until May 1<sup>st</sup>. After that time, we do need to pass through this expense to the City, as contractually allowed, given 45-day notice.

Based on the recycling tonnage being produced in Indianola of 757 tons a year, and your current house count of 4,736, this \$18.19 per ton increase calculates to \$0.24 cents per home per month. We will implement that increase on our current rates for services performed on and after May 1<sup>st</sup>, 2020.

We value your continued partnership and commitment to recycling in Iowa. Let me know if there are any questions we can answer or support we can otherwise provide. We are happy, for example, to engage with IMU to provide educational updates regarding this rate change on resident utility bills. We can also provide at no expense to the City graphic designed information for sharing on the City website. We are ready to support you in this effort as requested.

Sincerely,

A handwritten signature in cursive script that reads "Ammon Taylor".

Ammon Taylor  
Municipal Marketing Manager  
Waste Management of Iowa, Inc.  
515-361-0008

CITY OF INDIANOLA

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 106, COLLECTION OF SOLID WASTE, INDIANOLA CODE OF ORDINANCES TO INCREASE RECYCLING RATES

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

SECTION 1. Section 106.09, Recycling Program, is hereby amended in subsection 1 by deleting the stricken language and inserting the underlined language as follows:

1. Fee. The fee for recyclable collection and disposal service, used or available, is four dollars and ~~twenty-nine~~ sixty-five cents (~~\$4.29~~\$4.65) per month for each residential premise effective ~~October 1, 2018~~ May 1, 2020.

SECTION 2. REPEALER. Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the Indianola City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2020, and APPROVED this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Kelly B. Shaw  
Mayor

ATTEST:

\_\_\_\_\_  
Andrew J. Lent  
City Clerk/Finance Director

First Reading:  
Second Reading:  
Third Reading:  
Published:

Meeting Date: 04/06/2020

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**Subject**

Resolution approving Supplemental No 25 with Snyder and Associates for the fourth and final year of the Street Masterplan Project

**Information**

This project consists of the development of a Street Masterplan. The work includes collection of pavement history to develop a pavement database, inspection and rating of pavements using a pavement condition index (PCI), graphical representation of conditions and establishment of condition goals. Subsequent updates to the database will be provided annually with pavement condition collection. Budgeting and multi-year work plans for the improvements of City of Indianola street network will be completed upon completion of data collection for the entire network. Year 4 of the Indianola Street Masterplan and Management System shall be completed and presented to the City of Indianola in fall of 2020. Snyder & Associates will complete the above work for year 4 for a lump sum fee of \$12,000.

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**Fiscal Impact**

**Attachments**

Transmittal

Resolution Approving Agreement

Supplemental Agreement 25

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# Transmittal

**To:** Andrew Lent  
City Clerk/Finance Director  
City of Indianola  
110 N First Street  
Indianola, IA 50125

**Date:** 3/24/20

**From:** David N. Moeller, P.E.

**Project:** City of Indianola Street Masterplan, 2020

**Project No.** 117.0582

**RE:** Supplemental Agreement No. 25

**Sent via:** Mail

**Fax #**

**# of Pages**

**Documents are transmitted as checked below:**

- For Approval                       As Requested                       Review/Comment  
 For Your Use                       Signature & Return  
 Other:

Copies	Date	Description
2	3/24/2020	Supplemental Agreement No. 25 to the Professional Services Agreement

**Notes:**

Andy,

Please find enclosed supplemental 25 for the 4<sup>th</sup> and final year of the Street Masterplan. This year we will complete the remaining pavement inspections for local roads and provide an overall condition analysis and a budget sensitivity analysis to help determine a budget amount to move the condition of the street system to an established and maintainable goal.

Thank you.

Signed \_\_\_\_\_  
David N. Moeller, P.E.

**RESOLUTION NO. 2020-\_\_\_\_\_**

**RESOLUTION APPROVING SUPPLEMENTAL NO. 25 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SNYDER & ASSOCIATES FOR THE STREET MASTERPLAN**

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

**WHEREAS**, the City of Indianola, Iowa, is in need of a supplemental agreement with Snyder and Associates for Year Four of the Street Masterplan and Management System (Services); and

**WHEREAS**, it is the determination of the City Council that the City should enter into the Supplemental No. 25 Professional Services Agreement with Snyder & Associates in the form attached as Exhibit "A".

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

1. The Supplemental Professional Services Agreement with Snyder & Associates for the Street Masterplan and Management Services is in the public interest of the citizens of the City of Indianola and is hereby approved.

2. The Mayor or City Manager is authorized and directed to execute the Supplemental Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

**PASSED** this 6 day of April 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

ATTEST:

\_\_\_\_\_  
Andrew J. Lent, City Clerk/ Finance Director

Project No.:

**Supplemental Agreement No. 25  
A Supplement to the  
City of Indianola, IA & Snyder & Associates, Inc.  
Professional Services Agreement**

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

**PROJECT NAME:**

Street Masterplan

**PROJECT DESCRIPTION:**

The PROJECT consists of the development of a Street Masterplan. The work includes collection of pavement history to develop a pavement database, inspection and rating of pavements using a pavement condition index (PCI), graphical representation of conditions and establishment of condition goals. Subsequent updates to the database will be provided annually with pavement condition collection. Budgeting and multi-year work plans for the improvements of City of Indianola street network will be completed upon completion of data collection for the entire network.

**SCOPE OF WORK:**

Phase 1 – Pavement Condition Analysis

- A. Kickoff meeting - Snyder & Associates, Inc. will meet with staff to discuss the scope of the Year 4 of the City Indianola Street Masterplan and Management System.
- B. Updates to network database - Snyder & Associates, Inc. will update the database with work performed in 2020.
- C. Pavement inspections – Based on the pavement sections identified, representative pavement inspections will be conducted. Inspections will identify distress type, quantity and severity according to ASTM D6433-18 "Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys". The entire city road system will be inspected over a period of 3 years.
- D. Calculate PCI – Inspection data will be entered into PAVER 7 software to calculate the Pavement Condition Index (PCI). PCI is a rating from 0 to 100 with 100 being the highest quality pavement.
- E. Budget Sensitivity analysis- The program will optimize repair and rehabilitation strategies for multiple budget levels and predictive condition at 5 and 10 year to determine approximate budget level needs to move the pavement condition toward a system goal.
- F. Provide condition mapping –A meeting will be held to review each of the streets PCI value and information gathered from the inspections will be shared. A pavement condition map will be provided.

**SCHEDULE:**

Year 4 of the Indianola Street Masterplan and Management System shall be completed and presented to the City of Indianola in fall of 2020.

**COMPENSATION:**

Snyder & Associates will complete the above work for year 4 for a lump sum fee of \$ 12,000.

**SPECIAL TERMS AND CONDITIONS:**

The following deliverables will be provided:

- PCI listing for each street within the 2020 inspection group.
- Tabulation of each street distress types and distress levels through 2020 inspection group.
- PCI map of current conditions
- Photos of pavement conditions

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

CITY OF INDIANOLA

SNYDER & ASSOCIATES, INC.

By: \_\_\_\_\_  
(Authorized signature)

By: \_\_\_\_\_  
(Authorized signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
President  
(Title)

Date:

Date: March 25, 2020

**Meeting Date:** 04/06/2020

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**Subject**

Resolution approving a letter of support for Community Catalyst Building Remediation Program grant through the Iowa Economic Development Authority.

**Information**

In your packet is a memorandum from Rachel Gocken, Warren County Economic Development, explaining the Community Catalyst Building Remediation Grant opportunity.

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**Fiscal Impact**

**Attachments**

Memorandum

Letter of Support

Resolution Approving Letter

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WARREN COUNTY ECONOMIC DEVELOPMENT CORP.

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## MEMO

**To:** Indianola City Council

**From:** Rachel Gocken, WCEDC

**Date:** 3/30/20

**Subject:** Catalyst Grant Opportunity

WCEDC has identified a grant opportunity through the Iowa Economic Development Authority (IEDA) to assist with the completion of the buildings located at 102 AND 104 ½ E. Salem Ave. owned by Tom Smith. The program, Community Catalyst Building Remediation, could result in a grant of up to \$100,000 and exists to assist communities with the redevelopment, rehabilitation or deconstruction of buildings to stimulate economic growth or reinvestment in the community. Key eligibility requirements are below:

**Eligibility:**

- Funds available for the rehabilitation of one commercial building per community or two buildings with same ownership that are adjacent
- Deconstruction is allowed in dire situations or for safety reasons
- City must be the applicant and provide financial and/or in-kind resources
- A mandatory pre-application process will precede the official grant application
- Applications are by invitation only, after approved pre-application

After speaking with a representative at IEDA, who felt this project was a good fit for the program, we submitted a pre-application that scored 10 out of 10. We have been invited to submit a full application which would be due April 17<sup>th</sup>. The city must be the applicant and provide financial or in-kind resources to assist the project. There are a few options available to provide financial contributions, which include:

1. Mr. Smith applies to access up to \$50,000 from the Indianola specific RLF.
2. Mr. Smith applies to access up to \$25,000 from the Indianola Municipal Utility specific RLF.
3. Mr. Smith applies to access a combination of 1 and 2.

WCEDC would take care of writing the application and will collaborate with the property owner and Charlie Dissell to complete the application. At this time, Council is only being asked to sign a letter of support for the grant; no commitment to funding is being made at this time. Ultimately, if no funding were to be made available, the grant opportunity would cease.

This is a great opportunity to help the owner access grant dollars to complete the ongoing redevelopment efforts of these buildings in Indianola's downtown. Please feel free to reach out to me if you have any questions.

Rachel Gocken, Executive Director  
rgocken@wcedc.com | 515-779-7865



April 6, 2020

Jim Thompson  
Iowa Economic Development Authority  
200 East Grand Avenue  
Des Moines, IA 50309-1819

Dear Mr. Thompson:

The City of Indianola, Iowa supports application to the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant. We further state that representatives of the City Council and local building and/or fire code officials who may be responsible for inspection of project properties have reviewed the project proposal. We further agree that all historically significant properties submitted for consideration in this application will comply with the Secretary of Interior's Standards for historic property rehabilitation.

---

Kelly B. Shaw, Mayor

Subrecipient:

---

Thomas S. Smith, Owner  
I Street Holdings, LLC

**RESOLUTION \_\_\_\_\_**

**RESOLUTION APPROVING A LETTER OF SUPPORT FOR COMMUNITY CATALYST BUILDING  
REMEDATION PROGRAM GRANT**

**WHEREAS**, redevelopment, rehabilitation or deconstruction of buildings stimulate economic growth; and

**WHEREAS**, Warren County Economic Development Corporation (WCEDC) has identified a grant opportunity through the Iowa Economic Development Authority to assist with the completion of the buildings located at 102 and 104 ½ E Salem Avenue, owned by Tom Smith; and

**WHEREAS**, the WCEDC will write the application and collaborate with the property owner and the City of Indianola’s Community and Economic Development department to complete the application; and

**WHEREAS**, the City of Indianola will not have to commit to funding at this time.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Indianola does hereby support application to the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant on behalf of Tom Smith and submitted by Warren County Economic Development Corporation.

APPROVED THIS 6 DAY OF APRIL 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

ATTEST:

\_\_\_\_\_  
Andrew J. Lent, City Clerk

Meeting Date: 04/06/2020

---

**Subject**

Resolution approving Engineering Service Agreement with HR Green for Sanitary Sewer Hydraulic Model.

**Information**

HR Green implemented a Sanitary Sewer Model in 2014. Because of infrastructure changes in the last six years, staff is recommending HR Green update the model for \$26,850. The funds will come out of the annual \$250,000 Sanitary Sewer CIP Maintenance Fund.

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**Fiscal Impact**

**Attachments**

Sanitary Sewer Model Memorandum  
Resolution Approving Agreement  
Professional Services Agreement

---

April 6, 2020

To: Honorable Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves, WRRF Supt.

Re: Sanitary Sewer Model Update

As we all know, the City experiences excessive flows during rain events and in the spring when the snow melts. This is known as Inflow and Infiltration (I&I) and is one of the reasons the city continues to televise and repair the sanitary sewer system. As more infrastructure improvements are constructed, more impervious surface area allows more water to flow into the sanitary sewer system.

Another tool we have available is the Sanitary Sewer Model that HR Green implemented in 2014. The Sanitary Sewer Model is part of the Comprehensive Plan. Since the Plan has not been updated since 2014 and there has been a lot of infrastructure changes, I am recommending HR Green update the model for \$26,850. The funds will come out of the annual \$250,000 Sanitary Sewer CIP Maintenance Fund.

Once the updated model is completed, HR Green will submit a report which will include recommendations for future steps for the city to use to continue the ongoing effort to reduce I&I.

CITY OF INDIANOLA, IOWA  
RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION TO APPROVE ENGINEERING SERVICE AGREEMENT WITH  
HR GREEN TO UPDATE SANITARY SEWER MODEL**

WHEREAS, the City continues its efforts to lessen the amount of Infiltration and Inflow (I&I) of storm water into the sanitary sewer system, and

WHEREAS, the Sanitary Sewer Model is a tool the City uses in this effort, and

WHEREAS, the attached agreement with HR Green will update the Sanitary Sewer Model, and

WHEREAS, the cost for the Sanitary Sewer Model update is \$26,850 and will be funded through Capital Improvement Program Maintenance funds already allocated for FY2020.

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

1. the attached service agreement with HR Green for an updated Sanitary Sewer Model is approved, and
2. the Mayor or City Manager and City Clerk are authorized to sign the attached contract on behalf of the City.

Adopted this 6<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
Kelly B. Shaw  
Mayor

Attest:

\_\_\_\_\_  
Andrew J. Lent  
City Clerk/Finance Director



## **PROFESSIONAL SERVICES AGREEMENT**

**For**

**Indianola, IA – Sewer Model Update**

City of Indianola  
110 North First Street  
P.O. Box 299  
Indianola, IA 50125-0299

Lauren O'Neil, P.E.  
HR Green, Inc.  
8710 Earhart Ln SW,  
Cedar Rapids, IA 52404  
200281

March 2020

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- 7.0 PROFESSIONAL SERVICES FEE
- 8.0 TERMS AND CONDITIONS

THIS **AGREEMENT** is between CITY OF INDIANOLA, IOWA (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

## **1.0 Project Understanding**

### **1.1 General Understanding**

The City of Indianola (City) has a known issue of Inflow and Infiltration (I&) in the existing sanitary sewer system. In 2014, HR Green performed a project titled "Sanitary Sewer Model Report" to obtain data about the existing sanitary sewer system via GIS survey and record drawings. This data was used to develop a hydraulic model using SewerGEMS which was utilized as a planning tool for future growth and design. The recommendations of the project included further calibration of the model using additional flow data from flow monitors, rain gauges, etc. Following the modeling project, HR Green performed another study in 2017 titled "Sanitary Sewer Plan of Action". This project completed a plan of action for the City to reduce the I&I using the modeling data and historical data, and proposed studies and improvements for the future. This project titled "Sanitary Sewer Model Update" is a continuation of the modelling effort completed in 2014 and Sanitary Sewer Plan of Action completed in 2017.

The objectives of this project are as follows:

- Update the existing SewerGEMS sanitary sewer model with all the improvements between 2014-2020
- Determine existing flows by analyzing the historical flow data
- Calibrate the SewerGEMS model for updated flows
- Run modeling scenarios to identify areas within the City that have significant I&I issues

The detailed scope of services is presented in Section 2.0 Scope of services.

### **1.2 Design Criteria/Assumptions**

COMPANY's approach will focus on proactive communication and project management as well as the application of our broad engineering expertise to deliver applicable modeling results. There are 13 sub-catchments within the sanitary sewer system as identified by the Plan of Action project. This proposal includes services for upgrading the model and providing modeling results for each the sub-catchments. A preliminary opinion of cost will be provided for the recommended improvements.

## **2.0 Scope of Services**

The CLIENT agrees to employ COMPANY to perform the following services:

### **Task 1 – Preliminary and General Work**

- Objective: To perform project management, and collect, review and analyze historical data provided by the City.

- COMPANY'S Project Manager will be responsible for the overall effort of the project to keep the project within schedule and budget, and ensure timely delivery of project deliverables described in this agreement. This work includes one phone meeting for project kick-off with the Client and one in-person meeting with the City Staff to review the Draft Memorandum.
- COMPANY will:
  - Collect and review system data for all improvements made to the Sanitary Sewer System between 2014 and 2020.
  - Collect and review flow data from City's flow monitors, rain gauges, etc.
  - Review and update the key lift station equipment data sheets and flow meter records for development of the sanitary sewer system model.
  - Research historic USGS rainfall data for Indianola for calibration of the sanitary sewer model (as needed).
  - A QA/QC program will be followed to ensure the integrity of the collected data.
- Assumptions: CLIENT will:
  - Provide list of all improvements made between 2014-2020
  - Provide flow data (flow monitors, rain gauges, etc.) available with the City
  - Provide lift station equipment data and flow meter records to COMPANY.

#### Task 2 – Modeling Effort

- Objective: Update and calibrate the existing SewerGEMS model of the existing sanitary sewer collection system for both existing dry weather and wet weather flow.
- COMPANY will update the model and run for four (4) scenarios including calibration event, steady state average dry weather, steady state with a peaking factor, and 10-year event.
- Utilizing the SewerGEMS model, the COMPANY will identify hydraulic bottlenecks in the system during all four scenarios mentioned above.
- A QA/QC program will be followed to ensure the integrity of the updated model.

#### Task 3 – Sanitary System Memorandum

- Objective: To prepare a technical memorandum to summarize the findings of the modeling task. This report will include GIS exhibits for each catchment basin showing capacity issues. Report will include recommendations for future steps to the City to continue the ongoing effort to reduce I&I. NOTE: This deliverable will not include specific CIP projects and costs for future improvements.
- The deliverables for this task will include a Hydraulic Modeling Technical Memorandum of findings with results interpretation and an electronic copy of the model input and output files. The Technical Memorandum will include a description of all assumptions used in preparing the model, the methodology used to prepare the model, and any anomalies identified during the modeling process. Interpretation of the results will include noting areas of concern in the system, probable causes of the concern and recommendations regarding solutions or further evaluation.

Deliverables and Schedules Included in this Agreement:

- Draft Memorandum May 1, 2020
- Final Memorandum May 15, 2020

This schedule was prepared to include reasonable allowances for review and approval times required by the CLIENT. This schedule shall be equitably adjusted as the project progresses, allowing for changes in the scope of the project requested by the CLIENT or for delays or other causes beyond the control of

### **3.0 Items not included in Agreement/Supplemental Services**

The following items are not included as part of this AGREEMENT:

- Capital improvement planning for collection system
- Additional GIS field work
- Future flow planning
- Flow monitoring
- Design and construction services
- Cost estimation for recommended improvements

Supplemental services not included in the AGREEMENT can be provided by COMPANY under separate agreement, if desired.

### **4.0 Services by Others**

None.

### **5.0 Client Responsibilities**

CLIENT responsibilities are as indicated in the Scope of Services.

### **6.0 Professional Services Fee**

#### **6.1 Fees**

The fee for services will be based on COMPANY standard hourly rates current at the time the AGREEMENT is signed. These standard hourly rates are subject to change upon 30 days' written notice. Non-salary expenses directly attributable to the project such as: (1) living and traveling expenses of employees when away from the home office on business connected with the project; (2) identifiable communication expenses; (3) identifiable reproduction costs applicable to the work; and (4) outside services will be charged in accordance with the rates current at the time the service is done.

## 6.2 Invoices

Invoices for COMPANY's services shall be submitted, on a monthly basis. Invoices shall be due and payable upon receipt. If any invoice is not paid within 15 days, COMPANY may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, suspend or terminate the performance of services. The retainer shall be credited on the final invoice. Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event that any portion of an account remains unpaid 60 days after the billing, COMPANY may institute collection action and the CLIENT shall pay all costs of collection, including reasonable attorneys' fees.

## 6.3 Extra Services

Any service required but not included as part of this AGREEMENT shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.

## 6.4 Exclusion

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the Scope of Services. These service items are considered extra and are billed separately on an hourly basis.

## 6.5 Payment

The CLIENT AGREES to pay COMPANY on the following basis:

Lump sum in the amount of \$26,850.00

## 7.0 Terms and Conditions

The following Terms and Conditions are incorporated into this AGREEMENT and made a part of it.

### 7.1 Standard of Care

Services provided by COMPANY under this AGREEMENT will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

### 7.2 Entire Agreement

This AGREEMENT and its attachments constitute the entire understanding between CLIENT and COMPANY relating to COMPANY's services. Any prior or contemporaneous agreements, promises, negotiations, or representations not expressly set forth herein are of no effect. Subsequent modifications or amendments to this AGREEMENT shall be in writing and signed by the parties to this AGREEMENT. If the CLIENT, its officers, agents, or employees request COMPANY to perform extra services pursuant to this AGREEMENT, CLIENT will pay for the additional services even though an additional written agreement is not issued or signed.

### 7.3 Time Limit and Commencement of Services

This AGREEMENT must be executed within ninety (90) days to be accepted under the terms set forth herein. The services will be commenced immediately upon receipt of this signed AGREEMENT.

### 7.4 Suspension of Services

If the Project or the COMPANY'S services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this AGREEMENT, the COMPANY shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the COMPANY for expenses incurred as a result of the suspension and resumption of its services, and the COMPANY'S schedule and fees for the remainder of the Project shall be equitably adjusted.

If the COMPANY'S services are suspended for more than ninety (90) days, consecutive or in the aggregate, the COMPANY may terminate this AGREEMENT upon giving not less than five (5) calendar days' written notice to the CLIENT.

If the CLIENT is in breach of this AGREEMENT, the COMPANY may suspend performance of services upon five (5) calendar days' notice to the CLIENT. The COMPANY shall have no liability to the CLIENT, and the CLIENT agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this AGREEMENT by the CLIENT. Upon receipt of payment in full of all outstanding sums due from the CLIENT, or curing of such other breach which caused the COMPANY to suspend services, the COMPANY shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

### 7.5 Books and Accounts

COMPANY will maintain books and accounts of payroll costs, travel, subsistence, field, and incidental expenses for a period of five (5) years. Said books and accounts will be available at all reasonable times for examination by CLIENT at the corporate office of COMPANY during that time.

### 7.6 Insurance

COMPANY will maintain insurance for claims under the Worker's Compensation Laws, and from General Liability and Automobile claims for bodily injury, death, or property damage, and Professional Liability insurance caused by the negligent performance by COMPANY's employees of the functions and services required under this AGREEMENT.

### 7.7 Termination or Abandonment

Either party has the option to terminate this AGREEMENT. In the event of failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, then the obligation to provide further services under this AGREEMENT may be terminated upon seven (7) days' written notice. If any portion of the services is terminated or abandoned by CLIENT, the provisions of this Schedule of Fees and Conditions in regard to compensation and payment shall apply insofar as possible to that portion of the services not

terminated or abandoned. If said termination occurs prior to completion of any phase of the project, the fee for services performed during such phase shall be based on COMPANY's reasonable estimate of the portion of such phase completed prior to said termination, plus a reasonable amount to reimburse COMPANY for termination costs.

7.8 Waiver

COMPANY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

7.9 Severability

If any provision of this AGREEMENT is declared invalid, illegal, or incapable of being enforced by any Court of competent jurisdiction, all of the remaining provisions of this AGREEMENT shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.

7.10 Successors and Assigns

All of the terms, conditions, and provisions hereof shall inure to the benefit of and are binding upon the parties hereto, and their respective successors and assigns, provided, however, that no assignment of this AGREEMENT shall be made without written consent of the parties to this AGREEMENT.

7.11 Third-Party Beneficiaries

Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the COMPANY. The COMPANY's services under this AGREEMENT are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against the COMPANY because of this AGREEMENT or the performance or nonperformance of services hereunder. The CLIENT and COMPANY agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors and other entities involved in this project to carry out the intent of this provision.

7.12 Governing Law and Jurisdiction

The CLIENT and the COMPANY agree that this AGREEMENT and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Iowa without regard to any conflict of law provisions, which may apply the laws of other jurisdictions.

It is further agreed that any legal action between the CLIENT and the COMPANY arising out of this AGREEMENT or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.

7.13 Dispute Resolution

Mediation. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and COMPANY agree that all disputes between them arising out of or relating to this AGREEMENT shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The CLIENT and COMPANY further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, sub-consultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

7.14 Attorney's Fees

If litigation arises for purposes of collecting fees or expenses due under this AGREEMENT, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the party justly entitled thereto. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

7.15 Ownership of Instruments of Service

All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by COMPANY as instruments of service shall remain the property of COMPANY. COMPANY shall retain these records for a period of five (5) years following

completion/submission of the records, during which period they will be made available to the CLIENT at all reasonable times.

#### 7.16 Reuse of Documents

All project documents including, but not limited to, plans and specifications furnished by COMPANY under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by COMPANY, shall be at the CLIENT's sole risk, and CLIENT shall defend, indemnify and hold harmless COMPANY from all claims, damages and expenses including attorneys' fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the COMPANY, and the COMPANY makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the COMPANY be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

#### 7.17 Failure to Abide by Design Documents or To Obtain Guidance

The CLIENT agrees that it would be unfair to hold COMPANY liable for problems that might occur should COMPANY'S plans, specifications or design intents not be followed, or for problems resulting from others' failure to obtain and/or follow COMPANY'S guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are detected or alleged to exist in or as a consequence of implementing COMPANY'S plans, specifications or other instruments of service. Accordingly, the CLIENT waives any claim against COMPANY, and agrees to defend, indemnify and hold COMPANY harmless from any claim for injury or losses that results from failure to follow COMPANY'S plans, specifications or design intent, or for failure to obtain and/or follow COMPANY'S guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities or conflicts contained within or arising as a result of implementing COMPANY'S plans, specifications or other instruments of service. The CLIENT also agrees to compensate COMPANY for any time spent and expenses incurred remedying CLIENT's failures according to COMPANY'S prevailing fee schedule and expense reimbursement policy.

#### 7.18 Opinion of Probable Construction Cost

As part of the Deliverables, COMPANY may submit to the CLIENT an opinion of probable cost required to construct work recommended, designed, or specified by COMPANY, if required by CLIENT. COMPANY is not a construction cost estimator or construction contractor, nor should COMPANY'S rendering an opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. This requires COMPANY to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; the cost and extent of labor, equipment and materials the contractor will employ; contractor's techniques in determining prices and market conditions at the time, and other factors over which COMPANY has no control. Given the assumptions which must be made, COMPANY cannot guarantee the accuracy of its opinions of cost, and in recognition of that fact, the CLIENT waives any claim against COMPANY relative to the accuracy of COMPANY'S opinion of probable construction cost.

#### 7.19 Design Information in Electronic Form

Because electronic file information can be easily altered, corrupted, or modified by other parties, either intentionally or inadvertently, without notice or indication, COMPANY reserves the right to remove itself from its ownership and/or involvement in the material from each electronic medium not held in its possession. CLIENT shall retain copies of the work performed by COMPANY in electronic form only for information and use by CLIENT for the specific purpose for which COMPANY was engaged. Said material shall not be used by CLIENT or transferred to any other party, for use in other projects, additions to this project, or any other purpose for which the material was not strictly intended by COMPANY without COMPANY's express written permission. Any unauthorized use or reuse or modifications of this material shall be at CLIENT'S sole risk. Furthermore, the CLIENT agrees to defend, indemnify, and hold COMPANY harmless from all claims, injuries, damages, losses, expenses, and attorneys' fees arising out of the modification or reuse of these materials.

The CLIENT recognizes that designs, plans, and data stored on electronic media including, but not limited to computer disk, magnetic tape, or files transferred via email, may be subject to undetectable alteration and/or uncontrollable deterioration. The CLIENT, therefore, agrees that COMPANY shall not be liable for the completeness or accuracy of any materials provided on electronic media after a 30-day inspection period, during

which time COMPANY shall correct any errors detected by the CLIENT to complete the design in accordance with the intent of the contract and specifications. After 40 days, at the request of the CLIENT, COMPANY shall submit a final set of sealed drawings, and any additional services to be performed by COMPANY relative to the submitted electronic materials shall be subject to separate agreement. The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the COMPANY and electronic files, the signed or sealed hard-copy construction documents shall govern.

#### 7.20 Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this AGREEMENT. The COMPANY may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The COMPANY shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors.

COMPANY is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to COMPANY for use in preparation of plans. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the COMPANY from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or connected in any way with the services performed by other consultants engaged by the CLIENT.

COMPANY is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this AGREEMENT unless indicated in the Scope of Services.

#### 7.21 Force Majeure

The CLIENT agrees that the COMPANY is not responsible for damages arising directly or indirectly from any delays for causes beyond the COMPANY's control. CLIENT agrees to defend, indemnify, and hold COMPANY, its consultants, agents, and employees harmless from any and all liability, other than that caused by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same. For purposes of this AGREEMENT, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; failure of any government agency to act in a timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by the COMPANY to perform its services in an orderly and efficient manner, the COMPANY shall be entitled to a reasonable adjustment in schedule and compensation.

#### 7.22 Job Site Visits and Safety

Neither the professional activities of COMPANY, nor the presence of COMPANY'S employees and sub-consultants at a construction site, shall relieve the general contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. COMPANY and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the general contractor is solely responsible for job site safety, and warrants that this intent shall be made evident in the CLIENT's AGREEMENT with the general contractor. The CLIENT also agrees that the CLIENT, COMPANY and COMPANY'S consultants shall be indemnified and shall be made additional insureds on the general contractor's and all subcontractor's general liability policies on a primary and non-contributory basis.

#### 7.23 Hazardous Materials

CLIENT hereby understands and agrees that COMPANY has not created nor contributed to the creation or existence of any or all types of hazardous or toxic wastes, materials, chemical compounds, or substances, or any other type of environmental hazard or pollution, whether latent or patent, at CLIENT's premises, or in connection with or related to this project with respect to which COMPANY has been retained to provide

professional services. The compensation to be paid COMPANY for said professional services is in no way commensurate with, and has not been calculated with reference to, the potential risk of injury or loss which may be caused by the exposure of persons or property to such substances or conditions. Therefore, to the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold COMPANY, its officers, directors, employees, and consultants, harmless from and against any and all claims, damages, and expenses, whether direct, indirect, or consequential, including, but not limited to, attorney fees and Court costs, arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acid, alkalis, toxic chemicals, liquids gases, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

It is acknowledged by both parties that COMPANY'S Scope of Services does not include any services related to asbestos or hazardous or toxic materials. In the event COMPANY or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of COMPANY'S services, COMPANY may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the CLIENT retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrants that the job site is in full compliance with applicable laws and regulations.

Nothing contained within this AGREEMENT shall be construed or interpreted as requiring COMPANY to assume the status of a generator, storer, transporter, treater, or disposal facility as those terms appear within the Resource Conservation and Recovery Act, 42 U.S.C.A., §6901 et seq., as amended, or within any State statute governing the generation, treatment, storage, and disposal of waste.

#### 7.24 Certificate of Merit

The CLIENT shall make no claim for professional negligence, either directly or in a third party claim, against COMPANY unless the CLIENT has first provided COMPANY with a written certification executed by an independent design professional currently practicing in the same discipline as COMPANY and licensed in the State in which the claim arises. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a design professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to COMPANY not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding.

#### 7.25 Limitation of Liability

In recognition of the relative risks and benefits of the Project to both the CLIENT and the COMPANY, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants shall not exceed \$50,000.00, or the COMPANY'S total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

#### 8.37 Municipal Advisor

The COMPANY is not a Municipal Advisor registered with the Security and Exchange Commission (SEC) as defined in the Dodd-Frank Wall Street Reform and Consumer Protection Act. When the CLIENT is a municipal entity as defined by said Act, and the CLIENT requires project financing information for the services performed under this AGREEMENT, the CLIENT will provide the COMPANY with a letter detailing who their independent registered municipal advisor is and that the CLIENT will rely on the advice of such advisor. A sample letter can be provided to the CLIENT upon request.

This AGREEMENT is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the AGREEMENT. Services will not begin until COMPANY receives a signed



agreement. COMPANY's services shall be limited to those expressly set forth in this AGREEMENT and COMPANY shall have no other obligations or responsibilities for the Project

except as agreed to in writing. The effective date of the AGREEMENT shall be the last date entered below.

Sincerely,

HR GREEN, INC.

\_\_\_\_\_  
James R. Rasmussen, P.E

Approved by:

  
\_\_\_\_\_

Printed/Typed Name:

Michael Halde, P.E.

Title: Vice President

Date:

3/27/2020

CITY OF INDIANOLA, IOWA

Accepted by:

\_\_\_\_\_

Printed/Typed Name:

\_\_\_\_\_

Title:

\_\_\_\_\_

Date:

\_\_\_\_\_

**Meeting Date:** 04/06/2020

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**Subject**

Resolution approving the tentative labor contracts between the City of Indianola and the Construction and Public Employees LiUNA Local 177 and General Unit.

**Information**

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**Fiscal Impact**

**Attachments**

Resolution for General Contract  
General Contract

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**RESOLUTION NO. 2020-**

**RESOLUTION APPROVING THE TENTATIVE LABOR CONTRACTS  
BETWEEN THE CITY OF INDIANOLA AND THE CONSTRUCTION &  
PUBLIC EMPLOYEES LIUNA LOCAL 177 AND GENERAL UNIT**

**WHEREAS**, the City Council of the City of Indianola has considered the Labor Contract between the City of Indianola and the Construction & Public Employees LiUNA Local 177 and the General Unit; and

**WHEREAS**, said attached contract is in compliance with the provisions authorized by the City Council of the City of Indianola; and

**WHEREAS**, the membership of the Labor Contract and Construction & Public Employees LiUNA Local 177 and the General Unit have concurred with the proposal; and

**WHEREAS**, the contract has been approved by said memberships.

**WHEREAS**, the contract is attached as exhibit A to this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that this contract is hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor or City Manager are hereby authorized and directed to execute the agreement.

**APPROVED AND PASSED** this 4 day of April 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

**ATTEST:**

\_\_\_\_\_  
Andrew J. Lent, City Clerk

AGREEMENT

Between

**CITY OF INDIANOLA**

And

**Construction & Public Employees LiUNA Local 177**

**GENERAL UNIT**

**July 2020 – June 2025**

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**CITY OF INDIANOLA**  
**CONSTRUCTION & PUBLIC EMPLOYEES AGREEMENT**

This agreement is entered into by the City of Indianola, hereinafter referred to as the Employer” or “City” and the Construction & Public Employees LiUNA Local 177, hereinafter referred to as the “Union”.

**ARTICLE I**  
**Recognition**

The City of Indianola recognizes the Union as the exclusive bargaining representative for the purpose of representing employees in the classification listed in Appendix A in accordance with the provisions of the State of Iowa Public Employment Relations Act.

**ARTICLE II**  
**Management Rights**

Except as specifically modified by the Agreement, the employer shall have, in addition to all powers, duties and rights established by constitutional provision, statute, ordinance, charter or special act, the exclusive power, duty and right to:

1. Direct the work of its employees.
2. Hire, promote, demote, transfer, assign and retain employees in positions within the agency.
3. Suspend or discharge employees for proper cause.
4. Maintain the efficiency of governmental operations.
5. Relieve employees from duty because of lack of work or other legitimate reasons.
6. Determine and implement methods, means, assignments and personnel by which City operations are to be conducted.
7. Take such actions as may be necessary to carry out the mission of the City government.
8. Initiate, prepare, certify and administer its budget.
9. Exercise all powers and duties granted to the City by law.

**ARTICLE III**  
**Non-Discrimination**

Neither party to this agreement shall discriminate against any employee because of race, sex, color, age, creed, religion, nationality, union affiliation, or non-union affiliation.

**ARTICLE IV**  
**Work Rules**

The City may from time to time adopt and publish changes in existing departmental procedures and rules. Such changes shall become effective only after they have been prominently posted on appropriate employer bulletin boards for a period of seven (7) work days. All employees shall comply with the work rules. Any unresolved complaint as to the reasonableness of new or existing work rules, or any complaint involving discrimination in the application of such rules shall be resolved through the grievance procedure.

ARTICLE V  
**Hours of Work**

**A. Work Week**

The normal workday shall consist of eight (8) consecutive hours of work. The normal work week shall consist of forty (40) hours of work on five (5) consecutive eight (8) hour days, normally Monday through Friday. The City may, however, hire new employees to work a schedule including a forty (40) hour work week with five (5) consecutive work days other than Monday through Friday.

The Public Works Department's normal workday shall consist of nine and a half (9.5) hour days Monday through Thursday and four (4) hour days on Friday. Management reserves the right to change based on operational needs. Management agrees to provide five (5) days notice of change except in cases of an emergency (such as an act of god).

Police Clerical Assistants – full time employees will work 40 hours per week, number of hours per day could vary. Part time employees will work at least 22 hours per week, with additional hours when needed, based on departmental needs.

Recreation Employees – full time employees will work 40 hours per week, number of hours per day could vary. Part time employees could work up to 29 hours per week. Both positions must have flexibility with work schedules to accommodate night and weekend programming and events.

Where alternate schedules are necessary, work schedules must be properly posted seven (7) calendar days prior to the work being performed.

Specific work schedules, including hours and days, will be issued by the appropriate department director.

**B. Lunch Period**

All employees shall be allowed a lunch period which shall be scheduled generally in the middle of the work shift. Lunch period shall be scheduled as to time duration in accordance with the prevailing departmental rules and regulations. However, a lunch period shall not be less than thirty (30) minutes, nor more than one (1) hour.

**C. Rest Period**

Each employee shall be entitled to one (1) fifteen (15) minute rest period during the first half of their work schedule and one (1) fifteen (15) minute rest period during the second half of their work schedule.

**D. Snow Removal**

Employees in the Parks and Water Pollution Control (WPC) department shall help with roadway snow removal when requested by the Public Works department. The Public Works department will determine the snow removal schedule and assignments, in consultation with the adopted snow and ice removal policy as well as WPC Superintendent for

WPC staff and Parks Supervisor for Parks staff. Staff will be scheduled based on seniority, with Parks being called first, then WPC.

The Public Works department will ensure an adequate rest period for all employees assigned to snow removal prior to their next shift.

On-call employees shall not be called to assist the Public Works department with snow removal.

## ARTICLE VI

### Overtime

#### A. Definition

Overtime is all time properly authorized and worked in units of one -quarter (1/4) hour or more which is in excess of forty (40) hours of work per week and for all work performed outside the employee's regular work schedule as described in Article V.

#### B. Procedure

In general, overtime shall be kept to a minimum consistent with the efficient and effective provision of City services. Permanent employees shall normally be given preference in overtime assignments. However, when overtime work is required each employee shall accept and work such assignments.

Requests to take off earned compensatory time must be approved by the appropriate supervisor, but the wishes of the employee shall be given consideration. A periodic review of accumulated compensatory time will be made and employees may be required by their supervisor to schedule and take off such time within a reasonable period, i.e., 60 days.

#### C. Compensation

Employees who work in excess of forty (40) hours per week and all work performed outside the employee's regular work schedule in accordance with the provisions of Paragraph B above, shall either receive compensatory time off at time and one-half for such "overtime" work or be paid overtime for such time at the discretion of the City.

## ARTICLE VII

### Holidays

#### A. Recognized Holidays

*The following shall be observed as paid Holidays:*

1. New Years Day, January 1
2. Presidents Day, Third Monday in February
3. Memorial Day, Last Monday in May
4. Independence Day, July 4
5. Labor Day, First Monday in September
6. Thanksgiving Day, Fourth Thursday in November
7. Day After Thanksgiving

8. Christmas Eve Day, December 24
9. Christmas Day, December 25

### **Personal Time**

Full time employees are eligible for two days of personal time to be taken off with regular pay. However, the hours to be taken off must be requested in advance and approved by the appropriate Department Director.

Public Works – eligible for 16 hours

WPC – eligible for 16 hours

Recreation – eligible 16 hours

Police Clerical – 10 hour shift – eligible for 20 hours, 8 hour shift – eligible for 16 hours

In the initial year of employment, these personal holidays shall be prorated based upon the date of employment. Each employee hired between:

- January 1 and March 31 shall receive 100% of personal time;
- April 1 and June 30 shall receive 75% of personal time;
- July 1 and September 30 shall receive 50% of personal time;
- October 1 and December 31 shall receive 25% of personal time;

This time off shall be taken in the period beginning with the date of the individual's employment and the following December 31.

### **B. Holidays occurring on weekends**

#### ***Holidays which occur on:***

1. Saturday- shall be observed on the preceding Friday
2. Sunday- shall be observed on the following Monday

### **C. Shift employee required to work on a Holiday**

Employees who are assigned to shift operations, those departments which are scheduled to operate seven (7) days per week, and who are required to work on a recognized Holiday shall be compensated at a rate equal to two times their normal hourly rate of pay for each hour actually worked. Such pay shall be in addition to the usual eight (8) hours Holiday pay; 10 hours holiday pay for Police Clerical Assistants working a 10 hour per day schedule.

### **D. Regular Employees Required to work a Holiday**

Employees assigned to a normal work week who are required to work on a recognized Holiday shall be compensated at a rate equal to two (2) times their normal hourly rate of pay for each hour actually worked. Such pay shall be in addition to the usual eight (8) hours Holiday pay; 10 hours holiday pay for Police Clerical Assistants working a 10 hour per day schedule.

### **E. Holiday Compensation**

Holiday Compensation is applicable only to work performed on the recognized holiday as opposed to the observed days in Section B above. Work performed on the observed holidays shall be compensated at time and one -half.

## **ARTICLE VIII**

### **Sick Leave**

#### **A. Eligibility**

All permanent, full time employees will be eligible for paid sick leave.

#### **B. Accrual**

Permanent, full time employees will accrue sick leave at the rate of 3.7 hours per bi-weekly pay period. Employees may carry 760 hours forward to the new year. All excess leave is forfeited.

#### **C. Usage**

Sick leave shall be granted under the following circumstances:

1. Physical incapacity not incurred in the line of duty, including pregnancy.
2. Personal illness, including medical, dental or optical appointments during working hours.
3. Enforced quarantine of the employee in accordance with community health regulations.
4. Illness of a member of the immediate family (spouse, child, parent) which requires the presence of the employee at home or in a medical facility.

#### **D. Usage to Cover Work Related Injuries**

Available sick leave shall be granted for physical incapacity resulting from an injury on the job. Such sick leave shall be used for up to the first three (3) days of the injury at which time the City's Worker's Compensation policy and/or the Disability policy (after seven (7) days of sick leave use) shall take effect. In addition, during the first six months of a work-comp/disability insurance claim, an individual may use sick leave to make up the difference between his/her disability payment and his/her regular salary.

#### **E. Administration**

*Sick leave shall be administered as follows:*

1. Requests for sick leave should normally be made before an employee is regularly scheduled to report for duty.
2. Sick leave shall be chargeable only when used on regularly scheduled work days.
3. In individual cases where an employee's sick leave usage record indicates possible abuse, the employer has the right to verify the reported illness of any employee and may require a Doctor's certification for absence due to illness.

Such certification will be required only with prior written warning to the employee or on any illness of over five (5) consecutive working days. Such certification must state the nature of the sickness or injury and whether the employee has been incapacitated for work for said period of absence. Abuse of sick leave shall be proper cause for disciplinary action up to and including dismissal.

## ARTICLE IX Other Leaves

### **A. Military Leave**

Whenever an employee enters into the active military service of the United States, the employee shall be granted leave as provided under Iowa Code Section 29A.28 and the applicable federal statutes.

### **B. Jury Duty**

Employees on jury duty will receive their normal pay for regular work days spent on a jury panel. The employee shall submit the payment received from the Court to the City Payroll Office, less any amount included for travel allowance or expense reimbursement.

### **C. Emergency Leave**

In case of death of the employee's spouse, child, or parent, the employee shall be allowed five (5) days off with no loss of regular pay. In case of death of the employee's sibling, or mother and father in-laws, the employee shall be allowed three (3) days off with no loss of regular pay. In case of the death of an employee's grandchild, grandparent (or corresponding in-laws) or any relative living in the same household with the employee immediately prior to death, the employee shall be allowed one (1) day off with no loss of regular pay. At the discretion of the employee's Department Head, employees may be granted additional days off which may be charged to sick leave, vacation, compensatory time or personal time.

### **D. Personal Leave Without Pay**

The City may grant an employee an unpaid leave of absence due to personal reasons upon the written request of an employee. Any such leave shall not exceed a period of 90 days unless approved in advance by the City Manager.

### **E. Leaves With Pay**

All paid leaves off from work shall be credited as time worked for purposes of computing overtime and benefit accrual.

## ARTICLE X Vacation

### **A. Eligibility**

All permanent, full time employees are eligible for vacation leave upon accrual.

## **B. Accrual**

*Vacation leave shall be accrued as follows:*

1. With less than two (2) years of service, 3.07 hours for each biweekly pay period.
2. With two (2) but less than eight (8) years of service earn 4.0 hours for each biweekly pay period.
3. With eight (8) but less than fourteen (14) years of service earn 5.0 hours for each biweekly pay period.
4. With fourteen (14) years or more of service, 6.0 hours for each biweekly pay period.
5. With twenty (20) years or more of service 6.47 hours for each biweekly pay period beginning June 26, 2005.
6. Employees shall not be granted any vacation leave after the last day of actual work when terminating their employment.

An employee is advanced to a higher earning rate at the beginning of the first pay period following his/her second, eighth, fourteenth, or twentieth anniversary date of service.

Part-time employees who work thirty (30) hours or more will receive sick leave at the rate of 2.3 hours per pay period.

## **C. Administration**

- 1) Planning: The City Manager or his or her designee is responsible for proper planning and scheduling of vacation leave for all employees within their respective departments.
- 2) Approving: All vacation leave must be approved in advance by the City Manager or his or her designee.
- 3) Usage: All vacation leave must be used in charged amounts of not less than quarter (1/4) hour increments.

## **D. Unused Vacation Leave:**

Up to 166.47 hours of vacation leave may be carried forward to a new year. All unused vacation leave in excess of 166.47 hours is forfeited. Upon resignation, termination or change to a non-leave earning position, the employees vacation leave balance (accrued and not used) will be paid out to the employee by a lump sum payment provided in the case of a resignation, the employee has given the City a two (2) week notice. The payment will include any Holidays which fall in the projected leave period.

## ARTICLE XI

### **Union Representation**

The Union may appoint certain employees to serve in the capacity of union steward. The names of the stewards must be submitted in writing to the office of the City Clerk. Union representatives may not act in this capacity until the above notification has been made.

Union stewards may be permitted to leave their regular work area upon request to their Supervisor. Such requests shall not be unreasonably denied. However, if the workload is such that the Supervisor must deny the request, the Supervisor shall make arrangements to notify a Union officer of the need for a Union Representative.

Stewards may receive, investigate and process complaints or grievances of employees, and shall suffer no loss of regular pay for their normal work shift when properly excused by their Supervisor. Time spent investigating grievances shall be kept reasonable and commensurate with the circumstances of the matter at issue. Normally, such time will not exceed one half (1/2) hour at any step of the grievance procedure and will require the attention of only one (1) steward.

Whenever a steward enters a work area for the purpose of investigating a complaint, the Supervisor of that area must be so notified and informed of the nature of the problem.

Stewards will not be permitted to conduct any other Union business during his/her working time.

## ARTICLE XII **Payroll Deductions**

The City hereby agrees that upon proper authorization, deductions will be made from the employees pay and remitted to the designated parties for the following reasons:

Savings Bonds, United Campaign, Deferred Compensation, Group Insurance Plans and assessments and any others, which may be mutually agreed to.

## ARTICLE XIII **Use of City Facilities**

The City agrees that upon proper request and availability, the Union shall be allowed use of facilities for the purpose of membership meetings, on off duty hours. The Union agrees to comply with all policies regulating the facilities utilization.

## ARTICLE XIV **Report and Recall Pay**

### **A. Reporting Pay**

If an employee reports for work at his/her regular time and place but is sent home by the supervisor, because work cannot be performed, such employee shall be paid a minimum of two (2) hours pay at the regular straight time rate.

### **B. Recall Pay**

When an employee is recalled to work, he/she shall receive a minimum of two (2) hours pay at one and one-half regular hourly rate of pay except:

1. For recalls which are within one hour or less of the beginning time of the employee's shift, the employee shall be paid at one and one-half times his/her regular hourly rate of pay for all hours worked prior to the beginning of his/her shift.
2. Holidays - When employees are called out on a holiday, they will receive recall pay of two hours at two times their regular hourly rate of pay for each recall.
3. Holiday Pay - All recall pay is compensation in addition to holiday pay provided under Article VII, Holidays.

#### ARTICLE XV

##### **Transfer Pay**

In the event an employee is laterally transferred to the same class or to another classification in the same pay grade the employee shall be entitled to the same pay step as paid in the previous classification.

#### ARTICLE XVI

##### **Stand-by Pay**

Employees who are required to be on call for emergencies after regular hours shall receive nine (9) hours straight time pay for each week (seven day period) on call or four (4) hours straight time pay for each weekend (two day) period on call. In addition, for those seven day periods which include a recognized Holiday, employees on call will receive one (1) additional hour of straight time pay. Employees shall be compensated in accordance with Article VI and/or XIV for work performed under this section.

#### ARTICLE XVII

##### **Training on New Processes**

Whenever the duties of a position are to be materially changed by the introduction of new machines or processes requiring different skills and knowledge, any employee affected by the change shall be given a reasonable opportunity to learn to perform the new duties and to qualify for status in any new class of positions required for such work. Any employee, who after a reasonable training period, qualifies for appointment in a different class shall be appointed and promoted thereto. Employees who do not qualify for such appointment shall be reassigned to other duties to his/her class or be laid off.

#### ARTICLE XVIII

##### **Use of Bulletin Boards**

The City will provide reasonable space for official union business on each bulletin board normally used to convey information to employees. The use of such space shall be limited to the following:

1. Listing of union officers and officials
2. Union elections
3. Union meetings
4. Union social events

5. Educational notices

ARTICLE XIX

**Disciplinary Action**

It is recognized that certain disciplinary action is occasionally necessary for efficiency of the operation. Forms of discipline may include oral or written warning, oral or written reprimand, suspension, demotion, and termination. Such actions will be taken in the event of reasonable and just cause.

All written warnings and/or reprimands will be removed from an employee's personnel file upon the successful completion of a full two (2) years of employment completely free from any additional warning and/or reprimands.

ARTICLE XX

**Safety, Health, and Welfare**

***City Responsibility:***

The City shall make reasonable provision for the safety and health of employees during the hours of their employment and shall provide protective devices and other equipment necessary to protect employees from injury or illness in conformance with statutory requirements. In addition, the City agrees to provide one (1) set of rain gear for each employee of the Street Department and one (1) "lab" type coat for Sewer Treatment Plant employees.

***Employee Responsibility:***

Employees are required to comply with established City procedures and policies regarding the reporting of occupational injuries.

ARTICLE XXI

**Employee Education**

1. The City recognizes it is of mutual interest and benefit to both the employee and the City to advance individual knowledge, skills and abilities. Therefore, the City agrees to consider all requests for educational purposes including seminars, workshops, and training courses.
2. The written request should outline the course desired, length of course, availability of classes and hours and amount of leave or reimbursement required.
3. Such requests shall be evaluated as to how the course relates to an employee's duties or to amount of value and benefit the employee and City would derive from such a course.
4. If the request is approved, the City shall allow up to \$600.00 maximum allowance per year tuition. In addition, paid leave, if necessary to attend course during working hours, may be allowed upon approval of the City Manager. Tuition will be paid as reimbursement to employee for successful completion of approved course.

For a graded course, a grade of "C" or better, or two (2) on a scale of (4) shall be considered successful completion.

#### ARTICLE XXII

##### **Temporary Upgrade**

It is recognized that employees may from time to time be required to perform the duties of higher level classification. When this occurs, the employee will be paid at the rate of one step (5%) above his/her present rate or the first step of the higher classification whichever is greater for each consecutive hour worked beyond the first seven (7) consecutive working days.

#### ARTICLE XXIII

##### **Promotion Pay**

When an employee is promoted to a classification assigned to a higher pay range than the previously held position he/she shall receive an increase in pay equal to at least a one (1) step (Approx. 5%).

#### ARTICLE XXIV

##### **Promotions and Job Bidding Procedure**

When a job vacancy occurs, notice of such vacancy shall be posted on departmental bulletin boards no later than ten (10) working days after the vacancy occurs. This notice shall be posted for five (5) workdays. Employees wishing to be considered for the opening must submit an Internal Job Transfer Application Form to Human Resources no later than 5:00 P.M. on the last day of the posting period.

When filling such promotional vacancies, the employer shall consider such factors as ability, aptitude, and work record. However, when these factors are reasonably equal as between two (2) or more employees, then seniority shall prevail.

#### ARTICLE XXV

##### **New appointments**

Newly appointed employees will normally begin at the first step of the appropriate salary range. When circumstances warrant, employees may be appointed above the first step in the salary range, but in no case may the starting rate exceed the rate paid to any other employee in the same classification. Those employees appointed as a Water Pollution Control Operator Apprentice, Range 19+, shall progress through the salary table in the following manner:

1. Normal hiring rate -- Range 19+, Step 2
2. Satisfactory completion of six (6) months probationary period -- Eligible for a one-half step increase to Range 19+, Step 2 1/2.
3. Completion of one year of satisfactory service -- Eligible for a one-half step increase to Range 19+, Step 3.
4. Completion of two years of satisfactory service -- Eligible for a step increase to Range 19+, Step 4.
5. Upon Certification of Grade I Operator -- Eligible for promotion to Range 21+, Step 2.

6. Upon Certification as a Grade II Operator -- Eligible for promotion to Range 22+, Step 1.
7. Upon Certification as a Grade III Operator – Refer to language under Article XXIII, Promotional Pay.
8. Upon Certification as a Grade IV Operator – Refer to language under Article XXIII, Promotional Pay.

ARTICLE XXVI

**Longevity Pay**

The City agrees to provide all permanent full-time employees longevity pay. The salary table shown below represents the annual pay that employees shall receive for continuous years of service.

<u>YEARS</u>	<u>ANNUAL PAY</u>	<u>HOURLY PAY</u>
0-4	\$0	0
5-9	\$250	12.0 c/hour
10-14	\$300	14.4 c/hour
15-19	\$350	16.8 c/hour
20+	\$400	19.2 c/hour

Longevity pay shall be paid on a per hour basis to be included with regular hourly salary.

ARTICLE XXVII

**Reduction in Force**

- A. In the event it becomes necessary to layoff or transfer employees in a specific classification, the following procedure shall apply:
  1. Temporary employees.
  2. Probationary employees
  3. Permanent employees in reverse order of their seniority.

For purposes of this agreement, seniority shall be defined as continuous employment from date of hire. In computing seniority, all authorized compensated time off, and leaves of absence shall be computed as continuous employment, i.e., unpaid leaves in excess of 30 days change the date but do not negate past service.

- B. The individual employee designated for layoff shall be given an opportunity to fill any vacancy for which he/she is qualified within the City. If no vacancies exist, the effected employee may revert to a vacancy or to replace the last hired or promoted in a position in which he/she has previously held permanent status, or to replace the last hired or promoted in a lesser classification providing he/she has the specified qualifications to perform such duties. When all rights have been exercised, the last hired will be laid off.

**C. Reinstatement of Transfers:**

Any employee transferred in accordance with Sec. B, shall be eligible for reinstatement to the original, or a like position, when a vacancy occurs. Such reinstatement shall be in reverse order of seniority. Any employee who is reinstated, shall be placed in the appropriate pay step to reflect the pay range that the employee would have reached, in the event there had been no layoff -- resulting in no loss of pay steps or seniority.

**D. Re-employment**

The names of employees laid off shall be placed on a re-employment list, for the classification affected, for a period of two (2) years. Such employees shall be eligible for re-employment in reverse order of layoff in the classification they held at the time of layoff.

When an employee is notified of available employment, he/she must make satisfactory arrangements to accept such position within five (5) working days or forfeit their rights to any future re-employment.

ARTICLE XXVIII

**Grievance Procedure**

A "Grievance" is defined as a dispute concerning the application or interpretation of any clause of this agreement which is reduced to writing and signed by the employee(s) involved. The parties will agree to act in good faith to resolve any grievance presented by an employee. Grievances must be presented at the First (1st) step of the procedure within five (5) working days of the incident giving rise to the complaint.

**Step I:** The employee shall submit the grievance to his/her immediate supervisor. Such supervisor shall respond within three (3) work days.

**Step II:** If the matter has not been resolved, the employee shall then, within five (5) working days of the receipt of the Step I answer, present the matter to the Department Director who shall respond within five (5) working days.

**Step III:** If not resolved, the grievance may be submitted to arbitration within ten (10) workdays of the decision at Step II. Upon notification to the City Clerk the parties shall promptly meet to attempt to agree on the selection of an arbitrator. If they are unable to agree, they will jointly request that the Iowa Public Employment Relations Board submit a list of five (5) arbitrators and, by alternately striking names an arbitrator will be selected. Not later than sixty (60) days following the date on which the request for arbitration was submitted to the Board, the parties shall establish a date for the arbitration hearing.

The arbitrator shall be without power to add to, subtract from, or modify the terms of this agreement, nor to make any decision in conflict with the laws of the State of Iowa or the ordinances of the City of Indianola.

The arbitrator's fee and expenses shall be shared equally by the employer and union. However, each party shall be responsible for compensating their own representative and witnesses as well as paying for transcripts of the proceedings if desired.

The failure of the employee or union to present a grievance within the specified time limits shall render the matter settled and not subject to further appeal. Failure of the employer representative to respond within the specified time limits shall automatically render the matter subject to appeal at the next step of the procedure.

Any time limit contained in this article may be extended by the written mutual agreement of the parties.

## ARTICLE XXIX

### **Pay**

The salary tables shown in Appendix B represent an increase of three percent (3.0%) effective June 21, 2020. Effective June 20, 2021, June 19, 2022, June 18, 2023 and June 30, 2024 a three percent (3.0%) increase will be awarded. If non-union employees receive an across the board increase greater than three percent (3.0%), then the Union will receive the greater across the board increase.

Each employee shall remain at his/her then current step of the appropriate salary range. Those employees who have not reached the top step of their respective salary will be eligible for an additional one (1) step increase upon the completion of twelve (12) months of satisfactory service after their last step increase.

Newly appointed employees are eligible to receive a one-half (1/2) step increase upon successful completion of six (6) months of service, another one-half step after one year's satisfactory service and annually thereafter until the top step is reached.

### **Deferred Compensation**

Upon completion of six (6) months of service, employees shall be eligible to participate in matching payments into the employer approved deferred compensation as described below.

The employer will contribute an amount equal to that amount contributed by the employee (dollar for dollar) up to \$75.

If any provision of this deferred compensation plan is determined to be unlawful, the parties shall immediately meet to negotiate an alternative placement of the money involved. All contributions previously made into the plan shall be preserved for the sole benefit of the affected individual employee(s) and not returned to the employer.

ARTICLE XXX  
**Clothing Allowance**

Each Public Works and Wastewater employee will receive three hundred and fifty dollars (\$350) for work-related items such as boots, coveralls, work pants, shirts, etc. The employee will receive this payment in the first paycheck following July 1. Employees will be required to dress appropriately as provided by City policy.

ARTICLE XXXI  
**Savings Clause**

If any of the provisions contained within this instrument shall be held to contravene or be invalid under the laws of the State of Iowa or the laws of the United States of America, such contravention or invalidity shall not invalidate the whole agreement, but said agreement shall be construed as if not containing the particular provision or provisions held to be invalid, and the rights and obligations of the parties hereby shall be construed and enforced accordingly.

ARTICLE XXXII  
**Duration of Agreement**

This agreement shall be in full force and effect beginning July 1, 2020 and continuing through June 30, 2025.

ARTICLE XXXII  
**Definitions**

- 1. Seniority:** For purposes of this agreement, seniority shall be defined as continuous employment from date of hire. In computing seniority, all authorized compensated time off and leaves of absence for illness and injury shall be computed as continuous employment. i.e. Unpaid leaves in excess of 30 days change the seniority date, but do not negate past service.
- 2. Probationary Employment:** All new and promotional appointments shall be subject to 180 calendar days as a probation period, during which time an employee is to be evaluated, relative to performance and may be terminated without right to appeal.
- 3. Employee:** A person legally appointed to a regular full-time position in the City service.

\_\_\_\_\_  
City Manager  
City of Indianola

  
Business Manager  
Construction & Public Employees  
LiUNA Local 177

## Appendix A

Included in the General Unit of the City of Indianola all employees in the following classifications:

Foreman - Streets  
Operations Specialist – Streets  
Operations Specialist – Parks  
Parks and Recreation - Office Assistants  
Police Department Clerical Assistants  
Recreation Coordinator  
Water Pollution Control Operators  
Water Pollution Control Apprentice Operators

**Appendix B**

<b>CITY-UNION</b>	<b>Effective June 21,2020</b>					<b>3.00%</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
<b>Range 14</b>	34,503.98	36,229.86	38,040.50	39,942.75	41,939.89	
PD Clerical Assistant	16.588	17.418	18.289	19.203	20.163	
<b>Range 18</b>	41,959.53	44,057.62	46,261.07	48,573.33	51,002.39	
Recreation Coordinator	20.173	21.182	22.241	23.353	24.520	
<b>Range 19</b>		46,341.24	48,658.07	51,092.87		
Operations Specialist - Parks		22.279	23.393	24.564		
<b>Range 19 +</b>		47,381.24	49,698.07	52,132.87		
WPC Apprentice		22.779	23.893	25.064		
<b>Range 21</b>		51,152.46	53,709.53	56,395.39		
Operation Specialist - Streets		24.593	25.822	27.113		
<b>Range 21+</b>		52,192.46	54,749.53	57,435.39		
WPC Grade 1		25.093	26.322	27.613		
<b>Range 22+</b>	53,268.95	55,945.96	58,622.98	61,502.13		
WPC Grade 2	25.610	26.897	28.184	29.568		
<b>Range 23</b>		56,812.23	59,653.58	62,634.66		
Foreman - Streets		27.314	28.680	30.113		
<b>Range 24+</b>	58,606.95	61,484.95	64,506.11	67,680.73		
WPC Grade 3	28.176	29.560	31.013	32.539		
<b>Range 25+</b>	61,483.80	64,504.96	67,679.59	71,009.96		
WPC Grade 4	29.560	31.012	32.538	34.139		

\*Per contract beginning July 3, 2011 WPC employees will receive an additional \$.50/hour

**City-General Unit Laborers' Local #353      Effective June 21, 2020      3.00%**  
**Part-Time Employees**

	1	2	3	4	5
<b>Range 1</b>	13.488	14.160	14.868	15.613	16.382
P&R Office Assistant					
<b>Range 2</b>	15.698	16.479	17.298	18.166	18.961
PD Clerical					

Step increase with each anniversary. New hires - 1/2 step at 6mos of employment.

\*New scale due to bargaining unit amendment and inclusion of part-time staff as of July 1, 2013.

Meeting Date: 04/06/2020

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**Subject**

Prior and final approval on Urban Revitalization Designations.

**Information**

The following comprise a list of prior and final Urban Revitalization Designations. All paperwork is in order.

Prior:

- 600 N 17th St — was 1700 E Euclid Avenue — WJH LLC — SFD
- 602 N 17th St — WJH LLC — SFD
- 1500 E Euclid — WJH LLC — SFD
- 1502 E Euclid — WJH LLC — SFD
- 1504 E Euclid — WJH LLC — SFD
- 1606 E Euclid — WJH LLC — SFD
- 1704 E Euclid — WJH LLC — SFD
- 1706 E Euclid — WJH LLC — SFD
- 1708 E Euclid — WJH LLC — SFD
- 1710 E Euclid — WJH LLC — SFD
- 1800 E Euclid — WJH LLC — SFD

Final:

- 1014 S Y St — Christopher Darr — SFD

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 04/06/2020

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**Subject**

Resolution approving salaries.

**Information**

This action sets salaries per the personnel management guide, union contract and seasonal salaries. In your packet is the resolution with salaries.

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**Fiscal Impact**

**Attachments**

Resolution Approving Salaries

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**RESOLUTION 2020-  
APPROVING SALARIES**

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

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

Miranda Murphy, Seasonal Lifeguard Year 1, \$8.00/hour, effective March 13, 2020;

Faith Evans, Seasonal Lifeguard Year 1, \$8.00/hour, effective March 10, 2020;

Mallory Zimmerman, Seasonal Lifeguard Year 1, \$8.00/hour, effective March 13, 2020;

Alexis White, Seasonal Lifeguard Year 1, \$8.00/hour, effective March 13, 2020;

Seth Niccum, Seasonal Summer Street Labor from \$11.50/hour to \$12.00/hour, effective May 4, 2020.

Passed and approved on the 6 day of April 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

ATTEST:

\_\_\_\_\_  
Andrew J. Lent  
City Clerk / Finance Director

**Meeting Date:** 04/06/2020

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**Subject**

Claims on the computer printout for April 4, 2020.

**Information**

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**Fiscal Impact**

**Attachments**

Vendor Report 0406

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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>ADAMS DOOR COMPANY INC.</b>				
ADAMS DOOR COMPANY INC.	OVERHEAD DOOR WORK	01/27/2020	599.10	FIRE FUND
ADAMS DOOR COMPANY INC.	REPAIRS TO PD OVERHEAD GARAGE DOOR	02/28/2020	531.00	GENERAL FUND
Total ADAMS DOOR COMPANY INC.:			1,130.10	
<b>AGRILAND FS INC</b>				
AGRILAND FS INC	FIELD MARKING CHALK	03/11/2020	585.60	PARK & RECREATI
Total AGRILAND FS INC:			585.60	
<b>AHLERS &amp; COONEY P.C.</b>				
AHLERS & COONEY P.C.	CONNECTION FEE ANALYSIS	03/23/2020	3,067.50	SEWER FUND
Total AHLERS & COONEY P.C.:			3,067.50	
<b>AIR-CON MECHANICAL CORP.</b>				
AIR-CON MECHANICAL CORP.	SERVICE CALL	02/07/2020	409.73	LIBRARY FUND
AIR-CON MECHANICAL CORP.	HVAC REPAIR	02/13/2020	11,285.00	VEHICLE RESERV
AIR-CON MECHANICAL CORP.	WATER LEAK POLICE-ADMIN SIDE	03/13/2020	361.78	GENERAL FUND
AIR-CON MECHANICAL CORP.	CHANGE SINK & FAUCET IN GIRLS RESTRO	03/27/2020	861.95	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			12,918.46	
<b>ALBEE, DAVID</b>				
ALBEE, DAVID	REFUND OF DAMAGE DEPOSIT	03/17/2020	150.00	PARK & RECREATI
ALBEE, DAVID	REFUND OF PERMIT CHARGES	03/17/2020	200.00	PARK & RECREATI
Total ALBEE, DAVID:			350.00	
<b>ALLSUP, PAT</b>				
ALLSUP, PAT	CELL PHONE - MARCH	03/21/2020	50.00	POLICE FUND
Total ALLSUP, PAT:			50.00	
<b>AMAZON CAPITAL SERVICES</b>				
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	02/29/2020	16.97	POLICE FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	03/10/2020	21.98	GENERAL FUND
AMAZON CAPITAL SERVICES	SSD X5	03/16/2020	299.95	GENERAL FUND
AMAZON CAPITAL SERVICES	CREDIT-RETURNED MATERIALS FOR THINK	02/19/2020	31.95	PARK & RECREATI
AMAZON CAPITAL SERVICES	HDMI TO VGA ADAPTER X2; DP TO VGA ADA	03/08/2020	39.20	GENERAL FUND
AMAZON CAPITAL SERVICES	INSTANT COLD PACK	03/19/2020	167.12	PARK & RECREATI
Total AMAZON CAPITAL SERVICES:			513.27	
<b>AMERICAN BUSINESS PHONES</b>				
AMERICAN BUSINESS PHONES	PRI TO SIP	12/17/2019	182.00	GENERAL FUND
Total AMERICAN BUSINESS PHONES:			182.00	
<b>AUBERT'S TOWING</b>				
AUBERT'S TOWING	TOW - ABANDONED	02/21/2020	160.00	POLICE FUND
Total AUBERT'S TOWING:			160.00	
<b>AVESIS THIRD PARTY ADMINISTRATORS INC</b>				
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	9.98	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	4.51	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	19.96	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	16.98	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	19.00	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VIISON	03/27/2020	29.49	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	21.94	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	25.94	LIBRARY FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	40.43	ROAD USE TAX FU
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	36.43	SEWER FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	380.00	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	137.41	POLICE FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	11.87	FIRE FUND
AVESIS THIRD PARTY ADMINIS	VISION	03/27/2020	67.29	AMBULANCE FUN
Total AVESIS THIRD PARTY ADMINISTRATORS INC:			821.23	
<b>BAKER &amp; TAYLOR ENTERTAINMENT</b>				
BAKER & TAYLOR ENTERTAINM	DVD	02/05/2020	43.45	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD	02/11/2020	50.73	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD	02/20/2020	119.04	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD	02/27/2020	32.60	LIBRARY FUND
Total BAKER & TAYLOR ENTERTAINMENT:			245.82	
<b>BAKER AND TAYLOR</b>				
BAKER AND TAYLOR	BOOKS	02/05/2020	270.29	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	02/05/2020	14.53	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS - MEMORIAL FUND	02/10/2020	24.26	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS	02/10/2020	736.97	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	02/13/2020	466.96	LIBRARY FUND
BAKER AND TAYLOR	BOOKS - MEMORIAL FUND	02/13/2020	15.11	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS - MEMORIAL FUND	02/18/2020	150.09	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	02/21/2020	487.63	LIBRARY FUND
BAKER AND TAYLOR	BOOKS - MEMORIAL FUND	02/21/2020	30.23	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS	02/24/2020	15.68	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	02/26/2020	151.60	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	02/27/2020	801.06	LIBRARY FUND
Total BAKER AND TAYLOR:			3,164.41	
<b>BFG SUPPLY COMPANY</b>				
BFG SUPPLY COMPANY	PLANT SALE POTS	03/11/2020	208.74	PARK & RECREATI
Total BFG SUPPLY COMPANY:			208.74	
<b>BOB'S CUSTOM TROPHIES</b>				
BOB'S CUSTOM TROPHIES	POLICE JACKET PATCH	03/10/2020	10.00	POLICE FUND
Total BOB'S CUSTOM TROPHIES:			10.00	
<b>BRAVO GREATER DES MOINES</b>				
BRAVO GREATER DES MOINES	28E 2ND QTR PYMT FY20	03/06/2020	9,362.86	GENERAL FUND
Total BRAVO GREATER DES MOINES:			9,362.86	
<b>BRICK GENTRY P.C.</b>				
BRICK GENTRY P.C.	LEGAL SERVICE FEE	02/25/2020	555.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEE	02/25/2020	150.00	GENERAL FUND
BRICK GENTRY P.C.	PROSECUTIONS	02/25/2020	555.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total BRICK GENTRY P.C.:			1,260.00	
<b>BROWN, ALISON</b>				
BROWN, ALISON	MILEAGE	02/19/2020	33.47	LIBRARY FUND
Total BROWN, ALISON:			33.47	
<b>BRUENING ROCK PRODUCTS</b>				
BRUENING ROCK PRODUCTS	GRAVEL	02/29/2020	1,683.26	ROAD USE TAX FU
Total BRUENING ROCK PRODUCTS:			1,683.26	
<b>CDW GOVERNMENT INC</b>				
CDW GOVERNMENT INC	APC BACK-UP X5	02/28/2020	250.20	GENERAL FUND
CDW GOVERNMENT INC	MICROSOFT OFFICE X60	03/02/2020	5,131.80	VEHICLE RESERV
CDW GOVERNMENT INC	ERGONOMIC KEYBOARD X2	03/10/2020	76.00	GENERAL FUND
Total CDW GOVERNMENT INC:			5,458.00	
<b>CENGAGE LEARNING</b>				
CENGAGE LEARNING	BOOKS	02/05/2020	30.39	LIBRARY FUND
CENGAGE LEARNING	BOOKS	02/05/2020	88.77	LIBRARY FUND
CENGAGE LEARNING	BOOKS	02/06/2020	27.19	LIBRARY FUND
CENGAGE LEARNING	BOOKS	02/12/2020	24.79	LIBRARY FUND
CENGAGE LEARNING	BOOKS	02/19/2020	21.59	LIBRARY FUND
CENGAGE LEARNING	BOOKS	02/20/2020	25.59	LIBRARY FUND
CENGAGE LEARNING	BOOKS	02/27/2020	24.00	LIBRARY FUND
Total CENGAGE LEARNING:			242.32	
<b>CENTRAL IOWA PEST CONTROL SRVCS</b>				
CENTRAL IOWA PEST CONTRO	EXTERMINATOR	03/08/2020	150.00	GENERAL FUND
Total CENTRAL IOWA PEST CONTROL SRVCS:			150.00	
<b>CENTRAL PUMP &amp; MOTOR LLC</b>				
CENTRAL PUMP & MOTOR LLC	REPAIR MCCORD PUMP #2	03/04/2020	4,168.37	SEWER FUND
Total CENTRAL PUMP & MOTOR LLC:			4,168.37	
<b>CENTURYLINK</b>				
CENTURYLINK	PHONE BILL	02/22/2020	54.13	GENERAL FUND
Total CENTURYLINK:			54.13	
<b>CINTAS CORPORATION</b>				
CINTAS CORPORATION	FIRST AID BOX REFILL	03/11/2020	9.60	PARK & RECREATI
CINTAS CORPORATION	FIRST AID ITEMS	03/11/2020	48.23	ROAD USE TAX FU
CINTAS CORPORATION	BAND-AIDS	03/11/2020	17.16	PARK & RECREATI
CINTAS CORPORATION	STOCK FIRST AID KIT	03/24/2020	20.39	SEWER FUND
Total CINTAS CORPORATION:			95.38	
<b>CIRCLE B CASHWAY</b>				
CIRCLE B CASHWAY	MATERIALS TO INSTALL POOL PUMP	03/09/2020	153.89	CAPITAL PROJECT
CIRCLE B CASHWAY	MATERIALS TO INSTALL AIR LINES FOR HYD	03/18/2020	47.32	ROAD USE TAX FU
CIRCLE B CASHWAY	MAILBOX W ORCHARD	03/23/2020	47.72	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CIRCLE B CASHWAY:			248.93	
<b>CIRCUIT BREAKER SALES CO INC</b>				
CIRCUIT BREAKER SALES CO I	REBUILD LIFT STATION CIRCUIT BREAKER	02/27/2020	6,141.11	SEWER FUND
Total CIRCUIT BREAKER SALES CO INC:			6,141.11	
<b>CITY OF INDIANOLA - UTILITY</b>				
CITY OF INDIANOLA - UTILITY	UTILITIES MEMORIAL	02/28/2020	66.76	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES BARKER	02/25/2020	30.82	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES PICKARD	02/28/2020	143.07	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES MCCORD	02/28/2020	2.25	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - ACTIVITY CENTER	02/28/2020	622.22	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES DOWNEY	02/28/2020	30.52	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES 206 N 1st	02/28/2020	49.25	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	01/31/2020	69.10	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES, TOTAL N SEWER PLANT, DEMAN	02/28/2020	11,271.63	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	02/28/2020	5,568.76	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES SHOP	02/28/2020	459.59	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MARCH	02/28/2020	570.08	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES TRAIL	02/28/2020	24.00	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES 410 N JEFFERSON	02/28/2020	188.61	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	01/31/2020	232.38	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES YOUTH SOFTBALL	02/28/2020	95.26	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES ADULT SOFTBALL COMPLEX	02/28/2020	32.75	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES MOATS	02/28/2020	31.23	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	VMAC UTILITIES	02/28/2020	347.33	POOL (MEMORIAL)
CITY OF INDIANOLA - UTILITY	UTILITIES BUXTON	02/28/2020	146.87	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - LIBRARY	02/28/2020	990.65	LIBRARY FUND
Total CITY OF INDIANOLA - UTILITY:			20,968.63	
<b>CITY OF WEST DES MOINES</b>				
CITY OF WEST DES MOINES	TRAINING	03/11/2020	350.00	POLICE FUND
Total CITY OF WEST DES MOINES:			350.00	
<b>CNM OUTDOOR EQUIPMENT</b>				
CNM OUTDOOR EQUIPMENT	EQUIPMENT REPAIR	02/05/2020	140.61	POLICE FUND
CNM OUTDOOR EQUIPMENT	CHAIN FOR CHAINSAWS	03/11/2020	73.85	SEWER FUND
CNM OUTDOOR EQUIPMENT	BAR OIL FOR CHAINSAWS	03/11/2020	11.95	SEWER FUND
CNM OUTDOOR EQUIPMENT	CHAINSAW BAR	03/12/2020	50.54	SEWER FUND
CNM OUTDOOR EQUIPMENT	CHAPS	03/12/2020	98.95	SEWER FUND
CNM OUTDOOR EQUIPMENT	SHARPEN CHAINS - HANDLEBAR	03/16/2020	123.28	SEWER FUND
CNM OUTDOOR EQUIPMENT	HANDLEBAR & BRAKE HANDLE	03/20/2020	63.85	SEWER FUND
CNM OUTDOOR EQUIPMENT	CHAPS AND HELMET	03/20/2020	181.90	SEWER FUND
CNM OUTDOOR EQUIPMENT	CHAINS FOR POLESAW	03/24/2020	29.90	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			774.83	
<b>CONFLUENCE INC.</b>				
CONFLUENCE INC.	2020 STRATEGIC PLAN PAY #2	03/16/2020	6,163.35	GENERAL FUND
Total CONFLUENCE INC.:			6,163.35	
<b>CONVERGINT TECHNOLOGIES LLC</b>				
CONVERGINT TECHNOLOGIES	4 EXTRA BADGE DOORS (50% PYMT)	03/25/2020	3,316.15	VEHICLE RESERV

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CONVERGINT TECHNOLOGIES LLC:			3,316.15	
<b>CR SERVICES</b>				
CR SERVICES	KITCHEN TOWELS, EAR PLUGS, GLASS CLE	03/09/2020	82.41	ROAD USE TAX FU
CR SERVICES	T.P.; HANDSOAP, TRASH BAGS, ROLL TOWE	03/23/2020	239.58	PARK & RECREATI
CR SERVICES	T.P.; HANDSOAP, TRASH BAGS	03/23/2020	266.80	PARK & RECREATI
Total CR SERVICES:			588.79	
<b>CRAIG'S AUTOMOTIVE</b>				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR SUV #172	02/06/2020	990.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR CAR #161	02/18/2020	769.75	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR SUV #151	02/20/2020	40.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			1,799.75	
<b>CRYSTAL CLEAR WATER CO</b>				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	03/25/2020	8.50	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			8.50	
<b>DASH MEDICAL GLOVES</b>				
DASH MEDICAL GLOVES	DETECTIVE SUPPLIES	03/11/2020	218.44	POLICE FUND
Total DASH MEDICAL GLOVES:			218.44	
<b>DES MOINES AREA COMM COLLEGE</b>				
DES MOINES AREA COMM COL	ADULT RESP DISTRESS/MVC PT	02/25/2020	30.00	AMBULANCE FUN
DES MOINES AREA COMM COL	EMS CEH'S	03/12/2020	30.00	AMBULANCE FUN
Total DES MOINES AREA COMM COLLEGE:			60.00	
<b>DES MOINES REGISTER MEDIA</b>				
DES MOINES REGISTER MEDIA	PUBLIC HEARING NOTICE QM3	02/29/2020	42.62	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE - BOARDS & COMM	02/29/2020	33.18	GENERAL FUND
DES MOINES REGISTER MEDIA	MINUTES 1-21-2020	02/29/2020	340.11	GENERAL FUND
DES MOINES REGISTER MEDIA	CAMPGROUND ORDINANCE	02/29/2020	90.99	GENERAL FUND
DES MOINES REGISTER MEDIA	BOARDINGHOUSE ORDINANCE	02/29/2020	138.66	GENERAL FUND
DES MOINES REGISTER MEDIA	MICROBREWERIES ORDINANCE	02/29/2020	47.93	GENERAL FUND
DES MOINES REGISTER MEDIA	MINUTES 2-4-2020	02/29/2020	245.28	GENERAL FUND
DES MOINES REGISTER MEDIA	CLAIMS 2/18	02/29/2020	103.81	GENERAL FUND
DES MOINES REGISTER MEDIA	PAYROLL 1/5-1/18	02/29/2020	17.69	GENERAL FUND
DES MOINES REGISTER MEDIA	BOARDS AND COMMISSIONS ORDINANCE	02/29/2020	144.81	GENERAL FUND
DES MOINES REGISTER MEDIA	MINUTES 2/18	02/29/2020	310.90	GENERAL FUND
DES MOINES REGISTER MEDIA	MAX HEARING NOTICE	02/29/2020	172.18	GENERAL FUND
Total DES MOINES REGISTER MEDIA:			1,688.16	
<b>DIVERSIFIED INSPECTIONS INC</b>				
DIVERSIFIED INSPECTIONS IN	ANNUAL TRUCK INSPECTIONS - WPC	01/30/2020	295.00	SEWER FUND
Total DIVERSIFIED INSPECTIONS INC:			295.00	
<b>DOWNEY TIRE PROS</b>				
DOWNEY TIRE PROS	NEW TIRES-KUBOTA F3990 MOWER	03/11/2020	198.93	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DOWNEY TIRE PROS:			198.93	
<b>ELECTRICAL ENG &amp; EQUIP</b>				
ELECTRICAL ENG & EQUIP	GENERATOR SERVICE	02/11/2020	625.00	GENERAL FUND
Total ELECTRICAL ENG & EQUIP:			625.00	
<b>ELECTRONIC ENGINEERING CO</b>				
ELECTRONIC ENGINEERING C	EQUIPMENT REPAIR	02/27/2020	149.35	POLICE FUND
Total ELECTRONIC ENGINEERING CO:			149.35	
<b>EMBLEM ENTERPRISES INC</b>				
EMBLEM ENTERPRISES INC	UNIFORMS	03/23/2020	537.45	POLICE FUND
Total EMBLEM ENTERPRISES INC:			537.45	
<b>EVIDENT INC</b>				
EVIDENT INC	DETECTIVE SUPPLIES	02/28/2020	321.75	POLICE FUND
EVIDENT INC	DETECTIVE SUPPLIES	03/09/2020	48.00	POLICE FUND
Total EVIDENT INC:			369.75	
<b>FIRSTNET</b>				
FIRSTNET	PHONES FOR DEPT	02/19/2020	405.05	AMBULANCE FUN
Total FIRSTNET:			405.05	
<b>FORMATION GROUP</b>				
FORMATION GROUP	FRONT OFFICE/BUNK AREA PAY #7	12/31/2019	2,578.82	VEHICLE RESERV
Total FORMATION GROUP:			2,578.82	
<b>GALLS LLC</b>				
GALLS LLC	UNIFORMS - ORTLUND	02/24/2020	699.00	POLICE FUND
GALLS LLC	UNIFORMS	03/17/2020	44.99	AMBULANCE FUN
GALLS LLC	UNIFORMS-VEST-MARSHALL	03/17/2020	699.00	POLICE FUND
GALLS LLC	PROTECTIVE BOOTS	03/20/2020	134.95	FIRE FUND
Total GALLS LLC:			1,577.94	
<b>GREATER DM CONVENTION &amp; VISITORS BUREAU</b>				
GREATER DM CONVENTION &	2ND QTR PAYMENT FY20	03/06/2020	9,362.86	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			9,362.86	
<b>H &amp; W RECYCLING</b>				
H & W RECYCLING	ELECTRONICS RECYCLING-SPRING	03/10/2020	585.00	GENERAL FUND
Total H & W RECYCLING:			585.00	
<b>HADRONEX INC</b>				
HADRONEX INC	ANNUAL SMARTCOVER WARRANTY	03/26/2020	3,579.00	SEWER FUND
Total HADRONEX INC:			3,579.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
HARRISON TRUCK CENTERS				
HARRISON TRUCK CENTERS	REPLACE SUSPENSION	01/30/2020	647.00	ROAD USE TAX FU
Total HARRISON TRUCK CENTERS:			647.00	
<b>HART, NORMAN</b>				
HART, NORMAN	WELLNESS - JAN & FEB	03/03/2020	50.00	SEWER FUND
HART, NORMAN	MILEAGE IAWEA CONF	03/11/2020	114.10	SEWER FUND
Total HART, NORMAN:			164.10	
<b>HAWKINS, ROB</b>				
HAWKINS, ROB	CELL PHONE 2/26/2020-3/25/2020	03/28/2020	50.00	POLICE FUND
Total HAWKINS, ROB:			50.00	
<b>HOME BUILDERS ASSOC. OF GREATER DSM</b>				
HOME BUILDERS ASSOC. OF G	BUILD MY FUTURE EXHIBITOR	03/09/2020	500.00	ROAD USE TAX FU
Total HOME BUILDERS ASSOC. OF GREATER DSM:			500.00	
<b>HR GREEN INC</b>				
HR GREEN INC	ON CALL SERVICES	03/27/2020	970.88	SEWER CAPITAL P
HR GREEN INC	ON CALL SERVICES	03/27/2020	44,192.43	WWTP FACILITY C
Total HR GREEN INC:			45,163.31	
<b>HUTCHINSON SALT CO. INC.</b>				
HUTCHINSON SALT CO. INC.	SALT	03/04/2020	5,710.79	ROAD USE TAX FU
Total HUTCHINSON SALT CO. INC.:			5,710.79	
<b>HYDRO KLEAN</b>				
HYDRO KLEAN	REPAIR 14 MANHOLES	03/26/2020	28,194.50	SEWER CAPITAL P
Total HYDRO KLEAN:			28,194.50	
<b>HY-VEE</b>				
HY-VEE	PAST DUE	03/10/2020	45.00	GENERAL FUND
HY-VEE	PAST DUE	03/10/2020	45.00	PARK & RECREATI
Total HY-VEE:			90.00	
<b>INDIANOLA COUNTRY CLUB</b>				
INDIANOLA COUNTRY CLUB	REFUND INTEREST ON ICC LAND	03/27/2020	190.20	GENERAL FUND
Total INDIANOLA COUNTRY CLUB:			190.20	
<b>INDIANOLA MUNICIPAL UTILITIES</b>				
INDIANOLA MUNICIPAL UTILITIE	PHONE 12/2019 - 2/2020	02/01/2020	1,242.28	GENERAL FUND
INDIANOLA MUNICIPAL UTILITIE	INTERNET 12/2019 - 2/2020	02/01/2020	393.61	GENERAL FUND
INDIANOLA MUNICIPAL UTILITIE	PHONE 3/2020	03/01/2020	752.16	GENERAL FUND
INDIANOLA MUNICIPAL UTILITIE	INTERNET 3/2020	03/01/2020	142.00	GENERAL FUND
Total INDIANOLA MUNICIPAL UTILITIES:			2,530.05	
<b>INDIANOLA YMCA</b>				
INDIANOLA YMCA	FUN NIGHT RENTAL	03/09/2020	500.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total INDIANOLA YMCA:			500.00	
<b>INDOFF INCORPORATED</b>				
INDOFF INCORPORATED	LABELING TAPE	02/24/2020	70.18	FIRE FUND
INDOFF INCORPORATED	TUMBLERS FOR EMPLOYEE ENGAGEMENT	02/29/2020	178.00	GENERAL FUND
INDOFF INCORPORATED	OFFICE SUPPLIES	03/09/2020	36.08	GENERAL FUND
Total INDOFF INCORPORATED:			284.26	
<b>IOWA ONE CALL</b>				
IOWA ONE CALL	LOCATES	03/12/2020	223.20	SEWER FUND
Total IOWA ONE CALL:			223.20	
<b>IOWA PRISON INDUSTRIES</b>				
IOWA PRISON INDUSTRIES	STREET SIGNS	03/11/2020	251.68	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			251.68	
<b>IOWA SIGNAL INC.</b>				
IOWA SIGNAL INC.	HANDHOLE RING DAMAGE	02/27/2020	275.00	ROAD USE TAX FU
Total IOWA SIGNAL INC.:			275.00	
<b>JV TRUCKING LLC</b>				
JV TRUCKING LLC	HAUL GRAVEL	02/27/2020	1,116.85	ROAD USE TAX FU
Total JV TRUCKING LLC:			1,116.85	
<b>KEYSTONE LABORATORIES INC</b>				
KEYSTONE LABORATORIES IN	MONTHLY LAB TESTS	03/12/2020	1,095.20	SEWER FUND
Total KEYSTONE LABORATORIES INC:			1,095.20	
<b>KOCH BROTHERS</b>				
KOCH BROTHERS	ACTIVITY CENTER LOBBY FURNITURE	03/18/2020	9,046.88	PARK & REC SPEC
Total KOCH BROTHERS:			9,046.88	
<b>LAWSON PRODUCTS</b>				
LAWSON PRODUCTS	BOLTS	03/02/2020	30.12	ROAD USE TAX FU
LAWSON PRODUCTS	HYD FITTING PRESS	03/13/2020	1,500.00	ROAD USE TAX FU
LAWSON PRODUCTS	HYD FITTING & HOSE	03/13/2020	1,227.32	ROAD USE TAX FU
Total LAWSON PRODUCTS:			2,757.44	
<b>LIBRARY FURNITURE INTERNATIONAL INC</b>				
LIBRARY FURNITURE INTERNA	SHELVING	02/17/2020	814.00	LIBRARY FUND
LIBRARY FURNITURE INTERNA	SHELVING	02/17/2020	5,048.00	LIBRARY SPECIAL
Total LIBRARY FURNITURE INTERNATIONAL INC:			5,862.00	
<b>LOGAN CONTRACTORS SUPPLY INC.</b>				
LOGAN CONTRACTORS SUPPL	MASONARY DRILL BIT	01/30/2020	7.95	ROAD USE TAX FU
Total LOGAN CONTRACTORS SUPPLY INC.:			7.95	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>MAHASKA COMMUNICATION GROUP</b>				
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICE	03/01/2020	32.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICE	03/01/2020	23.30	GENERAL FUND
Total MAHASKA COMMUNICATION GROUP:			55.90	
<b>MCCOY HARDWARE INC</b>				
MCCOY HARDWARE INC	HARDWARE	02/25/2020	32.42	POLICE FUND
MCCOY HARDWARE INC	DUMP-BRUSH FACILITY SHED WORK	03/09/2020	23.85	GENERAL FUND
MCCOY HARDWARE INC	DUMP	03/09/2020	17.53	GENERAL FUND
MCCOY HARDWARE INC	TORX BITS - POOL	03/09/2020	4.12	SEWER FUND
MCCOY HARDWARE INC	BATTERIES	03/09/2020	21.59	SEWER FUND
MCCOY HARDWARE INC	U-CLAMPS FOR WEATHER STATION	03/10/2020	5.02	SEWER FUND
MCCOY HARDWARE INC	FOAM SEALANT	03/11/2020	81.49	GENERAL FUND
MCCOY HARDWARE INC	DFI OUTLET #35	03/12/2020	24.29	ROAD USE TAX FU
MCCOY HARDWARE INC	DISINFECTANT SPRAYS FOR CLERK/FINAN	03/12/2020	17.97	GENERAL FUND
MCCOY HARDWARE INC	BOLTS & NUTS FOR POOL	03/16/2020	27.03	SEWER FUND
MCCOY HARDWARE INC	SHOP MATERIALS	03/18/2020	25.49	ROAD USE TAX FU
MCCOY HARDWARE INC	SHOP SUPPLIES	03/18/2020	8.80	ROAD USE TAX FU
MCCOY HARDWARE INC	O-RINGS	03/19/2020	2.65	POOL (MEMORIAL)
MCCOY HARDWARE INC	SUPPLIES	03/06/2020	3.41	POLICE FUND
MCCOY HARDWARE INC	KEYS FOR BRUSH FACILITY	03/04/2020	11.35	GENERAL FUND
MCCOY HARDWARE INC	2" PVC COUPLER & MALE ADAPTER	03/19/2020	4.75	PARK & RECREATI
MCCOY HARDWARE INC	CITY CLEANING EXTRA KEY	03/20/2020	18.54	GENERAL FUND
Total MCCOY HARDWARE INC:			330.30	
<b>MEDTRAK SERVICES</b>				
MEDTRAK SERVICES	411 RX	03/15/2020	83.95	POLICE FUND
Total MEDTRAK SERVICES:			83.95	
<b>METLIFE - GROUP BENEFITS</b>				
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	86.42	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	210.48	LIBRARY FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	1,425.00	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	1,016.98	POLICE FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	74.58	FIRE FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	422.61	AMBULANCE FUN
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	185.77	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	161.70	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	20.57	GENERAL FUND
METLIFE - GROUP BENEFITS	DENATL	03/27/2020	172.84	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	173.41	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	127.56	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	317.47	ROAD USE TAX FU
METLIFE - GROUP BENEFITS	DENTAL	03/27/2020	293.55	SEWER FUND
Total METLIFE - GROUP BENEFITS:			4,688.94	
<b>METRO WASTE AUTHORITY</b>				
METRO WASTE AUTHORITY	COMPOST FOR BACK	03/24/2020	149.60	ROAD USE TAX FU
Total METRO WASTE AUTHORITY:			149.60	
<b>MID AMERICAN ENERGY CO.</b>				
MID AMERICAN ENERGY CO.	ENERGY BILL	02/20/2020	68.33	POLICE FUND
MID AMERICAN ENERGY CO.	NATURAL GAS	02/20/2020	319.87	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MID AMERICAN ENERGY CO.	125931-25003 N HWY 65/69 ENTRANCE SIGN	03/16/2020	12.29	GENERAL FUND
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	03/16/2020	128.61	GENERAL FUND
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	03/19/2020	78.07	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	03/19/2020	42.09	SEWER FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	03/23/2020	65.93	SEWER FUND
MID AMERICAN ENERGY CO.	UTILITIES	03/23/2020	97.83	FIRE FUND
MID AMERICAN ENERGY CO.	GAS - SHOP	03/23/2020	144.56	PARK & RECREATI
MID AMERICAN ENERGY CO.	GAS - SHOP	03/23/2020	130.35	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	UTILITIES	03/24/2020	11.75	FIRE FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	03/24/2020	714.00	GENERAL FUND
Total MID AMERICAN ENERGY CO.:			1,813.68	
<b>MILLER ELECTRIC SERVICES</b>				
MILLER ELECTRIC SERVICES	REPLACE 4 SPRAYBAY LIGHTS	02/28/2020	1,610.00	ROAD USE TAX FU
Total MILLER ELECTRIC SERVICES:			1,610.00	
<b>MUNICIPAL SUPPLY INC</b>				
MUNICIPAL SUPPLY INC	POOL PUMP INSTALLATION PARTS	03/13/2020	140.65	CAPITAL PROJECT
Total MUNICIPAL SUPPLY INC:			140.65	
<b>MUTUAL OF OMAHA</b>				
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	957.45	POLICE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	88.23	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - ADJ	03/27/2020	5.58	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	499.96	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - ADJ	03/27/2020	31.62	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	202.60	ROAD USE TAX FU
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	135.30	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	157.49	LIBRARY FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	225.85	SEWER FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	1,069.63	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	45.04	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	81.90	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	87.75	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - ADJ	03/27/2020	86.89	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	127.23	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	198.22	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	03/27/2020	49.63	GENERAL FUND
Total MUTUAL OF OMAHA:			3,876.59	
<b>NAPA AUTO PARTS</b>				
NAPA AUTO PARTS	UNIT 9 - PARTS	10/24/2019	32.94	ROAD USE TAX FU
Total NAPA AUTO PARTS:			32.94	
<b>NATIONAL PEN CO LLC</b>				
NATIONAL PEN CO LLC	SERVICE FEE	11/22/2019	17.72	FIRE FUND
Total NATIONAL PEN CO LLC:			17.72	
<b>NOLASOFT DEVELOPMENT</b>				
NOLASOFT DEVELOPMENT	WEBSITE FORWARDING CITYOFINDIANOLA.	02/01/2020	45.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total NOLASOFT DEVELOPMENT:			45.00	
<b>NORWALK READY-MIXED CONCRETE</b>				
NORWALK READY-MIXED CON	CONCRETE TO FILL SINK HOLE	03/05/2020	97.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			97.00	
<b>ON TRACK CONSTRUCTION</b>				
ON TRACK CONSTRUCTION	RETAINAGE FOR W 15th SEWER	08/15/2019	5,073.40	SEWER CAPITAL P
Total ON TRACK CONSTRUCTION:			5,073.40	
<b>O'REILLY AUTO PARTS</b>				
O'REILLY AUTO PARTS	SUPPLIES	02/20/2020	13.74	POLICE FUND
O'REILLY AUTO PARTS	RETURN - INVOICE 337-114612	03/02/2020	15.71	ROAD USE TAX FU
O'REILLY AUTO PARTS	HYD FITTINGS #2	03/05/2020	113.68	ROAD USE TAX FU
O'REILLY AUTO PARTS	SUPPLIES	03/06/2020	14.98	POLICE FUND
O'REILLY AUTO PARTS	HYD FITTING 1	03/09/2020	30.55	ROAD USE TAX FU
O'REILLY AUTO PARTS	DRUM WRENCH/WELDING LUBE	03/10/2020	28.18	ROAD USE TAX FU
O'REILLY AUTO PARTS	REGULATOR/BUSHING	03/10/2020	48.36	ROAD USE TAX FU
O'REILLY AUTO PARTS	RETURN OF HYDRO FITTING	03/10/2020	30.55	ROAD USE TAX FU
O'REILLY AUTO PARTS	HYD FILTER	03/11/2020	55.36	ROAD USE TAX FU
O'REILLY AUTO PARTS	RUBBER GLOVES	03/16/2020	83.94	ROAD USE TAX FU
O'REILLY AUTO PARTS	SUPPLIES	03/16/2020	19.99	POLICE FUND
O'REILLY AUTO PARTS	4WAY CONNECTOR -TRAILER LIGHTS #11	03/16/2020	3.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	OIL FILTERS	03/18/2020	10.60	PARK & RECREATI
O'REILLY AUTO PARTS	OIL FILTERS	03/19/2020	8.60	PARK & RECREATI
O'REILLY AUTO PARTS	RETURN OIL FILTERS - INVOICE 337-119917	03/19/2020	10.60	PARK & RECREATI
O'REILLY AUTO PARTS	#26 SWEEPER AIR FILTER	03/25/2020	32.06	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			407.17	
<b>PARK SEED WHOLESAL</b>				
PARK SEED WHOLESAL	SEEDS	02/24/2020	7.74	PARK & RECREATI
Total PARK SEED WHOLESAL:			7.74	
<b>PAYETTE, AARON</b>				
PAYETTE, AARON	WELLNESS MARCH 2020	03/03/2020	15.00	FIRE FUND
Total PAYETTE, AARON:			15.00	
<b>PER MAR SECURITY</b>				
PER MAR SECURITY	ACTIVITY CENTER FIRE ALARM MONITORIN	03/08/2020	143.70	PARK & RECREATI
Total PER MAR SECURITY:			143.70	
<b>PHILIPS MEDICAL CAPITAL</b>				
PHILIPS MEDICAL CAPITAL	CARDIAC MONITORS	03/07/2020	67.41	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			67.41	
<b>PIERCE BROTHERS REPAIR</b>				
PIERCE BROTHERS REPAIR	PARTS FOR UNIT #35	03/16/2020	9.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			9.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
PINE VALLEY INSPECTIONS/CONSULTING LLC				
PINE VALLEY INSPECTIONS/CO	CONSULTING	03/22/2020	910.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			910.00	
<b>PITNEY BOWES</b>				
PITNEY BOWES	SUPPLIES	03/12/2020	84.99	GENERAL FUND
PITNEY BOWES	QUARTERLY RENTAL	03/11/2020	153.57	GENERAL FUND
Total PITNEY BOWES:			238.56	
<b>PLEXA</b>				
PLEXA	ANNUAL MEMBERSHIP 2020	03/09/2020	20.00	POLICE FUND
Total PLEXA:			20.00	
<b>PROSCREENING LLC</b>				
PROSCREENING LLC	DRIVING RECORDS-FICKEN	03/15/2020	50.30	AMBULANCE FUN
Total PROSCREENING LLC:			50.30	
<b>PURCHASE POWER</b>				
PURCHASE POWER	POSTAGE	03/25/2020	500.00	GENERAL FUND
Total PURCHASE POWER:			500.00	
<b>R1 ADVANCED DATA PROCESSING INC</b>				
R1 ADVANCED DATA PROCESSI	FEB 2020 BILLING	03/26/2020	3,538.15	AMBULANCE FUN
Total R1 ADVANCED DATA PROCESSING INC:			3,538.15	
<b>RAY'S WINDOW CLEANING</b>				
RAY'S WINDOW CLEANING	ACTIVITY CENTER WINDOW CLEANING	03/05/2020	60.00	PARK & RECREATI
Total RAY'S WINDOW CLEANING:			60.00	
<b>RECORDED BOOKS INC</b>				
RECORDED BOOKS INC	REBATE	01/21/2020	44.55	LIBRARY FUND
RECORDED BOOKS INC	REBATE	01/21/2020	44.55	LIBRARY FUND
RECORDED BOOKS INC	E-BOOKS	02/05/2020	55.00	LIBRARY FUND
RECORDED BOOKS INC	E-AUDIO	02/06/2020	76.00	LIBRARY FUND
RECORDED BOOKS INC	E-AUDIO	02/26/2020	95.00	LIBRARY FUND
RECORDED BOOKS INC	E-BOOKS	02/26/2020	55.00	LIBRARY FUND
RECORDED BOOKS INC	E-AUDIO	03/04/2020	98.10	LIBRARY FUND
Total RECORDED BOOKS INC:			290.00	
<b>RELIABLE MAINTENANCE CO.</b>				
RELIABLE MAINTENANCE CO.	JANITORIAL SERVICES	02/25/2020	1,100.00	LIBRARY FUND
Total RELIABLE MAINTENANCE CO.:			1,100.00	
<b>SANDRY FIRE SUPPLY LLC</b>				
SANDRY FIRE SUPPLY LLC	PPE - FIRE GLOVES	03/10/2020	267.60	FIRE FUND
SANDRY FIRE SUPPLY LLC	5" HOSE END	03/21/2020	103.25	FIRE FUND
SANDRY FIRE SUPPLY LLC	DRIP CAN/TORCH	03/22/2020	195.15	FIRE FUND
SANDRY FIRE SUPPLY LLC	PPE - SUSPENDERS	03/23/2020	117.09	FIRE FUND
SANDRY FIRE SUPPLY LLC	CAL-GAS	03/25/2020	223.00	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
SANDRY FIRE SUPPLY LLC	O2-O-RINGS	03/26/2020	24.55	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			930.64	
<b>SCHIMBERG CO</b>				
SCHIMBERG CO	PRO RINGS	03/09/2020	318.65	SEWER FUND
Total SCHIMBERG CO:			318.65	
<b>SECURE CONTENT TECHNOLOGIES LTD</b>				
SECURE CONTENT TECHNOLO	SOPHOS UPGRADE	03/06/2020	6,828.00	GENERAL FUND
Total SECURE CONTENT TECHNOLOGIES LTD:			6,828.00	
<b>SHER, BRIAN</b>				
SHER, BRIAN	CELL PHONE 1/23/20 - 2/22/20	03/13/2020	50.00	POLICE FUND
Total SHER, BRIAN:			50.00	
<b>SIMPSON COLLEGE</b>				
SIMPSON COLLEGE	STRATEGIC PLAN-ROOM RENTAL 1/30/20	03/19/2020	100.00	GENERAL FUND
Total SIMPSON COLLEGE:			100.00	
<b>SIRCHIE FINGERPRINT LAB</b>				
SIRCHIE FINGERPRINT LAB	DETECTIVE SUPPLIES	02/27/2020	319.51	POLICE FUND
SIRCHIE FINGERPRINT LAB	DETECTIVE SUPPLIES	02/28/2020	126.13	POLICE FUND
Total SIRCHIE FINGERPRINT LAB:			445.64	
<b>SNYDER &amp; ASSOCIATES INC</b>				
SNYDER & ASSOCIATES INC	SCOOTERS COFFEE SITE PLAN REVIEW	03/17/2020	138.00	GENERAL FUND
SNYDER & ASSOCIATES INC	TRAFFIC SIGNAL TIMING UPDATE	03/20/2020	6,164.50	STREET CAPITAL
SNYDER & ASSOCIATES INC	IOWA AVE PAVING 15th ST	03/17/2020	16,965.93	STREET CAPITAL
SNYDER & ASSOCIATES INC	MISC SERVICES	03/18/2020	423.35	GENERAL FUND
SNYDER & ASSOCIATES INC	STREET ISSUES	03/18/2020	180.00	ROAD USE TAX FU
SNYDER & ASSOCIATES INC	SIGN INVENTORY ASSISTANCE	03/18/2020	791.20	STREET CAPITAL
Total SNYDER & ASSOCIATES INC:			24,662.98	
<b>SODEXO INC &amp; AFFILIATES</b>				
SODEXO INC & AFFILIATES	AWARDS BANQUET DINNER	03/12/2020	1,585.92	GENERAL FUND
Total SODEXO INC & AFFILIATES:			1,585.92	
<b>SPRINGER PROFESSIONAL HOME SERVICES</b>				
SPRINGER PROFESSIONAL HO	PEST CONTROL	02/11/2020	79.00	LIBRARY FUND
Total SPRINGER PROFESSIONAL HOME SERVICES:			79.00	
<b>T.R.M. DISPOSAL LLC</b>				
T.R.M. DISPOSAL LLC	GARBAGE BILL	02/24/2020	17.00	POLICE FUND
T.R.M. DISPOSAL LLC	TRASH REMOVAL	02/24/2020	97.00	LIBRARY FUND
T.R.M. DISPOSAL LLC	ACCT #1506 TRASH	03/24/2020	85.00	GENERAL FUND
T.R.M. DISPOSAL LLC	ACCT#583 TRASH-NORTH PLANT	03/26/2020	82.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT#583 TRASH-SOUTH PLANT	03/26/2020	54.00	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total T.R.M. DISPOSAL LLC:			335.00	
<b>THEISEN'S</b>				
THEISEN'S	PAINTING PROJECT	01/08/2020	34.99	CAPITAL PROJECT
THEISEN'S	MOTOR OIL	03/09/2020	71.76	PARK & RECREATI
THEISEN'S	WINDEX	03/09/2020	5.99	PARK & RECREATI
THEISEN'S	AIR REGULATOR	03/10/2020	51.80	ROAD USE TAX FU
THEISEN'S	HYDRO FITTINGS #44	03/10/2020	11.18	ROAD USE TAX FU
THEISEN'S	CART	03/11/2020	88.99	GENERAL FUND
THEISEN'S	BATTERIES FOR POWER TOOLS	03/11/2020	204.00	ROAD USE TAX FU
THEISEN'S	SLEEVE ADAPTER	03/13/2020	19.99	ROAD USE TAX FU
THEISEN'S	HYDRO HOSE CRIMPER	03/23/2020	37.96	ROAD USE TAX FU
THEISEN'S	RETURN HOSE CRIMPER PARTS	03/24/2020	5.99	ROAD USE TAX FU
THEISEN'S	MATERIALS FOR SHOP	03/24/2020	40.22	ROAD USE TAX FU
THEISEN'S	GLOVES	03/25/2020	27.98	PARK & RECREATI
Total THEISEN'S:			588.87	
<b>TITAN MACHINERY</b>				
TITAN MACHINERY	TRANSMISSION INSPECTION @#27	02/12/2020	1,227.95	ROAD USE TAX FU
TITAN MACHINERY	UNIT 27 RETURN PARTS-NO LONGER HAVE	03/09/2020	210.60	ROAD USE TAX FU
Total TITAN MACHINERY:			1,017.35	
<b>TRANSUNION RISK AND ALTERNATIVE</b>				
TRANSUNION RISK AND ALTER	MISC. CONTRACTUAL	03/01/2020	100.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			100.00	
<b>TRUENORTH COMPANIES LC</b>				
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING COMMUNIT	03/26/2020	33.34	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING P&R ADMIN	03/26/2020	33.33	PARK & RECREATI
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING CITY ADMIN	03/26/2020	33.33	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING STREETS	03/26/2020	33.34	ROAD USE TAX FU
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING SEWER	03/26/2020	33.33	SEWER FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING POLICE	03/26/2020	33.33	POLICE FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING FIRE	03/26/2020	33.33	FIRE FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETIN LIBRARY	03/26/2020	33.33	LIBRARY FUND
Total TRUENORTH COMPANIES LC:			266.66	
<b>U.S. CELLULAR</b>				
U.S. CELLULAR	CELL PHONES - 2 SEWER	02/12/2020	86.97	SEWER FUND
U.S. CELLULAR	CELL PHONE - FIRE DEPT	02/12/2020	58.36	AMBULANCE FUN
U.S. CELLULAR	CELL PHONES - 3 STREET	02/12/2020	69.14	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE - PARK	02/12/2020	28.16	PARK & RECREATI
U.S. CELLULAR	CELL PHONE FIRE DEPT	03/12/2020	91.10	AMBULANCE FUN
U.S. CELLULAR	CELL PHONES - 3 STREET	03/12/2020	69.14	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE - PARK	03/12/2020	28.16	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2 SEWER	03/12/2020	86.97	SEWER FUND
Total U.S. CELLULAR:			518.00	
<b>UPHDM OCCUPATIONAL MEDICINE</b>				
UPHDM OCCUPATIONAL MEDIC	DRUG SCREEN	02/28/2020	53.00	ROAD USE TAX FU
UPHDM OCCUPATIONAL MEDIC	DRUG SCREEN	02/28/2020	88.00	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total UPHDM OCCUPATIONAL MEDICINE:			141.00	
<b>VANDERPOOL CONSTRUCTION</b>				
VANDERPOOL CONSTRUCTION	ROCK FOR FARM SITE DRIVEWAY	03/17/2020	1,656.75	SEWER FUND
Total VANDERPOOL CONSTRUCTION:			1,656.75	
<b>VERIZON WIRELESS</b>				
VERIZON WIRELESS	PHONE REIMBURSEMENT	03/08/2020	75.00	GENERAL FUND
VERIZON WIRELESS	DATA	02/15/2020	398.63	POLICE FUND
VERIZON WIRELESS	DATA	03/15/2020	398.61	POLICE FUND
Total VERIZON WIRELESS:			872.24	
<b>WALTERS GARDENS INC.</b>				
WALTERS GARDENS INC.	PLANT SALE	03/09/2020	203.01	PARK & RECREATI
Total WALTERS GARDENS INC.:			203.01	
<b>WARREN COUNTY OIL</b>				
WARREN COUNTY OIL	HYDRO FLUID	03/11/2020	517.00	ROAD USE TAX FU
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	97.54	GENERAL FUND
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	501.49	FIRE FUND
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	765.09	AMBULANCE FUN
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	1,635.92	POLICE FUND
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	296.89	PARK & RECREATI
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	51.13	PARK & RECREATI
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	1,199.96	ROAD USE TAX FU
WARREN COUNTY OIL	FUEL DISTRIBUTION	03/05/2020	411.06	SEWER FUND
Total WARREN COUNTY OIL:			5,476.08	
<b>WARREN COUNTY SHERIFF</b>				
WARREN COUNTY SHERIFF	PRISONER FEES FEB 2020	03/09/2020	1,530.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			1,530.00	
<b>WASTE MANAGEMENT OF IOWA</b>				
WASTE MANAGEMENT OF IOW	GARBAGE SERVICE	02/27/2020	72.94	ROAD USE TAX FU
Total WASTE MANAGEMENT OF IOWA:			72.94	
<b>WELLER, BART</b>				
WELLER, BART	MILEAGE 2/2/20 - 3/6/20	03/06/2020	163.30	ROAD USE TAX FU
WELLER, BART	MILEAGE 3/9/20 - 3/13/20	03/13/2020	163.30	ROAD USE TAX FU
WELLER, BART	MILEAGE	03/20/2020	163.30	ROAD USE TAX FU
WELLER, BART	MILEAGE	03/27/2020	122.48	ROAD USE TAX FU
Total WELLER, BART:			612.38	
<b>WELLS FARGO CCER</b>				
WELLS FARGO CCER	Pos Supply Solutionsprinter paper for cars	02/28/2020	239.95	POLICE FUND
WELLS FARGO CCER	Amzn Mktp Us Kc7ot5pz3DVD	02/27/2020	5.00	LIBRARY FUND
WELLS FARGO CCER	Iowa Dnr SalesDeposit for Sustainability Fair -	02/28/2020	500.00	GENERAL FUND
WELLS FARGO CCER	IndianolacountryclubLunch meeting/interview	02/28/2020	44.03	GENERAL FUND
WELLS FARGO CCER	TheisenS #21Return of gloves to Theisens to pu	02/27/2020	107.00-	ROAD USE TAX FU
WELLS FARGO CCER	Mood PandoraHold music	02/27/2020	26.95	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	Wal-Mart #1491Office supplies	02/27/2020	26.59	LIBRARY FUND
WELLS FARGO CCER	Quill Corporationtoner for clerical printer	02/27/2020	79.98	POLICE FUND
WELLS FARGO CCER	Aed SuperstoreAed supplies	02/26/2020	220.00	POLICE FUND
WELLS FARGO CCER	Walmart.Com 8009666546Indoor Playground R	02/26/2020	81.99-	PARK & RECREATI
WELLS FARGO CCER	Walmart.Com 8009666546Indoor Playground R	02/26/2020	81.99-	PARK & RECREATI
WELLS FARGO CCER	Walmart.Com 8009666546Indoor Playground R	02/26/2020	81.99-	PARK & RECREATI
WELLS FARGO CCER	Graphic Controls AcquisitShipping for EMS Sup	02/26/2020	16.20	AMBULANCE FUN
WELLS FARGO CCER	Wal-Mart #1491Clip boards for Think Spring Ga	02/26/2020	36.48	PARK & RECREATI
WELLS FARGO CCER	Paypal lasroIASRO Conference for SRO Hack	02/26/2020	150.00	POLICE FUND
WELLS FARGO CCER	Gotprint.ComPickard sponsor banners	02/26/2020	713.47	PARK & RECREATI
WELLS FARGO CCER	Amazon.Com 4i6l73643 Amzn65022- DVDs	02/17/2020	50.91	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us Kc7ot5pz3Family program	02/27/2020	26.99	LIBRARY FUND
WELLS FARGO CCER	Walmart.Com 8009666546detective tool carts	02/17/2020	221.36	POLICE FUND
WELLS FARGO CCER	Amazon.Com Xm3ij3gj3 AmznDetective flashlig	02/17/2020	192.54	POLICE FUND
WELLS FARGO CCER	Boot Barn #282Safety Sweatshirts	02/17/2020	359.95	SEWER FUND
WELLS FARGO CCER	Hy-Vee Indianola 1271Food for Saturday Counc	02/17/2020	12.69	GENERAL FUND
WELLS FARGO CCER	Vispronetoffice flag	02/17/2020	98.25	POLICE FUND
WELLS FARGO CCER	Graphic Controls AcquisitAmbulance Supply - A	02/26/2020	220.00	AMBULANCE FUN
WELLS FARGO CCER	Meskwaki Food & Beveratraining at Mesquawki	02/03/2020	33.14	POLICE FUND
WELLS FARGO CCER	Amzn Mktp Us Dg8xx4s8365070- Felt bulletin b	02/03/2020	19.78	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us Q54qa1zp365060- office supplie	02/03/2020	18.84	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us Q54qa1zp365070- covering sup	02/03/2020	18.77	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us S65585f3Board game collection	02/03/2020	66.71	LIBRARY FUND
WELLS FARGO CCER	Amazon.Com Se6wo1lo3 Amzn65070- door sto	02/17/2020	12.35	LIBRARY FUND
WELLS FARGO CCER	Adobe 800-833-6687monthly software subscri	02/03/2020	52.99	PARK & RECREATI
WELLS FARGO CCER	Mercy Medical 00015776Dopamine, Metoprolol,	02/03/2020	515.81	AMBULANCE FUN
WELLS FARGO CCER	Fareway Stores #657Childrens programming	02/10/2020	12.98	LIBRARY FUND
WELLS FARGO CCER	Little Caesars 1922 0001Childrens programmin	02/10/2020	21.40	LIBRARY FUND
WELLS FARGO CCER	Indoff IncorporatedFrames for meritorious awar	02/10/2020	36.65	GENERAL FUND
WELLS FARGO CCER	Matsmatsmats.Comoffice mat	02/17/2020	149.19	POLICE FUND
WELLS FARGO CCER	Bound Tree Medical LlcSharps Station for PD P	02/25/2020	79.99	POLICE FUND
WELLS FARGO CCER	Wpy Iowa Water EnvironmenIAWEA Conferenc	02/25/2020	110.00	SEWER FUND
WELLS FARGO CCER	Wpy Iowa Water EnvironmenIAWEA Conferenc	02/25/2020	110.00	SEWER FUND
WELLS FARGO CCER	Napa Parts 0000514Oil unit 330 and electrical e	02/12/2020	63.15	AMBULANCE FUN
WELLS FARGO CCER	Wal-Mart #1491Flex seal and brushes for Ice R	02/24/2020	17.70	FIRE FUND
WELLS FARGO CCER	Wal-Mart #1491Mask eye wear glasses for Jill B	02/03/2020	82.00	FIRE FUND
WELLS FARGO CCER	Wm Supercenter #1491Detective supplies	02/24/2020	761.48	POLICE FUND
WELLS FARGO CCER	Bound Tree Medical LlcLithium AED Battery for	02/24/2020	283.26	POLICE FUND
WELLS FARGO CCER	Ba ShieldsSCBA Smoked Out Face Shield Prot	02/24/2020	180.00	FIRE FUND
WELLS FARGO CCER	Ba ShieldsShipping	02/24/2020	10.00	FIRE FUND
WELLS FARGO CCER	WomanS Day 8002342960This was an unautho	02/24/2020	26.72	PARK & RECREATI
WELLS FARGO CCER	Amazon.Com J761k8lw3 Amzn65022- DVDs	02/25/2020	44.70	LIBRARY FUND
WELLS FARGO CCER	Theisensupp3 pairs of gloves brought through T	02/24/2020	15.90	ROAD USE TAX FU
WELLS FARGO CCER	Amzn Mktp Us Ar81t5eo3adapter cords detectiv	02/24/2020	78.53	POLICE FUND
WELLS FARGO CCER	Amazon.Com Amzn.Com/BillAll-weather entryw	02/24/2020	208.96-	LIBRARY FUND
WELLS FARGO CCER	Theisensupp15 pairs of gloves originally 17 thro	02/24/2020	80.20	ROAD USE TAX FU
WELLS FARGO CCER	The Ups Store #6682Shipping for Tractor and C	02/19/2020	56.56	SEWER FUND
WELLS FARGO CCER	Amazon.Com Lj59601h3 Amzn65070- covering	02/19/2020	38.94	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us U70nq5um3Friends of the Librar	02/19/2020	45.46	LIBRARY SPECIAL
WELLS FARGO CCER	Mccoys True ValueLInks of chain for training, retu	02/24/2020	19.92	FIRE FUND
WELLS FARGO CCER	Amazon.Com Nv3as4fa3 Amzn65070- covering	02/24/2020	19.96	LIBRARY FUND
WELLS FARGO CCER	Amazon.Com Lp4rz72w365060- office supplies	02/24/2020	8.98	LIBRARY FUND
WELLS FARGO CCER	Walmart.Com 8009666546Indoor Playground PI	02/13/2020	640.17	PARK & RECREATI
WELLS FARGO CCER	Walmart.Com 8009666546Indoor Playground PI	02/13/2020	1,051.17	PARK & RECREATI
WELLS FARGO CCER	OwpsacstateWastewater Training Manuals	02/13/2020	165.00	SEWER FUND
WELLS FARGO CCER	IndianolacountryclubLunch Meeting/Interview	02/24/2020	51.98	GENERAL FUND
WELLS FARGO CCER	Amzn Mktp Us Kb0h15gh3Board game collectio	02/24/2020	136.94	LIBRARY FUND
WELLS FARGO CCER	Network For GoodSummer Reading Expense	02/19/2020	51.50	LIBRARY SPECIAL

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	Mercy Medical 00015776medication bought at	02/20/2020	514.59	AMBULANCE FUN
WELLS FARGO CCER	Iowa Ems AssociationAnnual Membership for In	02/20/2020	250.00	AMBULANCE FUN
WELLS FARGO CCER	Amzn Mktp Us Hv0rr7l93Friends of the Library -	02/20/2020	55.89	LIBRARY SPECIAL
WELLS FARGO CCER	Amazon.Com Fx8ux85m3 Amzn65022- DVDs	02/04/2020	78.92	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us 5a2e69l13Board game collection	02/04/2020	34.98	LIBRARY FUND
WELLS FARGO CCER	Metal Promochallenge coin	02/07/2020	195.00	POLICE FUND
WELLS FARGO CCER	Delta Air 0062418790498Flight to and from Atl	02/13/2020	298.80	GENERAL FUND
WELLS FARGO CCER	Amzn Mktp Us X66of0gh3All-weather entryway	02/20/2020	424.89	LIBRARY FUND
WELLS FARGO CCER	Warren County OilLP for North Plant	02/20/2020	1,194.41	SEWER FUND
WELLS FARGO CCER	Amazon.Com Bu3ob4u73 Amzn65022- DVDs	02/05/2020	17.99	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us65070- refund for return of felt bu	02/05/2020	19.78	LIBRARY FUND
WELLS FARGO CCER	Amazon.Com Sk68d99d3Office Chair replacem	02/21/2020	139.96	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us H35a20so3Office chair	02/21/2020	20.87	LIBRARY FUND
WELLS FARGO CCER	Amazon.Com Amzn.Com/Bill65022- DVD price	02/06/2020	2.03	LIBRARY FUND
WELLS FARGO CCER	Sq WinnerS CircleName Tags for Recognition	02/06/2020	185.00	FIRE FUND
WELLS FARGO CCER	Community Training CenterUnity Point Sim-Lab	02/05/2020	70.00	AMBULANCE FUN
WELLS FARGO CCER	The Greater Des MoinesParking for Metro Pract	02/05/2020	8.50	GENERAL FUND
WELLS FARGO CCER	Amazon.Com 692iv91q3 AmznAll-weather entry	02/05/2020	208.96	LIBRARY FUND
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supplies See Attac	02/14/2020	2,298.68	AMBULANCE FUN
WELLS FARGO CCER	Wal-Mart #1491Zone supplies, stickers, fruit sna	02/11/2020	17.58	PARK & RECREATI
WELLS FARGO CCER	Tikly.Co13th Annual Builder Developer Lunche	02/11/2020	20.00	GENERAL FUND
WELLS FARGO CCER	Otc Brands IncFriends of the Library - Summer	02/21/2020	625.54	LIBRARY SPECIAL
WELLS FARGO CCER	Otc Brands IncWarren Co. Libraries event	02/21/2020	109.04	LIBRARY SPECIAL
WELLS FARGO CCER	Amzn Mktp Us H35a20so3Childrens programmi	02/21/2020	17.98	LIBRARY FUND
WELLS FARGO CCER	Amazon.Com Bp13j4kz3 Amzn65022- DVDs	02/28/2020	57.64	LIBRARY FUND
WELLS FARGO CCER	Amzn Mktp Us R75aa8f8365022- DVDs	02/28/2020	32.13	LIBRARY FUND
WELLS FARGO CCER	Staples 00115501Journal Notebooks	02/11/2020	25.98	SEWER FUND
WELLS FARGO CCER	Hy-Vee Indianola 127125 epi 1:1000 bought at	02/18/2020	360.00	AMBULANCE FUN
WELLS FARGO CCER	Spencer Municipal HospCPR cards	02/14/2020	56.00	AMBULANCE FUN
WELLS FARGO CCER	Amzn Mktp Us Ma8uz00r365070- sign holder	02/14/2020	21.99	LIBRARY FUND
WELLS FARGO CCER	Quality Logo ProductsHandouts for Employee A	02/28/2020	226.07	GENERAL FUND
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supplies See Attac	02/28/2020	457.80	AMBULANCE FUN
WELLS FARGO CCER	Hickory Park Restaurant CLunch Meal at Shade	02/28/2020	17.52	PARK & RECREATI
Total WELLS FARGO CCER:			15,889.13	
<b>WILLIAMS, BARBARA AND STEVE</b>				
WILLIAMS, BARBARA AND STE	MAILBOX REIMBURSEMENT	03/27/2020	88.24	CITY LIAB INS RES
Total WILLIAMS, BARBARA AND STEVE:			88.24	
<b>WOOD, RUSTI</b>				
WOOD, RUSTI	REFUND FOR CANCELLED CLASS	03/17/2020	74.00	PARK & RECREATI
Total WOOD, RUSTI:			74.00	
Grand Totals:			302,981.30	

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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
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City Council: \_\_\_\_\_

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**Meeting Date:** 04/06/2020

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**Subject**

Resolution setting April 20, 2020, as the public hearing to consider adoption of the 2020 revised code of ordinances of the City of Indianola, Iowa (Codification Project).

**Information**

Council will need to consider a resolution setting April 20, 2020 as a public hearing to consider adoption of the 2020 revised code of ordinances for the City of Indianola. The revised copy may be viewed at City Hall; please email your request to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov).

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**Fiscal Impact**

**Attachments**

Notice of Hearing - Codification  
Resolution Setting Hearing

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**NOTICE OF PUBLIC HEARING**

**NOTICE OF A PUBLIC HEARING TO CONSIDER ADOPTION OF THE 2020 REVISED CODE OF ORDINANCES OF THE CITY OF INDIANOLA.**

**TO: ALL CITIZENS AND ALL PARTIES IN INTEREST WHO, UNDER THE PROVISIONS OF SECTION 364.7, CODE OF IOWA, MAY BE ENTITLED TO NOTICE OF ANY PROPOSED ADOPTION OF THE 2020 REVISED CODE OF ORDINANCE OF THE CITY OF INDIANOLA, IOWA.**

**NOTICE IS HEREBY GIVEN** that on the 20th day of April 2020, at 6:00 P.M., in the Council Chambers of the Municipal Building in Indianola, Iowa, a public hearing will be held by the City Council of the City of Indianola, Iowa, in connection with the proposed adoption of the 2020 revised Code of Ordinances of the City of Indianola, Iowa. A copy of the proposed revised Code of Ordinances is available for review at the City Clerk's office.

**YOU ARE FURTHER AND SPECIFICALLY NOTIFIED** that the proposed adoption of the 2020 Revised Code of Ordinances of the City of Indianola, Iowa, at the time and place aforesaid and that at such time and place, all parties in interest and citizens shall have an opportunity to be heard. The Council may take action to adopt the revised Code of Ordinances after said hearing.

This Notice is published by order of the City Council of the City of Indianola, Iowa on April 8, 2020.

ANDREW J. LENT, City Clerk

RESOLUTION NO. 2020 - \_\_\_\_\_

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER ADOPTION OF THE 2020 REVISED CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA

WHEREAS, the City Council of the City of Indianola, Iowa (the “City”) desires to consider the adoption of the 2020 Revised Code of Ordinances of the City of Indianola; and

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

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

1. That a public hearing be held by the Indianola City Council on the proposed adoption of the 2020 Revised Code of Ordinance of the City of Indianola, Iowa, at 6:00 p.m. on April 20, 2020, at which time the City Council will consider any objections to the proposed adoption and will hear all interested persons.
2. That the Mayor and Clerk be and hereby are authorized and instructed to give Notice of said public hearing, as required by law.

PASSED AND APPROVED THIS 6 day of April 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

ATTEST:

\_\_\_\_\_  
Andrew J. Lent, City Clerk

**Meeting Date:** 04/06/2020

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**Subject**

Proclamation declaring April 24, 2020 as Arbor Day.

**Information**

Mayor Shaw will declare April 24, 2020 as Arbor Day in the City of Indianola.

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**Fiscal Impact**

**Attachments**

Arbor Day Proclamation

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— OFFICE OF THE MAYOR —

# PROCLAMATION

## ARBOR DAY

**WHEREAS**, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world, and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

**WHEREAS**, trees are a source of joy and spiritual renewal, and

**WHEREAS**, Indianola has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways,

**NOW, THEREFORE**, I Kelly B. Shaw, Mayor of the City of Indianola, do hereby proclaim April 24, 2020 as

### ARBOR DAY

in the City of Indianola, and I urge all citizens to support efforts to care for our trees and woodlands and to support our city’s community forestry program, and

**FURTHER**, I urge all citizens to plant trees to gladden the hearts and promote the well being of present and future generations.

DATED this 6 day of April, 2020.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

**Subject**

Resolution approving and adopting a Revenue Purpose Statement for the use or expenditure of fee revenues from natural gas franchise fees and setting April 20th, 2020 as the Public Hearing for enacting a franchise fee.

**Information**

During the budget process, the Council gave direction to staff to investigate raising the natural gas franchise fee with MidAmerican Energy from three percent to five percent. Although the revenue purpose statement considered for adoption includes several uses, the City of Indianola has regularly designated it for street construction and repair purposes. The steps for the amending the franchise fee are outlined in the document included in the packet and include adopting the revenue purpose statement by resolution, setting and holding a public hearing and then consideration of the amending ordinance. This increase in the gas franchise fee will increase revenue for street construction and repair between \$85,000 and \$100,000; with a total (current and proposed) annually around \$240,000.

The electric franchise fee with MidAmerican Energy was also mentioned during the budget process, but that franchise fee is already set at the maximum amount of five percent, which is equal to the PILOT amount with IMU.

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**Fiscal Impact**

**Attachments**

- Steps for Enacting Fee
  - Public Hearing Notice
  - Resolution Setting Hearing
  - Ordinance - Natural Gas Franchise
-

**Steps for Enacting a Franchise Fee:**

<b><u>Step</u></b>	<b><u>Target Date</u></b>	<b><u>Done/Not Done</u></b>
Adopt Resolution for Revenue Purpose Statement and Set Public Hearing	<b><u>4/6/2020</u></b>	
Publish Revenue Purpose Statement and Notice of Hearing	<b><u>4/15/2020</u></b>	
Hold Public Hearing	<b><u>4/20/2020</u></b>	
Formal Consideration (first reading of ordinance)	<b><u>4/20/2020</u></b>	
<b><u>IF Council does not waive second and third reading, then process will be delayed one month)</u></b>		
Publishing the Ordinance	<b><u>5/27/2020</u></b>	
Holding Election or Dispensing with Election (need 20 people to sign petition)		
Franchise Fee Implementation (if no election petition)	<b><u>By 7/1/2020</u></b>	

**Revenue Purpose Statement (Can List All or Some)**

- Property tax relief.
- The repair, remediation, restoration, cleanup, replacement and improvement of existing public improvements and other publicly owned property, buildings and facilities.
- Projects designed to prevent or mitigate future disasters.
- Energy conservation measures for low-income homeowners, low-income energy assistance programs and weatherization programs.
- Public safety, including the equipping of fire, police, emergency services, sanitation, street and civil defense departments.
- The establishment, construction, reconstruction, repair, equipping, remodeling and extension of public works, public utilities and public transportation systems.
- The construction, reconstruction or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street lighting fixtures, public grounds and the acquisition of real estate needed for such purposes.
- Property tax abatements, building permit fee abatements and abatement of other fees for property damaged by a "disaster," as defined in *Code of Iowa* Section 29C.2.
- Economic development activities and projects.

**Dispensing with Election**

A valid petition is defined by *Code of Iowa* Section 362.4. The petition is valid if signed by eligible electors of the city equal in number to ten percent of the persons who voted at the last preceding regular city election, but not less than ten persons. The petition shall include the signatures of the petitioners, a statement of their place of residence and the date on which they signed the petition.

## **Notice of Public Hearing on Proposed Ordinance Amending Franchise Fee Under the City of Indianola Natural Gas Franchise with MidAmerican Energy;**

Notice is hereby given that the City Council of the City of Indianola will hold a public hearing on a proposed ordinance amending the franchise fee under the City's Natural Gas Franchise Agreement with MidAmerican Energy, equal to 5.0% of the Company's gross revenues.

Said public hearing will be held at 6 p.m. in the Indianola City Council Chambers, City Hall, 110 N 1<sup>st</sup> Street, Indianola on the 20<sup>th</sup> day of April, 2020.

**Due to the COVID-19 Pandemic, the City of Indianola is currently hosting its meetings virtually at [https://www.youtube.com/channel/UCCwgdy2irWQILB\\_1QzcVrdw](https://www.youtube.com/channel/UCCwgdy2irWQILB_1QzcVrdw) for those who do not wish to attend in person. Comments may be submitted prior or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov). All comments submitted will become a part of the published hearing.**

Pursuant to the provisions of Section 364.2, subsection f. of the Code of Iowa, the City Council of the City of Indianola has adopted the following Revenue Purpose Statement, outlining the purposes for which the City shall use the franchise fee revenues that it will receive if the above referenced ordinance is adopted and approved.

### **REVENUE PURPOSE STATEMENT**

Pursuant to the provisions of Section 364.2 subsection {4}{f) of the Code of Iowa, the City of Centerville hereby establishes the following purposes allowed under Iowa Code for which franchise fee revenues from its natural gas and electric franchises may be uses or expended:

- a.** Inspecting, supervising, and otherwise regulating each franchise approved by the City.
- b.** The repair, remediation, restoration, cleanup, replacement, and improvement of existing public improvements and other publicly owned property, buildings, and facilities.
- c.** Projects designed to prevent or mitigate future disasters as defined in Iowa Code Section 29C.2.
- d.** Energy conservation measures for low-income homeowners, low-income energy assistance programs, and weatherization programs.
- e.** Public safety including the quipping of fire, police, emergency services, sanitation, street, and civil defense departments.
- f.** The establishment, construction, reconstruction, repair, equipping, remodeling, and extension of public works, public utilities, and public transportation systems.
- g.** The construction, reconstruction, or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street lighting fixtures, public grounds, and the acquisition of real estate needed for such purposes.
- h.** Property tax abatements, building permit fee abatements, and abatement of other fees for property damaged by a disaster as defined in Iowa Code Section No. 29C.2
- i.** Economic development activities and projects.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING AND ADOPTING A REVENUE PURPOSE STATEMENT FOR THE USE OR EXPENDITURE OF FEE REVENUES FROM NATURAL GAS FRANCHISE FEES**

WHEREAS, under Chapter 110 of the Indianola Code of Ordinances a natural gas franchise was granted to MidAmerican Energy Company, and

WHEREAS, under Section 110.13 of the Indianola Code of Ordinances, a franchise fee was set at three (3.0%), and

WHEREAS, the Indianola City Council wishes to consider an ordinance to amend said franchise fee, and

WHEREAS, pursuant to the provisions of Section 364.2, subsection (4)(f) of the Code of Iowa, the City shall establish a Revenue Purpose Statement outlining the purposes for which the City shall use the franchise fee revenues that will be received if the proposed ordinance is adopted

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

SECTION 1. That the "Revenue Purpose Statement for the Use or Expenditure of Gas Franchise Fee Revenues for the City of Indianola, Iowa {Revenue Purpose Statement) is hereby approved and adopted as follows:

**REVENUE PURPOSE STATEMENT**

Pursuant to the provisions of Section 364.2 subsection {4){f) of the Code of Iowa, the City of Indianola hereby establishes the following purposes allowed under Iowa Code for which franchise fee revenues from its natural gas and electric franchises may be uses or expended:

- a. Inspecting, supervising, and otherwise regulating each franchise approved by the City.
- b. The repair, remediation, restoration, cleanup, replacement, and improvement of existing public improvements and other publicly owned property, buildings, and facilities.
- c. Projects designed to prevent or mitigate future disasters as defined in Iowa Code Section 29C.2.
- d. Energy conservation measures for low-income homeowners, low-income energy assistance programs, and weatherization programs.
- e. Public safety including the quipping of fire, police, emergency services, sanitation, street, and civil defense departments.

- f. The establishment, construction, reconstruction, repair, equipping, remodeling, and extension of public works, public utilities, and public transportation systems.
- g. The construction, reconstruction, or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street lighting fixtures, public grounds, and the acquisition of real estate needed for such purposes.
- h. Property tax abatements, building permit fee abatements, and abatement of other fees for property damaged by a disaster as defined in Iowa Code Section No. 29C.2
- i. Economic development activities and projects.

SECTION 2. That the City Clerk shall publish the Revenue Purpose Statement, which publication shall be made in a legal newspaper of general circulation in the City.

SECTION 3. That a public hearing is set for 6 p.m. on April 20th, 2020 in the Indianola City Council Chambers, Indianola City Hall, 110 N. 1st Street, Indianola to hear public comment on the Revenue Purpose Statement and proposed franchise fee amendment, and that the City Clerk is directed to publish notice of said hearing as provided by law.

SECTION 4. That all resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed to the extent of such conflict.

PASSED AND APPROVED by the City Council this \_\_\_\_\_ day of , 2020.

\_\_\_\_\_  
 Kelly B. Shaw, Mayor

Attest:

\_\_\_\_\_  
 Andrew J. Lent, City Clerk/Finance Director

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

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING CHAPTER 110, NATURAL GAS FRANCHISE, PERTAINING TO FRANCHISE FEE**

**WHEREAS**, the City of Indianola, Iowa, and MidAmerican Energy Company entered into a franchise agreement for Natural Gas Ordinance No. 1501, adopted by the City Council on July 16, 2012, and

**WHEREAS**, said ordinance was codified under Chapter 110 of the Indianola Code of Ordinances, and

**WHEREAS**, the City of Indianola and MidAmerican Energy Company agree the franchise must be amended

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

SECTION 1. AMENDMENT. Indianola Code of Ordinance Section 110.13 is amended by striking it entirely and replacing it with:

**110. 13** A franchise fee of five percent (5.0%) is imposed upon, and shall be collected from, the natural gas customers of the Company receiving service and located within the corporate limits of the City. The franchise fee shall be imposed upon the gross receipts, minus uncollectible accounts, generated from sales of natural gas and distribution services.

SECTION 2. REPEALER. Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

/S/ \_\_\_\_\_  
Kelly B. Shaw, Mayor

ATTEST:  
/S/ \_\_\_\_\_  
Andrew J. Lent  
City Clerk/Finance Director

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

/S/ \_\_\_\_\_  
Jackie Raffety, Deputy Clerk

**Meeting Date:** 04/06/2020

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**Subject**

Receive and file an update on the Families First CoronaVirus Response Act (FFCRA).

**Information**

Roll call to receive and file Memorandum is in order.

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**Fiscal Impact**

**Attachments**

FFCRA Memorandum

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**Date:** April 6, 2020

**To:** Mayor and City Council

**From:** Melissa McCoy, Human Resources Director

**CC:** Ryan Waller, City Manager

**RE:** Families First Coronavirus Response Act (FFCRA)

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In response to the COVID-19 pandemic, the Federal government enacted a new law regarding various employment topics. This is referred to as the Families First Coronavirus Response Act (FFCRA). The purpose of this memorandum is to provide a brief overview of FFCRA and what this means to the City of Indianola. The information in this memorandum is current as of the date above. Information and guidance is being received from the Federal government regularly. If additional updates are required, staff will provide accordingly.

Here are the specifics that are currently known:

**Families First Coronavirus Response Act – 4/1/2020 – 12/31/2020**

Provides paid sick leave and emergency family and medical leave for reasons related to COVID-19.

- **Paid Sick Leave**
    - Eligible for 2 weeks (up to 80 hours) of paid leave at the employee’s regular rate of pay (up to \$511 per day) if:
      - Subject to a Federal, State or local quarantine or isolation order related to COVID-19.
      - Has been advised by a health care provider to self-quarantine related to COVID-19.
      - Experiencing COVID-19 symptoms and am seeking a medical diagnosis.
    - \*Eligible for 2 weeks (up to 80 hours) of paid leave at 2/3 the employee’s regular rate of pay (up to \$200 per day) if:
      - Caring for an individual subject to an order described in (1) or self-quarantine as described in (2).
      - Caring for my minor child, under age 18, or over age 18 and who (1) has a mental or physical disability and (2) is incapable of self-care because of that disability, because their school or place of care is closed, or the child’s care provider is unavailable, because of COVID-19.
      - Experiencing another substantially similar condition specified by the Secretary of Health and Human Services (HHS).
- \*Eligible to supplement the difference with the employee’s own sick time, personal time, vacation and comp time.

- **Expanded Family Medical Leave Act (EFMLA)**
  - Eligible for extended Family Medical Leave (EFMLA) to care for a minor child under age 18, or over age 18 and who (1) has a mental or physical disability and (2) is incapable of self-care because of that disability, because their school or place of care is closed, or the child's care provider is unavailable, because of COVID-19.
  - Eligible for pay through the FFCRA Paid Sick Leave program for the first 10 days at 2/3 the employee's regular rate of pay (up to \$200 per day).
  - Following 10 weeks are paid at 2/3 of the employee's regular rate of pay (up to \$200 per day).
  - Eligible to supplement the difference with your own sick leave, personal time, vacation and comp time.
  
- **Miscellaneous**
  - FFCRA covers all full-time, part-time and seasonal employees. Public safety employees may be exempt from some aspects of the FFCRA.
  - Due to learning, understanding and constant changes of the new FFCRA, staff has not had time to review the payroll tax relief in detail and the changes to unemployment. Staff will provide more information at a future date.
  - All city employees are currently being paid.
  - Employees have been asked to self-report to their supervisor and/or HR any signs of illness. Each case is reviewed on a case-by-case basis with HR and the Fire Chief.

Meeting Date: 04/06/2020

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**Subject**

Receive and file correspondence from March 13, 20 and 27, 2020 weekly updates from City Manager, Ryan Waller.

**Information**

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Waller's Weekly 0313  
Press Release  
Building Permits Page 0313  
Code Enforcement 0313  
Current Projects 0313  
LITC E-mail  
March 25 Draft  
April 6 draft  
WCJC Weekly Update 0313  
Waller's Weekly 0320  
Shout Out  
Building Permits 0320  
Code Enforcement 0320  
Current Projects 0320  
Bldg Code Presentation  
Code Update Memo  
Comments  
WCJC Update 0320  
COVID WM Update  
Waller's Weekly 0327  
Building Permits 0327  
Code Enforcement 0327  
Current Projects 0327  
WCJC Weekly Update 0327  
April 20 draft  
April 6 draft agenda  
Waste Management Update  
Shout Out Fire  
Shout Out Parks

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## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, March 13, 2020 12:40 PM  
**To:** Ryan Waller  
**Subject:** Waller's Weekly 3.13.2020  
**Attachments:** PressRelease 2020.0303.pdf; 2020 Permits- March 13.pdf; Code Enforcement- March 13.pdf; Curent Projects Update- March 13.pdf; LITC E-mail.pdf; Draft, March 25, 2020.pdf; April 6 draft.pdf; WCJC Weekly.pdf

**Good afternoon, all.**

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

**If you are traveling anywhere for Spring Break, please be safe and enjoy your time away!**

**Ryan**



**Ryan J. Waller**

City Manager

[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)

p: 515.962.5274

110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

**COVID-19** – The City's Public Safety Group (PSG) continues to monitor and develop appropriate plans in response to the COVID-19 pandemic. Please know the safety of our community and our team members are of the utmost importance. Accordingly, as developments continue to unfold appropriate actions and steps will be implemented. A recent action is as follows:

*Effective today (3.13.2020), as a precautionary effort, visitors to City Hall regarding non-public safety issues are asked to enter the building via the north entrance. This will allow us to better to respond to your requests for service while minimizing movements within a building that houses our community's public safety personnel. Please continue to refer to the City's social media outlets and the City's COVID-19 webpage (<http://indianolaiowa.gov/892/COVID-19-Facts>) for these guidelines and updated information. Thank you!*

**City Council Meeting** – This is a friendly reminder that the City Council regular meeting and Study Session was rescheduled to Wednesday, March 25<sup>th</sup>. The meeting was rescheduled from

its original date due to Spring Break. The meeting materials will be published on Monday, March 16<sup>th</sup> and will be available on the Agenda Center section of the City's website at <http://indianolaiowa.gov/AgendaCenter>. ***COVID-19 related preparations, precautions and instructions for residents will be provided at the front of the published agendas.***

**Census** – Census forms were mailed and will be appearing in mailboxes. Please participate to ensure an accurate count for our community. This is an extremely important process and has a tremendous impact on the future of our community.

**HIRTA Press Release** – Attached, please find a press release from HIRTA regarding its Simplified Scheduling model that they recently implemented. City staff are meeting with representatives from HIRTA later this month on this topic.

**Elevate Indianola Update** – The Planning and Zoning Commission held its monthly meeting on Tuesday, March 10<sup>th</sup> and discussed the Comprehensive Plan update. The Commission narrowed its focus of certain aspects of the plan giving and gave clear direction on certain changes. The Commission will reconvene in April to continue the review of this important document.

**Summerset Greene Development** – A neighborhood meeting was held on Monday, March 9<sup>th</sup> for a potential development along North 9<sup>th</sup> Street. The meeting was attended by approximately 10 residents where the potential developer introduced the project and company. In response to the feedback from the meeting, the Developer filed a Low-Income Housing Tax Credit application with the Iowa Finance Authority. The notification of that application is attached.

**Warren County Justice Center Weekly Update** – Attached, please find an update from DCI on activity that will take place regarding this project in the coming weeks.

**Sustainability Fair** – The Sustainability Fair has been canceled.

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

**Upcoming City Council Agenda** – Attached, please find the draft agendas maintained by the Clerk's Office for the upcoming meetings. As a reminder, these are fluid documents that can change on a regular basis (i.e. some items may get added/rescheduled due to Council direction, as well as other factors that may or may not be within the control of the City departments). If there are items that you would like more information on, please let me know.



# Heart of Iowa Regional Transit Agency HIRTA Public Transit

Boone, Dallas, Jasper, Madison, Marion, Story, and Warren Counties

## FOR IMMEDIATE RELEASE

### CONTACT:

Julia Castillo, Executive Director  
[jcastillo@ridehirta.com](mailto:jcastillo@ridehirta.com)  
515-309-9281

Brooke Ramsey, Business Development Manager  
[bramsey@ridehirta.com](mailto:bramsey@ridehirta.com)  
515-309-9282

March 3, 2020

Heart of Iowa Regional Transit Agency (HIRTA) riders will begin getting around their counties using the agency's new Simplified Scheduling model. The change is effective March 9, 2020.

The Simplified Scheduling model is designed to combine trips now only transporting one or two riders to create shuttles transporting three or more riders to use HIRTA's resources more effectively. The goal in making scheduling changes now is to assure transportation is available for all that will need or want rides in the future.

"Simplified Scheduling is one part of our response to the rising cost of providing door-to-door affordable public transit at the same availability state and federal subsidies are capped," said Julia Castillo, HIRTA Executive Director.

"One change in how Medicaid decided to fund Public Transit has had a devastating financial impact on HIRTA. We went from providing 121,000 rides in FY2017 to 39,000 rides in FY2019, with a loss of revenue from \$1.9 million to \$586,000. This not only affected those riding under Medicaid, but because we are a shared-ride service the costs per ride were shared too, and now that is no longer the case.

Our services won't continue to exist if they aren't sustainable. Making the best use of each dollar we receive, whether it is federal funding, voluntary funding from the counties and cities in our region or donations from the public, benefits our riders in the long-run."

Castillo said “a one-way trip for a rider is calculated to cost on average between \$17.98 and \$23.36, depending on the county. And that is if the bus or van is routed to pick up and let off at least two other passengers on the route within the same half-hour. Single-rider, longer distance trips are costing HIRTA much more than we are being compensated, and we are no longer able to supplement the difference”.

HIRTA provides public transportation for residents of Boone, Dallas, Jasper, Madison, Marion, Story, and Warren counties.

“As we move forward in implementing our Simplified Scheduling model, the changes impact less than 1% of riders in the seven-counties’, however the financial impact will be much larger. Riders in more populated areas may notice changes in times of service, and riders in their counties’ less-populous communities will see a shift from random days of service to scheduled round-trip service at least one day-per-week, allowing them to schedule medical, shopping and other trips with more certainty,” said Castillo.

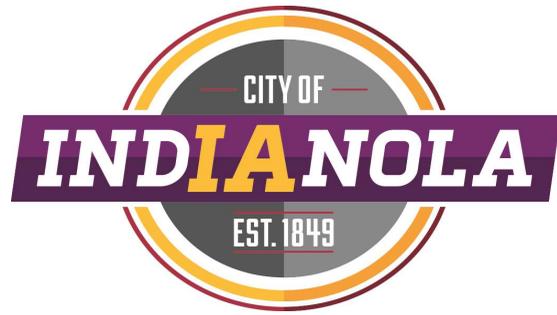
Riders likely to be most impacted are those who have used HIRTA to take them on out-of-county trips such as into Polk County. Those one-rider, long-distance trips are no longer being offered.

Castillo said she hopes the Simplified Scheduling model will allow HIRTA to continue offering a more robust regional service than is being offered by some of Iowa’s other regional public transportation systems.

“At HIRTA, we take pride knowing we do not restrict our ridership to only low-income residents who need handicapped-accessible, door-to-door service,” she said.

Simplified Scheduling is not the only step HIRTA is taking to improve its current cash flow and to strengthen its future financial viability. Last fall, HIRTA’s board of directors created a foundation, HEART of TRANSIT, to receive grants and donations.

“Without a separate 501c3 non-profit corporation, we weren’t eligible to apply for a lot of grants and while we could accept donations, not many members of the public were aware we could,” said Castillo. “We have received our first grant from United Way of Boone County, in which the money is being used to pay for round-trip rides in Boone County. We have also received specific grants to help pay for bus replacements and a few small individual donations as well. We hope corporate and non-profit donors in other counties will step up to help us continue to deliver services.”



# Community Development

110 N. First St., Indianola, IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
 515-961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

## 2020 Building Permit Report

Date Application Submitted	Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finald Date	C.O.Date	VALUE
12/31/2019	1	1/2/2020	North American MHC LLC	9 Leonard Avenue	Heartland Living	Mobile Home				\$51,300
12/31/2019	2	1/2/2020	North American MHC LLC	21 Leonard Avenue	Heartland Living	Mobile home				\$51,300
1/7/2020	3	1/7/2020	Chad Keller	206 N Jefferson	B and D	DEMO				
1/7/2020	4	1/7/2020	Chad Keller	208 N Jefferson	B and D	DEMO				
1/7/2020	5	1/8/2020	North American MHC LLC	24 Leonard	Heartland Living	Mobile Home				\$51,300
1/7/2020	6	1/8/2020	North American MHC LLC	26 Alfred	Heartland Living	Mobile Home				\$38,494
1/7/2020	7	1/8/2020	North American MHC LLC	6 Leonard	Heartland Living	Mobile Home				\$38,494
1/14/2020	8	1/14/2020	Foxwood Apts	1005 W 3rd	Rainbow International	Remodel				\$859,560
1/7/2020	9	1/13/2020	Kurt Ripperger	804 N B	Construction by Cambron	Remodel				\$80,000
10/29/2019	10	1/16/2020	Wal Mart	1500 N Jefferson Way	Midland	Commercial Remodel				\$1,891,511
1/15/2020	11	1/20/2020	Jerry's Homes	506 N 17th	Jerry's Homes	Basement Finish				\$18,000
1/15/2020	12	1/27/2020	Jerry's Homes	402 N 18th	Jerry's Homes	Single Family Dwelling	1435			\$208,000
1/15/2020	13	1/27/2020	Jerry's Homes	406 N 18th	Jerry's Homes	Single Family Dwelling	1339			\$203,000
1/15/2020	14	1/27/2020	Jerry's Homes	408 N 18th	Jerry's Homes	Single Family Dwelling	1474			\$217,000
1/15/2020	15	1/27/2020	Jerry's Homes	1708 Detroit	Jerry's Homes	Single Family Dwelling	1644			\$201,000
1/15/2020	16	1/27/2020	Jerry's Homes	1704 Detroit	Jerry's Homes	Single Family Dwelling	1605			\$212,000
1/31/2020	17	2/3/2020	Sherwin and Leeann Back	808 W Salem	Vanderpool	Alteration				\$15,158
2/10/2020	18	2/10/2020	Dusty Jordan	1107 N 6th Street	Jordan Building & Design LLC	Screened In Porch	192			\$15,000
1/10/2020	19	2/12/2020	Pritesh Patel	1215 N Jefferson Way	Rod Curtis	Commercial Remodel				\$80,000
2/12/2020	20	2/12/2020	KC Inc	404 W Jefferson	Iowa Demolition	DEMO				
2/13/2020	21	2/18/2020	Top Hat Homes	810 W Orchard	Top Hat Homes	Single Family Dwelling	2404			\$448,000
2/21/2020	22	2/28/2020	North American MHC LLC	29 Alfred	Heartland Living	Mobile Home				\$38,494
3/2/2020	23	3/2/2020	Kyle Tipling	411 W Salem	Dirt Work	Garage Demo				
2/22/2020	24	3/2/2020	Horton-Robinson	709 Sunset	Horton-Robinson	Single Family Dwelling	1850			\$257,000
3/11/2020	25	3/11/2020	North American MHC LLC	24 Leonard	Miller Scrap Metal	DEMO				
3/11/2020	26	3/11/2020	North American MHC LLC	6 Leonard	Miller Scrap Metal	DEMO				
3/11/2020	27	3/11/2020	Jerry's Homes	400 N 18th	Jerry's Homes	Basement Finish				\$15,000
3/9/2020	28	3/9/2020	Tyler Christonski	1319 S O	Crosscut Custom Carpentry	Four Seasons Room				\$41,500
10/9/2019			IR Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial				\$75,000
3/4/2020			IR WJH LLC	1500 E Euclid	Century Complete	Single Family Dwelling	1417			\$84,942
3/4/2020			IR WJH LLC	1502 E Euclid	Century Complete	Single Family Dwelling	1810			\$92,047



# Community Development

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## 2020 Building Permit Report

3/4/2020		IR	WJH LLC	1504 E Euclid	Century Complete	Single Family Dwelling	2009			\$98,876
3/4/2020		IR	WJH LLC	1606 E Euclid	Century Complete	Single Family Dwelling	1417			\$84,942
3/4/2020		IR	WJH LLC	602 N 17th	Century Complete	Single Family Dwelling	1417			\$84,942
3/4/2020		IR	WJH LLC	600 N 17th	Century Complete	Single Family Dwelling	1602			\$90,542
3/4/2020		IR	WJH LLC	1704 E Euclid	Century Complete	Single Family Dwelling	1625			\$90,935
3/4/2020		IR	WJH LLC	1706 E Euclid	Century Complete	Single Family Dwelling	1810			\$92,047
3/4/2020		IR	WJH LLC	1708 E Euclid	Century Complete	Single Family Dwelling	2009			\$98,876
3/4/2020		IR	WJH LLC	1710 E Euclid	Century Complete	Single Family Dwelling	1417			\$84,942
3/4/2020		IR	WJH LLC	1800 E Euclid	Century Complete	Single Family Dwelling	1810			\$92,047



# Community Development

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## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 13-2020	3/2/2020	Broken down (wrecked) vehicle in front yard	911 E Iowa	3/2/2020	3/2/2020	Left notice on 3/2/2020. Will send letter if no contact from owner within 48hrs.	3/18/2020	
Open	CE: 18-2020	3/9/2020	Unlicensed vehicle on jack stands in driveway, Trailers parked in front yard, Junk debris scattered throughout property.	1108 North B Street	3/11/2020	3/11/2020	Door hanger left on 3/11/2020. The car in the driveway will be off jack stands within 2 weeks, the trailers have been moved out of the front yard and the remainder of the yard will be picked up and disposed of during spring cleanup	3/18/2020	
Open			Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated. Will check regularly.	3/18/2020	
Open			Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale. Will check regularly. House is up for sale by Berkshire Hathaway	3/18/2020	
Open			Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Default judgement issued by court on December 6. Property owner had until January 5 to have all work completed. Working on getting quotes for work to be completed to determine next steps. In the process of getting quotes to abate the property. Not going to abate. Will continue to issue Municipal Infractions.	3/18/2020	
Open			Unsafe Building	407 West 1st Ave	12/11/2019	12/11/2019	House caught fire over thanksgiving weekend 11/28/2019. Inspected house on 12/11/2019 to determine extent of damage and see if the structure can be saved. Unfortunately the structure cannot be saved and must be torn down. Sent letter to property owner on 12/11/2019 ordering the house to be demolished by January 20th, 2020. Person in charge of the estate called in on 2/3/2020. Insurance claim has been filed, and adjuster will evaluate. Still waiting on insurance adjuster.	3/18/2020	
Open	CE: 01-2020	12/27/2019	Campers all over property. Junk and junk vehicles parked on driveway and other miscellaneous junk debris.	1801 West Euclid	1/2/2020	1/2/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Uele and established a 30 day deadline for each camper to be removed/moved from property. Will try and touch base with Uele next week and check status of moving one of the campers.	3/30/2020	
Open	CE: 04-2020	1/9/2020	Junk and junk debris throughout property	107 North Kenwood	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with homeowner and she said she will have van removed from property as soon as the weather turns.	3/30/2020	
Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b>	3/30/2020	
Open			Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	3/30/2020	
Open			Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels, menace to the public	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020. Spoke with Deb from DML Management. She is working with a sign company and will be taking care of the existing sign as soon as possible. Established another deadline of March 31st, 2020.	3/31/2020	
Open			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. <b>Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.</b> Spoke with contractor, he said their waiting on materials and work will resume as soon as they are available but no later than 1/31/2020. Spoke with property owner. Contractor is waiting to finish siding until the weather warms up to avoid cracking the vinyl.	3/31/2020	
Open	CE: 16-2020	2/20/2020	Green wrecked Malibu? No doors, in the side yard.	Parcel ID: 48860001371   503 West 2nd Ave	2/20/2020	2/21/2020	Left notice with tenant on 2/21/2020. Sent letter 3/6/2020	4/1/2020	
Open	CE 07-2020	1/9/2020	Abandoned/Dangerous/Unsafe Building	2110 West 2nd	1/9/2020	1/10/2020	Sent letter of Abandoned, Dangerous, & Unsafe Building on 1/10/2020 and established a date of April 9th for completion.	4/9/2020	



# Community Development

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515-961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

## Code Enforcement Tracking Report

Open		9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	4/30/2020	
Open	CE: 02-2020	1/9/2020	Trailer park needs to be cleaned up. Junk and junk vehicles.	307 West 2nd	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of April 30th, 2020. Larry Throckmorton 515-249-9639	4/30/2020	
Open			Unsafe Building	208 N Jefferson Way	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open			Unsafe Building	206 N Jefferson	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open	CE: 09-2020	1/10/2020	Shed in front/side yard	640 North N	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Spoke with Diana and gave extension until May 1st, 2020.	5/1/2020	
Open	CE: 17-2020	3/3/2020	Abandoned, unsafe & dangerous building	1009 E Salem		3/4/2020	Sent letter of Unsafe/Dangerous Building on 3/4/2020. Has until April 3rd to secure building permit and June 2nd to complete the work.	6/2/2020	
Open	CE: 03-2020	1/9/2020	Junk vehicles	208 South D Street	1/10/2020	1/10/2020	Cars Removed.		3/10/2020
Closed	CE: 11-2020	1/9/2020	Patio clutter accumulating at apartment 30	810 South R Street	1/9/2020	1/27/2020	Sent letter of Nuisance and Demand for Abatement on 1/27/2020 and established a deadline of February 10th, 2020.		3/6/2020
Closed			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior.		3/6/2020
Closed	CE:10-2020	1/10/2020	Shed in front/side yard	606 North Kenwood	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Owner has requested a Variance and will be heard before the Board of Adjustment. Board of Adjustment approved Variance.		3/4/2020
Closed	CE: 05-2020	1/9/2020	Vehicles and trailers parked in grass, camper stored on driveway	1708 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Tim, gave 30 days to comply. Camper and trailer have been removed.		2/14/2020
Closed	CE: 06-2020	1/9/2020	Junk on west side of home	1906 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. City will need to abate. Emailed Apex for abatement(02/05/2020) APEX to finish abating property on Monday 2-10-2020.		2/10/2020

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** March 13, 2020  
**Subject:** Current Projects Update

---

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

- **Apple Tree Inn (1215 North Jefferson Way)**
  - Building permit application for interior remodel submitted on January 10.
  - Review comments were returned on January 13.
  - Revised building plans submitted on February 5.
  - Building Permit issued on February 12.
- **Wal-Mart (1500 North Jefferson Way)**
  - Building Permit application and plans submitted on October 29 for a remodel of this building.
  - Building plans approved on November 7.
  - Building Permit issued on January 16.
  - Applicant has indicated a start date of January 19.
- **Cabin Coffee (910 East 2<sup>nd</sup> Avenue)**
  - Sale of D&D lot and development agreement was approved by Council on October 21.
  - Staff hosted a preapplication meeting with the developers on October 22.
  - Developer closed on the property on November 22.
- **Scooters Coffee (1112 North Jefferson Way)**
  - Site plan and building permit were submitted on October 9.
  - Site plan comments returned to applicant on November 4.
  - Updated site plan submitted on November 18.
  - Staff continues to work with the property owner on a solution for the storm sewer pipe located on this property.
  - Revised site plan submitted on February 28.
  - Site plan comments returned on March 9.
  - Revised site plan submitted on March 9.
  - Site plan approved on March 11.
- **Indianola Pediatric Dentist (2001 North 6<sup>th</sup> Street)**
  - Site plan and stormwater management plan were submitted on May 23.
  - Comments were returned to the applicant on June 2.

- Building permit application submitted on June 13.
- Site plan and stormwater management plan were approved on June 18.
- Building permit comments returned on July 3.
- Revised building permit plans were resubmitted on July 11.
- Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
  - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
  - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
  - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
  - A revised site plan was submitted on May 20.
  - Revised comments were returned on June 4.
  - A second revised site plan was submitted on June 11.
  - Site Plan was approved on June 11.
  - Building permit application was submitted on June 14.
  - Building permit comments were returned on July 2.
  - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
  - Building permit application submitted on August 2
  - Staff meet with the contractor on August 23 to discuss building/inspection process.
  - Fire review comments returned to applicant on September 23.
  - Response to fire review comments received on October 29.
  - Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
  - Staff met with the business owner on March 15 to discuss plans for future building.
  - Staff has submitted preliminary comments on the site plan to the business owner.
  - Site plan and building permit application plan were submitted on May 10.
  - Comments were returned to the applicant on May 22.
  - Revised site plans and building permit plans were resubmitted on July 10.
  - Site plan and building permit were issued on July 17.
  - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
  - City staff held a pre-development meeting on this project on February 22.
  - The old car wash was demolished the week of July 15.
  - The existing Mudslingers Coffee Shop would remain.
  - A code review was submitted to the City for review by the architect on July 29.
  - The City returned comments on that code review on July 31.
  - Engineer inquired about site plan approval process on August 23.

- Site plan submitted on September 5.
- Initial comments on the site plan were returned on September 19.
- Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
- Revised site plan submitted on October 4.
- Building Permit application and plans submitted on October 14.
- 2<sup>nd</sup> review comments on the site plan were returned on October 17.
- Building permit comments returned on October 18.
- Revised building permit plans received on October 23.
- Revised site plan submitted on October 25.
- Variance request for parking was approved by the Board of Adjustment on November 6.
- Site plan approved and building permit issued on November 7.
- **New Heights Church (309 East Hillcrest Avenue)**
  - The project engineer contacted the City on February 7 to clarify plan review comments.
  - Updated site plan was received on March 7.
  - Updated comments returned to applicant on March 20.
  - The project engineer contacted the City on July 11 to clarify plan review comments.
  - Staff responded to those questions on July 12.
  - An updated site plan was submitted on July 29.
  - Staff responded to fire code requirements on August 21.
  - An updated site plan was submitted on August 30.
  - Site plan comments were returned on September 2.
  - Revised site plan submitted on September 20.
  - Site plan comments returned on October 18.
- **Quail Meadows 3**
  - Located north of North 8<sup>th</sup> Street and East Trail Ridge Place.
  - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
  - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
  - The City Council held a public hearing and first consideration at its September 16 meeting.
  - This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule is to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
  - Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
  - The developer submitted a preliminary plat to the City on September 24.
  - Comments on preliminary plat returned on October 4.

- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- Revised construction plans submitted on February 7.
- Comments on construction plans returned on February 18.
- Revised construction plans submitted on March 2.
- Pre-construction meeting for both the Lift Station project and the Qual Meadows 3 development was held on March 11.
- **Heritage Hills Plat 10**
  - Located at the west end of Trailridge Road.
  - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
  - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
  - The City Council approved the preliminary plat at its August 19 meeting.
  - Construction Plans were submitted on August 27.
  - Comments on construction plans returned on September 11.
  - Revised construction plans were submitted on September 18
  - Construction plans were approved on October 8.
  - Plat of survey to convey property to developer was submitted on January 2. This Plat of survey was reviewed by the Planning Commission on January 15 and the City Council adopted a resolution of approval on January 21.
- **Prairie Glynn Plat 2**
  - Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
  - Construction plans have been submitted and will be approved once changes are made.
  - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
  - Located on the north side of East Hillcrest Avenue between North 9<sup>th</sup> Street and the Summerset Trail.
  - Final Plat approved by Council on May 20.
  - Building permits for north side issued on May 23.
  - Site development is taking place and work is progressing.
- **Autumn Ridge Subdivision Plat 3**
  - Located north of North O Street and West Kentucky Avenue.
  - City Council approved a Development Agreement on June 17.
  - Staff meet with developer on November 14 to outline utility installs and final approvals.

## Charlie Dissell

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**From:** Dave.Vaske@IowaFinance.com  
**Sent:** Wednesday, March 11, 2020 1:49 PM  
**To:** Charlie Dissell  
**Cc:** Stacy.Cunningham@IowaFinance.com; Katie.Kulisky@IowaFinance.com; derek.folden@iowafinance.com; tim.morlan@iowafinance.com; Liam@coventrycg.com; dcooper@wodagroup.com  
**Subject:** NOTIFICATION OF CHIEF EXECUTIVE OFFICER OF LOCAL JURISDICTION

Dear Ryan Waller:

Section 42(m)(1)(A)(ii) of the Internal Revenue Code of 1986, as amended, requires that the Iowa Finance Authority (IFA) notify the Chief Executive Officer (or the equivalent) of the local jurisdiction when a Low-Income Housing Tax Credit application has been submitted for a project in that local jurisdiction and to provide reasonable opportunity for comment on the project. This letter serves as notification to you that the following application has been filed with IFA under the Low-Income Housing Tax Credit Program. Comments from the local jurisdiction are accepted but are not required. This is merely a required notice to the jurisdiction.

Project Name: Williams Terrace  
Address: 1800 N. 9th Street  
City: Indianola  
County: WARREN

Total Number of Units: 50  
Number of Low-Income Units: 45  
Number of Market Rate Units: 5  
Number of Employee Units: 0

Number of Buildings: 1  
Elevator: Yes  
Total Number of Parking Spaces: 100  
Total Number of Garages: 0  
Commercial Space in the Building: No

Unit Type: Standard Apartment

Occupancy Type: Older Persons 55

Construction Type: New Construction

Bedroom Size(s): 1, 2

If you have any comments on this project, please reply to this email or mail your comments along with a copy of this email to the following address within 10 business days from the date of this letter. Comments will be considered prior to any action taken by IFA on projects that rank high enough in the review process to receive a reservation of Low-Income Housing Tax Credit.

Dave Vaske  
Iowa Finance Authority

1963 Bell Avenue, Suite 200  
Des Moines, IA 50315

If you have any questions, please feel free to contact me at (515) 452-0450.

Sincerely,

David Vaske  
Tax Credit Manager

**Confidentiality Notice:** The information in this email may be confidential and/or privileged. This email is intended to be reviewed by only the individual or organization named above. If you are not the intended recipient or an authorized representative of the intended recipient, you are hereby notified that any review, dissemination or copying of this email and its attachments, if any, or the information contained herein is prohibited. If you have received this email in error, please immediately notify the sender by return email and delete this email from your system.

**Treasury Circular 230 Disclosure:** To the extent this communication contains any statement regarding federal taxes, that statement was not written or intended to be used, and it cannot be used, by any person (i) as a basis for avoiding federal tax penalties that may be imposed on that person, or (ii) to promote, market or recommend to another party any transaction or matter addressed herein.

**March 25, 2020**  
**Draft Council Agenda**

- Minutes
- Claims
- Applications
  - Liquor License renewal – Indy 66
- City Manager’s Report
- Salaries
- Public hearing on FY21 budget
- Resolution adopting FY21 budget
- Urban Revitalization Designations
- Discussion and direction on annexation request received from Jon F. and Mary H. Peterson
- Public Hearing for a sign exemption request from Parker Signs & Graphics, Inc., on behalf of the Sunfield Mobile Home Park, located at 800 East Iowa Avenue.
- Resolution accepting the sign exemption request from Parker Signs & Graphics, Inc., on behalf of the Sunfield Mobile Home Park, located at 800 East Iowa Avenue.
- Public Hearing for a sign exemption request from Parker Signs & Graphics, Inc., on behalf of Fellows and Blake, located at 700 East 2nd Avenue.
- Resolution accepting the sign exemption request from Parker Signs & Graphics, Inc., on behalf of Fellows and Blake, located at 700 East 2nd Avenue.
- Public hearing for the purpose of hearing property owners subject to assessment and interested parties for or against the improvement, its cost, the assessment, or the boundaries of the District of the East Iowa Avenue Paving Project.
- Adopt resolution of necessity for the East Iowa Avenue Paving Project
- Adopt resolution directing preparation of detailed plans, specifications, form of contract and notice to bidders for the East Iowa Avenue Paving Project
- Adopt resolution ordering advertisement for bids, setting date for opening and consideration of bids, and setting public hearing on plans, specifications, form of contract, and estimate of costs for the East Iowa Avenue Paving Project
- Noise permit application for Warren County Speedway
- Noise permit application for Indianola Public Library – Summer Kickoff Party
- Special Event application for Indianola Public Library – Summer Kickoff Party
- Ordinance to raise recycling fee
- Resolution approving agreement for Janitorial Services at City Hall, Activity Center and Library
- Discussion and direction regarding the recommendation from the Advisory Committee on a timeline for adoption of the Rules and Procedures document and Codification
- Resolution approving the purchase of one 2020 Ford Explorer Utility vehicle for the Police Department in the amount of \$32,932.00.
- Resolution approving the schedule of fees for the City of Indianola for FY2021
- Set Public Hearing for April 20, 2020 for zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products.
- Ordinance to amend sewer charges

- Resolution authorizing submission of a SAFER grant and an AF Grant.

### **Council Study Session**

- Presentation on updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.

**April 6  
Draft Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Resolution approving purchase of a dump truck with snow and ice equipment for the Streets Department
- Proclamation declaring April 24 as Arbor Day
- Annual safety report
- Updated employee handbook with compensation ranges
- (Tentative) resolution approving union negotiations
- Application requests regarding Friday Night Live concert series
- Snyder engineering agreements for
  - Storm water utility review
  - 2020 storm water master plan
  - 2020 street indexing
- Resolution setting Public hearing on the Revenue Purpose Statement and proposed franchise fee amendment
- Second consideration of an ordinance to raise recycling fees
- Second consideration of an ordinance to amend sewer services charges
- Resolution setting April 20 as public hearing of the Codification Project.
- Approval of Supplemental No 25 for the 4<sup>th</sup> and final year of the Street Masterplan Project
- Consideration of letter of support for Community Catalyst Building Remediation Program grant through the Iowa Economic Development Authority.
- Noise permit application for The Garage
- Urban Revitalization Designations
- Draft of the Iowa Great Places Grant Application from Indianola Hometown Pride
-

## Charlie Dissell

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**Subject:** WCJC Weekly Update

Thanks for the summary. We will try to communicate more. In light of that thought:

- Trailer is now being delivered tomorrow. 3/12.
- Fencing along Salem and Howard will be moved out where it was previously located next week.
- The black screening around the entire perimeter will be repaired next week.
- Weather permitting excavation, trucking, and exporting of soil may start as early as next week.

For long term planning please note that during the construction of the foundation, April thru July, the main access in and out of the foundation will be thru a gate placed along Buxton where the future Sally Port Ramp will be. FYI.

I will be out of the office tomorrow and Friday. Please use this e-mail as my weekly update.

Nick



## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, March 20, 2020 1:16 PM  
**To:** Ryan Waller  
**Subject:** FW: Waller's Weekly 3.20.2020  
**Attachments:** Shout Out.pdf; 2020 Building Permits- March 20.pdf; Code Enforcement- March 20.pdf; Curent Projects Update- March 20.pdf; Bldg Code Update Presentation.pdf; Bldg Code Update Memo.pdf; 2- Comments.pdf; WCJC Update.pdf; COVID 19 WM Update 3.19.pdf

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**From:** Ryan Waller  
**Sent:** Friday, March 20, 2020 1:14 PM  
**To:** Heather Hulen <hhulen@indianolaiowa.gov>; John Parker <jparker@indianolaiowa.gov>; Bob Kling <bkling@indianolaiowa.gov>; Kelly Shaw <kshaw@indianolaiowa.gov>; Gwen Schroder <gschroder@indianolaiowa.gov>; Greta Southall <gsouthall@indianolaiowa.gov>; Greg Marchant <GMarchant@indianolaiowa.gov>  
**Cc:** Doug Fulton <Doug.Fulton@brickgentrylaw.com>; Ryan Waller <rwaller@indianolaiowa.gov>  
**Subject:** Waller's Weekly 3.20.2020

Good afternoon, all.

I hope this finds everyone well. Below and attached, please find the items that comprise this week's update email. As always, please let me know if there are any questions. Have a great day!

Ryan



**Ryan J. Waller**

City Manager

[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)

p: 515.962.5274

110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

**Shout Out** – As you know, the Team has been monitoring the events of COVID-19 since February. It is because of this awareness and preparation that our Team has been able to quickly implement plans to ensure we are able to continue to deliver the very best services to our community. I am very proud of the Team for their positive outlook, professionalism and unflappable commitment to service of the Indianola community.

**March 25<sup>th</sup> City Council Meetings** - The City Council is scheduled to meet on Wednesday, March 25, 2020. The agenda and meeting materials have been available on the City's website since March 16<sup>th</sup> and may be found at <http://indianolaiowa.gov/AgendaCenter/City-Council-5>.

**Public Participation During City Council Meetings** – Arrangements have been established to ensure residents may participate in upcoming City Council meetings. Details and instructions may be found on the City’s website at <http://indianolaiowa.gov/CivicAlerts.aspx?AID=1568>. The established protocols are consistent with legal requirements, as well as Governor Reynolds’ recent executive order.

**Study Session Item** – The presentation and a memorandum summarizing the materials scheduled for the March 25<sup>th</sup> Study Session are attached. Staff will be requesting City Council direction on the alternatives provided within the memorandum during the Study Session.

**Water Resource Recovery Facility** – As a condition of the permit for the City’s WRRF project, wetland mitigation credits were required. The City’s consultant provided notification to the DNR that this condition has been satisfied. As noted previously, the contractors will not be able to commence with construction until after March 31<sup>st</sup>. As of the writing of this update, the contractors are still planning to mobilize consistent with this date.

**Waste Management Letter** – Attached is a letter received from Waste Management providing an update regarding their response to COVID-19. Waste Management representatives would like customers to take special note of the information shared regarding call centers, as well as the collection of bulk items.

**Warren County Justice Center Weekly Update** – Attached is an update from DCI on activity that will take place regarding this project.

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

## Ryan Waller

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**From:** Ryan Waller  
**Sent:** Wednesday, March 18, 2020 7:58 AM  
**To:** City Employees  
**Subject:** Shout Out

**Importance:** High

Good morning, all.

I hope that this finds you all well. This email is meant as a Team Shout Out.

I want to compliment you all. I can point to a number of examples where departments have bent over backwards to make sure this virus does not impact what we do. While I intend to share some of those later, I really wanted to applaud and commend you all for:

- remaining calm,
- staying patient,
- asking questions,
- communicating with others (internal and external), and
- trusting in each other - that we are all doing our respective parts to ensure our primary focus of delivering service to our community continues.

Sure it is easy to, during times of uncertainty, to get caught up in the hysteria that swirls around us, but this has not been a characteristic of **OUR** team.

## **THANK YOU!**

If you have any questions or would like to chat, please let me know.

Have a great and productive day!

Ryan



**Ryan J. Waller**

City Manager

[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)

p: 515.962.5274

110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125



# Community Development

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## 2020 Building Permit Report

Date Application Submitted	Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finaled Date	VALUE
12/31/2019	1	1/2/2020	North American MHC LLC	9 Leonard Avenue	Heartland Living	Mobile Home			\$51,300
12/31/2019	2	1/2/2020	North American MHC LLC	21 Leonard Avenue	Heartland Living	Mobile home			\$51,300
1/7/2020	3	1/7/2020	Chad Keller	206 N Jefferson	B and D	DEMO			
1/7/2020	4	1/7/2020	Chad Keller	208 N Jefferson	B and D	DEMO			
1/7/2020	5	1/8/2020	North American MHC LLC	24 Leonard	Heartland Living	Mobile Home			\$51,300
1/7/2020	6	1/8/2020	North American MHC LLC	26 Alfred	Heartland Living	Mobile Home			\$38,494
1/7/2020	7	1/8/2020	North American MHC LLC	6 Leonard	Heartland Living	Mobile Home			\$38,494
1/14/2020	8	1/14/2020	Foxwood Apts	1005 W 3rd	Rainbow International	Remodel			\$859,560
1/7/2020	9	1/13/2020	Kurt Ripperger	804 N B	Construction by Cambron	Remodel			\$80,000
10/29/2019	10	1/16/2020	Wal Mart	1500 N Jefferson Way	Midland	Commercial Remodel			\$1,891,511
1/15/2020	11	1/20/2020	Jerry's Homes	506 N 17th	Jerry's Homes	Basement Finish			\$18,000
1/15/2020	12	1/27/2020	Jerry's Homes	402 N 18th	Jerry's Homes	Single Family Dwelling	1435		\$208,000
1/15/2020	13	1/27/2020	Jerry's Homes	406 N 18th	Jerry's Homes	Single Family Dwelling	1339		\$203,000
1/15/2020	14	1/27/2020	Jerry's Homes	408 N 18th	Jerry's Homes	Single Family Dwelling	1474		\$217,000
1/15/2020	15	1/27/2020	Jerry's Homes	1708 Detroit	Jerry's Homes	Single Family Dwelling	1644		\$201,000
1/15/2020	16	1/27/2020	Jerry's Homes	1704 Detroit	Jerry's Homes	Single Family Dwelling	1605		\$212,000
1/31/2020	17	2/3/2020	Sherwin and Leeann Back	808 W Salem	Vanderpool	Alteration			\$15,158
2/10/2020	18	2/10/2020	Dusty Jordan	1107 N 6th Street	Jordan Building & Design LLC	Screened In Porch	192		\$15,000
1/10/2020	19	2/12/2020	Pritesh Patel	1215 N Jefferson Way	Rod Curtis	Commercial Remodel			\$80,000
2/12/2020	20	2/12/2020	KC Inc	404 W Jefferson	Iowa Demolition	DEMO			
2/13/2020	21	2/18/2020	Top Hat Homes	810 W Orchard	Top Hat Homes	Single Family Dwelling	2404		\$448,000
2/21/2020	22	2/28/2020	North American MHC LLC	29 Alfred	Heartland Living	Mobile Home			\$38,494
3/2/2020	23	3/2/2020	Kyle Tipling	411 W Salem	Dirt Work	Garage Demo			
2/22/2020	24	3/2/2020	Horton-Robinson	709 Sunset	Horton-Robinson	Single Family Dwelling	1850		\$257,000
3/11/2020	25	3/11/2020	North American MHC LLC	24 Leonard	Miller Scrap Metal	DEMO			
3/11/2020	26	3/11/2020	North American MHC LLC	6 Leonard	Miller Scrap Metal	DEMO			
3/11/2020	27	3/11/2020	Jerry's Homes	400 N 18th	Jerry's Homes	Basement Finish			\$15,000
3/9/2020	28	3/9/2020	Tyler Christonski	1319 S O	Crosscut Custom Carpentry	Four Seasons Room			\$41,500
3/13/2020	29	3/13/2020	North American MHC LLC	38 Alfred	Miller Scrap Metal	Mobile Home			
3/13/2020	30	3/13/2020	North American MHC LLC	52 Lincoln	Miller Scrap Metal	Mobile Home			



# Community Development

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## 2020 Building Permit Report

3/13/2020	31	3/13/2020	Jerry's Homes	1703 Euclid	Jerry's Homes	Basement Finish			\$7,000
3/13/2020	32	3/13/2020	Steger Construction	608 S Y	Steger Construction	Duplex	18400		\$100,000
3/13/2020	33	3/13/2020	Steger Construction	610 S Y	Steger Construction	Duplex	18400		\$100,000
3/13/2020	34	3/13/2020	Rory and Kathy Crooks	1209 W Euclid	Rory and Kathy Crooks	Deck			\$1,650
3/4/2020	35	3/16/2020	WJH LLC	1800 E Euclid	Century Complete	Single Family Dwelling	1810		\$92,047
3/4/2020	36	3/16/2020	WJH LLC	1710 E Euclid	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	37	3/16/2020	WJH LLC	1708 E Euclid	Century Complete	Single Family Dwelling	2009		\$98,876
3/4/2020	38	3/16/2020	WJH LLC	1706 E Euclid	Century Complete	Single Family Dwelling	1810		\$92,047
3/4/2020	39	3/16/2020	WJH LLC	1704 E Euclid	Century Complete	Single Family Dwelling	1625		\$90,935
3/4/2020	40	3/16/2020	WJH LLC	1606 E Euclid	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	41	3/16/2020	WJH LLC	1504 E Euclid	Century Complete	Single Family Dwelling	2009		\$98,876
3/4/2020	42	3/16/2020	WJH LLC	1502 E Euclid	Century Complete	Single Family Dwelling	1810		\$92,047
3/4/2020	43	3/16/2020	WJH LLC	1500 E Euclid	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	44	3/16/2020	WJH LLC	602 N 17th	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	45	3/16/2020	WJH LLC	600 N 17th	Century Complete	Single Family Dwelling	1602		\$90,542
10/9/2019			IR Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000



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## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 01-2020	12/27/2019	Campers all over property. Junk and junk vehicles parked on driveway and other miscellaneous junk debris.	1801 West Euclid	1/2/2020	1/2/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Uele and established a 30 day deadline for each camper to be removed/moved from property. Will try and touch base with Uele next week and check status of moving one of the campers.	3/30/2020	
Open	CE: 04-2020	1/9/2020	Junk and junk debris throughout property	107 North Kenwood	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with homeowner and she said she will have van removed from property as soon as the weather turns.	3/30/2020	
Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b>	3/30/2020	
Open			Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	3/30/2020	
Open			Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels, menace to the public	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020. Spoke with Deb from DML Management. She is working with a sign company and will be taking care of the existing sign as soon as possible. Established another deadline of March 31st, 2020.	3/31/2020	
Open			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. <b>Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.</b> Spoke with contractor, he said their waiting on materials and work will resume as soon as they are available but no later than 1/31/2020. Spoke with property owner. Contractor is waiting to finish siding until the weather warms up to avoid cracking the vinyl.	3/31/2020	
Open			Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated. Will check regularly.	4/1/2020	
Open			Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale. Will check regularly. House is up for sale by Berkshire Hathaway	4/1/2020	
Open			Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied or a building permit. Default judgement issued by court on December 6. Property owner had until January 5 to have all work completed. Working on getting quotes for work to be completed to determine next steps. In the process of getting quotes to abate the property. Not going to abate. Will continue to issue Municipal Infractions.	4/1/2020	
Open			Unsafe Building	407 West 1st Ave	12/11/2019	12/11/2019	House caught fire over thanksgiving weekend 11/28/2019. Inspected house on 12/11/2019 to determine extent of damage and see if the structure can be saved. Unfortunately the structure cannot be saved and must be torn down. Sent letter to property owner on 12/11/2019 ordering the house to be demolished by January 20th, 2020. Person in charge of the estate called in on 2/3/2020. Insurance claim has been filed, and adjuster will evaluate. Still waiting on insurance adjuster.	4/1/2020	
Open	CE 07-2020	1/9/2020	Abandoned/Dangerous/Unsafe Building	2110 West 2nd	1/9/2020	1/10/2020	Sent letter of Abandoned, Dangerous, & Unsafe Building on 1/10/2020 and established a date of April 9th for completion.	4/9/2020	
Open	CE: 16-2020	2/20/2020	Green wrecked Malibu? No doors, in the side yard.	Parcel ID: 48860001371   503 West 2nd Ave	2/20/2020	2/21/2020	Left notice with tenant on 2/21/2020. Sent letter 3/6/2020. Gave until April 13th to have vehicle moved inside.	4/13/2020	
Open		9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	4/30/2020	
Open	CE: 02-2020	1/9/2020	Trailer park needs to be cleaned up. Junk and junk vehicles.	307 West 2nd	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of April 30th, 2020. Larry Throckmorton 515-249-9639	4/30/2020	
Open			Unsafe Building	208 N Jefferson Way	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open			Unsafe Building	206 N Jefferson	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open	CE: 09-2020	1/10/2020	Shed in front/side yard	640 North N	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Spoke with Diana and gave extension until May 1st, 2020.	5/1/2020	



# Community Development

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## Code Enforcement Tracking Report

Open	CE: 18-2020	3/9/2020	Unlicensed vehicle on jack stands in driveway, Trailers parked in front yard, Junk debris scattered throughout property.	1108 North B Street	3/11/2020	3/11/2020	Door hanger left on 3/11/2020. The car in the driveway will be off jack stands within 2 weeks, the trailers have been moved out of the front yard and the remainder of the yard will be picked up and disposed of during spring cleanup	5/1/2020	
Open	CE: 17-2020	3/3/2020	Abandoned, unsafe & dangerous building	1009 E Salem		3/4/2020	Sent letter of Unsafe/Dangerous Building on 3/4/2020. Has until April 3rd to secure building permit and June 2nd to complete the work.	6/2/2020	
Closed	CE: 13-2020	3/2/2020	Broken down (wrecked) vehicle in front yard	911 E Iowa	3/2/2020	3/2/2020	Left notice on 3/2/2020. Car removed.		3/11/2020
Closed	CE: 03-2020	1/9/2020	Junk vehicles	208 South D Street	1/10/2020	1/10/2020	Cars Removed.		3/10/2020
Closed	CE: 11-2020	1/9/2020	Patio clutter accumulating at apartment 30	810 South R Street	1/9/2020	1/27/2020	Sent letter of Nuisance and Demand for Abatement on 1/27/2020 and established a deadline of February 10th, 2020.		3/6/2020
Closed			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior.		3/6/2020
Closed	CE:10-2020	1/10/2020	Shed in front/side yard	606 North Kenwood	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Owner has requested a Variance and will be heard before the Board of Adjustment. Board of Adjustment approved Variance.		3/4/2020
Closed	CE: 05-2020	1/9/2020	Vehicles and trailers parked in grass, camper stored on driveway	1708 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Tim, gave 30 days to comply. Camper and trailer have been removed.		2/14/2020

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** March 20, 2020  
**Subject:** Current Projects Update

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

- **Apple Tree Inn (1215 North Jefferson Way)**
  - Building permit application for interior remodel submitted on January 10.
  - Review comments were returned on January 13.
  - Revised building plans submitted on February 5.
  - Building Permit issued on February 12.
- **Wal-Mart (1500 North Jefferson Way)**
  - Building Permit application and plans submitted on October 29 for a remodel of this building.
  - Building plans approved on November 7.
  - Building Permit issued on January 16.
  - Applicant has indicated a start date of January 19.
- **Cabin Coffee (910 East 2<sup>nd</sup> Avenue)**
  - Sale of D&D lot and development agreement was approved by Council on October 21.
  - Staff hosted a preapplication meeting with the developers on October 22.
  - Developer closed on the property on November 22.
  - On March 16, developer notified City that, due to the COVID 19 pandemic, this project is being suspended until further notice.
- **Scooters Coffee (1112 North Jefferson Way)**
  - Site plan and building permit were submitted on October 9.
  - Site plan comments returned to applicant on November 4.
  - Updated site plan submitted on November 18.
  - Staff continues to work with the property owner on a solution for the storm sewer pipe located on this property.
  - Revised site plan submitted on February 28.
  - Site plan comments returned on March 9.

- Revised site plan submitted on March 9.
- Site plan approved on March 11.
- **Indianola Pediatric Dentist (2001 North 6<sup>th</sup> Street)**
  - Site plan and stormwater management plan were submitted on May 23.
  - Comments were returned to the applicant on June 2.
  - Building permit application submitted on June 13.
  - Site plan and stormwater management plan were approved on June 18.
  - Building permit comments returned on July 3.
  - Revised building permit plans were resubmitted on July 11.
  - Building permit was issued on July 15.
  - Final inspection occurred on March 19
  - Certificate of Occupancy issued on March 20.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
  - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
  - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
  - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
  - A revised site plan was submitted on May 20.
  - Revised comments were returned on June 4.
  - A second revised site plan was submitted on June 11.
  - Site Plan was approved on June 11.
  - Building permit application was submitted on June 14.
  - Building permit comments were returned on July 2.
  - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
  - Building permit application submitted on August 2
  - Staff meet with the contractor on August 23 to discuss building/inspection process.
  - Fire review comments returned to applicant on September 23.
  - Response to fire review comments received on October 29.
  - Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
  - Staff met with the business owner on March 15 to discuss plans for future building.
  - Staff has submitted preliminary comments on the site plan to the business owner.
  - Site plan and building permit application plan were submitted on May 10.
  - Comments were returned to the applicant on May 22.
  - Revised site plans and building permit plans were resubmitted on July 10.

- Site plan and building permit were issued on July 17.
- Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
  - City staff held a pre-development meeting on this project on February 22.
  - The old car wash was demolished the week of July 15.
  - The existing Mudslingers Coffee Shop would remain.
  - A code review was submitted to the City for review by the architect on July 29.
  - The City returned comments on that code review on July 31.
  - Engineer inquired about site plan approval process on August 23.
  - Site plan submitted on September 5.
  - Initial comments on the site plan were returned on September 19.
  - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
  - Revised site plan submitted on October 4.
  - Building Permit application and plans submitted on October 14.
  - 2<sup>nd</sup> review comments on the site plan were returned on October 17.
  - Building permit comments returned on October 18.
  - Revised building permit plans received on October 23.
  - Revised site plan submitted on October 25.
  - Variance request for parking was approved by the Board of Adjustment on November 6.
  - Site plan approved and building permit issued on November 7.
- **New Heights Church (309 East Hillcrest Avenue)**
  - The project engineer contacted the City on February 7 to clarify plan review comments.
  - Updated site plan was received on March 7.
  - Updated comments returned to applicant on March 20.
  - The project engineer contacted the City on July 11 to clarify plan review comments.
  - Staff responded to those questions on July 12.
  - An updated site plan was submitted on July 29.
  - Staff responded to fire code requirements on August 21.
  - An updated site plan was submitted on August 30.
  - Site plan comments were returned on September 2.
  - Revised site plan submitted on September 20.
  - Site plan comments returned on October 18.
- **Quail Meadows 3**
  - Located north of North 8<sup>th</sup> Street and East Trail Ridge Place.
  - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.

- A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- Revised construction plans submitted on February 7.
- Comments on construction plans returned on February 18.
- Revised construction plans submitted on March 2.
- Pre-construction meeting for both the Lift Station project and the Qual Meadows 3 development was held on March 11.
- Construction plans approved on March 13.
- **Heritage Hills Plat 10**
  - Located at the west end of Trailridge Road.
  - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
  - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
  - The City Council approved the preliminary plat at its August 19 meeting.
  - Construction Plans were submitted on August 27.
  - Comments on construction plans returned on September 11.
  - Revised construction plans were submitted on September 18
  - Construction plans were approved on October 8.
  - Plat of survey to convey property to developer was submitted on January 2. This Plat of survey was reviewed by the Planning Commission on January 15 and the City Council adopted a resolution of approval on January 21.

- **Prairie Glynn Plat 2**
  - Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
  - Construction plans have been submitted and will be approved once changes are made.
  - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
  - Located on the north side of East Hillcrest Avenue between North 9<sup>th</sup> Street and the Summerset Trail.
  - Final Plat approved by Council on May 20.
  - Building permits for north side issued on May 23.
  - Site development is taking place and work is progressing.
- **Autumn Ridge Subdivision Plat 3**
  - Located north of North O Street and West Kentucky Avenue.
  - City Council approved a Development Agreement on June 17.
  - Staff meet with developer on November 14 to outline utility installs and final approvals.

# CITY OF INDIANOLA, IOWA



Updates to Building, Fire, Mechanical, Electrical,  
Plumbing, Fuel Gas, Liquefied Petroleum Gas, Energy  
Conservation and Property Maintenance Codes.

March 25, 2020

1

## CURRENT CODES



- 2012 Edition:
  - International Building Code
  - International Residential Building Code
  - International Energy Conservation Code- Residential Provision
  - International Plumbing Code
  - International Mechanical Code
  - International Fire Code
- National Electrical Code- 2014 Edition



2

## CENTRAL IOWA CODE CONSORTIUM



- Capital Crossroads
  - Vision plan for Greater Des Moines and Central Iowa
- Capitals
  - Governance
  - City and County leaders
- Central Iowa Code Consortium
  - Collaboration in Adoption of Updated Codes



3

## PROPOSED CODES



- 2018 Edition:
  - International Building Code
  - International Residential Building Code
  - International Existing Building Code
  - Uniform Plumbing Code
  - International Mechanical Code
  - International Fire Code



4

## PROPOSED CODES



- International Energy Conservation Code- 2012 Edition
- Liquefied Petroleum Gas Code- 2014 Edition
- National Fuel Gas Code- 2015 Edition
- National Electrical Code- 2017 Edition
- International Property Maintenance Code- 2018 edition

5

## 2018 BUILDING CODE



### Care Facility in Dwelling Units

- Provision is targeted to Daycares
- Would allow up to 8 occupants rather than the 5 noted in code
- This will allow the building to meet the Residential Code rather than the Building Code

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## 2018 BUILDING CODE



### Care Facility in Dwelling Units (Cont.)

- Exception allows facilities to have up to 16 occupants that stay less than 24-hours per day where the care facility is registered with the State of Iowa Department of Human Services as child development homes on or before January 1, 2017
- Exception was based on the regulations of the Department of Human Services and is meant to be a compromise for those facilities already registered with the State.

7

## 2018 BUILDING CODE



### Storm Shelters

- Storm shelters became a requirement for schools in the 2015 IBC. The provisions expanded in the 2018 IBC.
- Amendment deletes requirements for mechanical, electrical, plumbing and fire separation systems/assemblies in storm shelters.
- Amendment reduces the required sq. ft. floor area per person.
- Amendment clarifies storms shelters are not required when buildings/structures accessory to the school are constructed, such as stadiums, concession stands, maintenance garages, etc.

8

## 2018 BUILDING CODE



### Storm Shelters (Cont.)

- Amendment also would count the installation of portable buildings for educational purposes as new construction thus potentially triggering the storm shelter requirements.
- Amendments help reduce cost of construction while still providing a level of safety for the occupants.
- Also recognizes that weather events experienced in this part of the country are vastly different than other parts thus warranting a “common sense” approach while still meeting the intent of the code.

9

## 2018 BUILDING CODE



### Sprinkler Systems

- The recommended amendments make the requirement for sprinklers more restrictive.
- If a restaurant is over 1,500 then a sprinkler system would be required.
  - Rather than 5,000 square feet.
- All other enclosed assembly occupancies would halve the floor area/occupancies for sprinkler requirements.

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## 2018 BUILDING CODE



### Sprinkler Systems (Cont.)

- Sprinklers would be required for offices, dentist offices, doctors offices if the area of the building exceeds 6,000 square feet, is 4 or more stories in height (or 30') or if all group B type of occupancies exceed 12,000 square feet combined.
- A sprinkler would be required for a school that is over 1,500 square feet or have an occupant load of 50 or more
  - Rather than 12,000 square feet/300 occupant load per code.
- The floor areas/occupancies for Factories, Retail stores, and moderate storage type of occupancies are reduced by half for sprinkler requirements

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## 2018 BUILDING CODE



### Sprinkler Systems (Cont.)

- A single story repair garage that is more than 3,500 square feet is required to have a sprinkler system.
  - Rather than 12,000 square feet
- If the building is more than 2 stories with a repair garage and is 10,000 square feet then you do not need a sprinkler system.
- Residential sprinkler design for apartment buildings would no longer be allowed. The sprinkler system would have to be per the commercial design.

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## 2018 RESIDENTIAL BUILDING CODE



### Basement Ceiling Floor Protection

- The amendment would require ½" gypsum drywall to be installed on the underside of the floor system exposed to the basement.
- 80 square feet of basement ceiling area is allowed to be exposed.
  - Intended for around the main ductwork of the furnace.
- Gypsum board is not required to be installed on the basement ceiling if the basement is protected with automatic sprinklers.

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## 2018 RESIDENTIAL BUILDING CODE



### Townhome Sprinkler System

- Automatic Sprinkler Systems shall be required for townhomes if there are more than 8 dwelling units.
- Automatic Sprinkler Systems shall be required for townhomes that have a combined floor area of more than 18,000 square feet, exclusive of garages.
- Additions/alterations to existing townhomes that are not protected with sprinkler systems are not required to have sprinkler systems installed.

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## 2018 RESIDENTIAL BUILDING CODE



### Appendix M

- Adoption of appendix M would require additional provisions for a dwelling unit that is utilized as a home daycare.
- Regulations include possible additional exits from floor levels, fencing provisions, lock and latch mechanisms for doors, required landings on the exterior side of sliding patio doors and restrictive guard rail provisions.

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## 2018 RESIDENTIAL BUILDING CODE



### Appendix M (Cont.)

- Hardwired smoke detectors with battery back up are required to be installed and interconnected.
- Smoke detectors are to be installed in locations as noted for in new construction.

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## 2018 EXISITING BUILDING CODE



- The International Existing Building Code is new for the City of Indianola.
- The provisions for existing buildings that were located in Chapter 34 of the International Building Code no longer exist.
- This code is an excellent guideline/set of regulations to guide designers, owners and AHJ when dealing with existing buildings.
- This code recognizes adaptations of new code regulations to existing buildings that allow re-utilization, repurpose of existing buildings based on acceptable levels of hazard.

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## 2018 EXISITING BUILDING CODE



### Sprinkler System for Existing Apartment Buildings

- Would require the installation of a sprinkler system throughout an apartment building if 3 or more dwelling units are fire damaged.
- The sprinkler system would be required to installed within 2 years of the date of the fire damage
- Fire damage is not defined though it does not mean any smoke or water damage. It also does not mean any other type of damage incurred during fire fighting operations.

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## 2018 EXISITING BUILDING CODE



### Sprinkler System for Existing Apartment Buildings (Cont.)

- System would also be required if the building undergoes alterations involving the moving or reconfiguration of walls and spaces where the scope of work is more than 50 percent of a floor area.
- This will affect all apartment buildings, mostly older stock buildings.
- Most older buildings do not have areas of spaces to install a fire sprinkler riser room
- This would require in some cases for the property owner to bring in a fire service line that may need to be connected to a water main that is located on the opposite side of a street/right of way.

19

## 2018 EXISITING BUILDING CODE



### Storm Shelters

- These amendments are the same as the Building Code except that it pertains to existing school buildings.
- The code only requires the size of a storm shelter to be determined based on the occupant load of an addition, not for the entire building. The amendments DO NOT change this. The CICC committee felt this would be best determined by the School District in regards to whether or not to provide enough shelter space for just the addition of for the building as a whole.

20

## 2012 ENERGY CONSERVATION CODE



- While the City does have provisions of this adopted, the adoption of the full Energy Code amendments would be new for the City of Indianola.
- The State of Iowa does mandate all buildings meet the State Energy Code as a minimum. The State code adopts the 2012 International Energy Conservation Code.
- There are vast and significant changes between the 2012 to 2015 and 2018 versions.

21

## 2017 ELECTRICAL CODE



### Townhome Electrical Services

- Electrical service feeders would not be allowed to extend from the service meter through and to other units.
- An exemption is provided that allows for such if an easement is recorded within a townhome concealed space or attic area.
- Townhomes are defined as single family attached dwellings that extend from the foundation to the underside of the roof attic sheathing and has two yards on each side of the unit.

22

## 2018 PROPERTY MAINTENANCE CODE



- New Code for Indianola
- Complement Dangerous Building and Nuisance Codes
- Grass Height Discussion

23

## 2018 PROPERTY MAINTENANCE CODE



City	Grass Height (inches)	City	Grass Height (inches)
Adel	8	Oskaloosa	8
Altoona	6	Ottumwa	10
Ames	12	Pella	8
Ankeny	12	Perry	8
Boone	12	Pleasant Hill	18
Bondurant	8	Polk City	6
Carlisle	8	Urbandale	12
Clive	10	Waukee	12
Des Moines	12	West Des Moines	10
Fort Dodge	10	Windsor Heights	6
Grimes	12	Winterset	8
Johnston	9	<b>AVERAGE</b>	<b>9.56</b>
Newton	6	<b>Median</b>	<b>9</b>
Norwalk	8	<b>Mode</b>	<b>8</b>
		<b>Indianola</b>	<b>6</b>

24

## DISCUSSION/DIRECTION



### Sprinkler Systems

- Adopt the CICC Recommendations
- Adopt the ICC Codes as Written

Staff recommends adoption of the ICC Codes as written, and that Council reviews the item in 6 months to see what other Metro Communities have done.

### Basement Ceiling Floor Protection

- Adopt the CICC Recommendations
- Adopt the ICC Codes as Written

Staff recommends adoption of the ICC Codes as written, and that Council reviews the item in 6 months to see what other Metro Communities have done.

25

## DISCUSSION/DIRECTION



### Grass Height

- Keep height at 6 inches
- Amend height to better match other communities

Staff recommends the following language:

26

## DISCUSSION/DIRECTION



12. Grass, weeds or brush on private property shall be cut, mowed and maintained so as not to exceed the following height specifications:
  - A. Developed Areas - not to exceed eight (8) inches.
  - B. Undeveloped Areas - not to exceed twelve (12) inches.
    - i. This section does not apply to grasses grown as agricultural crops on undeveloped property or to prairies, wetlands, or similar areas of naturalized perennial vegetation grasses growing on undeveloped property as determined by the City Council.
  - C. All undeveloped properties adjacent to a developed property - not to exceed eight (8) inches for a distance of ten (10) feet measured horizontally into the property from the property line.
  - D. Grass, weeds or brush on undeveloped properties adjacent to the curb line or outer boundary of any street shall be cut, mowed and maintained so as not to exceed eight (8) inches for a distance of twenty-five (25) feet measured horizontally into the property from the property line.

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: March 20, 2020  
Re: Updates to Building, Fire, Mechanical, Electrical, Plumbing, Fuel Gas, Liquefied Petroleum Gas, Energy Conservation and Property Maintenance Codes.

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### **PURPOSE OF UPDATES**

As you are aware, one of the items outlined in the City's strategic plan was to review and evaluate current building codes and look at updating to the most recent version of those codes. These codes include the 2012 International Residential Code, 2012 International Building Code, 2012 International Fire Code, 2012 International Fuel Gas Code, 2012 International Plumbing Code, 2012 International Mechanical Code and 2014 National Electrical Code. As you are also aware, Capital Crossroads, through the Central Iowa Code Consortium (CICC), has been working on local government collaboration in the adoption of updated building codes. Last fall, the CICC adopted their final recommendations on building code updates.

### **REVIEW OF CICC RECOMMENDATIONS**

City staff has been working to review the recommendations of the Central Iowa Code Consortium. Beginning last December, staff created a webpage for the public to review the proposed changes and provide feedback. Additionally, on January 16, staff hosted a contractor and developer breakfast to review the proposed changes. The comments that have been received from the public to date are attached to this memo, and all the CICC's recommendations can be found here: <https://www.indianolaiowa.gov/841/Code-Updates>. Through staff review and public comments, staff has identified 2 key areas where a recommendation is being made to not adopt CICC recommendations.

### **STAFF RECOMMENDATIONS**

First, the CICC is recommending amendments that would make the requirement for sprinklers more restrictive. For example, the CICC is recommending that if a restaurant is over 1,500 square feet then a sprinkler system would be required. The 2018 International Building Code, as written, requires sprinklers in restaurants over 5,000 square feet. The CICC recommendations for all other enclosed assembly occupancies would halve the floor area/occupancies for sprinkler requirements. Staff is recommending that all amendments to sprinkler requirements made by the CICC not be accepted, and that Council adopt the sprinkler requirements as written in the 2018 International Building Code. As most metro communities have still not adopted the updated building codes, staff further recommends this item be reviewed again in 6 months to examine what CICC recommendations other communities have adopted.

Second, the CICC is recommending amendments that would require stricter compliance to meet an exception of the required fire protection of floors. The 2018 International Residential Code requires that ½" gypsum drywall be installed on the underside of the floor system exposed to the basement. There are various exceptions to this requirement, including the use of dimension lumber, composite

lumber or other approved assemblies demonstrating equivalent fire protection. The amendment proposed by the CICC would require fire performance to be proven by an approved testing company showing at least 26 minutes for length and time of duration for exposure to fire. Staff is recommending that this amendment recommended by the CICC not be accepted, and that Council adopt the requirements as written in the 2018 Residential Building Code. Again, as most metro communities have still not adopted the updated building codes, staff further recommends this item be reviewed again in 6 months to examine what CICC recommendations other communities have adopted.

Additionally, feedback was received regarding storm shelters in schools. Please note that while the City of Indianola did not adopt, storm shelters became a requirement for schools in the 2015 International Building Code, and the provisions were expanded in the 2018 International Building Code. The CICC is recommending an amendment that would delete requirements for mechanical, electrical, plumbing and fire separation systems/assemblies in those storm shelters. The proposed amendment would also reduce the required sq. ft. floor area per person. The CICC's recommendation also clarifies storms shelters are not required when buildings/structures accessory to the school are constructed, such as stadiums, concession stands, maintenance garages, etc. Lastly, the CICC is recommending an amendment that would count the installation of portable buildings for educational purposes as new construction thus potentially triggering the storm shelter requirements. These proposed amendments help reduce the cost of construction while still providing a level of safety school occupants and recognizes that weather events experienced in this part of the country are vastly different than other parts. Staff is recommending the CICC recommendations on this section be adopted.

#### **INTERNATIONAL PROPERTY MAINTENANCE CODE**

Although not part of the CICC's recommendations, staff is also recommending adoption of the 2018 International Property Maintenance Code. While the City does have regulations in place for nuisances and for dangerous buildings, this code would serve as an additional tool for staff to enforce general property maintenance violations on private property. As part of this code, the allowed height of grass needs to be discussed. Like the discussion that took place last year with the number of hours snow can remain before being shoveled, staff also pulled the same cities to see what their allowed height of grass was. The results showed that the average height allowed was over 9.5 inches, while most commonly cities allowed up to 8 inches. The City of Indianola currently allows up to 6 inches. Staff is recommending amending the grass height code to allow for a grass height up to 8 inches on developed lots and up to 12 inches on undeveloped property. The recommendation would require that a 10-foot buffer be provided on undeveloped property adjacent to developed property where the grass is mowed to 8 inches. Furthermore, all undeveloped property would need to have a 25-foot strip mowed adjacent to all curb lines along public roads for vision clearance. As is right now, property owners would be able to appeal to Council for exceptions where prairies, wetlands, or similar areas of naturalized perennial vegetation grasses grown on undeveloped property. If Council concurs with this recommendation, an amendment will also need to be made to Section 50.02.12 of the Code of Ordinances.

#### **TIMELINE GOING FORWARD**

Staff recommends Council consider two alternatives.

1. Council directs staff to move forward with the recommendations of the CICC, with the changes/additions noted above, and scheduled first consideration of an ordinance adopting these codes for April 6, 2020. 3<sup>rd</sup> consideration would occur on May 4, and the new codes would have an effective date of June 1, 2020.
2. Council postpones the study session item to April 20, 2019 for further discussion.



BUSINESS NAME: *Carlson Homes*

Primary Contact: *Dan Carlson*

Office #  Cell # *515-601-2520*  Email *dan@carlsonhomesiowa.com*

Address: *210 N. 17th Street*

City *Indianola* Zip *50125*

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

- Glad to see move to 2018 Building Code.*
- Would like to dig into difference between 2012, 2015 and 2018 Energy Code - not sure why not to adapt more recent energy codes.*
- \* - Apa Study shows alternatives to 1/2" drywall on basement ceilings - would like to see the city at least explore to adapt these alternatives.*

## Charlie Dissell

---

**From:** Dan Carlson <dan@carlsonhomesiowa.com>  
**Sent:** Tuesday, January 21, 2020 12:00 PM  
**To:** Greg Chia; Charlie Dissell; Tim Little  
**Subject:** Floor System Fire Protection  
**Attachments:** Floor System Fire Protection Report.pdf; I Joist Floor Protection Systems (PDF).pdf; Mineral Wool SAFB Data Sheet.pdf

Charlie, Tim, and Greg,

After the contractor breakfast last week, I am in complete agreement that the exception for 2x dimensional lumber should not be allowed to go un-protected in basements anymore, and commend you for going above code in areas that you feel strongly about. With that being said, I have attached documents and reports from APA – The Engineered Wood Association, citing other methods of protection of engineered floor systems that meet or exceed the performance of ½” drywall on the bottom of floor joists – Specifically the use of mineral fiber board installed on top of the joist flanges. The APA is the same testing agency that establishes the guidelines, and tests and defines lumber grades and engineered building products. I am asking for you to explore this option and consider this as an approved method of floor system protection for basements on the account of the following:

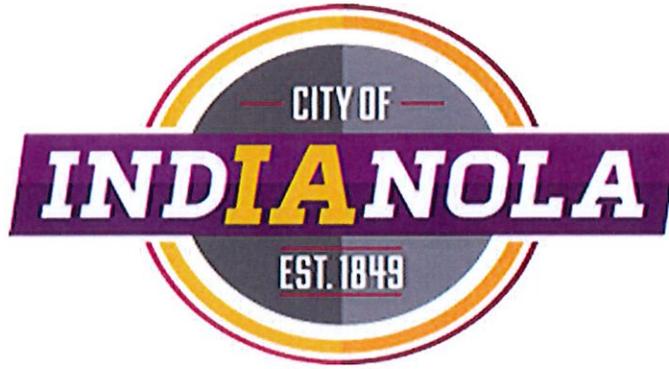
- Mineral fiber insulation has a flame spread and smoke develop rating of 0, therefore by definition of NFPA 220 – a non-combustible material.
- Installing ½” drywall on the bottom of the joists is not only more expensive than this insulation, but also is a complete material waste, as any good drywall contractor will tell you that all of the sheets must be replaced completely after rough ins when the basement is finished out, because the same screw holes cannot be re-used and the empty screw holes will cause pops in the finish.
- Most contractors are not installing the ½” drywall according to code correctly anyways. Per 2018 IRC Section R302.13 – Exception 3.2: Fireblocking must be installed along the perimeter of all un-protected areas for the 80 sf of unprotected area to be allowed. By the definition of “fireblocking” in section R302.11.1 - in order to leave these 80sf unprotected, either solid 2x blocking, ½” drywall, or mineral fiber insulation would need to be used to fill the open voids of all of the unprotected joist cavities.
- Using this mineral fiber insulation, there would hardly be any excuse for any of the floor system to be unprotected since you would be able to insulated even above duct runs and plumbing chases, creating a better protected system than the current allowance of 80sf of unprotected area – without fire blocking.

I became a homebuilder to provide quality finished products, and to be a reliable source for my clients. This is by no means a way to skate around the code and try to cut corners, but rather a suggestion that would allow myself and other builders in town the opportunity to build the right way, and still make everyone happy at the end of the day.

Please call me or email back with any questions.

Thank you,

**DAN CARLSON**  
*Builder*



BUSINESS NAME: Better Homes + Gardens Real Estate Innovations

Primary Contact: Misty Soldwisch

Office #  Cell # 414-0039  Email misty@mistysold.com

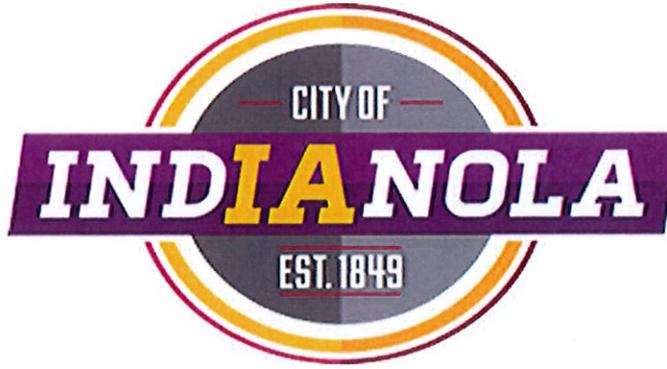
Address: 117 E Salem Ave

City Indianola Zip 50125

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

Thank you for having the event.



BUSINESS NAME: *Shive - Hattery*

Primary Contact: *Michael Kleene*

Office # *223-8104*  Cell # *783-7817*  Email *m.kleene@shive-hattery.com*

Address: *4125 Westown Parkway Suite 100*

City *West Des Moines* Zip *50266*

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

*Thanks for hosting. Somehow I missed the proposal class  
so I'll be emailing you.*



BUSINESS NAME:

Mid American Energy

Primary Contact:

John Clark

Office # (515) 242-3918  Cell # (515) 461-2950  Email

jrclark@midamerican.com

Address:

3500 104th Street

City

Urbandale

Zip

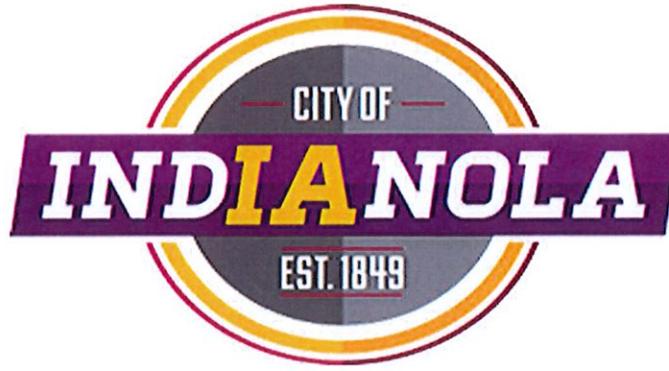
Iowa

50322

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

Would be nice to introduce others!



PELDS DESIGN SERVICES

BUSINESS NAME: PELDS DESIGN

Primary Contact: DANIEL WILLRICH

Office # 515 777 2548  Cell #

Email daniel@pelds.com

Address: 2323 DIXON ST

City DSM Zip 50316

WE ARE A CIVIL ENGINEERING AND ARCHITECTURE FIRM IN DES MOINES

Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!

Comments – Concerns – Note for Community Development:

Horizontal lines for providing comments.

BUSINESS NAME: Jerry's Homes

Primary Contact: ~~Michael~~ miken@jerryshomes.com

Office #  Cell # (515) 478 5110  Email

Address: ~~3710~~

City Wdm Zip 50266

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

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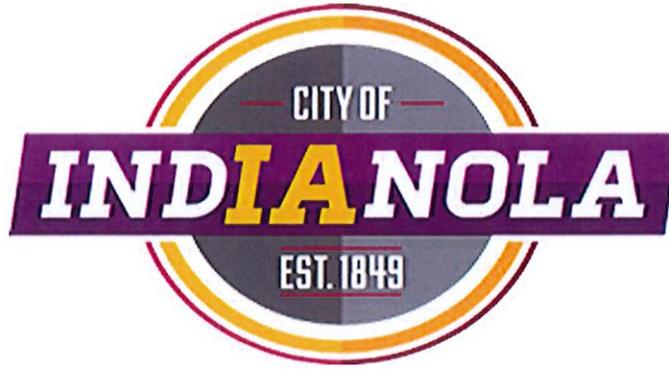
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BUSINESS NAME: KCI

Primary Contact: Mimi Kelly

Office #       Cell # 515-321-4286       Email laramiekelly@gmail.com

Address: 1506 Lundahl Ct.

City Indianola      Zip 50135

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

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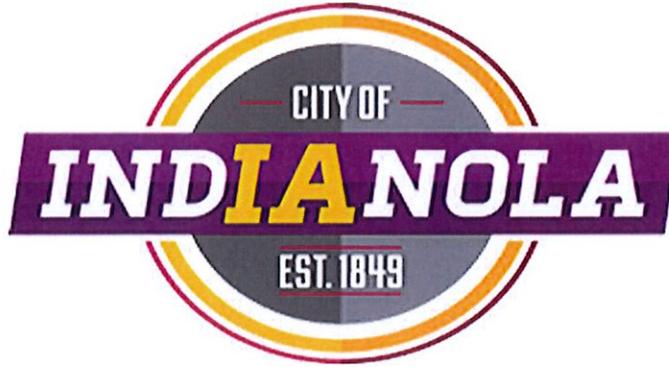
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BUSINESS NAME: *TruBank*

Primary Contact: *bneedles@trubank.bank*

Office # *961-5880*  Cell # *681-6786*  Email

Address: *1319 E Girard*

City *Indianola* Zip *50125*

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

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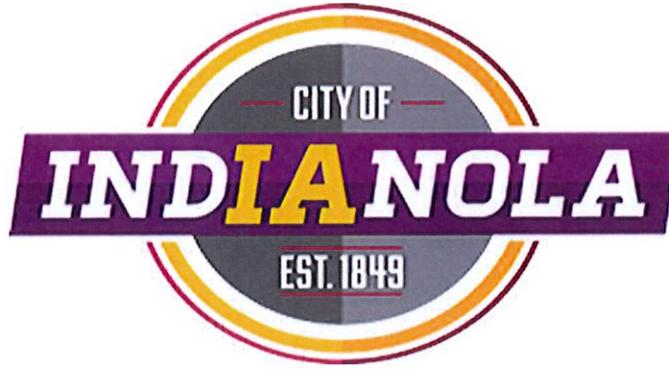
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BUSINESS NAME: TRUBANK

Primary Contact: Keith Welling

Office # 5159615880  Cell # 5152291409  Email K.welling@TRUBANK-BANK

Address: 1401 xl. Jefferson

City INDIANOLA Zip 50125

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

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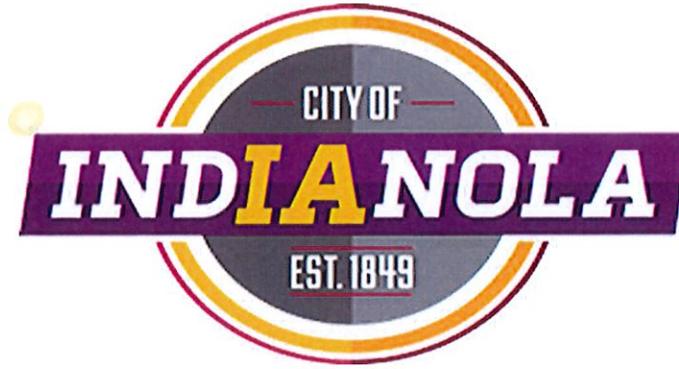
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14780 - last census



BUSINESS NAME: GRAYSCALE ARCHITECTURE, LLC

Primary Contact: STEVEN GRAY

Office #  Cell # 515-423-8137 Email steve@grayscale-architecture.com

Address: 13762 MCGREGOR ST.

City INDIANOLA Zip 50125

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

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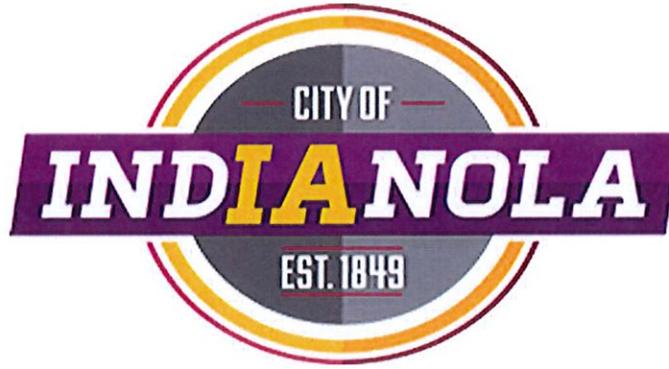
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Lindsey Aaron Real Estate (RE/MAX Concepts) & Jerry's Homes

BUSINESS NAME:

Primary Contact:

515-509-1711 Lindsey Aaron

Office #

Cell #

Email

Address:

7101 Vista Dr.

City

WDM

Zip

50766

*Your opinion, experiences and recommendations are greatly appreciated. We look forward to growing our community with you!*

Comments – Concerns – Note for Community Development:

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## Charlie Dissell

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**From:** Karey Bishop <kareybishop@iowarealty.com>  
**Sent:** Friday, January 17, 2020 4:31 PM  
**To:** Ryan Waller; Charlie Dissell  
**Subject:** FW: YOU ARE INVITED.pdf

Hi Ryan and Charlie

I wanted to pass this along to you. See below. Sounds like Jerrys Homes was pleased with the meeting , as she shared their compliment below. I think they had multiple people there. I told her you 2 did all the work. I just passed along the info....

Good work and thank you!

karey

**From:** Lindsey Aaron [mailto:lindsey@lindseysellsiowa.com]  
**Sent:** Friday, January 17, 2020 3:52 PM  
**To:** Karey Bishop <kareybishop@iowarealty.com>  
**Subject:** Re: YOU ARE INVITED.pdf

Thank you so much for this! This was a great thing to attend. I also wanted to say I am so sorry that I had to run off. I was talking with Kim a little too long and had to rush off to an 8:30 AM appointment in Norwalk.

If you had anything to do with starting that breakfast, good job out of you and the City Council board. :) Lisa made the comment that she wishes more cities did this!

Stay warm and safe today!

Lindsey

**\*\*PLEASE NOTE: My email has changed!!\*\***

**\*\*2019 Goal: Receive 24 referrals. I am currently at 23/24 of my goal!!\*\***

**\*\*The greatest compliment I can receive is your referral. Thank you!\*\***

**\*\*Licensed Realtor in the state of Iowa.\*\***



On Fri, Jan 10, 2020 at 3:38 PM Karey Bishop <kareybishop@iowarealty.com> wrote:

Hi Lindsey

I wanted to make sure you are aware of the Indianola Builder Breakfast next Thursday. I have attached a flyer with the details. I will be there and hope to meet you in person! Feel free to share with your fellow Jerrys team members.

Thanks

Karey

Karey Bishop

Iowa Realty

1501 North Jefferson Way

Indianola, Iowa 50125

[kareybishop@iowarealty.com](mailto:kareybishop@iowarealty.com)

Office: 515-453-6335

Text: 515-229-7344

Fax: 515-453-6716

[www.kareybishop.com](http://www.kareybishop.com)

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## Charlie Dissell

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**From:** Ryan Waller  
**Sent:** Thursday, January 9, 2020 2:55 PM  
**To:** Charlie Dissell  
**Subject:** Fwd: Storm Shelters in Group E

FYI below. Please let me know how you plan to vet these types of comments.

Ryan



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

Begin forwarded message:

**From:** Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)>  
**Date:** Jan 9, 2020 at 2:53 PM  
**To:** Steve Richardson <[srichardson@mckeondoor.com](mailto:srichardson@mckeondoor.com)>  
**Cc:** Kelly Shaw <[kshaw@indianolaiowa.gov](mailto:kshaw@indianolaiowa.gov)>  
**Subject:** **Re: Storm Shelters in Group E**

Thanks, Steve.

As promised, I'll forward onto community development as part of the public comment period for the code updates.

Great to see you this morning.

Ryan



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: 515.962.5274  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

On Jan 9, 2020 at 2:51 PM, <[Steve Richardson](#)> wrote:

Hi Ryan,

Good talking with you this morning. Thanks for taking the time to answer my questions as you always do.

I talked to Dave Kuhn, Urbandale building official, who served on the subcommittee that helped write changes to the Metro version of the 2018 code. He is going to send me what they proposed. I will forward that to you once I receive it. I am very interested in the direction the City is taking in this area.

I think perhaps you were here, but maybe not, when a tornado touched down less than 200 yards NW of Wilder Elementary. It did extensive damage to a number of homes in that development neighboring the school. My opinion, and mine alone, is we are doing a big disservice to community and the our children and teachers of the community, if we do not adopt a standard that gives teachers and students a safe space during severe storms.

There is a cost involved either way we go. If we do require shelters, there is a monetary cost, maybe as much as 5-10% of the cost of new construction. If we do not, there is the chance of a life cost. As a community we have to decide which one we want to choose.

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:  
McKeon Door Company  
44 Sawgrass Drive  
Bellport, NY 11713  
Mobile: 631-624-4987

THE INFORMATION CONTAINED IN THIS ELECTRONIC MESSAGE (E-MAIL) AND ANY ATTACHMENT(S) TO IT IS/ARE INTENDED FOR THE EXCLUSIVE USE OF THE ADDRESSEE(S) AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND/OR PRIVILEGED AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. IT IS INTENDED SOLELY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED. IF YOU ARE NOT THE INTENDED RECIPIENT(S), YOU ARE HEREBY NOTIFIED THAT ANY USE, DISSEMINATION OR COPYING OF THIS COMMUNICATION AND ITS ATTACHMENT(S) IS STRICTLY PROHIBITED. THUS, PLEASE

DO NOT DISTRIBUTE IT. INSTEAD, PLEASE DESTROY ALL COPIES OF THIS MESSAGE AND ANY ATTACHMENTS. THANK YOU FOR YOUR COOPERATION!

## Charlie Dissell

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**From:** Steve Richardson <srichardson@mckeondoor.com>  
**Sent:** Monday, January 20, 2020 9:01 AM  
**To:** Ryan Waller  
**Cc:** Kelly Shaw; Rob Keller; Charlie Dissell  
**Subject:** Re: Building Code

Thank Ryan. Must have been it. A bit harried this morning but thanks for the clarification.

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:  
McKeon Door Company  
44 Sawgrass Drive  
Bellport, NY 11713  
Mobile: 631-624-4987

THE INFORMATION CONTAINED IN THIS ELECTRONIC MESSAGE (E-MAIL) AND ANY ATTACHMENT(S) TO IT IS/ARE INTENDED FOR THE EXCLUSIVE USE OF THE ADDRESSEE(S) AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND/OR PRIVILEGED AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. IT IS INTENDED SOLELY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED. IF YOU ARE NOT THE INTENDED RECIPIENT(S), YOU ARE HEREBY NOTIFIED THAT ANY USE, DISSEMINATION OR COPYING OF THIS COMMUNICATION AND ITS ATTACHMENT(S) IS STRICTLY PROHIBITED. THUS, PLEASE DO NOT DISTRIBUTE IT. INSTEAD, PLEASE DESTROY ALL COPIES OF THIS MESSAGE AND ANY ATTACHMENTS. THANK YOU FOR YOUR COOPERATION!

---

**From:** Ryan Waller <rwaller@indianolaiowa.gov>  
**Date:** Monday, January 20, 2020 at 8:50 AM  
**To:** Steve Richardson <srichardson@mckeondoor.com>  
**Cc:** Kelly Shaw <kshaw@indianolaiowa.gov>, Rob Keller <rob.keller@indianola.k12.ia.us>, Charlie Dissell <cdissell@indianolaiowa.gov>  
**Subject:** Re: Building Code

Hi Steve.

Thanks for the email. Are you looking at one of the attachments from a prior weekly email? If so, please know that the building code item is not on tomorrow's agenda. The next step in the process will be to have a simple report to council on steps taken so far, the results of the developer/contractor breakfast from last week, comments received and timeline moving forward. We will be sure to include your comment in the materials.

Stay warm. Please let me know if you have any questions.

Ryan



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: [515.962.5274](tel:515.962.5274)  
[110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125](https://www.indianolaia.gov/110-N-1st-Street-Indianola-Iowa-50125)

On Jan 20, 2020 at 8:29 AM, <[Steve Richardson](#)> wrote:

Hi Ryan,

I see the Council is taking a look at the building code in the meeting on the 21<sup>st</sup>. I was wondering what the recommendation is for storm shelters in new school construction. 911 call centers, police and fire stations? I am copying Rob Keller on this as I have written him and three other school board members about this issue. So far, Rob is the only one from whom I have received a comment. The Code Section I am referring to is in Chapter 4, Section 423, IBC 2015 or 2018.

The State Code has adopted this, although as you know home rule allows local jurisdictions to decide what is and what is not in their own codes. The Metro group, according to my discussions a week or so ago with one of the committee members on that group, has left it in but perhaps with some variations.

I know some will say this is overkill but we had a wake-up call just a few years ago with the tornado that touched down less than a quarter mile from Wilder Elementary, causing numerous homes to be damaged. Having taught school for 23 years, kids are our future and it is our responsibility to protect them from all perils.

FEMA research says storm shelters only add 1-3% to the cost of new construction. My experience shows it is about 5-10%. In renovation works, it is higher, so new construction seems to be the most feasible. The code says it can also be a separate building or part of structure.

This brings me to one other comment. When I was last on the Council and we discussed the first Kading project on N 9<sup>th</sup>, my first of two questions for the Community Development people were where is the drainage for this area going. (We had severe flooding on a moderate rain storm from E. Henderson all the way to the creek by the bike trail due to the run-off-many homes had damage). Do you know if the water from the proposed development goes north at that point or does it drain south? Either way, has a dramatic impact on those downstream.

The second point I brought up almost 10 years ago was based on the fact these homes have a large number of people in a small area. The homes are on concrete slabs. My question was shouldn't we require a storm shelter in each unit? I was told at that time it was too costly. My motion to require a shelter did not pass. I later did the research. A concrete closet space at that time added about \$3,000 to the cost of home. It is a small price when saving lives.

Ryan I appreciate your consideration. In know it isn't always easy. Thanks!

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:  
McKeon Door Company  
44 Sawgrass Drive  
Bellport, NY 11713  
Mobile: 631-624-4987

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## Charlie Dissell

---

**From:** Ryan Waller  
**Sent:** Tuesday, January 21, 2020 12:02 PM  
**To:** Charlie Dissell  
**Subject:** Fwd: Storm Shelters In Schools



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: 515.962.5274  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

Begin forwarded message:

**From:** Art Sathoff <[art.sathoff@indianola.k12.ia.us](mailto:art.sathoff@indianola.k12.ia.us)>  
**Date:** Jan 21, 2020 at 10:55 AM  
**To:** Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)>  
**Subject:** Re: Storm Shelters In Schools

As long as it's for new construction, no

"Knowledge comes, but wisdom lingers."  
--Tennyson

Click this link to learn about Indianola CSD  
[http://www.elocallink.tv/vp6/spon-fcsa\\_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1](http://www.elocallink.tv/vp6/spon-fcsa_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1)

Art Sathoff, Superintendent of Schools

Cell Phone: 641-233-7014

Central Office: 1304 East Second Avenue, Indianola, IA 50125

On Tue, Jan 21, 2020 at 10:54 AM Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)> wrote:  
Thanks, Art.

The recommendations we are bringing forward incorporates these requirements...any issues with it proceeding?

Ryan



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

On Jan 21, 2020 at 10:48 AM, <[Art Sathoff](mailto:Art.Sathoff@schools.k12.iowa.gov)> wrote:

had some conversation with Rob Keller about this this morning  
Any new construction of a school (e.g. building a new elementary school) would incorporate a safe room/shelter. At this time we don't have plans to do additions on existing buildings for this purpose. Buildings do tornado drills and move to the safest areas, of course.

Thanks,  
Art

"Knowledge comes, but wisdom lingers."  
--Tennyson

Click this link to learn about Indianola CSD  
[http://www.elocallink.tv/vp6/spon-fcsa\\_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1](http://www.elocallink.tv/vp6/spon-fcsa_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1)

Art Sathoff, Superintendent of Schools

Cell Phone: 641-233-7014

Central Office: 1304 East Second Avenue, Indianola, IA 50125

On Tue, Jan 21, 2020 at 8:10 AM Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)> wrote:



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

Begin forwarded message:

**From:** Steve Richardson <[srichardson@mckeondoor.com](mailto:srichardson@mckeondoor.com)>

**Date:** Jan 21, 2020 at 7:54 AM

**To:** Rob Keller <[rob.keller@indianola.k12.ia.us](mailto:rob.keller@indianola.k12.ia.us)>, Donna Kreamer <[donna.kreamer@indianola.k12.ia.us](mailto:donna.kreamer@indianola.k12.ia.us)>, Ben Metzger <[ben.metzger@indianola.k12.ia.us](mailto:ben.metzger@indianola.k12.ia.us)>, Sue Wilson <[sue.wilson@k12.ia.us](mailto:sue.wilson@k12.ia.us)>

**Cc:** Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)>

**Subject:** Storm Shelters In Schools

Good Morning,

I ran across the article in the link below in CSI magazine. While it is written by a person in the door industry, I believe she does a good job of discussing the cost issues later in the article as well as the code issues in the beginning of the article.

<https://www.constructionspecifier.com/the-doors-to-life-saving-measures/>

As you may or may not know the City of Indianola is in the process of adopting a newer version of the building code. It is one in which the issue of storm shelters in schools is part of the code. In Iowa, local jurisdictions have the "right" under Home Rule to exclude parts of the Code. I am not saying the City is working to take out Section 423 of the 2015 and 2018 International Building Code (IBC). What I am saying is the Council could eliminate that section under Iowa law.

I am asking that as School Board members, you let the City know your thoughts as to whether Indianola school children, faculty and staff should have a place to go in the event of a tornado bearing down on the town. Most schools have areas of refuge, but those areas are not designed to the standards required under Section 423 of the IBC.

Through all their studies of wind events since the early 1970's, FEMA has found that roof attachments and flying debris are some biggest areas of concern in a storm. Roof attachments in normal school construction just will not withstand a EF5 tornado. Traditional roof systems lift off under that pressure and drop on those below. FEMA found in the last fatal storm in Moore, Oklahoma, in which a school was destroyed, seven school kids were killed when the roof lifted and fell into the area where engineers and designers had designated as the safest places to shelter in a storm. I am afraid that very thing could happen here.

I would encourage all of you to let the City know your thoughts on this topic. Having been a school teacher myself for over 23 years and the last 20 years in the construction industry, I have been able to see both sides. But in the end for me it all comes down to doing what we can as a community to save our future-our kids.

Thank you for your consideration.

Steve Richardson  
611 N. 6<sup>th</sup> Street Place  
Indianola, Iowa 50125

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:

McKeon Door Company

44 Sawgrass Drive

Bellport, NY 11713

Mobile: 631-624-4987

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## Charlie Dissell

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**From:** Nick Bruck <nickb@dcigroup-us.com>  
**Sent:** Thursday, March 19, 2020 6:33 AM  
**To:** Charlie Dissell  
**Cc:** Justin Page; Chris Conn; Megan Andrew (megana@warrencountyia.org)  
**Subject:** WCJC & Salem Ave.

Good Morning:

Vanderpool has asked us to temporarily relocate the fence along Salem Ave. in order to accomplish the excavation of the basement. Our intent is to move the fence to the edge of the gravel parking lane and move it back to where it currently sits once the building foundation work is in place. This move will occur over the next week as we move the fencing on Howard and Ashland.

Please communicate this to interested parties. Thank you.

 Nick Bruck  
Senior Project Manager  
DCI GROUP  
DESIGN + CONSTRUCTION INTEGRATION  
222 E 6th Street - Suite 200  
Des Moines, IA 50309  
C 515-202-3394 | F 515-244-5043  
  

March 19, 2020

Dear Municipal leaders,

We appreciate the trust you place in us and our people servicing your community. Like us, in the last several days, we are sure you have been focused on the health of your employees, community, families, and friends. At Waste Management of Iowa, Inc, (Waste Management) safety is a core company value and the health and well-being of our employees, customers, and community remains our highest priority. We are taking every precaution to ensure that our company is safely servicing your residents.

At present, Waste Management is maintaining a standard collection schedule for trash and recycle, and we are not experiencing any collection interruptions. If circumstances change that may impact our ability to provide services as scheduled, we will provide prompt updates to our customers and communities.

However, effective immediately the following changes are being implemented until further notice.

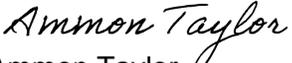
- Effective immediately, we are temporarily suspending the handling of incoming residential calls into our contact center, as we adopt social distancing, to help prevent the spread of the COVID-19. Our goal is to resume the residential call handling as soon as possible through a work from home program of our residential agents. In order to achieve this, the company has made technology investments of equipment to prepare our agents to work remotely.
- ***Bulky item collection including scheduled events or extra call in service for bulky items, such as large items outside the cart, is suspended until further notice.***

As leaders in our highly regulated industry, we follow strict policies and procedures every day when managing solid waste, including medical waste, to protect our employees, our customers and the communities we serve. We will continue to follow all our protocols and perform our work with the utmost care.

Our teams are monitoring the latest information and continually evaluating recommendations as information becomes known or advisories are issued.

We appreciate your assistance and understanding during this unprecedented time. We will immediately communicate as further developments and information become available. Thank you for trusting Waste Management as your environmental solutions partner. We truly appreciate your business.

Sincerely,

  
Ammon Taylor  
Municipal Marketing Manager  
Waste Management of Iowa, Inc.  
515-361-0008  
Ataylo23@wm.com

## Jackie Raffety

---

**From:** Ryan Waller  
**Sent:** Friday, March 27, 2020 4:02 PM  
**To:** Ryan Waller  
**Subject:** Waller's Weekly 3.27.2020  
**Attachments:** 2020 Building Permits- March 27.pdf; Code Enforcement- March 27.pdf; Curent Projects Update-March 27.pdf; WCJC Weekly- March 27.pdf; April 20 draft.pdf; April 6 draft.pdf; Waste Management Force Majeure Update.pdf; Shout Out - Fire.pdf; Shout Out - Parks.pdf

Good afternoon, all.

I hope this finds everyone well. Below and attached, please find this week's update email on various City happenings. As a reminder, these may also be found on the City's website at <http://indianolaiowa.gov/845/Wallers-Weekly-Update-2020>. As always, if there are any questions, please let me know.

Have a great weekend!

Ryan



**Ryan J. Waller**

City Manager

[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)

p: 515.962.5274

110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

**City Budget** – The City's Fiscal Year 21 budget (July 1, 2020 to June 30, 2021) was approved at the City Council's March 25 meeting. The approval concludes the extensive nine-month budget development process. As has been shared repeatedly in public presentations throughout the process, the approved budget continues implementation of the plan adopted by the City Council in 2018 to correct shortages in the City's public safety staffing levels and helps address a staffing deficiency in the Library. As a result of the economic growth of our community (over \$173 million in the last four years) and the State's mandated "rollback" on properties' valuations, the impact of the City's portion of the property tax bill (\$13.63/\$1,000 of assessed value) will remain relatively unchanged unless a home's value increased (illustrated on slide eight of the presentation). The presentation may be found at [http://indianolaiowa.gov/DocumentCenter/View/10745/City-of-Indianola-FY21-Budget\\_March-25-2020-Presentation](http://indianolaiowa.gov/DocumentCenter/View/10745/City-of-Indianola-FY21-Budget_March-25-2020-Presentation).

**Census** – Indianola's response rate to the 2020 U.S. Census (39.8%) continues to outpace that of the State of Iowa (36.4%) and the Nation (30.2%). Only Ankeny, Clive, Johnston and

Urbandale have a higher response rate than our community. Thank you all who have submitted their responses to date. This is a great trend for our community!

**Quail Meadows Lift Station** – The City’s contractor (Vanderpool Construction) has started on the Quail Meadows lift station project. The scheduled work includes beginning the access road for the lift station (between Theisens and Shottenkirk Ford) and commencing construction on the gravity portion of the sewer from the existing manhole in this area.

**Waste Management Letter** – Attached is a letter dated March 24 from Ammon Taylor, Public Sector Representative, providing notice of force majeure as a result of COVID-19.

**Alternative Scheduling** – Beginning Monday, the Water Pollution Control and Public Works Departments will be transitioning to an alternative staffing schedule. This action is taken to ensure necessary infrastructure work continues while ensuring the safety of our team members.

**Parks** – The Parks staff continues to prepare the park system for spring and summer. The restrooms that would normally be opened around April 15 are ready to have the water turned on and barring any major repairs, can be up and running soon after the pandemic clears. The greenhouse is full of flowers that will be planted in May around parks, the square, the medians and other city properties. Work also continues to prepare all the flower beds. As the weather warms up, we anticipate the mowing crews will begin mowing in parks, along trails and other city properties in the next two weeks.

**Pool** – At the Aquatic Center, the removal of sealant inside the pool was completed a few weeks ago as the painting project is scheduled to begin the middle of next week. New coats of paint will be added to both pools as well as replacement of all the caulking of concrete seams. This work is needed to ensure the safety of the pool users and protect the concrete shell of the pools from the water and elements. The Water Pollution Control team also installed a new pump for the water slides earlier this month. Another example of the city departments working together to save in the cost of installation. Many of the pool staff have been hired and training is scheduled to begin in May. The American Red Cross has suspended all lifeguard classes, but also extended the certifications for 90 days. We are working with the Red Cross and area cities to reschedule courses for new staff and plan to begin these in May.

**Recreation Programs** – Programs have been cancelled or postponed and facility rentals cancelled through April 16. Staff has worked to contact customers to notify of changes and process and issue full refunds or credit. Registration for the summer season begins the week of March 30 and our staff will be available by phone and email for questions during the duration of the office and facility closures. Online registration continues to be encouraged and will continue as normal. We are also trying to use our Facebook page to post ideas of things to do while quarantined as well as a few virtual programs to still have people *Experience the Fun!*

**Departmental “Shout Outs”** – Attached, please find this week’s “shout outs” to members of the Team.

**Warren County Justice Center Weekly Update** – Attached is an update from DCI on activity that will take place regarding this project.

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

**Upcoming City Council Agenda** – Attached, please find the draft agendas maintained by the Clerk’s Office for the upcoming meetings. As a reminder, these are fluid documents that can change on a regular basis (i.e. some items may get added/rescheduled due to Council direction, as well as other factors that may or may not be within the control of the City departments). If there are items that you would like more information on, please let me know.



# Community Development

110 N. First St., Indianola, IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
 515-961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

## 2020 Building Permit Report

Date Application Submitted	Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalied Date	C.O.Date	VALUE
12/31/2019	1	1/2/2020	North American MHC LLC	9 Leonard Avenue	Heartland Living	Mobile Home				\$51,300
12/31/2019	2	1/2/2020	North American MHC LLC	21 Leonard Avenue	Heartland Living	Mobile home				\$51,300
1/7/2020	3	1/7/2020	Chad Keller	206 N Jefferson	B and D	DEMO				
1/7/2020	4	1/7/2020	Chad Keller	208 N Jefferson	B and D	DEMO				
1/7/2020	5	1/8/2020	North American MHC LLC	24 Leonard	Heartland Living	Mobile Home				\$51,300
1/7/2020	6	1/8/2020	North American MHC LLC	26 Alfred	Heartland Living	Mobile Home				\$38,494
1/7/2020	7	1/8/2020	North American MHC LLC	6 Leonard	Heartland Living	Mobile Home				\$38,494
1/14/2020	8	1/14/2020	Foxwood Apts	1005 W 3rd	Rainbow International	Remodel				\$859,560
1/7/2020	9	1/13/2020	Kurt Ripperger	804 N B	Construction by Cambron	Remodel				\$80,000
10/29/2019	10	1/16/2020	Wal Mart	1500 N Jefferson Way	Midland	Commercial Remodel				\$1,891,511
1/15/2020	11	1/20/2020	Jerry's Homes	506 N 17th	Jerry's Homes	Basement Finish				\$18,000
1/15/2020	12	1/27/2020	Jerry's Homes	402 N 18th	Jerry's Homes	Single Family Dwelling	1435			\$208,000
1/15/2020	13	1/27/2020	Jerry's Homes	406 N 18th	Jerry's Homes	Single Family Dwelling	1339			\$203,000
1/15/2020	14	1/27/2020	Jerry's Homes	408 N 18th	Jerry's Homes	Single Family Dwelling	1474			\$217,000
1/15/2020	15	1/27/2020	Jerry's Homes	1708 Detroit	Jerry's Homes	Single Family Dwelling	1644			\$201,000
1/15/2020	16	1/27/2020	Jerry's Homes	1704 Detroit	Jerry's Homes	Single Family Dwelling	1605			\$212,000
1/31/2020	17	2/3/2020	Sherwin and Leeann Back	808 W Salem	Vanderpool	Alteration				\$15,158
2/10/2020	18	2/10/2020	Dusty Jordan	1107 N 6th Street	Jordan Building & Design LLC	Screened In Porch	192			\$15,000
1/10/2020	19	2/12/2020	Pritesh Patel	1215 N Jefferson Way	Rod Curtis	Commercial Remodel				\$80,000
2/12/2020	20	2/12/2020	KC Inc	404 W Jefferson	Iowa Demolition	DEMO				
2/13/2020	21	2/18/2020	Top Hat Homes	810 W Orchard	Top Hat Homes	Single Family Dwelling	2404			\$448,000
2/21/2020	22	2/28/2020	North American MHC LLC	29 Alfred	Heartland Living	Mobile Home				\$38,494
3/2/2020	23	3/2/2020	Kyle Tipling	411 W Salem	Dirt Work	Garage Demo				
2/22/2020	24	3/2/2020	Horton-Robinson	709 Sunset	Horton-Robinson	Single Family Dwelling	1850			\$257,000
3/11/2020	25	3/11/2020	North American MHC LLC	24 Leonard	Miller Scrap Metal	DEMO				
3/11/2020	26	3/11/2020	North American MHC LLC	6 Leonard	Miller Scrap Metal	DEMO				
3/11/2020	27	3/11/2020	Jerry's Homes	400 N 18th	Jerry's Homes	Basement Finish				\$15,000
3/9/2020	28	3/9/2020	Tyler Christonski	1319 S O	Crosscut Custom Carpentry	Four Seasons Room				\$41,500
3/13/2020	29	3/13/2020	North American MHC LLC	38 Alfred	Miller Scrap Metal	Mobile Home				
3/13/2020	30	3/13/2020	North American MHC LLC	52 Lincoln	Miller Scrap Metal	Mobile Home				
3/13/2020	31	3/13/2020	Jerry's Homes	1703 Euclid	Jerry's Homes	Basement Finish				\$7,000



# Community Development

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## 2020 Building Permit Report

3/13/2020	32	3/13/2020	Steger Construction	608 S Y	Steger Construction	Duplex	18400		\$100,000
3/13/2020	33	3/13/2020	Steger Construction	610 S Y	Steger Construction	Duplex	18400		\$100,000
3/13/2020	34	3/13/2020	Rory and Kathy Crooks	1209 W Euclid	Rory and Kathy Crooks	Deck			\$1,650
3/4/2020	35	3/16/2020	WJH LLC	1800 E Euclid	Century Complete	Single Family Dwelling	1810		\$92,047
3/4/2020	36	3/16/2020	WJH LLC	1710 E Euclid	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	37	3/16/2020	WJH LLC	1708 E Euclid	Century Complete	Single Family Dwelling	2009		\$98,876
3/4/2020	38	3/16/2020	WJH LLC	1706 E Euclid	Century Complete	Single Family Dwelling	1810		\$92,047
3/4/2020	39	3/16/2020	WJH LLC	1704 E Euclid	Century Complete	Single Family Dwelling	1625		\$90,935
3/4/2020	40	3/16/2020	WJH LLC	1606 E Euclid	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	41	3/16/2020	WJH LLC	1504 E Euclid	Century Complete	Single Family Dwelling	2009		\$98,876
3/4/2020	42	3/16/2020	WJH LLC	1502 E Euclid	Century Complete	Single Family Dwelling	1810		\$92,047
3/4/2020	43	3/16/2020	WJH LLC	1500 E Euclid	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	44	3/16/2020	WJH LLC	602 N 17th	Century Complete	Single Family Dwelling	1417		\$84,942
3/4/2020	45	3/16/2020	WJH LLC	600 N 17th	Century Complete	Single Family Dwelling	1602		\$90,542
3/20/2020	46	3/23/2020	Scott and Janelle Greene	1512 W Salem	self	Shed			
3/6/2020	47	3/26/2020	Giovanti Homes	1401 W 14th	Giovanti Homes	Single Family Dwelling	3940		\$401,000
3/26/2020	48	3/26/2020	North American MHC LLC	45 Lincoln	Heartland Living	Mobile Home			\$37,080
10/9/2019		IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
3/13/2020		IR	People's Bank	500 E iowa	Downing	Commerical	5616		\$1,050,000
3/26/2020		IR	North American MHC LLC	41 Alfred	Heartland Living	Mobile Home			\$37,679
3/26/2020		IR	North American MHC LLC	58 Lincoln	Heartland Living	Mobile Home			\$37,080
3/26/2020		IR	Carlson Homes LLC	1107 S O	Carlson Homes	Single Family Dwelling	1675		\$275,000



# Community Development

110 N. First St., Indianola, IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
515-961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 01-2020	12/27/2019	Campers all over property. Junk and junk vehicles parked on driveway and other miscellaneous junk debris.	1801 West Euclid	1/2/2020	1/2/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Uele and established a 30 day deadline for each camper to be removed/moved from property. Will try and touch base with Uele next week and check status of moving one of the campers.	3/30/2020	
Open	CE: 04-2020	1/9/2020	Junk and junk debris throughout property	107 North Kenwood	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with homeowner and she said she will have van removed from property as soon as the weather turns.	3/30/2020	
Open		3/24/2020	Junk/Junk Vehicles in back yard	501 S G St	3/24/2020		Upon inspection, there is junk in the rear yard that needs to be abated. Will send notice.	3/30/2020	
Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b>	3/30/2020	
Open			Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020. Spoke with Deb from DML Management. She is working with a sign company and will be taking care of the existing sign as soon as possible. Established another deadline of March 31st, 2020.	3/31/2020	
Open			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. <b>Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.</b> Spoke with contractor, he said their waiting on materials and work will resume as soon as they are available but no later than 1/31/2020. Spoke with property owner. Contractor is waiting to finish siding until the weather warms up to avoid cracking the vinyl.	3/31/2020	
Open			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior. Awaiting final inspection before dangerous building tag is removed.	3/31/2020	
Open			Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated. Will check regularly.	4/1/2020	
Open			Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale. Will check regularly. House is up for sale by Berkshire Hathaway	4/1/2020	
Open			Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Default judgement issued by court on December 6. Property owner had until January 5 to have all work completed. Working on getting quotes for work to be completed to determine next steps. In the process of getting quotes to abate the property. Not going to abate. Will continue to issue Municipal Infractions.	4/1/2020	
Open			Unsafe Building	407 West 1st Ave	12/11/2019	12/11/2019	House caught fire over thanksgiving weekend 11/28/2019. Inspected house on 12/11/2019 to determine extent of damage and see if the structure can be saved. Unfortunately the structure cannot be saved and must be torn down. Sent letter to property owner on 12/11/2019 ordering the house to be demolished by January 20th, 2020. Person in charge of the estate called in on 2/3/2020. Insurance claim has been filed, and adjuster will evaluate. Still waiting on insurance adjuster.	4/1/2020	
Open	CE 07-2020	1/9/2020	Abandoned/Dangerous/Unsafe Building	2110 West 2nd	1/9/2020	1/10/2020	Sent letter of Abandoned, Dangerous, & Unsafe Building on 1/10/2020 and established a date of April 9th for completion.	4/9/2020	
Open	CE: 16-2020	2/20/2020	Green wrecked Malibu? No doors, in the side yard.	Parcel ID: 48860001371   503 West 2nd Ave	2/20/2020	2/21/2020	Left notice with tenant on 2/21/2020. Sent letter 3/6/2020. Gave until April 13th to have vehicle moved inside.	4/13/2020	
Open		9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	4/30/2020	
Open	CE: 02-2020	1/9/2020	Trailer park needs to be cleaned up. Junk and junk vehicles.	307 West 2nd	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of April 30th, 2020. Larry Throckmorton 515-249-9639	4/30/2020	
Open			Unsafe Building	208 N Jefferson Way	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open			Unsafe Building	206 N Jefferson	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open	CE: 09-2020	1/10/2020	Shed in front/side yard	640 North N	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Spoke with Diana and gave extension until May 1st, 2020.	5/1/2020	



# Community Development

110 N. First St., Indianola, IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
 515-961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

## Code Enforcement Tracking Report

Open	CE: 18-2020	3/9/2020	Unlicensed vehicle on jack stands in driveway, Trailers parked in front yard, Junk debris scattered throughout property.	1108 North B Street	3/11/2020	3/11/2020	Door hanger left on 3/11/2020. The car in the driveway will be off jack stands within 2 weeks, the trailers have been moved out of the front yard and the remainder of the yard will be picked up and disposed of during spring cleanup	5/1/2020	
Open	CE: 17-2020	3/3/2020	Abandoned, unsafe & dangerous building	1009 E Salem		3/4/2020	Sent letter of Unsafe/Dangerous Building on 3/4/2020. Has until April 3rd to secure building permit and June 2nd to complete the work.	6/2/2020	
Open			Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Court order issued establishing a deadline for abatement of June 9, 2020. Will check regularly.	6/8/2020	
Closed	CE: 13-2020	3/2/2020	Broken down (wrecked) vehicle in front yard	911 E Iowa	3/2/2020	3/2/2020	Left notice on 3/2/2020. Car removed.		3/11/2020
Closed	CE: 03-2020	1/9/2020	Junk vehicles	208 South D Street	1/10/2020	1/10/2020	Cars Removed.		3/10/2020
Closed	CE: 11-2020	1/9/2020	Patio clutter accumulating at apartment 30	810 South R Street	1/9/2020	1/27/2020	Sent letter of Nuisance and Demand for Abatement on 1/27/2020 and established a deadline of February 10th, 2020.		3/6/2020
Closed	CE:10-2020	1/10/2020	Shed in front/side yard	606 North Kenwood	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Owner has requested a Variance and will be heard before the Board of Adjustment. Board of Adjustment approved Variance.		3/4/2020
Closed	CE: 05-2020	1/9/2020	Vehicles and trailers parked in grass, camper stored on driveway	1708 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Tim, gave 30 days to comply. Camper and trailer have been removed.		2/14/2020

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** March 27, 2020  
**Subject:** Current Projects Update

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

- **People Bank Administration Building (500 East Iowa Avenue)**
  - Site plan and building permit submitted on March 13.
  - Site plan review comments returned on March 24.
- **Apple Tree Inn (1215 North Jefferson Way)**
  - Building permit application for interior remodel submitted on January 10.
  - Review comments were returned on January 13.
  - Revised building plans submitted on February 5.
  - Building Permit issued on February 12.
- **Wal-Mart (1500 North Jefferson Way)**
  - Building Permit application and plans submitted on October 29 for a remodel of this building.
  - Building plans approved on November 7.
  - Building Permit issued on January 16.
  - Applicant has indicated a start date of January 19.
- **Cabin Coffee (910 East 2<sup>nd</sup> Avenue)**
  - Sale of D&D lot and development agreement was approved by Council on October 21.
  - Staff hosted a preapplication meeting with the developers on October 22.
  - Developer closed on the property on November 22.
  - On March 16, developer notified City that, due to the COVID 19 pandemic, this project is being suspended until further notice.
- **Scooters Coffee (1112 North Jefferson Way)**
  - Site plan and building permit were submitted on October 9.
  - Site plan comments returned to applicant on November 4.
  - Updated site plan submitted on November 18.
  - Staff continues to work with the property owner on a solution for the storm sewer pipe located on this property.
  - Revised site plan submitted on February 28.
  - Site plan comments returned on March 9.
  - Revised site plan submitted on March 9.
  - Site plan approved on March 11.

- **Indianola Pediatric Dentist (2001 North 6<sup>th</sup> Street)**
  - Site plan and stormwater management plan were submitted on May 23.
  - Comments were returned to the applicant on June 2.
  - Building permit application submitted on June 13.
  - Site plan and stormwater management plan were approved on June 18.
  - Building permit comments returned on July 3.
  - Revised building permit plans were resubmitted on July 11.
  - Building permit was issued on July 15.
  - Final inspection occurred on March 19
  - Certificate of Occupancy issued on March 20.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
  - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
  - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
  - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
  - A revised site plan was submitted on May 20.
  - Revised comments were returned on June 4.
  - A second revised site plan was submitted on June 11.
  - Site Plan was approved on June 11.
  - Building permit application was submitted on June 14.
  - Building permit comments were returned on July 2.
  - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
  - Building permit application submitted on August 2
  - Staff meet with the contractor on August 23 to discuss building/inspection process.
  - Fire review comments returned to applicant on September 23.
  - Response to fire review comments received on October 29.
  - Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
  - Staff met with the business owner on March 15 to discuss plans for future building.
  - Staff has submitted preliminary comments on the site plan to the business owner.
  - Site plan and building permit application plan were submitted on May 10.
  - Comments were returned to the applicant on May 22.
  - Revised site plans and building permit plans were resubmitted on July 10.
  - Site plan and building permit were issued on July 17.
  - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.

- **Ace Hardware (506 North Jefferson Way)**
  - City staff held a pre-development meeting on this project on February 22.
  - The old car wash was demolished the week of July 15.
  - The existing Mudslingers Coffee Shop would remain.
  - A code review was submitted to the City for review by the architect on July 29.
  - The City returned comments on that code review on July 31.
  - Engineer inquired about site plan approval process on August 23.
  - Site plan submitted on September 5.
  - Initial comments on the site plan were returned on September 19.
  - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
  - Revised site plan submitted on October 4.
  - Building Permit application and plans submitted on October 14.
  - 2<sup>nd</sup> review comments on the site plan were returned on October 17.
  - Building permit comments returned on October 18.
  - Revised building permit plans received on October 23.
  - Revised site plan submitted on October 25.
  - Variance request for parking was approved by the Board of Adjustment on November 6.
  - Site plan approved and building permit issued on November 7.
- **New Heights Church (309 East Hillcrest Avenue)**
  - The project engineer contacted the City on February 7 to clarify plan review comments.
  - Updated site plan was received on March 7.
  - Updated comments returned to applicant on March 20.
  - The project engineer contacted the City on July 11 to clarify plan review comments.
  - Staff responded to those questions on July 12.
  - An updated site plan was submitted on July 29.
  - Staff responded to fire code requirements on August 21.
  - An updated site plan was submitted on August 30.
  - Site plan comments were returned on September 2.
  - Revised site plan submitted on September 20.
  - Site plan comments returned on October 18.
- **Treeline Plat 1**
  - Located ort of East Iowa Avenue and south of North 7<sup>th</sup> Court
  - Preliminary Plat and Construction Plans submitted on March 16.
- **Quail Meadows Plat 3**
  - Located north of North 8<sup>th</sup> Street and East Trail Ridge Place.
  - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
  - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.

- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- Revised construction plans submitted on February 7.
- Comments on construction plans returned on February 18.
- Revised construction plans submitted on March 2.
- Pre-construction meeting for both the Lift Station project and the Qual Meadows 3 development was held on March 11.
- Construction plans approved on March 13.
- **Heritage Hills Plat 10**
  - Located at the west end of Trailridge Road.
  - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
  - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
  - The City Council approved the preliminary plat at its August 19 meeting.
  - Construction Plans were submitted on August 27.
  - Comments on construction plans returned on September 11.
  - Revised construction plans were submitted on September 18
  - Construction plans were approved on October 8.
  - Plat of survey to convey property to developer was submitted on January 2. This Plat of survey was reviewed by the Planning Commission on January 15 and the City Council adopted a resolution of approval on January 21.
- **Prairie Glynn Plat 2**
  - Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
  - Construction plans have been submitted and will be approved once changes are made.
  - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.

- **Quail Meadows Townhomes Preliminary Plat**
  - Located on the north side of East Hillcrest Avenue between North 9<sup>th</sup> Street and the Summerset Trail.
  - Final Plat approved by Council on May 20.
  - Building permits for north side issued on May 23.
  - Site development is taking place and work is progressing.
- **Autumn Ridge Subdivision Plat 3**
  - Located north of North O Street and West Kentucky Avenue.
  - City Council approved a Development Agreement on June 17.
  - Staff meet with developer on November 14 to outline utility installs and final approvals.

## Charlie Dissell

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**From:** Nick Bruck <nickb@dcigroup-us.com>  
**Sent:** Friday, March 27, 2020 9:04 AM  
**To:** Charlie Dissell  
**Cc:** Justin Page; Chris Conn; Megan Andrew (megana@warrencountyia.org)  
**Subject:** WCJC Weekly Update

Good Morning Charlie:  
Looking dryer next week (we hope). The week should be a steady amount of foundation excavation.

This will hopefully continue for the next couple weeks.

FYI.

 **Nick Bruck**  
Senior Project Manager  
**DCI GROUP**  
DESIGN + CONSTRUCTION INTEGRATION  
225 E 6th Street - Suite 200  
Des Moines, IA 50309  
C 515-202-3394 | W 515-244-5043  
  

**April 20  
Draft Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Third consideration of an ordinance to raise recycling fees
- Third consideration of an ordinance to raise sewer service charges
- Public hearing regarding the zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products
- First consideration regarding the zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products
- Public hearing on the Revenue Purpose Statement and proposed franchise fee amendment
- First consideration of the Revenue Purpose Statement and proposed franchise fee amendment
- Public hearing and first consideration of the Codification Project

Study Session  
Draft Agenda

- Update on codification

**April 6  
Draft Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Resolution approving purchase of a dump truck with snow and ice equipment for the Streets Department
- Proclamation declaring April 24 as Arbor Day
- Annual safety report
- Updated employee handbook with compensation ranges
- (Tentative) resolution approving union negotiations
- Application requests regarding Friday Night Live concert series
- Snyder engineering agreements for
  - Storm water utility review
  - 2020 storm water master plan
  - 2020 street indexing
- Resolution setting Public hearing on the Revenue Purpose Statement and proposed franchise fee amendment
- Second consideration of an ordinance to raise recycling fees
- Second consideration of an ordinance to amend sewer services charges
- Resolution setting April 20 as public hearing of the Codification Project.
- Approval of Supplemental No 25 for the 4<sup>th</sup> and final year of the Street Masterplan Project
- Consideration of letter of support for Community Catalyst Building Remediation Program grant through the Iowa Economic Development Authority.
- Noise permit application for The Garage
- Urban Revitalization Designations
- Draft of the Iowa Great Places Grant Application from Indianola Hometown Pride
-

March 24, 2020

City Leadership and Staff

**RE: Notice of Force Majeure Event and/or Commercial Impracticability  
Preventing Full Contract Performance  
Coronavirus/COVID-19 and Resulting Declarations of Emergency**

Dear City Leaders:

Waste Management – and especially its hard-working front-line employees – are working around the clock to ensure that we can continue to serve our customers and communities safely and with the least disruption reasonably possible in the face of the many challenges created by the COVID-19 virus, the resulting Declarations of Emergency, and the many health and safety orders and guidelines to which all responsible citizens are attempting to comply. As Waste Management works earnestly to continue to provide collection and processing services to our communities, the health and safety of our employees, customers and communities are our highest priority.

Likewise, Waste Management is striving to comply with the federal and state health and safety directives that have been issued in this time of emergency. One example of the operational changes implemented by Waste Management as a result of this unprecedented emergency occurred on March 18, 2020, when Waste Management temporarily closed residential call centers to promote social distancing among our call center employees to help prevent the spread of COVID-19. We are actively coordinating remote operations to serve our customers during this situation with the goal of resuming residential call handling from work-at-home employees as soon as possible. Although many of our municipal contracts require Waste Management to provide residential customer support call centers, the decision to temporarily suspend operation of these centers and shift to a work-at-home capability was the direct result of the COVID-19 pandemic and the states of emergency that exists.

The COVID-19 situation is very fluid, and Waste Management expects, unfortunately, that other disruptions to our contract performance may occur in the coming days as a direct result of the COVID-19 pandemic and governmental declarations. As a result, we are providing this notice to advise you that the COVID-19 pandemic is a force majeure event under our contract and/or unforeseeable event making full contract performance commercially impractical under the present circumstances. While we have not yet experienced any significant disruptions in essential collection or processing services, we anticipate that such disruptions may be inevitable, such as:

- Quarantines at, or shutdowns of, Waste Management facilities;
- Shelter-in-place orders that impact travel and business operations;
- Shutdown of Waste Management and/or third-party recycling and disposal facilities that restrict our ability to operate normally;
- Worker shortages because of quarantines or sickness; and
- Fuel and other critical equipment and supply shortages.

At this time, no one can reliably predict the length of this emergency event, when potential service disruptions may occur, or how long they may last. Waste Management will continue to provide prompt notice of our operational capabilities and changes as they occur. We appreciate your understanding and cooperation in these challenging times. If you have any questions, please contact me as your Waste Management public sector representative. My cell number is 515-361-0008 and my email is [ataylo23@wm.com](mailto:ataylo23@wm.com).

Sincerely,

WASTE MANAGEMENT OF IOWA, INC.

A handwritten signature in black ink, appearing to read 'Ammon Taylor', with a long horizontal flourish extending to the right.

Ammon Taylor

## Ryan Waller

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**From:** Melissa McCoy  
**Sent:** Wednesday, March 25, 2020 11:21 AM  
**Subject:** Shout Out to the Fire Department!

From Captain Aaron Hurt:

We reached out to Founder's Brewery in Des Moines and they have converted their distilling process to produce hand sanitizer, they are going to allow me to pick up three gallons on Wednesday. I am working on securing containers to divide and distribute throughout the departments and will hopefully have that available late Wednesday.

Great work! Thank you!!

Melissa McCoy  
Director of Human Resources  
City of Indianola  
110 North 1<sup>st</sup> Street  
Indianola, IA 50125

Office: (515) 962-5272  
Fax: (515) 962-5273  
[mmccoy@indianolaiowa.gov](mailto:mmccoy@indianolaiowa.gov)



*"Avoid the worst, put safety first!"*

## Ryan Waller

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**From:** Melissa McCoy  
**Sent:** Wednesday, March 25, 2020 11:23 AM  
**Subject:** Shout Out to the Parks Department!

From an employee:

The bike path is behind my house. Between the property lines and the path is a fence and a ditch. There tends to be some overgrowth in the ditch. My neighbor decided to spend some time clearing out the overgrowth behind her property. She piled all the sticks (a huge pile!) on her front curb. She had forgotten that the brush facility didn't open for a while. Anyway, she let me know that 2 city employees had stopped and picked it all up. She was so thankful and appreciative. She thought I had asked them to, but I didn't. Some City employees also spent a large part of the day cleaning up the trail around my area. All my neighbors are very thankful for the work they did! I told my neighbor I would let the Parks Dept know she thinks they are awesome.

Fantastic!

Melissa McCoy  
Director of Human Resources  
City of Indianola  
110 North 1<sup>st</sup> Street  
Indianola, IA 50125

Office: (515) 962-5272  
Fax: (515) 962-5273  
[mmccoy@indianolaiowa.gov](mailto:mmccoy@indianolaiowa.gov)



*"Avoid the worst, put safety first!"*

Meeting Date: 04/06/2020

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**Subject**

Enter into closed session pursuant to Iowa Code section 20.17(3) to discuss labor negotiations.

**Information**

Roll call to go into Closed Session is in order.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 04/06/2020

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**Subject**

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

**Information**

Roll call to go into Closed Session is in order.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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