



— 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

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

or

City Clerk's Office
110 N 1st Street
Indianola, IA 50125

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

Forms received by 4:00 pm on Monday, April 20, 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 and contain your name and address.

If you plan on attending the meeting, please RSVP 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.
- 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.

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 20, 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** April 6, 2020 Minutes.
 - C. Applications
 1. **Page 9** A renewal Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Walgreens Co, located at 1000 N Jefferson Avenue.
 2. **Page 10** **Friday Night Live Summer Concert Series**
 - a. **Page 11** Approval of an event application from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at Memorial Park on June 5, June 26 and July 10, 2020 from 6:00 - 9:30 pm.
 - b. **Page 29** Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale of beer and wine coolers in city parks for the Friday Night Live Summer Concert Series as requested by the Indianola Chamber of Commerce.
 - c. **Page 31** A new Class B (Includes Wine Coolers) and Outdoor Sales Liquor License for the Indianola Chamber of Commerce for June 5, June 26 and July 10, 2020 at Memorial Park (North G and West Euclid Avenue).
 - d. **Page 32** Noise permit application from the Indianola Chamber of Commerce at Memorial Park for Friday Night Live Summer Concert Series at Memorial Park on June 5, June 26 and July 10 from 6:00 – 9:30 pm.

- 3. **Page 36** Street closure request for the Memorial Day Parade.
- D. **Page 40** Resolution approving health insurance benefits for the employees of the City of Indianola.
- E. **Page 48** Receive and file the annual Safety Report from HR Director, Melissa McCoy.
- F. **Page 51** Resolution approving Supplemental No 23 with Snyder and Associates for an engineering service agreement for a storm water utility update in the amount of \$30,000.
- G. **Page 55** Resolution approving the installation of a manhole on Scott Felton Road.
- H. **Page 64** Resolution approving intergovernmental agreement for county fire and EMS mutual assistance.
- I. **Page 73** Resolution setting May 4, 2020, as a public hearing on Community Development Block Grant Funding.
- J. **Page 76** Third consideration of an Ordinance amending Chapter 99, sewer service charges, Indianola Code of Ordinances.
- K. **Page 82** Third consideration of an Ordinance amending the recycling fees to account for the increase being implemented by Waste Management.
- L. **Page 86** Resolution appointing the City of Indianola representation to the Des Moines Metropolitan Planning Organization.
- M. **Page 88** Prior and final approval on Urban Revitalization Designations.
- N. **Page 89** Resolution approving salaries.
- O. **Page 91** Claims on the computer printout for April 13, 2020.
- P. **Page 102** Resolution setting May 4, 2020, as the public hearing to consider adoption of the 2020 revised code of ordinances of the City of Indianola, Iowa (Codification Project).
- 6. **Page 105** City Treasurer's Report — Doug Shull.
- 7. Council Reports
 - A. **Page 108** Home Base Iowa Initiative Application from James Hansen and authorization of a handwritten warrant in the amount of \$1500.
 - B. Greater Des Moines Convention Report — Council Member John Parker, Jr.
 - C. Metro Advisory - Council Member Bob Kling
 - D. Bravo Report — Council Member Bob Kling
- 8. Mayor's Report - Kelly B. Shaw
 - A. Community Update

- B. **Page 112** Discussion and direction regarding the Library Board Ordinance.
9. Public Consideration
- A. Old Business
- 1. **Page 114 Natural Gas Franchise Fees**
 - a. **Page 116** Public Hearing for the Revenue Purpose Statement.
 - b. **Page 118** First consideration of an Ordinance amending Chapter 110, Natural Gas Franchise, pertaining to franchise fees, Indianola Code of Ordinances.
 - 2. **Page 120 Amendment to Chapter 165, regarding bulk storage of petroleum products.**
 - a. **Page 127** Public Hearing regarding an amendment to Chapter 165 of the Code of Ordinances pertaining to bulk storage of petroleum products.
 - b. **Page 129** First consideration of an ordinance amending the zoning regulations to Chapter 165, regarding bulk storage of petroleum products.
10. Other Business
- A. City Manager's Report — Ryan Waller
- 1. **Page 132** Receive and file correspondence from April 1, 3 and 10 weekly updates from City Manager, Ryan Waller.
 - 2. **Page 174** Receive and file correspondence from the Iowa Department of Natural Resources providing notice of an award of \$1,000,000 to the City of Indianola for the approved Square Streetscape Design project.
11. Adjourn

Meeting Date: 04/20/2020

Information

Subject

April 6, 2020 Minutes.

Information

Fiscal Impact

Attachments

Minutes 040620

Regular Session – April 6, 2020

The City Council met in regular session at 6:00 p.m. on April 6, 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 and John Parker and present via phone: Bob Kling, Gwen Schroder, Greta Southall, Greg Marchant and Mayor Shaw. Absent: None.

Item M, claims for April 6, was pulled from the consent agenda on a request from Council Member Hulen, citing a conflict of interest.

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
- March 25, 2020 Minutes
- A renewal Class C Liquor License, Outdoor Service and Sunday Sales Privileges for The Garage, located at 114 E Ashland Avenue.
- 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.
- Resolution 2020-76 approving the purchase of a dump truck with snow and ice equipment for the Streets Department in the amount of \$155,217.00.
- Second consideration of an Ordinance amending Chapter 99, sewer service charges, Indianola Code of Ordinances.
- Second consideration of an Ordinance amending the recycling fees to account for the increase being implemented by Waste Management.
- Resolution 2020-77 approving Supplemental No 25 with Snyder and Associates for the fourth and final year of the Street Masterplan Project
- Resolution 2020-78 approving a letter of support for Community Catalyst Building Remediation Program grant through the Iowa Economic Development Authority.
- Resolution 2020-79 approving Engineering Service Agreement with HR Green for Sanitary Sewer Hydraulic Model.
- Resolution 2020-80 approving the tentative labor contracts between the City of Indianola and the Construction and Public Employees LiUNA Local 177 and General Unit.
- Prior and final approval on Urban Revitalization Designations.
- Resolution 2020-81 approving salaries.

Item M, claims on the computer printout for April 4, 2020 was brought forward on a motion by Parker and seconded by Kling. On roll call, the vote was AYES: Parker, Kling, Marchant, Southall and Schroder. NAYS: None. ABSTAIN: Hulen.

Kling moved and Southall seconded a motion to approve Resolution 2020-82 setting April 20, 2020, as the public hearing to consider adoption of the 2020 revised code of ordinances or the City of Indianola, Iowa (Codification Project). On roll call the vote was, AYES: Hulen, Parker, Kling, Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Mayor Shaw thanked the public safety staff, City Manager and other City staff for their work during the pandemic. He asked citizens to continue to follow guidelines.

Mayor Shaw proclaimed April 24, 2020 as Arbor Day in Indianola.

A motion was made by Kling and seconded by Parker to approve Resolution 2020-83 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. 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 provided an update which included an increase in building permits have been issued; staff will meet with IMU on Wednesday, April 8 to discuss their audit; and Cindy Axne's office has requested to do a zoom meeting with community leaders to discuss COVID-19. Mr. Waller also said staff spoke with counsel at Ahlers & Cooney and Brick Gentry about the sewer connection district fees; staff will put information and options together for Council to consider. He also said that he had a conference call with the city attorney and postmaster general who stated that the Clerk's office may process and open all mail that comes to City Hall.

Parker moved to receive and file an update on the Families First Coronavirus Response Act (FFCRA) and Hulen 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.

Parker moved and Schroder seconded to receive and file correspondence from March 13, 20, and 27, 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.

A motion was made by Parker and seconded by Hulen at 6:22 pm to go into closed session pursuant to Iowa Code section 20.17 (3) to discuss labor negotiations.

Parker moved and Kling seconded to come out of closed session at 6:34 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.

No action was taken on matters discussed in closed session.

A motion was made by Parker and seconded by Hulen at 6:35 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.

Parker moved and Kling seconded to come out of closed session at 6:40 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.

No action was taken on matters discussed in closed sessions.

Meeting adjourned at 6:43 pm on a motion by Hulen and seconded by Parker.

Kelly B. Shaw, Mayor

Attest:

Andrew J. Lent, City Clerk

Meeting Date: 04/20/2020

Information

Subject

A renewal Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Walgreens Co, located at 1000 N Jefferson Avenue.

Information

Council will need to consider a renewal Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Walgreens Co, located at 1000 N Jefferson Avenue. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/20/2020

Information

Subject

Friday Night Live Summer Concert Series

Information

The Indianola Chamber of Commerce is requesting to hold Friday Night Live Summer Concert Series at Memorial Park on June 5, June 26 and July 10, 2020 from 6:00 p.m. — 9:30 p.m. Council will need to consider the following items: event application, resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of wine in city parks, approval of the liquor license and approval of the noise permit.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/20/2020

Information

Subject

Approval of an event application from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at Memorial Park on June 5, June 26 and July 10, 2020 from 6:00 - 9:30 pm.

Information

In your packet is the event application from the Indianola Chamber of Commerce. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

Park Request
Event Application



January 10, 2020

Indianola Parks Commission
2204 W. Second Ave.
Indianola, IA 50125

Dear Commissioners:

The Indianola Chamber of Commerce has hosted the Friday Night Live concert series for the last four years in Memorial Park. The concerts are becoming popular in this community and attendance has increased each year.

The dates are June 5, June 26, and July 10 in 2020 . Cost to attend the concert is \$5 for adults and children over the age of 10. Children 10 and under are free. Children under the age of 18 must be accompanied by adults 18 years of age or older. Gates open at 6 p.m. and the concerts will end around 9:30 p.m. We have a limited number of vendors who sell food during the concerts, and we host a beer garden. We have applied for our Class B Beer and Wine Cooler permit for each concert date.

We secure the perimeter of the park, have one police officer on site, and have Chamber members at both entrance gates to monitor admission into the park. In addition, the beer garden is secured with fencing and all individuals are required to show a driver's license to ensure adults entering the beer garden area are of age.

The Chamber respectfully requests Commission approval, in accordance with Code 800.07, to use Memorial Park again this year for all three concerts.

If you have any questions, please contact me at 515-961-6269.

Sincerely,

Brenda Easter
President/CEO



Indianola Special Event Application Form

Dear Event Organizer:

Thank you for your interest in planning and holding an event in Indianola. Through public events and activities a sense of community and pride is developed. Public events are also a means to stimulate our local economy.

The following pages provide key information for a safe, fun and successful event.

Please take time to read the information application form thoroughly and feel free to contact City Hall at 515-961-9410 or email requests@indianolaiowa.gov with questions.

We appreciate your time and interest in planning an event whether for local residents or the entire south central region of Iowa. A well-planned event translates to a successful activity that benefits both public and private interests.

Please be sure to complete the following:

- The event application is completely filled out
- Map A attached – shows streets/trails/parks/lane closures, location of barrier/barricades, stages, platforms, parking, etc.
- Map B attached – shows where vendors are expected to park vehicles off the Square
- Applied for a noise permit, if applicable – located on the web site under Community Guide tab
- Submitted insurance certificate showing the City as an additional insured in an amount of \$1,000,000

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: requests@indianolaiowa.gov

Event Name: Friday Night Live Summer Concerts

Event Type (Check all that apply):

Parade Bike Ride/Race Concert

Running Event: Fun Run Timed Race
Will trails/sidewalks be utilized? Yes No

Other (please specify): _____

Date/Time of Event: June 5, June 26 : July 10 6pm-9:30pm

Location of Event: Memorial Park

Event Sponsor(s): Indianola Chamber of Commerce

Contact Information:

Organization: Indianola Chamber of Commerce

Contact Name: Brenda Easter

Address: 111 N. Buxton Ste. 117

Telephone Number: 515-961-6269

Cell Phone Number: 515-442-6838

Fax Number: 515-961-9753

Email Address: wrenda@indianolachamber.com

Today's Date: 3-31-20

Anticipated Attendance: 500 Per Day 1500 Total 3 nights

Event Information:

Setup Begins	Date: <u>6/5, 6/26</u>	Time: <u>4 pm</u>	Day of Week: <u>Friday</u>
Event Starts	Date: <u>7/10</u>	Time: <u>6 pm</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>Same</u>	Time: <u>9:30 pm</u>	Day of Week: <u>Friday</u>
Dismantle	Date: <u>same</u>	Time: <u>9:30 pm</u>	Day of Week: <u>Friday</u>

Brenda Easter

Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: requests@indianolaiowa.gov

Narrative:

Please describe your request and event:

See Attached

Please describe what streets, trails or parks you are planning to close or use:

See Attached

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

See Attached

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

See Attached

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

See Attached

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

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

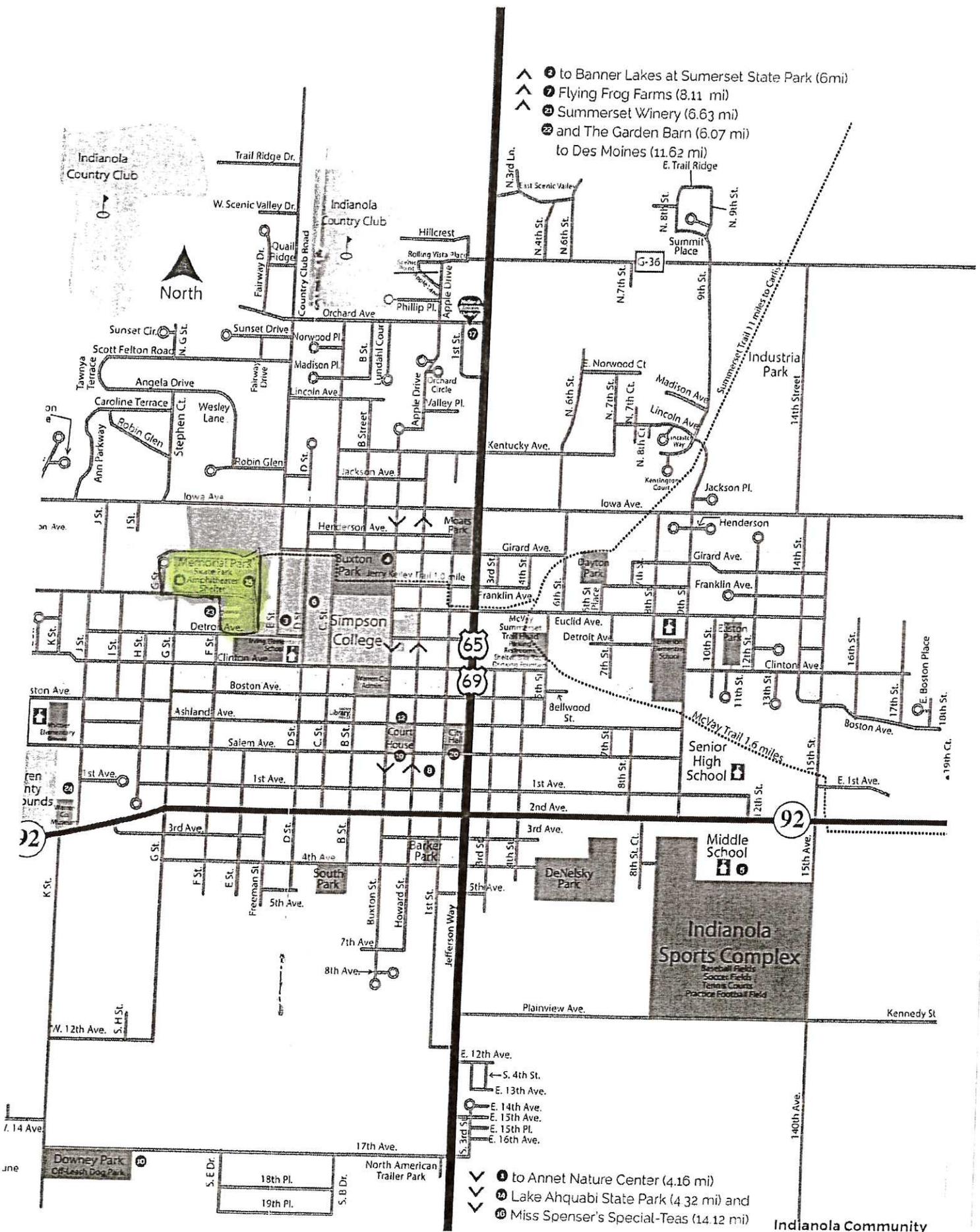
Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: requests@indianolaiowa.gov

- ▲ 2 to Banner Lakes at Somerset State Park (6mi)
- ▲ 7 Flying Frog Farms (8.11 mi)
- ▲ 21 Summerset Winery (6.63 mi)
- ▲ 22 and The Garden Barn (6.07 mi)
- ▲ 22 to Des Moines (11.62 mi)



- ▼ 4 to Annet Nature Center (4.16 mi)
- ▼ 23 Lake Ahquabi State Park (4.32 mi) and
- ▼ 10 Miss Spenser's Special-Teas (14.12 mi)

Indianola Community

MAP A: B Vendors contained in Shaded Area.

Event Description:

The Indianola Chamber of Commerce respectfully requests the use of Memorial Park to host the annual Friday Night Live concert series. The concerts will be held June 5, 26 and July 10, 2020. This event invites families and friends to enjoy a night out in Indianola. Gates open at 6 p.m. and the concert ends at 9:30 p.m. We offer a beer garden, food vendors, live music, and family fun for anyone in our community to enjoy. The cost for adults and children over 10 years of age is \$5. Children 10 and under are free. Parking is available in the Aquatic Center parking area, along nearby streets, and at the Simpson College baseball field parking lot.

Describe streets you are planning to close:

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

Safety Plan and Crowd Control:

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

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

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

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

Emergency/Medical Plan:

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

Clean-up Plans:

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

Burl Gust

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

OFFICE USE ONLY

DATE RECEIVED:				
	Signature	Date	Approved	Denied
Police Department:				
Fire Department:				
Public Works:				
City Manager:				
Park and Recreation Department				

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/02/2020

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

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

PRODUCER RUDOLF INSURANCE CONSULTANTS 123 N BUXTON INDIANOLA IA 50125	CONTACT NAME: PENNY FISHER	
	PHONE (A/C, No, Ext): 515-961-5085 FAX (A/C, No): 515-961-5052 E-MAIL ADDRESS: pfisher@rudolfinsurance.com	
INSURED INDIANOLA CHAMBER OF COMMERCE 111 N BUXTON, STE 117 INDIANOLA IA 50125	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : PARTNERS MUTUAL	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	

COVERAGES **CERTIFICATE NUMBER:** 20200402092913925 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	BZ92000780	04/06/2020	04/06/2021	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> LIQUOR LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						MED EXP (Any one person) \$ 5,000
	OTHER:						PERSONAL & ADV INJURY \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY	Y	Y	BZ92000780	04/06/2020	04/06/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE	Y	Y	UC01597	04/06/2020	04/06/2021	EACH OCCURRENCE \$ 1,000,000
	DED RETENTION \$						AGGREGATE \$ 1,000,000
							\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WZ92000780	04/06/2020	04/06/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT \$ 500,000
							E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 100,000
A	BLANKET CONTENTS \$500 DEDUCTIBLE	N	N	BZ92000780	04/06/2020	04/06/2021	\$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THE CITY OF INDIANOLA IS NAMED AS AN ADDITIONAL INSURED

CERTIFICATE HOLDER

CITY OF INDIANOLA
110 N. 1ST STREET
INDIANOLA IA 50125

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Applicant License Application ()

Name of Applicant:	<u>Indianola Chamber of Commerce</u>		
Name of Business (DBA):	<u>Indianola Chamber of Commerce</u>		
Address of Premises:	<u>602 N. G Street</u>		
City	<u>Indianola</u>	County:	<u>Iowa</u> Zip: <u>50125</u>
Business	<u>(515) 961-6269</u>		
Mailing	<u>111 N. Buxton, Suite 117</u>		
City	<u>Indianola</u>	State	<u>IA</u> Zip: <u>50125</u>

Contact Person

Name	<u>Brenda Easter</u>		
Phone:	<u>(515) 442-6838</u>	Email	<u>brenda@indianolachamber.com</u>

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

Term: 5 days

Effective Date: 06/24/2020

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

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

Ownership

Brenda Easter

First Name: Brenda **Last Name:** Easter
City: Indianola **State:** Iowa **Zip:** 50125
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Art Sathoff

First Name: Art **Last Name:** Sathoff
City: Indianola **State:** Iowa **Zip:** 50125
Position: Chair
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andy English

First Name: Andy **Last Name:** English
City: Indianola **State:** Iowa **Zip:** 50125
Position: Past Chair

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

APPLICANT

I hereby declare that all information contained in the E-License Application is true and correct. I understand that misrepresentation of material fact in the Application is a serious misdemeanor crime and grounds for denial of the license or permit under Iowa law.

Brenda Easter

4-3-2020

Applicant's Signature

Date

NOTARY

State of Iowa

County of Warren

Signed and sworn to before me on 04-03-2020
Date

By Brenda Easter
Print Name of Applicant

Myles W. Easter
Signature of Notary

04-03-2020
Date



Myles W. Easter
Commission Number
793185
My Commission Expires
11-03-21

Applicant License Application ()

Name of Applicant:	<u>Indianola Chamber of Commerce</u>		
Name of Business (DBA):	<u>Indianola Chamber of Commerce</u>		
Address of Premises:	<u>602 N. G Street</u>		
City	<u>Indianola</u>	County:	<u>Warren</u> Zip: <u>50125</u>
Business	<u>(515) 961-6269</u>		
Mailing	<u>111 N. Buxton, Suite 117</u>		
City	<u>Indianola</u>	State	<u>IA</u> Zip: <u>50125</u>

Contact Person

Name	<u>Brenda Easter</u>		
Phone:	<u>(515) 442-6838</u>	Email	<u>brenda@indianolachamber.com</u>

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

Term:5 days

Effective Date: 06/03/2020

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

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

Ownership

Brenda Easter

First Name: Brenda **Last Name:** Easter
City: Indianola **State:** Iowa **Zip:** 50125
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Art Sathoff

First Name: Art **Last Name:** Sathoff
City: Indianola **State:** Iowa **Zip:** 50125
Position: Chair
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andy English

First Name: Andy **Last Name:** English
City: Indianola **State:** Iowa **Zip:** 50125
Position: Past Chair

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

APPLICANT

I hereby declare that all information contained in the E-License Application is true and correct. I understand that misrepresentation of material fact in the Application is a serious misdemeanor crime and grounds for denial of the license or permit under Iowa law.

Brenda Easter

4-3-2020

Applicant's Signature

Date

NOTARY

State of Iowa

County of Warren

Signed and sworn to before me on 04-03-2020
Date

By Brenda Easter
Print Name of Applicant

Myles W. Easter

Signature of Notary

04-03-2020

Date



Myles W. Easter
Commission Number
793185
My Commission Expires
11-13-21

Applicant License Application ()

Name of Applicant: <u>Indianola Chamber of Commerce</u>		
Name of Business (DBA): <u>Indianola Chamber of Commerce</u>		
Address of Premises: <u>602 N. G Street</u>		
City <u>Indianola</u>	County: <u>Iowa</u>	Zip: <u>50125</u>
Business	<u>(515) 961-6269</u>	
Mailing	<u>111 N. Buxton, Suite 117</u>	
City <u>Indianola</u>	State <u>IA</u>	Zip: <u>50125</u>

Contact Person

Name <u>Brenda Easter</u>
Phone: <u>(515) 442-6838</u> Email <u>brenda@indianolachamber.com</u>

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

Term: 5 days

Effective Date: 07/08/2020

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

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

Ownership

Brenda Easter

First Name: Brenda **Last Name:** Easter
City: Indianola **State:** Iowa **Zip:** 50125
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Art Sathoff

First Name: Art **Last Name:** Sathoff
City: Indianola **State:** Iowa **Zip:** 50125
Position: Chair
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andy English

First Name: Andy **Last Name:** English
City: Indianola **State:** Iowa **Zip:** 50125
Position: Past Chair

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

APPLICANT

I hereby declare that all information contained in the E-License Application is true and correct. I understand that misrepresentation of material fact in the Application is a serious misdemeanor crime and grounds for denial of the license or permit under Iowa law.

Brenda Easter 4-3-2020
Applicant's Signature Date

NOTARY

State of Iowa

County of Warren

Signed and sworn to before me on 04-03-2020
Date

By Brenda Easter
Print Name of Applicant

Myles W. Easter 04-03-2020
Signature of Notary Date



Myles W. Easter
Commission Number
793185
My Commission Expires
11-03-21

Meeting Date: 04/20/2020

Information

Subject

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

Information

The Indianola Chamber of Commerce is requesting to serve alcohol at the Friday Night Live Summer Concert Series. The Parks and Recreation Commission unanimously approved the Chamber's use of the Memorial Park and allowing Alcohol Sales at their March 12, 2020 meeting. If council wishes to approve the event, the resolution (packet) will need to be considered.

Highlights of the resolution include: The Beer (includes Wine Coolers) will be sold and served in accordance with the State of Iowa Alcoholic Beverages Division. The Indianola Chamber of Commerce will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the Permit issued by the State. Friday Night Live Summer Concert Series will be held on June 5, 26 and July 10, 2020 from 6:00 p.m. to 9:30 p.m. and Council confirms that the enforcement of the Indianola Code Section 47.01(11) will be temporarily suspended from 6:00 p.m. to 9:30 p.m. for the event and confirms that a beer permit will be issued (upon approval by the City Council) by the State of Iowa. All participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but the enforcement of the prohibition on the sale of beer and wine coolers in the park is hereby waived.

Fiscal Impact

Attachments

Resolution Suspending Enforcement

RESOLUTION NO. 2020-_____

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

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

WHEREAS, said event is set to occur on Friday, June 5 and 26 and July 10, 2020 from 6:00 p.m. to 9:30 p.m. at Indianola Memorial Park, in the City of Indianola; and

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the City of Indianola hereby acknowledges receipt of notification of the Friday Night Live Summer Concert Series on Friday, June 5 and 26, July 10, 2020, confirms that enforcement of Indianola Code Section 47.01(11) will be temporarily suspended from 6:00 p.m. – 9:30 p.m. for the Friday Night Live Concert Series, and confirms that the Class “B” Beer (includes Wine Coolers) and Outdoor Area permit to be obtained for said event is hereby approved. The permit will be sent to the State of Iowa to be issued to the Indianola Chamber of Commerce.

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

Dated this 20 day of April 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent, City Clerk/Finance Director

Meeting Date: 04/20/2020

Information

Subject

A new Class B (Includes Wine Coolers) and Outdoor Sales Liquor License for the Indianola Chamber of Commerce for June 5, June 26 and July 10, 2020 at Memorial Park (North G and West Euclid Avenue).

Information

The Indianola Chamber of Commerce has applied for three liquor licenses for June 5, June 26 and July 10, 2020. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/20/2020

Information

Subject

Noise permit application from the Indianola Chamber of Commerce at Memorial Park for Friday Night Live Summer Concert Series at Memorial Park on June 5, June 26 and July 10 from 6:00 – 9:30 pm.

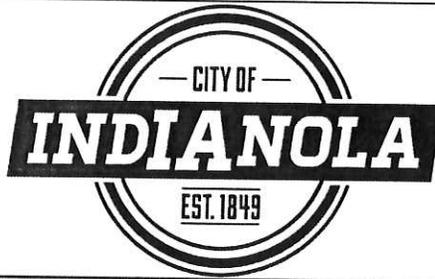
Information

In your packet is a noise permit application for the Friday Night Live Summer Concert Series at Memorial Park as requested by the Indianola Chamber of Commerce. The event will be held June 5, June 26 and July 10, 2020 from 6:00 p.m. — 9:30 p.m. Council approval is necessary since this permit is for multiple days. Staff has reviewed and approved.

Fiscal Impact

Attachments

Noise Permit - FNL



Indianola Noise Permit Application

Date: 3-31-20

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 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
E-Mail: requests@indianolaiowa.gov

Noise Event Application

Event Name: Friday Night Live Summer Concerts
 Date/Time of Event: June 5, June 26 ; July 10 6pm-9:30pm
 Location of Event: Memorial Park
 Event Sponsor(s): Indianola Chamber of Commerce

Contact Information:

Organization: Indianola Chamber of Commerce
 Contact Name: Brenda Easter
 Address: 111 N. Buxton, Ste. 117
 Telephone Number: 515-961-6269
 Cell Phone Number: 515-442-6838
 Fax Number: 515-961-9753
 Email Address: brenda@indianolachamber.com
 Today's Date: 3-31-20

Anticipated Attendance: 500 Per Day 1500 Total 3 nights

Event Information:

Event Starts	Date: <u>6/5, 6/26</u>	Time: <u>6:00pm</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>6/5, 6/26</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>

Previous Event Information

2019
 Date of Event: 6/7, 6/28 Time of Event: 6pm - 9:30pm
7/12

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

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

APPLICANT SIGNATURE: Brenda Easter

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

OFFICE USE ONLY

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

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

Meeting Date: 04/20/2020

Information

Subject

Street closure request for the Memorial Day Parade.

Information

In your packet is a street closure application from the American Legion in Indianola for their annual Memorial Day Parade. The streets they are requesting to close are Buxton, Salem and Hwy 65/69 from the County Administration building to the IOOF Cemetery on May 25, 2020 from 9:30 am to 11:00 am. They are also requesting the police department to lead the parade, provide traffic control on the parade route and assistance to block Hwy 65/69 at the IOOF Cemetery.

Paperwork is in order and staff has approved.

Fiscal Impact

Attachments

Parade Street Closure Request

Event Name: VETERANS MEMORIAL DAY PARADE

Event Type (Check all that apply):
 Parade Bike Ride/Race Concert
Running Event: Fun Run Timed Race
Will trails/sidewalks be utilized? Yes No
 Other (please specify): _____

Date/Time of Event: May 25, 2020
Location of Event: Start at Admin Bldg - End at 100F cemetery
Event Sponsor(s): American Legion Post 165 + VFW

Contact Information:

Organization: American Legion Post 165
Contact Name: David Titus
Address: 106 West 1st Ave
Telephone Number: 515-961-0127
Cell Phone Number: 515-306-6116
Fax Number: 515-961-9651
Email Address: post165indianola.ia@gmail.com
Today's Date: April 6, 2020

Anticipated Attendance: 200 Per Day 200 Total

Event Information:

Setup Begins	Date: <u>5-25</u>	Time <u>9:30 AM</u>	Day of Week <u>Monday</u>
Event Starts	Date: <u>5-25</u>	Time <u>10:00 AM</u>	Day of Week <u>Monday</u>
Event Ends	Date: <u>5-25</u>	Time <u>11:00 AM</u>	Day of Week <u>Monday</u>
Dismantle	Date: <u>5-25</u>	Time <u>11:00 AM</u>	Day of Week <u>Monday</u>

David Titus
Applicant Signature

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

Narrative:

Please describe your request and event:

Parade and program to honor veterans on Memorial Day

Please describe what streets, trails or parks you are planning to close or use:

Hwy 65/69, Buxton, Salem

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

Annual Memorial Day parade and program. Request police escort to lead the parade and to control traffic on the parade route. Request police assistance to block Hwy 65/69 at Plainview (100 Feet cemetery) for parade.

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

We will have cell phones for communications.

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

Members of the American Legion and VFW will provide clean up detail.

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

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: requests@indianolaiowa.gov

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

OFFICE USE ONLY

DATE RECEIVED:				
	Signature	Date	Approved	Denied
Police Department:				
Fire Department:				
Public Works:				
City Manager:				
Park and Recreation Department				

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

Meeting Date: 04/20/2020

Information

Subject

Resolution approving health insurance benefits for the employees of the City of Indianola.

Information

Council will need to consider the resolution (packet) approving the health plan with a health savings account plan and appropriate renewals for dental, vision, short term disability, long term disability and life insurance (packet).

Staff is recommending the following (memo):

Health Insurance — Wellmark

Dental — Metlife

Vision — Avesis

Life & Disability Coverage — Mutual of Omaha

Fiscal Impact

Attachments

Benefit Renewal Memorandum

Benefit Resolution

Exhibit A

Exhibit B

Exhibit C

Exhibit D



— Human Resources —

Date: April 20, 2020

To: Mayor and Council & Board of Trustees

From: Melissa McCoy, Human Resources Director

CC: Ryan Waller, City Manager & Chris DesPlanques, General Manager

RE: Health Insurance Renewal

Health Insurance

The City of Indianola and IMU run on a fiscal year benefit plan year (July 1 – June 30). We currently have a qualified high deductible health plan with a health savings account (HSA). Our deductibles are \$2700 for single and \$5400 for all other tiers (EE+Spouse, EE+Child(ren), Family). Qualified high deductible health plans with an HSA option are governed by the IRS. For FY20/21, the IRS has mandated the single deductible to increase to \$2800 and the other tiers to remain at a \$5400 deductible.

For the last month, staff has been working with our broker, Holmes Murphy, on health insurance renewals for FY20/21. Attached as Exhibit A is a document that shows our renewals. Employees have done a great job at managing the health plan. They've done their due diligence and have committed to wellness. Due to a few large claims, our renewal has increased by 21%. Despite this increase, City staff are recommending we stay with Wellmark for the new benefit plan year. We are further recommend setting premium rates at 60% of total costs. This will allow continued growth to the health insurance fund without creating too much of an increase for employee premiums. Total premium rates will change from: (Single: \$605, EE+Spouse: \$1124, EE+Child(ren): \$1004, Family: \$1647) to: (Single: \$702, EE+Spouse: \$1304, EE+Child(ren): \$1165, Family: \$1912). Employee contributions are set at 12% of the total premium as outlined in the Council Policy.

Dental

Our current dental plan is through Metlife. Metlife has offered a renewal with a zero percent increase. Staff is recommending we stay with Metlife for the FY20/21 plan year, see Exhibit B.

Vision

Our current vision plan is through Avesis. Being that we have a rate lock with Avesis, staff is recommending we stay with Avesis for the FY20/21 plan year; see Exhibit C.

Other

The City has Mutual of Omaha for life and disability coverage. When we moved to Mutual of Omaha in 2018, they gave us a 2-year rate guarantee on the short-term disability plan and a 3-year rate guarantee on the long-term disability and life insurance plan. Therefore, our life and long-term disability plans are staying the same as current year. Mutual of Omaha has also kept our short-term disability rates the same, see Exhibit D. These rates were budgeted for in the FY20-21 budget.

RESOLUTION NO. 2020-

**RESOLUTION APPROVING HEALTH INSURANCE BENEFITS FOR
THE EMPLOYEES OF THE CITY OF INDIANOLA**

WHEREAS, the City Indianola, Iowa, offers a comprehensive benefits package, which includes medical, dental, vision, short-term disability, long-term disability and life insurance; and

WHEREAS, working through its insurance broker, the City of Indianola, Iowa, reviewed different insurance plan options; and

WHEREAS, upon direction from the City Council, the City of Indianola, Iowa will renew the qualified high deductible health plan with a health savings account plan and appropriate renewals for dental, vision, short term disability, long term disability and life insurance (“Plans”).

WHEREAS, the Plans and costs for each are attached as Exhibit A, Exhibit B, Exhibit C and Exhibit D.

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

1. The City Council of the City of Indianola, Iowa approve the health insurance plans and premiums presented; and
2. The Mayor or City Manager are authorized to execute the necessary documents, as may be required by the insurance companies.

PASSED this 20th day of April 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent, City Clerk/Finance Director

 City of Indianola Medical & Rx Insurance Renewal / Comparison Effective July 1, 2020		Wellmark \$50K Specific Wellmark Current
		\$2,800 QHDHP
ADMINISTRATION (fixed) COSTS		
- Medical, PBM & COBRA	105	\$44.14
- Network Access Fee	105	\$6.95
- Broker Fee	105	\$20.00
Administrative Total Per Person		\$71.09
Monthly Administrative Costs		\$7,464
Annual Administrative Costs		\$89,573
SPECIFIC STOP LOSS		
Specific Deductible		\$50,000
Contract Type		36/12
SPECIFIC PREMIUM		
- Single	33	\$290.07
- Employee + Spouse	18	\$290.07
- Employee + Child(ren)	9	\$290.07
- Family	45	\$290.07
Monthly Specific Premium	105	\$30,457
Annual Specific Premium	105	\$365,488
AGGREGATE STOP LOSS		
AGGREGATE PREMIUM		
Risk Corridor		125%
Per employee per month	105	\$8.39
Monthly Aggregate Premium		\$881
Annual Aggregate Premium		\$10,571
Total Annual Stop Loss Costs		\$376,060
Total Annual Fixed Costs		\$465,633
Annual Expected Claims		\$1,214,384
Est. Aggregate Attachment Point		\$1,517,980
TOTALS		
Total Annualized Expected Costs		\$1,680,017
Total Annualized Maximum Costs		\$1,983,606
Percent Difference from Current		
Expected		21.7%
Maximum		22.0%

Notes

The above analysis is for illustrative purposes only. Please refer to contract and/or proposal for details.

Final rates are determined by many variables. See Disclosures Page for further details. Confidential & Proprietary

EXHIBIT B

 City of Indianola Voluntary Dental Insurance Renewal Effective July 1, 2020		
BENEFITS	MetLife	
	Current/Renewal	
DEDUCTIBLE	<u>In Network</u>	<u>Out of Network</u>
- Individual	\$50	\$75
- Family	\$150	\$225
COINSURANCE		
- Preventive	0%	20%
- Basic	80%	50%
- Major	50%	50%
CATEGORIZATION OF SERVICES		
- Periodontics (Maintenance)		Major Services
- Periodontics (Surgery)		Major Services
- Endodontics		Major Services
- Simple Extractions		Basic Services
- Complex Extractions / Oral Surgery		Major Services
- Implants		Major Services
ANNUAL MAXIMUM	\$1,500	
LIFETIME ORTHODONTIA	50% to \$1,500 - Child Only	
ELIGIBILITY/ENROLLMENT PROVISIONS		
- Annual Open Enrollment		Included
- Timely Entrant Waiting Period		None
- Late Entrant Waiting Period		Not Allowed
- Dependent Age Limit		26, date dependent reaches limiting age
- Orthodontia Age Limit		19, date dependent reaches limiting age
Rates	Current	Renewal
	<u>EEs</u>	
Employee Only	34	\$27.57
Employee + Spouse	13	\$57.64
Employee + Child(ren)	5	\$68.72
Family	41	\$106.42
Monthly	\$6,393.52	\$6,393.52
Annual	\$76,722.24	\$76,722.24
Rate Change	0.00%	

The above analysis is for illustrative purposes only. Please refer to contract and/or proposal for details.
 Final rates are determined by many variables see Disclosures Page for further details.
 Confidential & Proprietary



City of Indianola

Voluntary Vision Insurance Renewal

Effective July 1, 2020

BENEFITS	Avesis Current/Renewal	
BENEFIT COPAYMENTS	<u>In Network</u>	<u>Out of Network</u>
- Exam	\$10 Copay	Up to \$35
- Contact Lens Fitting and Evaluation	\$25 Copay	See Below
- Materials	\$25 Copay	See Below
FREQUENCY GUIDELINES		
- Examinations	12 Months	
- Frames	24 Months	
- Lenses	12 Months	
- Contacts	12 Months	
FRAME ALLOWANCE	\$35 wholesale allowance up to \$100	Up to \$45
LENSE ALLOWANCE		
- Single Vision	100% after copay	Up to \$25
- Bifocal	100% after copay	Up to \$40
- Trifocal	100% after copay	Up to \$50
- Lenticular	100% after copay	Up to \$80
ELECTIVE CONTACT ALLOWANCE	Up to \$110	Up to \$110
PREMIUMS		
	Current	Renewal
<u>EEs</u>		
Employee 33	\$6.51	\$6.51
Employee/Spouse 16	\$10.98	\$10.98
Employee/Child(ren) 4	\$12.09	\$12.09
Family 41	\$14.98	\$14.98
Monthly 94	\$1,020.78	\$1,020.78
Annual	\$12,249.36	\$12,249.36
Rate Change	0%	
RATE GUARANTEE		
Until 7/1/21		

The above analysis is for illustrative purposes only. Please refer to contract and/or proposal for details.
Final rates are determined by many variables see Disclosures Page for further details. Confidential & Proprietary

Exhibit D

Non-Medical Review of Carriers

Life/AD&D Annual Premiums

Mutual	\$7,681	*Rate guarantee until 7/1/21
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Fully-Insured STD

Mutual	\$26,487	*Rate guarantee until 7/1/21
--------	----------	------------------------------

LTD

Mutual	\$17,007	*Rate guarantee until 7/1/21
--------	----------	------------------------------

Total for all Carriers

Mutual	\$51,175	
--------	----------	--

Meeting Date: 04/20/2020

Information

Subject

Receive and file the annual Safety Report from HR Director, Melissa McCoy.

Information

In your packet is a memorandum to provide the annual overview of the City of Indianola's/IMU's 2019 Safety program.

Fiscal Impact

Attachments

Safety Memorandum



— Human Resources —

Date: April 20, 2020

To: Mayor and Council

From: Melissa McCoy, Human Resources Director

CC: Ryan Waller, City Manager

RE: 2019 Annual Safety Report

The purpose of this memorandum is to provide an annual overview of the City of Indianola's/IMU's 2019 Safety program.

The City and IMU partner with TrueNorth for safety program and training services. This partnership has been in place for a year and a half. The partnership with TrueNorth provides the City and IMU with a comprehensive safety program for our employees. TrueNorth provides the City and IMU with many different services. Those services include:

- Safety committee meeting administration, agenda and minutes
- On-site safety trainings, as needed, as requested
- Mock OSHA walkthroughs and reports for all departments
- Assistance with the development of safety policies and procedures
- Safety consultation when needed

MOD Rate

Work comp premiums are determined by a modification “MOD” rate. The MOD rate is determined by industry classification and claims history. The City and IMU’s MOD rate for FY 2019-20 is .86. Our renewal for FY 2020-21 will be .79. The industry average is 1.0. For example, a company with a MOD rate of 1.25 will pay **25%** higher premiums than the average company does and a company with a MOD rate of 0.80 will pay **20%** less per dollar than average. For FY 2018-19 our MOD rate was .78 and FY 2017-18 our MOD rate was .71. While our MOD rate has increased a bit, the employees do a great job with keeping safety in mind during the work day.

2019 City Safety Incidents

- 2 OSHA recordables (employee injuries)
- 15 Non-OSHA recordables (property/auto damage/no treatment)
- 0 days away from work
- 0 days of job restriction

Safety Committee

The Safety Committee meets once a month. Committee members include representatives from each City and IMU department as well as our TrueNorth representatives. During the meetings we discuss a variety of topics to include OSHA and non-OSHA recordables, findings from quarterly audits and reviewing and updating safety policies such as Emergency Preparedness and Hazard Communication. We've also created a safety slogan to help employees remember safety and how important it is. Our safety slogan is: *"Avoid the worst, put safety first."*

Safety Training

The City of Indianola safety program consists of quarterly safety training. The City/IMU uses online safety training. When needed, onsite safety training is provided. Some of the training topics include bloodborne pathogens, workplace violence, unlawful harassment, fire safety, lock-out/tag-out and welding. Employees and department heads feel the online training is productive and convenient. Staff also completed onsite competent person training and forklift training. They felt the training was very well done and helpful. Lastly, all staff attended onsite Active Shooter training in August.

Information

Subject

Resolution approving Supplemental No 23 with Snyder and Associates for an engineering service agreement for a storm water utility update in the amount of \$30,000.

Information

The Stormwater Utility CIP project for FY2021 involves a review of the stormwater billing and fee system. Snyder & Associates will review how we are billing the customers of the system to make sure the City is billing each customer the correct number of ERUs or Equivalent Residential Units (1 ERU=3600 square feet) of impervious surface. The more impervious surface the more ERUs that should be charged. Currently, the City charges \$2 per month per ERU. Typically, a single family residential home is equivalent to one ERU. Locations with a larger impervious surface, such as Walmart, are charged a higher number of ERUs.

The review also coincides with the stormwater master plan being developed by Snyder for future review by Council. This master plan will lay out the needs for repair and maintenance of the stormwater system to make sure the utility will have the needed revenue to match the needs for the system repairs, maintenance and improvements.

Fiscal Impact

Attachments

Resolution Approving Agreement
Supplemental agreement 23

CITY OF INDIANOLA, IOWA
RESOLUTION NO. _____

**RESOLUTION APPROVING ENGINEERING SERVICE AGREEMENT WITH
SNYDER & ASSOCIATES FOR STORMWATER UTILITY UPDATE**

WHEREAS, the City of Indianola has a stormwater utility, and

WHEREAS, the Indianola City Council wishes to review and update the fees and billing for the update, and

WHEREAS, the attached agreement with Snyder & Associates will accomplish said update.

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

1. the attached service agreement with Snyder & Associates for the Indianola Stormwater Utility Update 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 20th day of April, 2020.

Kelly B. Shaw
Mayor

Attest:

Andrew J. Lent
City Clerk/Finance Director

Project No.:

**Supplemental Agreement No. 23
A Supplement to the
City of Indianola, IA & Snyder & Associates, Inc.
Professional Services Agreement**

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

PROJECT NAME:

City of Indianola Stormwater Utility Update

PROJECT DESCRIPTION:

Provide updated Equivalent Residential Unit (ERU) data to update the stormwater utility fees for each parcel in the City of Indianola per Chapters 103 and 104 of the City of Indianola Code of Ordinances.

SCOPE OF WORK:

Snyder & Associates proposes to initiate an update to the stormwater utility ERU data including the following tasks.

1. Snyder & Associates will hold a kickoff meeting to review the scope and schedule for the project.
2. Utilizing GIS parcel and aerial mapping data for area within the corporate limits of the City, Snyder & Associates will:
 - a. Review undeveloped parcels containing greater than 500 square feet of impervious area.
 - b. Count the number of single family residential parcels. No impervious area calculation is required.
 - c. Count the number of duplex residential parcels. No impervious area calculation is required.
 - d. Count the number of units in each townhome parcel. No impervious area calculation is required.
 - e. Determine the number of Equivalent Residential Units for all multi-family (three or more units), commercial, industrial, and institutional parcels. This analysis will also include a determination of parcel impervious area growth since December 31, 2010. If no growth, the ERU cap is 200 ERUs. If additional impervious area was developed after that date, the cap would be 200 ERUs plus the additional ERUs due to the expansion.
 - f. This analysis assumes no change to the value of 1 ERU which is 3,400 square feet per the ordinance.
 - g. The ERU data will be provided in a format suitable for the City to update their billing system.
3. Utilizing the data developed under Task 1, Snyder & Associates will develop a revenue model to determine the revenue from up to three options for changing the monthly utility fee. This fee is currently \$2.00 per ERU.
4. Snyder & Associates will meet with the City to review the findings.
5. Snyder & Associates will provide a written memorandum outlining a summary of the findings of the update.
6. This scope does not include providing updates to the billing system or addressing property owner appeals.

SCHEDULE:

Snyder & Associates will complete the above work within twelve weeks of a notice to proceed.

COMPENSATION:

Snyder & Associates will complete the above work program for a lump sum fee of \$30,000

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: April 1, 2020

Meeting Date: 04/20/2020

Information

Subject

Resolution approving the installation of a manhole on Scott Felton Road.

Information

The Water Pollution Control Department conducts routine cleaning and televising of the sewer mains. During this process on Scott Felton Road, it was identified that the sewer main needs to be lined to reduce Inflow and Infiltration (I&I). In order for this work to be done, a new manhole needs to be installed on the end of the sewer main to give the contractor two access points to perform the work. In your packet are the bids received to install a new manhole. Staff is recommending the bid from Vanderpool Construction in the amount of \$24,500. The funds will come out of the annual \$250,000 Sanitary Sewer CIP Maintenance Fund.

Fiscal Impact

Attachments

Manhole Memorandum

Resolution approving installation



— WATER RESOURCE RECOVERY FACILITY —

April 20, 2020

To: Honorable Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves, WRRF Supt.

Re: Installation of new Manhole on Scott Felton Road

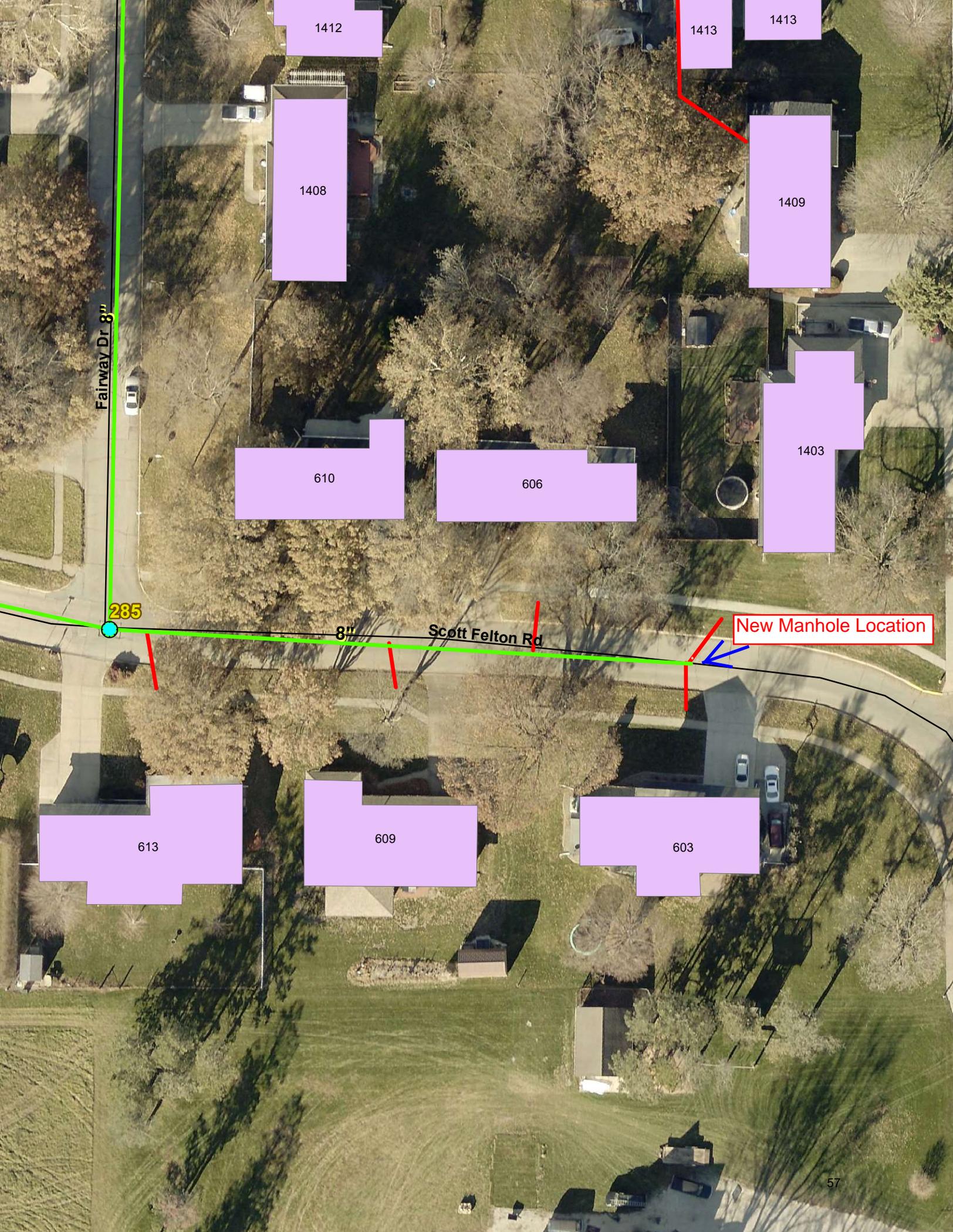
During our routine cleaning and televising of the sewer mains on Scott Felton Rd, it was identified that the sewer main needs to be lined to reduce Inflow and Infiltration (I&I). In order for this work to be done, a new manhole needs to be installed on the end of the sewer main (see photo). The additional manhole needs to be added because the contractor needs two access points to perform the work.

I have asked 5 contractors for bids and received 3 bids to perform the work.

- Vanderpool Construction \$24,500.00
- Joiner Construction \$39,500.00
- Underground Co. \$33,866.00
- Sandstone Management ---
- Moffitt Trenching ---

I am recommending Vanderpool Construction to install the manhole on Scott Felton Road for \$24,500. The funds will come out of the annual \$250,000 Sanitary Sewer CIP Maintenance Fund.





1412

1413

1413

1408

1409

Fairway Dr 8"

610

606

1403

285

8"

Scott Felton Rd

New Manhole Location

613

609

603

PROPOSAL

ATTN: Rick Graves
 (515) 961-9416
 rgraves@cityofindianola.com

02/13/2020

QUOTE Indianola Sewer Dept.
TO 110 N. 1st. Street
 Indianola, IA 50125

- Bond Included
- Davis Bacon Wages
- Addendum -
- Taxable

JOB	LOCATION	BID DATE
Indianola Scott Felton Rd San. Manhole	Indianola, IA	2/13/20

BID ITEM	DESCRIPTION	QUAN	UNIT	UNIT PRICE	EXT PRICE
	Mobilization	1.000	LS	\$1,800.00	\$1,800.00
	Remove Existing Pavement	80.000	SY	\$ 20.00	\$1,600.00
	Install Sanitary Manhole, SW-301, 48"	1.000	EA	\$8,200.00	\$8,200.00
	Sanitary Sewer Main, PVC Truss, 8"	10.000	LF	\$ 135.00	\$1,350.00
	Reconnect Sanitary Sewer Services	2.000	EA	\$1,600.00	\$3,200.00
	Replace Pavement, PCC, 8"	80.000	SY	\$ 90.00	\$7,200.00
	Grade and Seed Parking Area	1.000	LS	\$ 500.00	\$ 500.00
	Traffic Control	1.000	LS	\$ 450.00	\$ 450.00
TOTAL:					\$24,300.00

If you have questions or concerns please do not hesitate to contact me.

Sincerely,

 Jamie Crubaugh Date
 Vanderpool Construction
 Estimator

Exclusions:
 Items not specifically listed above
 Survey staking
 Density or concrete testing
 Storm Water Pollution Prevention Plan
 Erosion control or maintenance of erosion control devices



April 6, 2020

Proposal

To: City of Indianola
Rick Graves
Wastewater Superintendent
110 N 1st Street
Indianola, Iowa

Project: Scott Felton Road Manhole Replacement
Scott Felton Road

Engineer: City of Indianola
Sheet: 0
Plan Date: 0, No Addendum Received

From: The Underground Company Ltd.
12245 Dakota Street
Carlisle, Iowa 50047
Phone: 515.282.8455
Fax: 515.282.8465
Chris Burkhardt: Project Estimator (323.3185)(chrisb@underltd.com)

RE: Manhole Installation Proposal

We, The Underground Company, Ltd., propose to provide labor, machinery and material to complete the following scope of work for the above referenced project.

Work Scope:

Install Manhole and Reconnect Services as Per Plan

See attached sheet for scope of work

PROJECT: Scott Felton Road Manhole Replacement
LOCATION: Indianola, Iowa



ITEM	DESCRIPTION	QUANTITY	UNIT
<u>Sanitary Sewer</u>			
S1	Traffic Control	1.00	LS
S2	8" PCC Paving Removal and Replacement	89.00	SY
S3	8" PVC Sanitary Sewer	10.00	LF
S4	SW-301 Manhole with Conshield	1.00	EA
S5	Reconnect Sanitary Sewer Services	2.00	EA
S6	Seed Restoration	1.00	LS
<u>Misc.</u>			
M1	Mob and Clean Up	1.00	LS

Project Total: \$33,866.00

Erosion Control and Testing Lab Service by Others if Applicable

8" Pavement Removal and Replacement SY Price is \$120.00

Joiner Construction Co, Inc
 P.O.BOX 27
 Plano, IA 52581
 (641)649-2646 (641)649-2608 Fax
 Fed ID# 42-1487117

Proposal

Proposal Date: 3/5/2020
Proposal #: 2509

Proposal

City of Indianola
 110 N. 1st Street
 PO BOX 299
 Indianola, IA 50125

Project
Indianola Manhole

Description	Quantity	Rate	Total
1. Removal and replacement of street patch 25'x32' street patch with curbs			
2. Excavate down to existing main, add pipe & set new 48" manhole			
3. Connect (2) existing service lines to new Main section			
4. Backfill and compact aggregate under new paving patch			
Traffic Control		1,500.00	1,500.00
Mobilization		2,000.00	2,000.00
Machine Hire & Labor		20,000.00	20,000.00
Materials: Bedding Rock, Pipe, Fittings & Manhole		5,000.00	5,000.00
Rock & Compaction under new paving		3,500.00	3,500.00
Street patch		7,500.00	7,500.00
		Total	\$39,500.00

TO ACCEPT THIS CONTRACT PLEASE SIGN ON DOTTED LINE AND RETURN.

SIGNATURE _____

**RESOLUTION NO. 2020-
RESOLUTION APPROVING THE INSTALLATION OF A NEW MANHOLE ON
SCOTT FELTON ROAD**

WHEREAS, the Water Pollution Control Department conducts routine cleaning and televising of sewer mains; and

WHEREAS, the sewer main on Scott Felton Road needs to be lined to reduce Inflow and Infiltration and a new manhole needs to be installed on the end of the sewer main to provide contractors two access points to perform the work; and

WHEREAS, the City of Indianola, Iowa, has solicited proposals for the installation of a new manhole (“Services”); and

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Vanderpool Construction of Indianola, Iowa to perform the Services in the amount of \$24,500.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the bid of Vanderpool Construction in the amount of \$24,500.00 for the installation of a new manhole on Scott Felton Road is in the public interest of the citizens of the City of Indianola and is hereby approved.

PASSED this 20th day of April 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent, City Clerk/Finance Director

Meeting Date: 04/20/2020

Information

Subject

Resolution approving intergovernmental agreement for county fire and EMS mutual assistance.

Information

Warren County Fire Chiefs have submitted a 28E Mutual Aid Agreement to provide emergency services (Fire and Emergency Medical Services) in the occurrence of a catastrophic event that depletes a city's resources to be ineffective. This document provides an official course, should the need to request additional resources from surrounding agencies during such an event. The document is not binding to the point Indianola Fire will deplete its daily resources to affect the city's response.

Currently, Warren County does not have a valid 28E Mutual Aid Agreement filed with the Secretary of State. The last agreement expired in 2002 according to historical records. In 2019 an agreement was signed but never filed by the county with the state to validate its existence.

Fiscal Impact

Attachments

Warren County Agreement
Resolution Approving Agreement

28E Agreement for Mutual Assistance
Warren County Fire & EMS Association

For Warren County Fire Departments, Fire/EMS
Services

Norwalk, Northern Warren, Carlisle, Hartford,
Pleasantville, Milo, Lacona, Indianola, Virginia
Township, St. Mary's (Jackson Township)

WHEREAS, the undersigned entities, The Warren County Fire Departments ("Party" or collectively "Parties") provide fire/ems services in their respective city, townships, or jurisdictions; and

WHEREAS, there has been a long-standing Mutual Aid Agreement among Warren County fire/ems and emergency medical services and/or other entities to provide mutual aid in Warren County in a time of need; and

WHEREAS, any Prior Agreement has been in force for one year or longer and Parties desire to update; and

WHEREAS, the Parties have a desire to assist each other in time of need; and

WHEREAS, the Parties each maintain adequate Emergency Services equipment and personnel to respond to the normal emergencies occurring within their respective jurisdictions; and

WHEREAS, situations may arise in regard to emergencies or circumstances which exhaust available personnel and equipment, or require additional or specialty personnel or additional and/or special equipment that the responsible jurisdiction may not have available at any given time; and

WHEREAS, to combat such emergency situations, it is desirable for the Parties to render needed Emergency Services upon a reciprocal basis; and

WHEREAS, the governing bodies of each party are desirous of entering into this 28E Agreement ("Agreement"), the purpose of which is to provide for the Emergency Services of one entity to the other in such emergency or needed situations requiring additional, special personnel, and/or equipment.

NOW, THEREFORE, BE IT AGREED AS FOLLOWS:

I. Incorporation of Recitals

The foregoing Recitals are incorporated herein as if fully set forth in this paragraph.

II. Definitions

- A. Mutual Aid. A reciprocal exchange of resources and services for mutual benefit during an emergency that exceeds local resources.

- B. Incident Commander. The person who, by virtue of his/her position with the Requesting Entity, is responsible for the overall command and direction of the Emergency response activities.

- C. Emergency. Any situation where a Party, due to lack of personnel or training, special equipment needs or magnitude of event, and based upon actual circumstances, concludes that assistance is needed to protect life, stabilize the incident, and/or protect property within its jurisdiction.

III. Purpose

This Agreement is made pursuant to Chapter 28E, Code of Iowa. The purpose of this Agreement is to provide for Mutual Aid in case of an Emergency arising within the jurisdiction of the Parties to this Agreement.

IV. Request for Assistance

All requests for Mutual Aid in an Emergency shall be made by an Emergency Services director or designee of the Requesting Entity. Such requests shall state the exact nature of the Emergency and shall include the amount and type of equipment and the number and skills of personnel required and shall specify the location where the personnel and equipment are needed. The final decision of type and amount of equipment and number of personnel to be provided by the Providing Entity to the Requesting Entity shall be at the sole discretion of the Providing Entity. Further, the Providing Entity shall be held harmless by the Requesting Entity from liability in connection with its final decision on type and amount of equipment and number of personnel to be provided to the Requesting Entity.

V. Authority over Joint Operations

The Incident Commander of the Requesting Entity shall retain overall control of all Emergency response activities. The ranking supervisor of the Providing Entity shall remain in command of his/her personnel and equipment subject, however, to the direction and control of the Incident Commander.

VI. Liability

Employees or volunteers of either Party acting pursuant to this Agreement shall be considered as acting under the lawful orders and instructions pertaining to their employment or volunteer status with such Party. Under no circumstances are employees or volunteers of one Party to be considered employees or volunteers of the other Party.

Each Party waives all claims against the other for compensation for any property loss or damage and/or personal injury or death to its personnel as consequence of the performance of this Agreement. Each Party shall bear the liability and/or costs of damage to its equipment and facilities, and the compensation of its employees or volunteers, including injury or death of its personnel, occurring as a consequence of the performance of this Agreement, whether the damages, costs, injury or death occurs at an Emergency in the Party's own jurisdiction or in the jurisdiction of the other Party. Nothing in this agreement is intended nor does it waive any right to seek federal or other assistance provided for disaster relief.

Except as provided herein, each Party shall be responsible for the acts or omissions of its own employees, and shall indemnify, defend and hold harmless the Other Party, its officers, agents and employees from and against any and all suits, actions, debts, damages, costs, charges and expenses, including court costs and attorney's fees arising from loss of or damage to private property, and/or the death of or injury to private persons, arising from services of response rendered pursuant to this Agreement. Provided, however, the Requesting Entity shall indemnify, defend and hold harmless the Providing Entity where any suits, actions, debts, damages, costs, charges or expenses arise from execution of a specific command or order pursuant to paragraph V of this Agreement.

Nothing in this Agreement shall prevent or limit either Party to this Agreement from recovering or attempting to recover costs of services rendered to a third party where such recovery of costs is provided for by law.

The Parties to this Agreement do not waive any defenses, immunities or other limitations applicable to a respective party and nothing herein shall be so construed. Each Party to

this Agreement reserves the right to fully defend all claims arising from loss of or damage to private property and/or death of or injury to private persons who are not parties to this Agreement including, but not limited to asserting defenses of immunities available under applicable law.

This article shall survive the termination of this Agreement where necessary to protect each Party to this Agreement.

VII. Compensation

- A. Emergency Services. For Emergency Services, no Party shall be required to reimburse any other Party for the cost of providing the services set forth in this Agreement, unless the incident lasts twelve hours or longer. If an incident lasts twelve hours or longer, the Providing Entity may seek compensation from the Requesting Entity for the cost of providing the services set forth in this Agreement.

All services are billable if the incident lasts a minimum of twelve consecutive hours. Services include, but are not limited to:

- a. Personnel (including backfill personnel)
- b. Equipment (at rates defined by FEMA)
- c. Supplies (actual cost incurred, including shipping of replacement supplies)

Documentation is required in the form of an incident report which clearly lists personnel, equipment and supplies used. Supply usage also requires an actual invoice copy.

- B. Emergency Medical Services. The Party transporting a patient from an emergency location to a medical facility will be responsible for billing the patient for services rendered and retain 100% of fees collected.

If the Providing Entity provides supplemental services or a higher level of medical services than the Requesting Entity, such as paramedic services, the Requesting Entity may bill the patient for the supplemental services pursuant to accepted billing standards. In the event the Requesting Entity does not charge for ambulance services, the Providing Entity will bill the patient for services rendered and retain one hundred percent (100%) of fees collected.

- C. Hazardous Materials Services. The Providing Entity may bill the responsible

person (as authorized by Iowa Administrative Code) at a hazardous substance or condition incident (as authorized by Iowa Administrative Code) to reclaim costs associated with responding to the incident and retain 100% of fees collected.

VIII. Termination

This Agreement may be terminated for any reason by any Party by giving written notice to the other Party by certified mail. This Agreement shall thereafter terminate sixty (60) days from the date of receipt of termination notice. Upon termination, said terminating Party shall have no further responsibility or obligation or benefits from the other Party to the Agreement, under this Agreement, except as provided herein.

IX. Effective Date

This Agreement shall be in full force and effect upon signature by and between the Parties who have obtained approval hereof by their respective governing bodies. The Warren county fire & EMS association shall file this Agreement with the Iowa Secretary of State as required by Iowa Code Section 28E. This Agreement shall remain in full force and effect for an indefinite period of time from the effective date hereof until terminated as provided herein.

X. Prior Mutual Assistance Agreements

This Agreement supersedes any prior Agreement between these two parties in full

XI. Amendments

This Agreement represents the entire Agreement of the Parties. Any amendments must be in writing, approved by the governing body of all Parties, and executed by the authorized representatives of all Parties. Any and all amendments must comply with the provisions of Iowa Code Section 28E. Any and all such requirements shall be done by all members of the Warren County Fire Department's.

XII. Validity

In the event any part or paragraph of this Agreement is declared void as being contrary to Iowa law, the remaining portions of this Agreement that are valid shall continue in full force and effect.

XIII. No Separate Entity Created – Administration

It is the Intent of the Parties not to create a separate legal entity or administrative agency under this Agreement. The Warren county fire & EMS association shall serve as Administrator of this undertaking.

XIV. No Real or Personal Property

No real or personal property will be acquired, held or disposed of during this undertaking as no separate entity has been created.

XV. Applicable Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa (excluding conflicts of laws rules), and applicable federal law.

XVI. Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all such counterparts shall together constitute but one and the same instrument.

By authorized signature of this Agreement, the Parties agree to the 28E Agreement for Mutual Assistance for the Warren County Fire Department's.

Fire Chief

Mayor/Board Chair

Clerk

Attest

Date

RESOLUTION NO. 2020-_____

RESOLUTION APPROVING INTERGOVERNMENTAL AGREEMENT FOR MUTUAL ASSISTANCE FOR WARREN COUNTY AREA FIRE/RESCUE SERVICES

WHEREAS, the City of Indianola (the “City”) desires to enter into this Intergovernmental Agreement (“Agreement”), with the agencies that provide fire/rescue services and/or emergency medical services in Warren County and/or the adjoining counties of Polk County, Dallas County, Marion County, Madison County, Lucas County, Clarke County and districts of Carlisle, Hartford, Northern Warren, Norwalk, Martensdale, Indianola, Melcher-Dallas, Pleasant Grove (Pleasantville), Jackson township (St. Mary’s, Virginia Township (New Virgin, Lacona, Milo, Truro, St. Charles, West Des Moines, Des Moines; and

WHEREAS, the Parties have a desire to assist each other in time of need; and

WHEREAS, the Parties each maintain adequate Emergency Services equipment and personnel to respond to the normal emergencies occurring within their respective jurisdictions; and

WHEREAS, situations may arise in regard to emergencies or circumstances which exhaust available personnel and equipment, or require additional or specialty personnel or additional and/or special equipment that the responsible jurisdiction may not have available at any given time; and

WHEREAS, to combat such emergency situations, it is desirable for the Parties to render needed Emergency Services upon a reciprocal basis; and

WHEREAS, the governing bodies of each party are desirous of entering into this Intergovernmental Agreement (“Agreement”), the purpose of which is to provide for the Emergency Services of one entity to the other in such emergency or needed situations requiring additional, special personnel, and/or equipment.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that the City approves the Intergovernmental Agreement for Mutual Assistance for Warren County Area Fire/Rescue Services and the Mayor or City Manager, is hereby authorized and directed to execute said Agreement on behalf of the City.

PASSED AND APPROVED this 20th day of April 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent, City Clerk/Finance Director

Meeting Date: 04/20/2020

Information

Subject

Resolution setting May 4, 2020, as a public hearing on Community Development Block Grant Funding.

Information

The City applied and received approval for Community Development Block Grant (CDBG) funding from the State of Iowa for the purchase of two ultraviolet disinfectant devices for use on police, fire and EMS equipment. In order to receive this funding the City must hold a public hearing prior to approval of the contract with the Iowa Economic Development Authority (IEDA).

Fiscal Impact

Attachments

Resolution Setting Hearing

RESOLUTION NO. _____

**RESOLUTION SETTING DATE FOR PUBLIC HEARING
ON COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, the City of Indianola intends to use Community Development Block Grant (CDBG) funds to purchase two Ultraviolet Disinfectant Devices, and

WHEREAS, a public hearing must be held prior to receipt of CDBG funding, and

WHEREAS, the Indianola City Council wishes to set 6 PM on Monday, May 4, 2020 as the date and time for said public hearing.

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

1. A public hearing is set for 6 PM on Monday, May 4, 2020 in the Indianola City Council Chambers, 110 N 1st Street, Indianola to hear public comment on the receipt and use of CDBG funds for two UV Disinfectant Devices.
2. The city clerk will publish the attached notice no more than 20 and no less than four days prior to May 4, 2020.

PASSED AND APPROVED by the City Council this 20th day of April 2020.

Kelly B. Shaw, Mayor

Attest:

Andrew J. Lent, City Clerk/Finance Director

NOTICE OF PUBLIC HEARING ON THE STATUS OF FUNDED ACTIVITIES FOR THE INDIANOLA
ULTRAVIOLET DISINFECTANT DEVICE ACQUISITION PROJECT

Pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, the Indianola City Council will hold a public hearing on May 4, 2020 at 6:00 P.M. at the Indianola City Council Chambers, 110 N 1st Street, Indianola. The purpose of the hearing will be to discuss the status of funding for the Ultraviolet Disinfectant Device Acquisition Project, during which the City intends to purchase and utilize two Ultraviolet Disinfectant Devices to disinfect public safety vehicles and equipment to provide a sanitary environment for city employees and citizens in need. The need for this project is critical during this COVID-19 pandemic time period to halt the transmission of the virus. The amount of CDBG funding is \$8,130.00. The entire amount will benefit low- and moderate-income persons within the Indianola public safety service area. No relocation of any person is required for this project. The City of Indianola encourages anyone with comments, questions, or concerns to contact the City of Indianola at cityclerk@indianolaiowa.gov or by calling Indianola City Clerk Andrew Lent at 515-962-5246.

The project is being funded in through a Community Development Block Grant provided by the Iowa Economic Development Authority. If you have questions concerning the project or if you require special accommodations to attend the hearing such as handicapped accessibility or translation services, you may contact Andrew Lent at 515-962-5246. Persons interested in the status of funding or the progress of the project are welcome to attend this meeting.

Due to the COVID-19 Pandemic, the City of Indianola is currently hosting its meetings virtually at https://www.youtube.com/channel/UCCwqdy2irWQILB_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. All comments submitted will become a part of the published hearing.

Andrew J. Lent, Indianola City Clerk

Meeting Date: 04/20/2020

Information

Subject

Third 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 4th 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.

Roll call is in order.

Fiscal Impact

Attachments

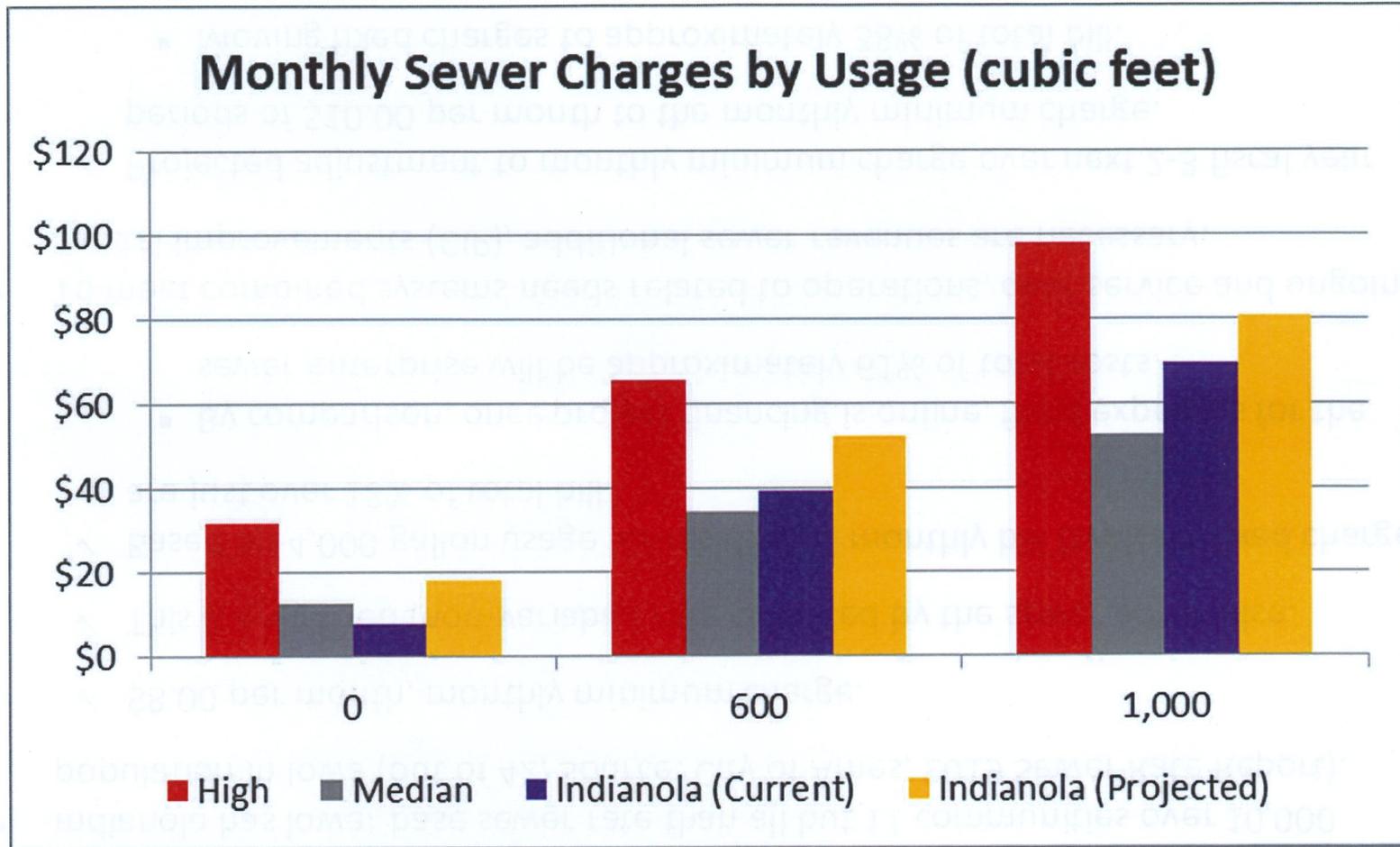
Sewer Rate Information
Ordinance for Sewer Fees



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.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent
City Clerk/Finance Director

First Reading:
Second Reading:
Third Reading:
Published:

Meeting Date: 04/20/2020

Information

Subject

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

Information

Roll call is in order.

Fiscal Impact

Attachments

Indianola 2020-2022 Extension
Increase Notification
Ordinance Raising Recycling Fee

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:

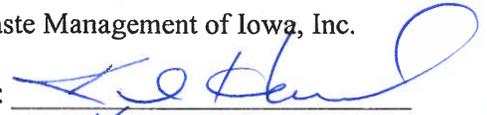
- 1) The term of the Agreement shall be renewed for an additional period of three (3) years, commencing on January 1, 2020 and ending on December 31, 2022 ("Term").
- 2) During the Term, the monthly rates per Residential Unit shall be as set forth below:

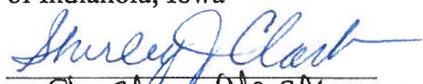
Cart Size	Monthly Rate Per Residential Unit Year 2020	Monthly Rate Per Residential Unit Year 2021	Monthly Rate Per Residential Unit Year 2022
48-gallon container	\$3.73/month no fee for replacement containers	\$3.83/month no fee for replacement containers	\$3.94/month no fee for replacement containers
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 1st 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 1st. 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 1st, 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: 04/20/2020

Information

Subject

Resolution appointing the City of Indianola representation to the Des Moines Metropolitan Planning Organization.

Information

The City Council approved the representation to the Des Moines Metropolitan Planning Organization (DMMPO) and CIRTPA at it's February 4, 2020 meeting. With the hiring of Akhilesh Pal as the Public Works Director, the representation needs to be updated to include him as a representative.

Fiscal Impact

Attachments

Resolution Updating Representation

RESOLUTION NO 2020-

RESOLUTION UPDATING THE APPOINTMENTS OF THE CITY OF INDIANOLA REPRESENTATION TO THE DES MOINES METROPOLITAN PLANNING ORGANIZATION

WHEREAS, the City of Indianola is a member of the Des Moines Metropolitan Planning Organization (DMMPO) and CIRTPA; and

WHEREAS, the DMMPO requires a Resolution be adopted by the City Council to appoint representation for the City of Indianola for the DMMPO and CIRTPA; and

WHEREAS, the representation needs to be updated following the hiring of Akhilesh Pal as the Public Works Director.

NOW, BE IT RESOLVED BY THE INDIANOLA CITY COUNCIL to appoint the following as the City of Indianola representation to the MPO and CIRTPA:

MPO Policy

Primary: Ryan Waller
Alternate: Charlie Dissell

Technical Committee:

Primary: Charlie Dissell
Alternate: Akhilesh Pal

CIRTPA TPC

Primary: Ryan Waller
Alternate: Akhilesh Pal

CIRTPA, TTC

Primary: Akhilesh Pal
Alternate: Charlie Dissell

Passed and Adopted this 20th day of April 2020

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent, City Clerk

Meeting Date: 04/20/2020

Information

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:

1001 W Orchard Ave — Ground Breaker Homes — SFD

1010 E Plainview Ave — David and Nicole Borner — SFD

1108 S C St. — Ground Breaker Homes — SFD

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

Resolution approving salaries.

Information

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

Fiscal Impact

Attachments

Resolution Approving Salaries

**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:

Akhilesh Pal, Public Works Director, \$106,095.38/year, effective April 13, 2020;

Amanda Morrow, Fitness Instructor, \$14.00/hour, effective May 11, 2020;

Matt Anders, Heavy Equipment Operator, from \$64,200.87/year (\$350 longevity) to \$64,250.87/year (\$400 longevity), effective April 26, 2020.

Trinton Wirth, Light Equipment Operator, from \$44,991.50/year to \$46,116.18/year, effective April 26, 2020;

Luke Buhrow, Detective, from \$72,407.35/year (\$250 longevity) to \$72,457.35/year (\$300 longevity), effective April 12, 2020.

Passed and approved on the 20th day of April 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent
City Clerk / Finance Director

Meeting Date: 04/20/2020

Information

Subject

Claims on the computer printout for April 13, 2020.

Information

Fiscal Impact

Attachments

Vendor Report 0420

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
A 6FT GEEK LLC				
A 6FT GEEK LLC	CITY HALL CLEANING - MARCH	04/02/2020	1,599.00	GENERAL FUND
A 6FT GEEK LLC	CITY HALL CLEANING SUPPLIES	04/02/2020	178.50	GENERAL FUND
Total A 6FT GEEK LLC:			1,777.50	
ACTION REPROGRAPHICS				
ACTION REPROGRAPHICS	#201 CAR GRAPHICS	03/20/2020	992.00	POLICE FUND
Total ACTION REPROGRAPHICS:			992.00	
AGRILAND FS INC				
AGRILAND FS INC	GREENHOUSE PROPANE	03/06/2020	659.59	PARK & RECREATI
Total AGRILAND FS INC:			659.59	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	CLEANING SUPPLIES - HAND SANITIZER	04/13/2020	60.47	SEWER FUND
AMAZON CAPITAL SERVICES	CRUCIBLE DISHES	04/13/2020	103.75	SEWER FUND
Total AMAZON CAPITAL SERVICES:			164.22	
APPLICANTPRO				
APPLICANTPRO	ANNUAL FEE	03/16/2020	2,800.00	GENERAL FUND
APPLICANTPRO	ONBOARDING ANNUAL	04/02/2020	2,100.00	GENERAL FUND
Total APPLICANTPRO:			4,900.00	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW #161	03/28/2020	50.00	POLICE FUND
Total AUBERT'S TOWING:			50.00	
BERNIE LOWE & ASSOCIATES INC				
BERNIE LOWE & ASSOCIATES I	411 CLAIMS - MEDICAL	04/02/2020	173.33	POLICE FUND
Total BERNIE LOWE & ASSOCIATES INC:			173.33	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	MYC SENIOR MUGS	04/03/2020	72.50	GENERAL FUND
Total BOB'S CUSTOM TROPHIES:			72.50	
BOEGE, KATELYN				
BOEGE, KATELYN	YOUTH BASKETBALL	04/06/2020	120.00	PARK & RECREATI
Total BOEGE, KATELYN:			120.00	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	911 NORTH C	12/25/2019	210.00	GENERAL FUND
BRICK GENTRY P.C.	LIVEBNTHAL/JON BACKSTROM ISSUES	03/25/2020	625.00	GENERAL FUND
BRICK GENTRY P.C.	CALLS TO & FROM CHARLIE VARIOUS PROJ	03/25/2020	210.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL REVIEW	03/25/2020	120.00	AMBULANCE FUN
BRICK GENTRY P.C.	CITY LEGAL WORK MARCH 2020	03/25/2020	5,640.00	GENERAL FUND
BRICK GENTRY P.C.	MARCH 2020 PROSECUTIONS	03/25/2020	915.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICES	03/25/2020	166.36	ROAD USE TAX FU
BRICK GENTRY P.C.	LEGAL SERVICES	03/25/2020	138.63	SEWER FUND
BRICK GENTRY P.C.	LEGAL SERVICES	03/25/2020	110.91	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BRICK GENTRY P.C.	LEGAL SERVICES	03/25/2020	2,614.10	POLICE FUND
BRICK GENTRY P.C.	REVIEW SEWER CONNECTIONS DISTRICTS	03/25/2020	45.00	SEWER FUND
BRICK GENTRY P.C.	WORK ON STAUDACHER WRIT	03/25/2020	660.00	WWTP FACILITY C
BRICK GENTRY P.C.	CITY LEGAL WORK MARCH 2020	03/25/2020	3,150.00	GENERAL FUND
Total BRICK GENTRY P.C.:			14,605.00	
BROWN EQUIPMENT				
BROWN EQUIPMENT	BELT FOR SIMPLICITY MOWER	04/02/2020	68.00	PARK & RECREATI
Total BROWN EQUIPMENT:			68.00	
BUHROW, LUKE				
BUHROW, LUKE	CELL PHONES 2/9/20 - 3/8/20	03/26/2020	50.00	POLICE FUND
BUHROW, LUKE	FUEL - TRANSPORT TO HOSPITAL	03/26/2020	5.00	POLICE FUND
BUHROW, LUKE	FUEL - TRANSPORT CEDAR RAPIDS	03/26/2020	10.00	POLICE FUND
Total BUHROW, LUKE:			65.00	
CELLEBRITE				
CELLEBRITE	CONTRACT	03/26/2020	3,700.00	POLICE FUND
Total CELLEBRITE:			3,700.00	
CINTAS CORPORATION				
CINTAS CORPORATION	FIRST AID SUPPLIES	04/08/2020	16.54	PARK & RECREATI
CINTAS CORPORATION	IVY-X CLEANSER WIPES	04/09/2020	40.88	PARK & RECREATI
Total CINTAS CORPORATION:			57.42	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	WOOD FOR RAMP AT NEW BRUSH FACILITY	04/03/2020	59.25	GENERAL FUND
CIRCLE B CASHWAY	MISC/PANTS - COVID-19	04/01/2020	6.54	FIRE FUND
CIRCLE B CASHWAY	LUMBER for PAINT STENCIL	04/08/2020	57.41	ROAD USE TAX FU
Total CIRCLE B CASHWAY:			123.20	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES - MEMORIAL	03/31/2020	60.65	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - BARKER	03/31/2020	29.70	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - PICKARD	03/31/2020	144.19	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - McCORD	03/31/2020	40.75	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	ACTIVITY CENTER UTILITIES	03/31/2020	614.79	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - DOWNEY	03/31/2020	29.40	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	FIRE DEPT UTILITIES	03/31/2020	43.95	FIRE FUND
CITY OF INDIANOLA - UTILITY	NORTH PLANT ELECTRIC, WATER, SEWER	03/31/2020	5,329.34	SEWER FUND
CITY OF INDIANOLA - UTILITY	LIFT STATIONS ELECTRIC	03/31/2020	10,726.92	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - SHOP	03/31/2020	391.40	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	STREET SHOP UTILITIES	03/31/2020	620.16	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES - TRAIL	03/31/2020	24.00	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	FIRE DEPT UTILITIES - 410 N JEFFERSON	03/31/2020	193.19	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - YOUTH SOFTBALL	03/31/2020	95.26	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MOATS	03/31/2020	29.50	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	AQUATIC CENTER UTILITIES	03/31/2020	347.33	POOL (MEMORIAL)
CITY OF INDIANOLA - UTILITY	UTILITIES - BUXTON	03/31/2020	128.65	PARK & RECREATI
Total CITY OF INDIANOLA - UTILITY:			18,849.18	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CITY SUPPLY CORPORATION				
CITY SUPPLY CORPORATION	WALL MOUNTED TOILET, GASKET	03/19/2020	139.00	PARK & RECREATI
Total CITY SUPPLY CORPORATION:			139.00	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	LEAF BLOWER	04/08/2020	249.95	ROAD USE TAX FU
Total CNM OUTDOOR EQUIPMENT:			249.95	
CONFLUENCE INC.				
CONFLUENCE INC.	2020 STRATEGIC PLANNING	04/05/2020	879.94	GENERAL FUND
Total CONFLUENCE INC.:			879.94	
CR SERVICES				
CR SERVICES	DISINFECTANT WIPES	04/08/2020	103.24	SEWER FUND
CR SERVICES	CLEANING SUPPLIES - HAND SANITIZER, T	04/13/2020	128.42	SEWER FUND
Total CR SERVICES:			231.66	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	CAR #161 REPAIRS	03/30/2020	443.10	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE SERVICE	03/30/2020	330.00	POLICE FUND
CRAIG'S AUTOMOTIVE	SUV #181 REPAIRS	04/01/2020	571.30	POLICE FUND
CRAIG'S AUTOMOTIVE	SUV #171	04/01/2020	600.30	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			1,944.70	
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	04/01/2020	34.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			34.00	
D.A. DAVIDSON & CO.				
D.A. DAVIDSON & CO.	FIN ANALYSIS - SFR 2020 SERIES	04/03/2020	42,647.50	SEWER REVENUE
Total D.A. DAVIDSON & CO.:			42,647.50	
DES MOINES AREA COMM COLLEGE				
DES MOINES AREA COMM COL	CEH'S EMS	04/02/2020	15.00	AMBULANCE FUN
Total DES MOINES AREA COMM COLLEGE:			15.00	
DES MOINES REGISTER MEDIA				
DES MOINES REGISTER MEDIA	BUDGET ESTIMATE	03/31/2020	122.52	GENERAL FUND
DES MOINES REGISTER MEDIA	ORDINANCE 1629	03/31/2020	50.50	GENERAL FUND
DES MOINES REGISTER MEDIA	ORDINANCE 1630	03/31/2020	37.17	GENERAL FUND
DES MOINES REGISTER MEDIA	SPECIAL SESSION	03/31/2020	25.89	GENERAL FUND
DES MOINES REGISTER MEDIA	NOTICE TO PROPERTY OWNERS - IA AVE	03/31/2020	121.59	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE - FELLOWS/BLAKE SIGN	03/31/2020	23.33	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NOTICE - SUNFIELD SIGN	03/31/2020	22.81	GENERAL FUND
DES MOINES REGISTER MEDIA	SPECIAL JOINT SESSION	03/31/2020	24.48	GENERAL FUND
DES MOINES REGISTER MEDIA	MINUTES 3/2	03/31/2020	140.20	GENERAL FUND
DES MOINES REGISTER MEDIA	PAYROLL SALARIES	03/31/2020	17.69	GENERAL FUND
DES MOINES REGISTER MEDIA	CLAIMS	03/31/2020	87.40	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DES MOINES REGISTER MEDIA:			673.58	
DETAILS PLUS				
DETAILS PLUS	SPRAY TOOL BOX W/BEDLINER MATERIAL	04/02/2020	200.00	PARK & RECREATI
Total DETAILS PLUS:			200.00	
DIAMOND VOGEL PAINT				
DIAMOND VOGEL PAINT	PAINT FOR STREETS	03/26/2020	2,158.95	ROAD USE TAX FU
Total DIAMOND VOGEL PAINT:			2,158.95	
EDEAL, TRENT				
EDEAL, TRENT	ROW AGREEMENT	04/06/2020	262.50	ROAD USE TAX FU
Total EDEAL, TRENT:			262.50	
ENVIRONMENTAL RESOURCE ASSOCIATES				
ENVIRONMENTAL RESOURCE	ANNUAL DMR-QA pH TEST	03/30/2020	106.60	SEWER FUND
Total ENVIRONMENTAL RESOURCE ASSOCIATES:			106.60	
FIRE SERVICE TRAINING BUREAU				
FIRE SERVICE TRAINING BURE	EF ACCADAMY BOOKS	01/21/2020	552.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			552.00	
FIRSTNET				
FIRSTNET	EMS PHONES	03/19/2020	262.94	AMBULANCE FUN
Total FIRSTNET:			262.94	
FORMATION GROUP				
FORMATION GROUP	SERVICES PERFORMED - MUNICIPAL BLDG	03/30/2020	4,970.00	GENERAL FUND
Total FORMATION GROUP:			4,970.00	
GRIMM, JOYCE M.				
GRIMM, JOYCE M.	OVERPAYMENT: PATIENT OVERPAID RESSP	07/20/2019	93.97	AMBULANCE FUN
Total GRIMM, JOYCE M.:			93.97	
HACH COMPANY				
HACH COMPANY	LAB SUPPLIES	04/03/2020	142.77	SEWER FUND
HACH COMPANY	BOD PROBE	04/08/2020	1,104.00	SEWER FUND
Total HACH COMPANY:			1,246.77	
HR GREEN INC				
HR GREEN INC	WRRF TRUNK LINE ENGINEERING	03/27/2020	8,960.00	WWTP FACILITY C
HR GREEN INC	QM3 LIFT STATION ENGINEERING	03/27/2020	7,520.00	SEWER CAPITAL P
Total HR GREEN INC:			16,480.00	
HURT, AARON				
HURT, AARON	TUITION REIMBURSEMENT - WALDORF UNI	01/03/2020	405.00	FIRE FUND
HURT, AARON	TUITION REIMBURSEMENT - WOLDORF UNI	01/03/2020	405.00	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HURT, AARON:			810.00	
HY-VEE				
HY-VEE	SNACKS FOR PROGRAM	03/10/2020	21.40	PARK & RECREATI
Total HY-VEE:			21.40	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITIE	PROFESSIONAL SERVICES US 2%	04/10/2020	698.67	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	PROFESSIONAL SERVICES US 11%	04/10/2020	3,842.67	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	PROFESSIONAL SERVICES US 2%	04/10/2020	698.67	RECYCLING FUND
Total INDIANOLA MUNICIPAL UTILITIES:			5,240.01	
IOWA DEPT OF PUBLIC SAFETY				
IOWA DEPT OF PUBLIC SAFETY	IOWA SYSTEM - CONTRACT JAN - MARCH	04/07/2020	555.00	POLICE FUND
Total IOWA DEPT OF PUBLIC SAFETY:			555.00	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	SIGN - BUXTON PARK	03/24/2020	121.55	PARK & RECREATI
IOWA PRISON INDUSTRIES	STREET SIGNS	03/26/2020	411.13	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			532.68	
IOWA WATER MANAGEMENT CO.				
IOWA WATER MANAGEMENT C	WATER MGR LIBRARY	04/01/2020	40.00	LIBRARY FUND
IOWA WATER MANAGEMENT C	WATER MGR - MUN BLDG	04/01/2020	150.00	GENERAL FUND
Total IOWA WATER MANAGEMENT CO.:			190.00	
JENSEN, BAYLEE KURT				
JENSEN, BAYLEE KURT	OVERPAYMENT: PATIENT OVERPAID RESPO	05/08/2019	932.00	AMBULANCE FUN
Total JENSEN, BAYLEE KURT:			932.00	
JETCO INC				
JETCO INC	LAGOON PUMP FLOATS	04/08/2020	1,145.00	SEWER FUND
Total JETCO INC:			1,145.00	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	MONTHLY LAB TESTS	04/14/2020	1,112.20	SEWER FUND
Total KEYSTONE LABORATORIES INC:			1,112.20	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	CONTRACTED SERVICES	04/14/2020	2,912.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,912.00	
MACQUEEN EQUIPMENT				
MACQUEEN EQUIPMENT	REPAIR TRACTOR CAMERA	03/27/2020	8,048.34	CITY LIAB INS RES
MACQUEEN EQUIPMENT	CREDIT ON TRACTOR REPAIR (W06012)	04/10/2020	595.98-	CITY LIAB INS RES
Total MACQUEEN EQUIPMENT:			7,452.36	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	OXYGEN	03/31/2020	127.10	AMBULANCE FUN
Total MATHESON TRI-GAS INC:			127.10	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	FERTILIZER GREENHOUSE	03/27/2020	33.28	PARK & RECREATI
MCCOY HARDWARE INC	PAINT SUPPLIES	04/01/2020	3.82	PARK & RECREATI
MCCOY HARDWARE INC	KEYS FOR PAINT SHED	04/02/2020	8.24	ROAD USE TAX FU
MCCOY HARDWARE INC	WATER VALVE, 3/4" COPPER COUPLING	04/09/2020	13.11	POOL (MEMORIAL)
Total MCCOY HARDWARE INC:			58.45	
MENARDS				
MENARDS	WOOD FOR CONCRETE FORM	03/25/2020	620.32	ROAD USE TAX FU
Total MENARDS:			620.32	
METCALF, BRAD				
METCALF, BRAD	CELL PHONE FEB 2020	03/26/2020	50.00	POLICE FUND
METCALF, BRAD	CELL PHONE MARCH 2020	03/26/2020	50.00	POLICE FUND
Total METCALF, BRAD:			100.00	
METRO WASTE AUTHORITY				
METRO WASTE AUTHORITY	BACK FILL COMPOST	03/24/2020	149.60	ROAD USE TAX FU
Total METRO WASTE AUTHORITY:			149.60	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	HEAT BUILDING	03/23/2020	50.47	POLICE FUND
Total MID AMERICAN ENERGY CO.:			50.47	
MOON, SCOTT				
MOON, SCOTT	PARTIAL REFUND FOR BAGS LEAGUE	04/09/2020	11.00	PARK & RECREATI
Total MOON, SCOTT:			11.00	
MULTIVISTA				
MULTIVISTA	WEBSITE FOR WRRF PICTURES	04/14/2020	2,100.00	SEWER FUND
Total MULTIVISTA:			2,100.00	
NORTH CENTRAL LABS OF WISCONSIN				
NORTH CENTRAL LABS OF WIS	LAB SUPPLIES	04/07/2020	267.23	SEWER FUND
NORTH CENTRAL LABS OF WIS	LAB SUPPLIES	04/07/2020	376.71	SEWER FUND
Total NORTH CENTRAL LABS OF WISCONSIN:			643.94	
NORTHERN TOOL & EQUIPMENT				
NORTHERN TOOL & EQUIPMEN	JACK FOR SHOP	03/25/2020	434.98	ROAD USE TAX FU
Total NORTHERN TOOL & EQUIPMENT:			434.98	
NUTRI-JECT SYSTEMS INC				
NUTRI-JECT SYSTEMS INC	SLUDGE APPLICATION	04/08/2020	31,779.00	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total NUTRI-JECT SYSTEMS INC:			31,779.00	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	OIL FILTER	03/09/2020	4.29	PARK & RECREATI
O'REILLY AUTO PARTS	FUEL CAP	04/01/2020	17.18	PARK & RECREATI
O'REILLY AUTO PARTS	SHOP LIGHT BATTERIES	04/02/2020	19.98	ROAD USE TAX FU
O'REILLY AUTO PARTS	PARTS FOR PAINT TRAILER	04/02/2020	7.19	ROAD USE TAX FU
O'REILLY AUTO PARTS	PARTS FOR PAINT TRAILER	04/02/2020	17.18	ROAD USE TAX FU
O'REILLY AUTO PARTS	RETURN TAIL LIGHT	04/02/2020	7.19	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			58.63	
PAINT PUMP PROS				
PAINT PUMP PROS	PART FOR STREET PAINTER	04/01/2020	540.98	ROAD USE TAX FU
Total PAINT PUMP PROS:			540.98	
PARKER SIGNS & GRAPHICS				
PARKER SIGNS & GRAPHICS	PLAYGROUNDS CLOSED SIGNS	04/03/2020	195.25	PARK & RECREATI
PARKER SIGNS & GRAPHICS	YARD SIGN - BANJO FRAME, DOUBLE SIDE	04/13/2020	292.50	GENERAL FUND
Total PARKER SIGNS & GRAPHICS:			487.75	
PELLA PRINTING				
PELLA PRINTING	POLICE 2 PART WARNING TICKETS	03/27/2020	265.00	POLICE FUND
Total PELLA PRINTING:			265.00	
PROSCREENING LLC				
PROSCREENING LLC	SCREENING-MAXINE HOLADAY	04/01/2020	34.00	GENERAL FUND
PROSCREENING LLC	SCREENING-ALISSA FURRY	04/01/2020	50.30	AMBULANCE FUN
PROSCREENING LLC	SCREENING-AKHILESH PAL	04/01/2020	95.30	ROAD USE TAX FU
Total PROSCREENING LLC:			179.60	
PROTECT YOUTH SPORTS				
PROTECT YOUTH SPORTS	BACKGROUND CHECKS - SOFTBALL	04/01/2020	97.90	PARK & RECREATI
Total PROTECT YOUTH SPORTS:			97.90	
RELIABLE MAINTENANCE CO.				
RELIABLE MAINTENANCE CO.	LAST PAYMENT - CITY HALL	03/23/2020	3,778.00	GENERAL FUND
RELIABLE MAINTENANCE CO.	ACTIVITY CENTER CLEANING - MARCH	03/23/2020	1,317.00	PARK & RECREATI
Total RELIABLE MAINTENANCE CO.:			5,095.00	
SHULL, DOUG				
SHULL, DOUG	CONTRACTED SERVICES	04/14/2020	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SIGNS DIRECT				
SIGNS DIRECT	PEOPLES BANK SPONSOR SIGN	03/23/2020	37.49	PARK & RECREATI
SIGNS DIRECT	CONCESSION SIGNS	03/17/2020	118.94	PARK & RECREATI
Total SIGNS DIRECT:			156.43	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
SODEXO INC & AFFILIATES				
SODEXO INC & AFFILIATES	THINK SPRING MEAL	03/09/2020	281.31	PARK & RECREATI
SODEXO INC & AFFILIATES	THINK SPRING	03/09/2020	1,701.56	PARK & RECREATI
Total SODEXO INC & AFFILIATES:			1,982.87	
STARKS, JAMIE				
STARKS, JAMIE	REFUND OF POOL PASSES	04/06/2020	127.00	POOL (MEMORIAL)
Total STARKS, JAMIE:			127.00	
STIVERS FORD LINCOLN				
STIVERS FORD LINCOLN	2020 FORD EXPLORER - POLICE DEPT	03/03/2020	32,932.00	VEHICLE RESERV
Total STIVERS FORD LINCOLN:			32,932.00	
STRYKER SALES CORPORATION				
STRYKER SALES CORPORATIO	SERVICE AGREEMENT LUCAS DEVICE	04/01/2020	270.00	AMBULANCE FUN
Total STRYKER SALES CORPORATION:			270.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	03/24/2020	17.00	POLICE FUND
Total T.R.M. DISPOSAL LLC:			17.00	
THEISEN'S				
THEISEN'S	SUPPLIES	04/01/2020	52.97	POLICE FUND
THEISEN'S	FERTILIZER GREENHOUSE	04/10/2020	38.98	PARK & RECREATI
Total THEISEN'S:			91.95	
THOMPSON, MYLISA				
THOMPSON, MYLISA	REIMBURSEMENT FOR LITHIUM BATTERIES	04/01/2020	32.48	GENERAL FUND
Total THOMPSON, MYLISA:			32.48	
TITAN MACHINERY				
TITAN MACHINERY	RETURN - PARTS FOR OLD #27 CASE ROAD	03/09/2020	210.60-	ROAD USE TAX FU
Total TITAN MACHINERY:			210.60-	
TOYNE INC				
TOYNE INC	BALL-VALVE SEAL KIT	03/27/2020	385.30	FIRE FUND
Total TOYNE INC:			385.30	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	CONTRACT	04/01/2020	201.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			201.00	
ULINE				
ULINE	8 OZ CLEAR BOTTLES	03/23/2020	117.68	FIRE FUND
Total ULINE:			117.68	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
UNITED HEALTHCARE				
UNITED HEALTHCARE	OVERPAYMENT: DENISE M DOOLEY, DUPLIC	03/24/2019	433.13	AMBULANCE FUN
Total UNITED HEALTHCARE:			433.13	
VERIZON WIRELESS				
VERIZON WIRELESS	CELL PHONE - COMM DEV	12/26/2019	42.66	GENERAL FUND
VERIZON WIRELESS	EMS CELL PHONE	12/26/2019	40.01	AMBULANCE FUN
VERIZON WIRELESS	WIRELESS FOR LAPTOP	12/26/2019	40.01	SEWER FUND
Total VERIZON WIRELESS:			122.68	
WARNER PLASTICS AND LINERS INC				
WARNER PLASTICS AND LINER	MATERIAL FOR PAINTING STENCILS	03/30/2020	278.00	ROAD USE TAX FU
Total WARNER PLASTICS AND LINERS INC:			278.00	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	1,175.28	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	396.58	SEWER FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	60.43	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	506.59	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	740.06	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	1,396.96	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	04/06/2020	188.30	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - VANS	04/06/2020	26.35	PARK & RECREATI
Total WARREN COUNTY ENGINEER:			4,490.55	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	REC FEES MARCH	03/11/2020	83.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			83.00	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	PRISONER FEES MARCH	04/01/2020	1,530.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			1,530.00	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING RES	03/27/2020	19,090.11	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING APT	03/27/2020	130.00	RECYCLING FUND
WASTE MANAGEMENT OF IOW	TRASH PICK UP	03/27/2020	131.47	ROAD USE TAX FU
WASTE MANAGEMENT OF IOW	RECYCLING TOTES	03/27/2020	12.82	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			19,364.40	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES	04/01/2020	175.00	PARK & RECREATI
Total WIEGERT DISPOSAL CO.:			175.00	
Grand Totals:			245,891.57	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
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City Council: _____

Meeting Date: 04/20/2020

Information

Subject

Resolution setting May 4, 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 passed a resolution setting April 20 as the public hearing. Due to a printing error by the newspaper, the Public Hearing can not be held on April 20.

Council will need to consider a resolution setting May 4, 2020 as a public hearing to consider adoption of the 2020 revised code of ordinances for the City of Indianola. Due to the large size of the document, the revised copy may be viewed at City Hall; please email your request to cityclerk@indianolaiowa.gov or call 515-961-9410.

Fiscal Impact

Attachments

Notice of Hearing - Codification
Resolution Setting Hearing

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 380.8, 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 4th day of May 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.

Due to the COVID-19 Pandemic, the City of Indianola is currently hosting its meetings virtually at https://www.youtube.com/channel/UCCwqdy2irWQILB_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. All comments submitted will become a part of the published hearing. 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

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 May 4, 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 20th day of April 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andrew J. Lent, City Clerk

Meeting Date: 04/20/2020

Information

Subject

City Treasurer's Report — Doug Shull.

Information

Fiscal Impact

Attachments

November Report

**FINANCIAL REPORT
MONTH OF NOVEMBER, 2019**

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	2,588,546.82	239,260.77	229,741.83	106,031.45	5,498.36	2,698,598.85	
011 Police	1,898,154.72	187,686.67	282,475.01	87,682.00	4,753.58	1,886,294.80	
015 Fire	280,432.21	38,485.46	69,430.00	13,699.57	725.95	262,461.29	
016 Ambulance	190,738.25	59,168.57	163,642.68	39,572.18	4,113.69	121,722.63	
041 Library	255,997.91	76,184.31	53,683.42	12,779.74	3,180.86	288,097.68	
042 Park & Recreation	825,946.61	90,052.39	126,259.72	24,091.67	3,757.69	810,073.26	
045 Memorial Pool	155,222.96	9,781.84	3,337.19	645.84	-	162,313.45	
071 General Fund Debt Service	56,354.58	-	-	-	-	56,354.58	
099 Franchise Fees-MEC	678,501.36	-	-	-	-	678,501.36	
GENERAL FUND SUB-TOTAL	6,929,895.42	700,620.01	928,569.85	284,502.45	22,030.13	6,964,417.90	
110 Road Use Tax (Streets)	2,038,401.47	162,155.54	95,668.17	-	30,520.13	2,074,368.71	
112 Trust & Agency	10,506.54	221,869.78	-	-	195,708.10	36,668.22	
115 YMCA Maintenance Obligations	444,116.71	-	327.65	-	-	443,789.06	
121 Local Option Sales Tax	4,549,814.49	367,897.80	-	-	-	4,917,712.29	
125 TIF--Downtown	3,692,686.69	414,041.14	2,599.00	-	-	4,104,128.83	
141 Library Special Revenue	65,044.54	772.30	849.74	-	-	64,967.10	
142 Park & Rec Special Revenue	118,863.84	247.40	-	-	-	119,111.24	
160 Downtown Revolving Loan	137,138.55	-	-	-	-	137,138.55	
161 Downtown Business Inc Program	108,278.90	-	-	-	-	108,278.90	
177 Police Forfeiture	19,830.07	-	-	-	-	19,830.07	
190 Vehicle Reserve	834,438.65	-	70,308.28	-	-	764,130.37	
199 Police Retirement	35,329.43	63.70	-	-	2,083.33	33,309.80	
SPECIAL REVENUES SUB-TOTAL	12,054,449.88	1,167,047.66	169,752.84	-	228,311.56	12,823,433.14	
200 DEBT SERVICE (SUB-TOTAL)	1,268,339.21	63,446.06	300.00	7,758.33	-	1,339,243.60	
301 Capital Projects (General)	368,801.52	8,040.00	87,766.86	-	-	289,074.66	
321 Capital Projects (Streets)	(14,508.31)	-	1,200.00	-	-	(15,708.31)	
344 Community Athletic Facility	-	-	-	-	-	-	
353 Community ReDevelopment (D&D)	90,595.09	38.21	2,655.00	-	-	87,978.30	
CAPITAL PROJECTS SUB-TOTAL	444,888.30	8,078.21	91,621.86	-	-	361,344.65	
610 Sewer	1,005,396.62	-	115,797.63	136,132.25	32,564.76	993,166.48	
650 Stormwater Utility	527,749.60	17,453.76	69,235.32	-	6,123.00	469,845.04	
670 Recycling	135,546.12	24,590.51	22,872.26	-	798.00	136,466.37	
710 Sewer Capital Projects	1,085,118.60	253,663.44	18,160.00	-	209,431.99	1,111,190.05	
771 Sewer Reserve	114,238.70	-	-	-	-	114,238.70	
781 New Sewer Plant Construction	280,941.63	-	504,491.19	2,083.33	-	(221,466.23)	
791 Sewer Revenue Bonds	569,513.44	-	-	68,783.08	-	638,296.52	
820 Health Insurance	1,521,354.35	123,897.38	96,639.26	-	-	1,548,612.47	
830 Health Reimbursement Account	34,880.35	-	7,707.25	-	-	27,173.10	
840 Flex/STD	186,638.72	726.90	772.80	-	-	186,592.82	
850 Liability Insurance Reserve--City	19,957.85	31.86	-	-	-	19,989.71	
CITY UTILITY & IS SUB-TOTAL	5,481,335.98	420,363.85	835,675.71	206,998.66	248,917.75	5,024,105.03	
TOTAL CITY FUNDS	26,178,908.79	2,359,555.79	2,025,920.26	499,259.44	499,259.44	26,512,544.32	63%
TOTAL IMU FUNDS	15,207,356.91	2,210,044.43	1,908,806.89	175,341.67	175,341.67	15,508,594.45	37%
GRAND TOTAL CITY & IMU	41,386,265.70	4,569,600.22	3,934,727.15	674,601.11	674,601.11	42,021,138.77	
Cross Check Total						42,021,138.77	
Investments					Clerk's Balance	42,021,138.77	
Bankers Trust	\$ 21,593,826.19	1.86%			Outstanding Deposit-City	\$ (814.25)	
Iowa Public Agency Inv. Trust	\$ 115,603.67	1.39%			Bank Adjustment-City	\$ 85.16	
Payroll Account, TruBank	\$ -				Plus Outstanding Checks-City	\$ 369,940.16	
Checking Account, TruBank	\$ 109,943.57	0.15%					
Sweep Account, TruBank	\$ 6,326,045.14	1.90%			Outstanding Deposit-IMU	\$ -	
Indianola Hometown Pride, TruBank	\$ 427.58				Plus Outstanding Checks-IMU	\$ 5,352.45	
Indianola EMS - TruBank	\$ 953,618.55				Bank Adjustment-IMU	\$ (24,893.54)	
Wells Fargo	\$ 1,551.51						
City USDA Funds - TruBank	\$ 75,000.00				Telecom Tru Bank Account		
Bankers Trust IMU Elec Fiber Project	\$ 7,256,160.00	1.70%			Outstanding Deposit - Telecom	\$ (1,663.67)	
Bankers Trust IMU Debt Reserve - Peoples Ba	\$ 895,305.62	1.70%			Plus Bank Adjustment	\$ 248.15	
IMU USDA Funds - TruBank	\$ 375,000.00				Plus Outstanding Checks-Telecom	\$ 39,205.89	
IMU Telecom - TruBank	\$ 552,250.31						
IMU Commercial Account	\$ 4,153,866.98						
BANK BALANCE	42,408,599.12					42,408,599.12	

600 Water	758,464.31	178,925.70	119,989.51	-	80,900.00	736,500.50	
620 IMU Administration	(38,706.95)	55,881.66	79,552.63	-	-	(62,377.92)	

625 Revolving Economic Development	113,137.73	191.10	-	-	-	113,328.83
626 USDA RLF	375,000.00	-	-	-	-	375,000.00
630 Electric	6,363,042.56	1,327,540.16	1,170,890.09	22,566.67	94,441.67	6,447,817.63
640 Fiber/Communications	79,005.27	51,965.73	67,293.10	-	-	63,677.90
640 Fiber/Communications-eLation	472,663.11	238,432.14	258,653.11	-	-	452,442.14
700 Water Capital Projects	1,705,694.83	-	23,681.49	58,333.33	-	1,740,346.67
730 Electric Capital Projects	4,547,470.87	96,724.50	46,326.14	-	-	4,597,869.23
740 Fiber/Comm Capital Projects	20,970.58	-	288.13	-	-	20,682.45
740 Fiber/Comm Capital Projects-eLation	(56,207.47)	260,357.96	142,132.69	-	-	62,017.80
770 Water Reserve	-	-	-	-	-	-
773 Electric Reserve	-	-	-	-	-	-
780 Water Capital Improvement	75,000.00	-	-	-	-	75,000.00
783 Electric Improvement	-	-	-	-	-	-
790 Water Revenue Bonds	-	-	-	-	-	-
793 Electric Revenue Bonds	777,833.45	-	-	94,441.67	-	872,275.12
855 Liability Insurance Reserve--IMU	13,988.62	25.48	-	-	-	14,014.10
IMU SUB-TOTAL	15,207,356.91	2,210,044.43	1,908,806.89	175,341.67	175,341.67	15,508,594.45

INTEREST DISTRIBUTION	INTEREST			CALYTD	FYTD
	INCOME	% OF TOTAL			
Electric Funds	\$ 20,249.91	31.79%	\$ 196,196.52	\$ 82,541.10	
Water Funds	\$ 4,185.03	6.57%	\$ 36,491.66	\$ 14,958.23	
Sewer Funds	\$ 4,567.22	7.17%	\$ 50,364.18	\$ 18,116.82	
Police Retirement	\$ 63.70	0.10%	\$ 810.54	\$ 278.47	
TIF	\$ 4,898.45	7.69%	\$ 8,682.48	\$ 8,682.48	
All other	\$ 29,734.69	46.68%	\$ 338,567.88	\$ 122,858.02	
TOTAL	\$ 63,699.00	100.00%	\$ 631,113.26	\$ 247,435.12	

Meeting Date: 04/20/2020

Information

Subject

Home Base Iowa Initiative Application from James Hansen and authorization of a handwritten warrant in the amount of \$1500.

Information

Council will need to consider approval of the Home Base Iowa Initiative Application (packet) and a handwritten warrant in an amount of \$1500.

Mr. Hansen purchased his home on October 11, 2019. The guidelines for the program require the home be purchased within 6 months at the time of application. The paperwork was mailed from the Auditor's Office on April 9 and received at City Hall on April 13, which is longer than 6 months after the date of purchase.

If approved, this will be the fifth application approved for this fiscal year.

Fiscal Impact

Attachments

Home Base Iowa Application



INDIANOLA VETERAN INCENTIVE PROGRAM

DEFINITION OF A VETERAN

A Veteran means a resident of this city who served in the armed forces of the United States and who was discharged under honorable conditions according to Chapter 35.1 Code of Iowa.

CRITERIA TO BE ELIGIBLE FOR BENEFITS

1. Discharged from Armed Forces under Honorable Conditions
2. Title 10 active service duty for ninety (90) days

APPLICANT REQUIREMENTS

1. Completion of application for benefits
2. Proof of DD Form 214 or Certificate of Release or Discharge from Active Duty
3. Proof of previous residency outside of Indianola

BASIC CITY GUIDELINES

1. Veteran shall make application in person. Vouchers will only be issued to qualified Veteran in person.
2. Purchase a home (single family dwelling, condo, or townhouse) in Indianola in the past 6 months at the time of application. Only new residents to the city shall receive the \$1,500* incentive (a move within the city will not be considered under this program).
3. Ownership title/deed must be transferred, or in the process of being transferred, to the individual requesting payment of incentive.
4. Complete certification form - signed by Veterans Affairs and Auditor.
5. Allow two weeks for Auditor to process, sign, and return form to applicant.
6. Bring completed form to City Hall, 110 North 1st Street, Indianola, Iowa 50125.
7. The program will be administered through the City of Indianola and will be provided on a first come, first served basis up to ten (10) incentives per fiscal year.
8. Payment must be used for closing costs or other similar expenses related to the purchase of a home.

**Funding amount subject to appropriations.*

PENALTY

1. Veteran certifies that all information that he/she provides on the application is truthful.
2. If it is discovered that the applicant has knowingly provided false information, any incentive money that was awarded must be returned with an additional \$200 penalty.



INDIANOLA VETERANS AFFAIRS APPLICATION FOR VETERAN INCENTIVE PROGRAM

Full Name: James A Hansen
First MI Last

Previous Address: 200 Allenbrooke Drive
Street Address Apartment/Unit #
Lexington SC 29072
City State ZIP Code

How Long: 9 years

Remarks: _____

FILED
TRACI VANDERLINDEN
WARREN COUNTY AUDITOR
2020 APR -9 AM 7:35

Signature: James Hansen Date: 4/08/2020

CERTIFICATION FROM AUDITORS OFFICE

Full Name: Sharon K Wiley
First MI Last

Date Recorded: 10-15-2019 First Time Buyer in Indianola: YES NO

Signature: Sharon Wiley, Auditor's Office

parcel # 48-120-25-0031, 0042, Bk 2019-08283

CITY INTERNAL USE
Date: _____
Time: _____ 110



INDIANOLA VETERANS AFFAIRS APPLICATION FOR VETERAN INCENTIVE PROGRAM

Full Name: James A Hansen
First MI Last

Address: 104 N. G. Street
Street Address Apartment/Unit #
Indianola IA 50125
City State ZIP Code

Home Phone: 912-704-3845 Alternate Phone: _____

Email: jameshansen3106@gmail.com

Birth Date: 05/18/77 Marital Status: Married

Date of Purchase: October 11, 2019

Owned Home in Indianola Previously: YES NO

MILITARY INFORMATION

Branch of Service: ARMY

Date Entered: 7/24/2001

Date of Discharge: 7/12/2013

Character of Discharge: Honorable

Signature VA Rep: Ted Hall Warren Co VSO

Meeting Date: 04/20/2020

Information

Subject

Discussion and direction regarding the Library Board Ordinance.

Information

The Indianola Public Library Board of Trustees would like the City Council to consider a recommendation to make two changes to the Code of Ordinances, Chapter 22: Library Board of Trustees. At this time, staff is requesting feedback from the City Council on the recommendations.

Fiscal Impact

Attachments

Library Board Memorandum



— PUBLIC LIBRARY —

TO: City of Indianola City Council
FROM: Michele Patrick
CC: Andrew Lent, City Clerk; Ryan Waller, City Manager
SUBJECT: City Ordinances Governing the Library Board
DATE: April 15, 2020

The Indianola Public Library Board of Trustees would like the City Council to consider making two changes to the Code of Ordinances, Chapter 22: Library Board of Trustees. These recommendations, which are found below, came out of the Board’s discussion at its April 14, 2020 meeting regarding upcoming vacancies.

Staff is requesting feedback from the City Council on the recommendations. Thank you.

Proposed Changes:

1. Changing the term of office from six years to four years (22.04).

The Trustees feel that a six-year term may seem daunting and has kept potential board members from applying.

2. Allowing one position to be filled by a resident of rural Warren County (22.02).

Currently the seven positions must be filled by Indianola residents. Because the library receives funding from the Warren County Supervisors to provide services to rural residents (13% of tax revenues in FY20), the Library Trustees suggest allowing a resident from the library’s rural service area on the board.

Meeting Date: 04/20/2020

Information

Subject

Natural Gas Franchise Fees

Information

In order to amend the natural gas franchise fee with MidAmerican Energy, the City must first hold a public hearing on the Revenue Purpose Statement included in your packet. Although there is a list of possible uses for the franchise fee revenue, the City normally will direct these funds for maintaining and construction of roads.

Fiscal Impact

Attachments

Franchise Fee Memorandum



— CLERK/FINANCE DEPARTMENT —

To: Mayor and Council
From: Andrew J. Lent, City Clerk/CFO
CC: Ryan Waller, City Manager
Date: 20 April 2020
Re: Natural Gas Franchise Fee Amendment

During the budget process, the Council indicated they would like to have the natural gas franchise fee amended from three percent to five percent. It is anticipated that the increase will add \$100,000 to the natural gas franchise fee revenue. Although there is a list of possible uses for the franchise fee revenue, the City normally will direct these funds for maintaining and construction of roads. This is very important recently due to an anticipated drop in revenue from the Road Use Tax Fund (RUTF) due to recent lower vehicle use and fuel purchases. For April 2020. The IDOT anticipates a drop of RUTF revenue of 40 percent.

The electric franchise fee is already at five percent, which is the same amount for the PILOT payment from IMU.

The process for amending the natural gas franchise fee is a public hearing and consideration of an ordinance to amend the franchise fee. Normally, an ordinance will take passage at three meetings for it to become effective.

Staff recommends adoption of the ordinance to amend the natural gas franchise fee from three percent to five percent.



Meeting Date: 04/20/2020

Information

Subject

Public Hearing for the Revenue Purpose Statement.

Information

The Mayor will open the meeting for public comment on the Revenue Purpose Statement.

Due to COVID-19, public hearing comments may be sent to cityclerk@indianolaiowa.gov or dropped off at the Police Department at 110 N 1st St by 4 pm the day of the meeting.

Fiscal Impact

Attachments

Public Hearing Notice

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 1st Street, Indianola on the 20th 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 for those who do not wish to attend in person. Comments may be submitted prior or during the public hearing to 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.

Meeting Date: 04/20/2020

Information

Subject

First consideration of an Ordinance amending Chapter 110, Natural Gas Franchise, pertaining to franchise fees, Indianola Code of Ordinances.

Information

Roll call is in order.

Fiscal Impact

Attachments

Ordinance - Natural Gas Franchise

Meeting Date: 04/20/2020

Information

Subject

Amendment to Chapter 165, regarding bulk storage of petroleum products.

Information

Fiscal Impact

Attachments

Memorandum

Letter from Country Propane

Staff Report



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: April 10, 2020
Re: Public hearing and first consideration on a request for zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products

At its February 4th meeting, the Indianola City Council directed staff and the Planning and Zoning Commission to explore the possibility of amending the regulations regarding bulk storage of petroleum products. This request was made to Council by Terry R. Davis of Country Propane.

At its meeting on March 10, the Planning and Zoning Commission reviewed this item and, on an 8-0 vote, recommended the Council approve this request, with changes. The Commission recommendation is as follows:

The City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be approved, with the condition that the new regulations do not go into effect until the City adopts NFPA 54 and NFPA 58. Further, knowing that there will be other codes in place to regulate the safety aspects of gas stations to a greater extent, the Commission recommends amending the permitted principal use in the C-2 Highway Commercial Zoning District to state:

2. Gas Station/Convenience Store, ~~not~~ including the dispensing of liquefied propane ~~for vehicles~~, but not including any above ground storage tanks over 1,000 gallons in size, providing that all above ground tanks be located outside the front yard and providing screening of above ground tanks from all public rights-of-way in compliance with Section 166.11.3.

Further, to address the bulk storage of petroleum products, the Commission recommends the following be added to the list of special exceptions in the C-2 Highway Commercial Zoning District:

Subject to Section 165.35(2) and the other requirements contained herein, the Board of Adjustment may permit the following:

4. Bulk storage of petroleum products and liquid fertilizer under pressure not located within 300 feet of any existing dwelling, business, public right-of-way, park, school, church or place of public assembly. For purposes of this section, the bulk storage includes any above ground storage tank over 1,000 gallons in size.

Attached to this memo is the staff report that was provided to the Planning and Zoning Commission, as well as the letter that was provided to Council from Terry Davis of Country Propane at its February 4th Meeting. I will attend the April 20 Council meeting if you have any questions.

Country

Propane • Heating • Cooling • Plumbing

P.O. Box 95
Milo, Iowa 50166
(641) 942-6320

1/28/2020

To: City of Indianola, IA
Charlie Dissell
Director of Community & Economic Development.

From: Terry R. Davis
President of Country Propane.

I am requesting a review of the application for a propane motor fuel filling station and storage located at 2312 W. 2nd. Indianola, IA.

Respectfully.



Terry R. Davis
President of Country Propane.



Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: March 10, 2020

Agenda Item: 7.A. Consider zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products.

Application Type: Ordinance Amendment

Applicant: Terry R. Davis of Country Propane

Application Summary: At its February 4th meeting, the Indianola City Council directed staff and the Planning and Zoning Commission to explore the possibility of amending the regulations regarding bulk storage of petroleum products. This request was made to Council by Terry R. Davis of Country Propane.

APPLICABLE CODE SECTIONS

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

1.07 AMENDMENTS. All ordinances which amend, repeal or in any manner affect this Code of Ordinances shall include proper reference to chapter, section, subsection or paragraph to maintain an orderly codification of ordinances of the City.

165.38 CHANGES AND AMENDMENTS. The regulations and restrictions imposed in the districts, and the boundaries of the districts created by this chapter may be amended from time to time by the Council, but no such amendment shall be made without public hearing before the Council and after a report has been made upon the amendment by the Commission. Not less than seven nor more than 20 days' notice of the time and place of such hearing shall be published in a newspaper having general circulation in the City. The Commission shall not make any recommendation to the Council on an amendment to the zoning district boundaries until a sign 18 inches by 24 inches indicating the amendment requested has been prepared and posted by the City in a visible location on the premises for a period of 10 days. Notice of the Commission meeting shall be mailed by first class mail 10 days prior to the meeting to all property owners within 200 feet of a proposed amendment to the zoning district boundaries. In case the Commission does not approve the amendment or, in the case of a protest filed with the Council against an amendment to district boundaries signed by the owners of 20 percent or more either of the area of the lots included in such proposed amendment or of those immediately adjacent thereto and within 200 feet of the boundaries thereof, such amendment shall not be passed except by the favorable vote of three-fourths of all the members of the Council.

ANALYSIS

Attached to this staff report is the letter that was presented to the City Council from Terry R. Davis of Country Propane requesting a review of the zoning code as it pertains to motor fuel storage and filling stations. More particularly, Mr. Davis wishes to use a piece of ground located at 2312 West 2nd Avenue, which is zoned C-2 Highway Commercial, as a liquefied petroleum (LP) gas storage and filling station. Mr. Davis proposes to have two (2) LP tanks on this piece of property; the first being a 1,000-gallon tank located towards the front of the property along 2nd Avenue that will be used to dispense LP gas to customers. The second tank, which could be sized up to 30,000 gallons, would be located towards the back side of the property, and would be used for bulk purchase/storage of LP gas. As a few members of the Planning and Zoning Commission may recall, this issue was brought to the Commission at its May and June meetings in 2015. At both meetings, the item was tabled and ultimately was never reconsidered by the Commission. Currently, gas stations and convenience stores are allowed in the C-2 Highway Commercial zoning district, however, that use explicitly excludes the dispensing of liquefied propane for vehicles. Additionally, the bulk storage of petroleum products and liquid fertilizer under pressure is allowed as a special exception in the M-2 General Industrial zoning district, so long as it is not located within 300 feet of any existing dwelling, park, school, church or place of public assembly.

As you may be aware, the City is in the process of updating various building related codes. Two such codes include the adoption of NFPA 54, which is the 2015 Edition of the National Fuel Gas Code and NFPA 58, which is the 2014 Edition of the Liquefied Petroleum Gas Code. NFPA 54 regulates the installation and operation of gas piping and gas equipment on consumers premises and promotes public safety by providing requirements for the safe and satisfactory utilization of gas. NFPA 58 is the industry benchmark for safe LP-Gas storage, handling, transportation, and use, and mitigates risks and ensures safe installations, to prevent failures, leaks, and tampering that could lead to fires and explosions. Both codes, when adopted, implemented and applied in applications, will go above and beyond protecting the health, safety and welfare of the public than will be achieved by restricting its use in the City's zoning code.

Knowing that there will be other codes in place to regulate the safety aspects of gas stations to a greater extent, staff would first propose amending the permitted principal use in the C-2 Highway Commercial Zoning District to state:

2. Gas Station/Convenience Store, ~~not~~ including the dispensing of liquefied propane for vehicles, but not including any above ground storage tanks over 1,000 gallons in size.

Further, to address the bulk storage of petroleum products, staff proposes the following be added to the list of special exceptions in the C-2 Highway Commercial Zoning District:

Subject to Section 165.35(2) and the other requirements contained herein, the Board of Adjustment may permit the following:

4. Bulk storage of petroleum products and liquid fertilizer under pressure not located within 300 feet of any existing dwelling, business, public right-of-way, park, school, church or place of public assembly. For purposes of this section, the bulk storage includes any above ground storage tank over 1,000 gallons in size.

With the proposed amendment, Mr. Davis would be allowed to have the proposed 1,000-gallon LP tank anywhere on the property for the purposes of selling/dispensing LP gas to individual customers. The use of the proposed tank over 1,000 gallons would be required to go through the special exception process, which is approved through the Board of Adjustment, and would be subject to a 300 foot separation from existing dwellings, businesses, public rights-of-way, parks, schools, churches or places of public assembly. This proposed amendment would give business owners the freedom to have smaller sized LP tanks as part of their business model in the C-2 Highway Commercial Zoning District but would require those tanks over 1,000-gallon to meet certain standards before being allowed in the C-2 Highway Commercial Zoning. Again, with the anticipated adoption of NFPA 54 and NFPA 58, staff is of the opinion there will be more stringent safeguards in place to control all types of fuel stations.

ALTERNATIVES

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

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

RECOMMENDATION

Staff recommends alternative number 2, that the City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be approved, with the condition that the new regulations do not go into effect until the City adopts NFPA 54 and NFPA 58.

Meeting Date: 04/20/2020

Information

Subject

Public Hearing regarding an amendment to Chapter 165 of the Code of Ordinances pertaining to bulk storage of petroleum products.

Information

The Mayor will open the meeting for public comments related to the zoning regulation amendment proposed to Chapter 165, regarding bulk storage of petroleum products.

Due to COVID-19, public hearing comments may be sent to cityclerk@indianolaiowa.gov or dropped off at the Police Department at 110 N 1st St by 4 pm the day of the meeting.

Fiscal Impact

Attachments

Public Hearing Notice

**NOTICE OF PUBLIC HEARING TO CONSIDER A ZONING REGULATION
AMENDMENT TO CHAPTER 165, REGARDING BULK STORAGE OF PETROLEUM
PRODUCTS.**

Notice is Hereby Given: That at 6:00 P.M., at the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125 on April 20th, 2020, the City Council of the City of Indianola, Iowa (The “City”) will hold a public hearing to consider a zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products.

A copy of the proposed ordinance is on file for public inspection in the office of the City Clerk.

At said hearing any interested person may file written objections or present oral comments with respect to the subject matter of the hearing.

Andrew J. Lent
City Clerk

Meeting Date: 04/20/2020

Information

Subject

First consideration of an ordinance amending the zoning regulations to Chapter 165, regarding bulk storage of petroleum products.

Information

Roll call is in order.

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. 2020 - _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF INDIANOLA, IOWA REGARDING BULK STORAGE OF PETROLEUM PRODUCTS.

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

Section 1. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

165.09 SCHEDULES OF DISTRICT REGULATIONS. The following schedules of district regulations are hereby adopted and declared to be a part of this ordinance:

- | | |
|--|-------------------------------------|
| A-1 Agricultural | C-1 Office Park Commercial District |
| R-1 Single-Family Residential | C-2 Highway Commercial |
| R-2 Single- and Two-Family Residential | C-3 General Retail and Office |
| R-3 Mixed Residential | C-4 Planned Commercial District |
| R-4 Multiple-Family [Residential] | M-1 Limited Industrial |
| R-5 Planned Residential | M-2 General Industrial |
| R-6 Mobile Home Residential | |

C-2	HIGHWAY COMMERCIAL	C-2
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING	
2. Gas Station/Convenience Store, not including the dispensing of liquefied propane for vehicles, but not including any above ground storage tanks over 1,000 gallons in size, providing that all above ground tanks be located outside the front yard and providing screening of above ground tanks from all public rights-of-way in compliance with Section 166.11.3.	1 space for every 100 square feet of floor area for the first 2000 square feet of floor area, and 1 space for every 200 square feet in excess of 2000 square feet	

SPECIAL EXCEPTION USES AND STRUCTURES
Subject to Section 165.35(2) and the other requirements contained herein, the Board of Adjustment may permit the following:
1. Museums and art galleries compatible with the surrounding neighborhood provided that appropriate conditions and safeguards shall be required by the Board of Adjustment to protect the surrounding area from the proposed use and to protect the proposed use from future development in the vicinity. Consideration shall also be given to the anticipated traffic generated, character of the structure, noise, lighting and outside storage. A minimum of one (1) parking space for every one hundred (100) square feet of floor area, or fraction thereof shall be provided. For outdoor display areas, the Board of Adjustment shall require additional parking as deemed appropriate for the specific nature of the use.

2. Preschools or day care centers provided that no preschool or day care center shall commence operations in any building nearer than one hundred fifty (150) feet to any building wherein there is the sale of beer, wine or liquor for consumption on the premises, and all preschools or day care centers shall be licensed by the State of Iowa, and all day care and preschools centers shall have one off-street parking stall per employee.
3. Elementary or secondary schools provided that such schools shall be for grades kindergarten through eighth, shall have six-foot high fencing between the school property and adjacent commercial uses, shall have at least one vehicle access that is not a highway access, and shall have one off-street parking space per classroom and one off-street parking space per office.
4. Bulk storage of petroleum products and liquid fertilizer under pressure not located within 300 feet of any existing dwelling, business, public right-of-way, park, school, church or place of public assembly. For purposes of this section, the bulk storage includes any above ground storage tank over 1,000 gallons in size.

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

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law, but not before the City Council adopts the National Fire Protection Association National Fuel Gas Code (NFPA 54) and the National Fire Protection Association Liquefied Petroleum Gas Code (NFPA 58) .

Passed by the City Council on the _____ day of _____, 2020, and approved this _____ day of _____, 2020.

 Kelly Shaw, Mayor

ATTEST:

 Andy Lent, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of Indianola, Iowa, on _____, 2020, and was published on _____, 2020.

 Andy Lent, City Clerk

Meeting Date: 04/20/2020

Information

Subject

Receive and file correspondence from April 1, 3 and 10 weekly updates from City Manager, Ryan Waller.

Information

Roll call is in order.

Fiscal Impact

Attachments

Mid-Week Update 0401
WRRF Email
COVID 19 Memo to Locals
YMCA Email
Waller's Weekly 0403
Permits 0403
Code Enforcement 0403
Current Projects 0403
WCJC Weekly Update 0403
WM Email
Public Participation Forms
April 20 draft
May 4 draft
Waller's Weekly 0410
Current Projects 0410
Permits 0410
Code Enforcement 0410
WCJC Weekly Update 0410
April 20 draft agenda
May 4 draft agenda

Jackie Raffety

From: Ryan Waller
Sent: Friday, April 3, 2020 10:14 AM
To: Jackie Raffety; Andy Lent
Subject: FW: Mid-week Update
Attachments: WRRF Email.pdf; COVID-19_Memo_to_Locals_033120.pdf; YMCA Email.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Andy & Jackie,

Can you please ensure that the email & attachments below are included in the next city council agenda under the "receive and file correspondence"? Thank you.

Ryan

From: Ryan Waller
Sent: Wednesday, April 1, 2020 3:40 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: Mid-week Update

Good afternoon, all.

I hope this finds everyone well. With so much happening (and at such a rapid pace), I thought it would be beneficial for a mid-week update. Accordingly, below/attached, please find a few items being provided for your information:

1. Attached, please find an email from Michael Sullivan with the DNR confirming all requirements, including the last 30 wait period, have been fulfilled and our WRRF project is authorized to proceed.
2. Attached, please find a memorandum received from IDOT regarding the potential impact to our Road Use Tax allocation as a result of reduced travel caused by COVID-19. As mentioned during our last City Council meeting, our team continues to monitor our municipal budgets and will be prepared to respond accordingly.
3. Attached, please find an email from Doug Fulton, City Attorney, responding to an inquiry submitted on behalf of Mayor Shaw regarding the YMCA's request that was reviewed at the March 25th City Council meeting.
- 4. Staff is preparing for the upcoming City Council meeting. We are anticipating that we will conduct the meeting as we did on March 25th. Packets will be published tomorrow. Please be sure to let me know if you prefer to participate via phone or in person. Please remember to refrain from responding to all.**
5. If you are not receiving the daily update emails from Warren County regarding COVID-19, please let me know. During a conference call this morning, we learned that there are five confirmed cases within Warren County. All but one of those are in Norwalk. Please do not advertise this as this is information that should be shared by appropriate, official channels (i.e. health departments and local media)

Have a great day. If there are any additional questions, please let me know. Thank you!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Ryan Waller

From: Sullivan, Michael <michael.sullivan@dnr.iowa.gov>
Sent: Wednesday, April 1, 2020 3:37 AM
To: Ryan Waller
Cc: Frankl, Joe; Rasmussen, Jim; Rick Graves; McCaslin, Ted; Mr. Terry Kirschenman; Alyson Fleming; Tracy Scebold; Amy Seyffer; Mr. James Oppelt, P.E.; Chennupati, Satya; Theresa Enright; Tom Atkinson
Subject: City of Indianola - WRRF Project (FNSI) Final Notification Letter

RE: State Revolving Fund (SRF) Update
SRF #CS1920927 01
Warren County
Section(s): 03, Township: 76 N, Range: 24 W

Honorable Mayor and Council:

I have written this letter to clarify your current position in our State Revolving Fund (SRF) process and to outline the next steps your City will have to take to get an SRF loan. Please note that a paper copy of this letter will not be sent at this time.

- ***Environmental Review***

We issued a Finding of No Significant Impact (FNSI) for your WRRF project on March 2, 2020. Thirty days have passed, and we have not received any comment from the public. Therefore, the environmental review is done.

- ***Construction Permit***

Your DNR Project Manager, Mr. Terry Kirschenman, issued a construction permit for this project on December 13, 2019.

- ***SRF Front-end Documents***

A "Use of American Iron and Steel" (AIS) requirement was added to the SRF programs in January 2014. Some projects may qualify for exemptions or waivers. Before preparing bid specifications, please coordinate with your DNR Project Manager to determine your AIS status and the appropriate SRF front-end specifications to include.

- ***Loan Process***

If you have not already, you should contact Mr. Tracy Scebold at the Iowa Finance Authority at (515) 725-4922 or by e-mail at Tracy.Scebold@iowafinance.com to start the loan process. The City's bond counsel will advise you how to take out a bond and can help you with your loan paperwork.

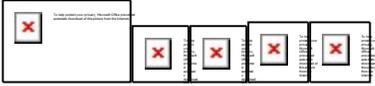
Note: If any changes are made to the project scope and/or location, please let us know as soon as possible so a determination can be made if additional documentation and/or review is necessary for SRF eligibility.

I hope this helps you to know what your next steps should be. If you have any questions, please call me by phone at (515) 725-8304 or email me at michael.sullivan@dnr.iowa.gov

Sincerely,



Mike Sullivan | Environmental Specialist
Iowa Department of Natural Resources
P 515-725-8304 | F 515-725-8202 | 502 E 9th St, Des Moines IA 50319
www.iowadnr.gov



Date: March 31, 2020

To: City Public Works Directors/Engineers/Clerks
County Engineers
Metropolitan Planning Organizations
Regional Planning Affiliations

From: Stu Anderson, Director
Planning, Programming and Modal Division

Charlie Purcell, Director
Project Delivery Division

Subject: COVID-19 Impacts on Highway/Road/Street Funding

We're writing to you today to discuss COVID-19 impacts on state Road Use Tax Fund (RUTF) revenues and potential federal relief/stimulus. For those of you not already aware, the most significant immediate transportation-related revenue impacts were felt by Iowa's 35 public transit agencies, eight commercial service airports, and, to a lesser degree, general aviation airports. Fortunately, the Coronavirus Aid, Relief, and Economic Security Act signed into law on March 27, will provide substantial relief to those transportation providers and the Iowa Department of Transportation (DOT) is focused on supporting efforts to implement those relief measures as soon as possible. However, the COVID-19 impacts on highway/road/street funding are now looming and yet to be addressed. We all have a role to play in addressing those impacts and being prepared for the potential of additional funding.

State RUTF Impacts

The table on the last page of this memo lists the revenue sources that go into the state RUTF (for purposes of this discussion, we're including the TIME-21 revenue into all the state RUTF numbers) along with a summary of how each revenue source is impacted by COVID-19. The most obvious impact is due to reduced travel. We are seeing a 40 percent drop in total traffic on the entire public roadway system in Iowa which directly reduces state fuel tax revenue. In addition, we expect vehicle sales to drop significantly which will directly reduce Fee for New Registration revenue (five percent of the purchase price of all new and used vehicle sales). In total, our initial estimates show an approximately 25 percent reduction in state RUTF monthly deposits to the Iowa DOT, cities, and counties. The April deposit may not fully reflect this drop due to the traffic reduction beginning in the middle of March and because of an anticipated higher monthly fuel tax allocation due to timing issues. However, we expect the May RUTF deposit will fully reflect the impacts of COVID-19.

Potential Federal Relief

Iowa DOT Director Scott Marler wrote to Iowa's Congressional delegation on March 22 to inform them of COVID-19 effects on transportation funding. That initial letter focused on public transit and aviation/airports, but he did let them know state road funding is the next issue needing to be addressed. We are now working on a follow-up communication with the delegation that is entirely focused on road funding challenges.

Our primary focus, also supported by the American Association of State Highway and Transportation Officials, is to urge Congress to provide supplemental federal funding to backfill the anticipated shortfalls in state road funding. This is already being discussed in Washington, DC as a need to be addressed through a fourth relief package that will be considered in late April.

Potential Federal Stimulus

In addition to discussions of supplemental federal funding to backfill state road funding shortfalls, there is also discussion of increased federal infrastructure funding to help reinvigorate the economy as we work to come out of the COVID-19 crisis. There is potential a fourth or fifth relief package, likely to be considered in late April or early May, could include additional infrastructure funding.

While it is still very speculative, Iowa DOT is starting to think about projects that could be ready to be delivered if additional federal funding is made available. Without knowing any details of what a package might look like, we are going back to look at how we prepared for the Recovery Act funding in 2009. This means, we are looking at 1) projects that either had completed or soon will complete all of the applicable federal-aid project development steps or 2) projects that have little/no environmental impacts, no right-of-way required, and the ability to prepare or finish plans quickly. We encourage you to start thinking about this as well.

It's important to point out up front that should substantial additional federal funding be provided, it's unlikely Iowa DOT will be able to swap those funds; therefore, expect that these projects would need to be developed as federal-aid projects. The constraint on Iowa DOT swapping those funds would be because of the need for Iowa DOT to retain enough state funding to match the regular formula federal-aid.

Conclusion

This is an unprecedented time and the situation and necessary responses will evolve as we work our way through this. Given the current uncertainty in road funding, we recommend you prepare for the following scenarios:

- 1) Reduction of state RUTF of 25 percent or greater
- 2) Funding at status quo
- 3) Funding at levels above status quo

Iowa DOT is supporting the Iowa Transportation Commission (Commission) in their development of the 2021-2025 Iowa Transportation Improvement Program (Program). The Commission is developing the Program assuming scenario 2 (status quo funding) but will be prepared to react to either a reduction or increase in funding.

As stated earlier, Iowa DOT will be communicating with Iowa's Congressional delegation about the funding challenges we're facing and the need for federal support. In addition, we'll be highlighting our strong partnership with you and our joint ability to deliver infrastructure projects in a timely and efficient manner as demonstrated by our work with Recovery Act funding in 2009. You'll recall that Iowa was near the top in the country in how quickly we delivered projects and that's in large part due to our strong partnership and early actions to prepare.

We'll be in touch as we learn more about state road funding impacts and potential federal actions to mitigate.

**State Road Use Tax Fund (including TIME-21)
Funding Sources and COVID-19 Impacts**

State Revenue Source	Estimated FY 2020 Revenue (prior to COVID-19 impacts)	Percent of Total State Revenue	COVID-19 Impact on Funding Source	Corresponding Revenue Source Impact
Fuel tax	\$663 million	39 percent	Total traffic in Iowa is down about 40 percent. See our daily traffic report at https://iowadot.gov/maps/Data/AUTOMATIC-TRAFFIC-RECORDER-REPORTS	Significant: Fuel tax revenue will drop in direct relationship to decline in traffic.
<i>Passenger Vehicles</i>			<i>Total passenger vehicle traffic is down over 40 percent</i>	<i>At this time, all fuel tax revenue decreases are due to passenger vehicle traffic reductions.</i>
<i>Trucks</i>			<i>Truck traffic has not decreased (it has actually slightly increased but it is not expected to continue increasing)</i>	<i>Diesel fuel tax revenue will be steady.</i>
Annual vehicle registration fee	\$626 million	36 percent	DOT is allowing late renewals Impact of fewer vehicle sales and potential delayed remittance of fees from counties	Minor Modest
Fee for New Registration (5% fee paid when buying a new or used vehicle)	\$346 million	20 percent	Expect dramatic drop in vehicle sales	Significant
Other (title fees, driver's license, etc.)	\$87 million	5 percent	DOT is allowing late renewals of DLs. Other fees could be impacted by reduction in vehicle sales	Minor: In terms of overall dollar amount but driver's license renewals are way down
Total	\$1.722 billion			

Ryan Waller

From: Doug Fulton <Doug.Fulton@brickgentrylaw.com>
Sent: Wednesday, April 1, 2020 3:16 PM
To: Jackie Raffety
Cc: Doug Fulton; Ryan Waller
Subject: Re: YMCA late payment

Hi Jackie. I talked with Amy and we are both in agreement that the direction to work with the Y on a payment date (that it might be a bit late) does not require council action or a resolution. If the issue would come up to forgive a payment, or materially alter the terms of the lease, that would likely need more formal action such as a vote and resolution. In short, we are good on this one.

Let me know if you have a question.

Douglas A. Fulton
Attorney at Law



6701 Westown Parkway, Ste 100
West Des Moines, IA 50266-7703
Phone: 515-274-1450 x 316
Facsimile: 515-274-1488

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On Apr 1, 2020, at 10:34 AM, Jackie Raffety <jraffety@indianolaiowa.gov> wrote:

Amy,

At the last City Council meeting, as part of the City Manager's report, Ryan told Council that he had been contacted by the CEO of the YMCA about their rent payment to the City. They asked if it would be okay to make their payment late. Council permitted a late payment. (No dates were discussed and the Y is not asking to miss a payment.)

The Mayor has asked me if that is something that needs a resolution instead of Council providing direction to staff. Can you please advise?

Jackie Raffety
Deputy City Clerk
City of Indianola
110 N 1st St
Indianola, IA 50125

515-961-9410, option 1
515-962-5240

<image001.png>

Jackie Raffety

From: Ryan Waller
Sent: Friday, April 3, 2020 11:45 AM
To: Ryan Waller
Subject: Waller's Weekly 4.3.2020
Attachments: 2020 Permits- April 3.pdf; Code Enforcement- April 3.pdf; Curent Projects Update-April 3.pdf; WCJC Weekly Update- April 3.pdf; WM Email.pdf; Public Participation Forms.pdf; April 20 draft.pdf; May 4 draft.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Good afternoon, all.

I hope everyone is having a good Friday.

City crews continue to perform the various services and work assignments to ensure our community is ready for a great summer. Thank you to our team of dedicated professionals. A big thank you also goes out to our community for the support, cooperation and understanding exhibited to our team during the COVID-19 pandemic.

Below and attached please find the materials for this week's update email of various City happenings.

If you have any questions, please feel free to contact me.

Please stay safe and continue to follow the CDC's guidelines.

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

April 6th City Council Meetings - The City Council is scheduled to meet on Monday, April 6, 2020. The agenda and meeting materials are available on the City's website at <http://indianolaiowa.gov/AgendaCenter>.

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=1575>. These items are also provided as attachments to this update.

Census – Indianola’s response rate to the 2020 U.S. Census (50.1%) continues to outpace that of the State of Iowa (47.4%) and the Nation (41.3%). Thank you all who have submitted their responses to date. This is a great trend for our community!

Water Resource Recovery Facility (WRRF) – Construction on the City’s WRRF officially began Wednesday, April 1, 2020. Regular updates will be provided on the City’s website at <http://indianolaiowa.gov/632/Wastewater-Treatment-Plant-Updates>.

Waste Management Update – Attached is an email received April 2, 2020 from Ammon Taylor, Public Sector Representative, providing an update on Waste Management’s call center operations.

Parks – A reminder that use of park equipment is prohibited during the COVID-19 pandemic.

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
 515-961-9430 • 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	DEMO				
3/13/2020	30	3/13/2020	North American MHC LLC	52 Lincoln	Miller Scrap Metal	DEMO				
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



Community Development

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2020 Building Permit Report

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			\$2,000
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
3/26/2020	49	4/2/2020	Stephen Muldrow	400 E 1st	Stephen Muldrow	Single Family Dwelling	2022		\$109,300
3/26/2020	50	4/2/2020	Carlson Homes LLC	1107 S O	Carlson Homes	Single Family Dwelling	1675		\$275,000
3/26/2020	51	4/2/2020	North American MHC LLC	41 Alfred	Heartland Living	Mobile Home			\$37,679
3/26/2020	52	4/2/2020	North American MHC LLC	58 Lincoln	Heartland Living	Mobile Home			\$37,080
3/26/2020	53	4/2/2020	North American MHC LLC	11 Leonard	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
4/3/2020			IR GroundBreaker Homes	1001 W Orchard	GroundBreaker Homes	Single Family Dwelling	1751		\$220,000
4/3/2020			IR GroundBreaker Homes	1108 S O	GroundBreaker Homes	Single Family Dwelling	2781		\$210,000



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 • 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: 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.	4/8/2020	
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.	4/8/2020	
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.	4/8/2020	
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. Work has commenced on west side of house. Will check regularly.	4/8/2020	
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.	4/8/2020	
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. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted. 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.	4/8/2020	
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.	4/8/2020	
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.	4/8/2020	
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	4/8/2020	
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.	4/8/2020	
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.	4/8/2020	
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: 01-2020	12/27/2019	Multiple Campers on 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.	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: 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	



Community Development

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 515-961-9430 • comdev@indianolaiowa.gov

Code Enforcement Tracking Report

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



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: April 3, 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.

- **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 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
 - 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 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
 - 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.
 - 2nd review comments on the site plan were returned on October 17.
 - Building permit comments returned on October 18.
 - Revised building permit plans received on October 23.
 - Revised site plan submitted on October 25.
 - Variance request for parking was approved by the Board of Adjustment on November 6.
 - Site plan approved and building permit issued on November 7.
- **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 7th Court
 - Preliminary Plat and Construction Plans submitted on March 16.
 - Comments on Preliminary Plat and Construction Plans returned on April 3.
- **Quail Meadows Plat 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.

- A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule is to have the new lift station designed by this fall, bid by next spring, and completion by fall of 2020.
- Staff met with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18th meeting.
- 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 Quail 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 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.

- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - 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

From: Nick Bruck <nickb@dcigroup-us.com>
Sent: Friday, April 3, 2020 7:34 AM
To: Charlie Dissell
Cc: Justin Page; Chris Conn; Megan Andrew (megana@warrencountyia.org)
Subject: WCJC Weekly Update

Good Morning:

Next week should be a repeat of this week. We should have a steady amount of excavation work on the foundation. Vanderpool has kept up on the daily cleaning of the streets.

If anything seems out of sorts please let me know.

 Nick Bruck
Senior Project Manager
221 E 6th Street - Suite 200
Des Moines, IA 50309
C 515-202-3392 | W 515-244-5043
  

Ryan Waller

From: Taylor, Ammon <ataylo23@wm.com>
Sent: Wednesday, April 1, 2020 10:40 PM
Subject: COVID-19 UPDATE: Call Center Up & Running From Staff Homes

Valued Waste Management Customer,

Thank you very much for your patience while we transitioned our residential call centers to an at-home agent environment. As you can imagine, this was a monumental undertaking, but we know this was the right decision to continue to be able to service our customers throughout this pandemic.

We wanted to share some good news and let you know the Residential Customer Experience queue is up and running with most agents taking calls. Since this is a new work from home environment, agents still face some technology challenges to gaining consistent access to networks, similar to what many of us are experiencing working from home, and we are tackling these as they occur.

We are optimistic and feel we have solid processes in place to service our residential customers throughout the COVID situation. Keep in mind, our call center was down for a week so customers may experience longer wait times, which may vary by time of day. To acknowledge this, we've updated the IVR message below to address the longer wait times. In our other communication channel, Live Chat is not yet open but our virtual assistant "Chatbot" is available 24/7 with responses to general questions and help information. Email is open, but due to the increased volume, we are experiencing some delays.

Please check out our new landing page dedicated to providing information on COVID-19 www.wm.com/covid19. We appreciate your understanding as we all work together to do the right thing for our customers and communities during these challenging times.

IVR Message: Thank you for contacting Waste Management. We are currently experiencing longer than normal wait times. We want to assure you our top priority is the health and safety of our employees and our community. Based on the information available to us at this time, we are maintaining our standard operations. Visit wm.com for updates, to view our frequently asked questions page, or to chat with our virtual assistant. We apologize for any inconvenience this has caused and appreciate your patience. Please remain on the line to speak with our next available representative.

Do let me know if you have any questions at this time! Thanks again for being a Waste Management Customer!

Ammon Taylor
Municipal Marketing Manager
ataylo23@wm.com

Waste Management
201 SE 18th St
Des Moines, IA 50317
Cell 515 361 0008

Waste Management renewable energy projects create enough energy to power more than 470,000 homes annually. Learn more at www.wm.com.



— 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

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

or

City Clerk’s Office
110 N 1st Street
Indianola, IA 50125

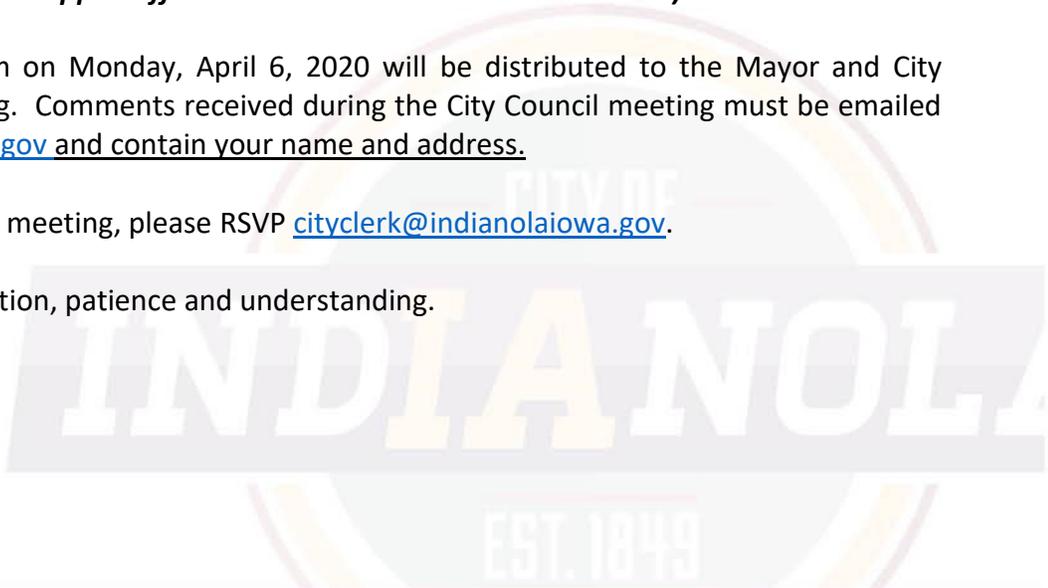
(May be dropped off at the Police Station – south entrance)

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 and contain your name and address.

If you plan on attending the meeting, please RSVP 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.
- 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.

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)

**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 an Ordinance amending Chapter 110, Natural Gas Franchise, pertaining to franchise fees, Indianola Code of Ordinances.
- Public hearing and first consideration of the Codification Project
- Receive and file the annual safety report from HR Director, Melissa McCoy
- Resolution approving an updated version of the City of Indianola's Employee Handbook with compensation ranges
- Resolution authorizing the submission of the Iowa Great Places Application Grant
- Snyder engineering agreements for storm water master plan
- Application requests regarding Friday Night Live concert series
- Street closure request for the Memorial Day parade
- Prior and final approval on Urban Revitalization Designations
- Resolution approving amended Farm Lease
- Resolution approving health insurance benefits for the employees of the City of Indianola
- Resolution approving intergovernmental agreement for county fire and EMS mutual assistance
- Resolution approving the installation of a manhole on Scott Felton Road
- Treasurer's report for Nov and Dec
- Resolution approving budget
- Resolution setting date for public hearing on community development block grant funding

**May 4
Draft Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Second consideration of the Codification Project.
- Second consideration regarding the zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products
- Resolution directing preparation of detailed plans, specifications, form of contract and notice to bidders for the East Iowa Avenue Paving Project.
- Resolution ordering bids, approving plans, specifications and form of contract and notice to bidders, fixing amount of bid security, and ordering Clerk to post notice and fixing a date for receiving same, and for a public hearing on plans, specifications, form of contract and estimate of costs.
- Resolution setting Public Hearing for May 20, 2020, for Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
- Public Hearing on CDBG Funding for UV Disinfectant Devices
- Resolution to Approve Contract with IEDA for CDBG Funding
- Adoption of CDBG Required Policies
-

Jackie Raffety

From: Ryan Waller
Sent: Friday, April 10, 2020 5:12 PM
To: Ryan Waller
Subject: Waller's Weekly 4.10.2020
Attachments: Curent Projects Update- April 10.pdf; 2020 Permits- April 10.pdf; Code Enforcement- April 10.pdf; WCJC Weekly- April 10.pdf; May 4 draft.pdf; April 20 draft.pdf

Good afternoon, all.

I hope this finds everyone well. Below and attached, please find this week's update email. As always, if there are any questions regarding these materials or any other city matter, please let me know.

I wish you and your families a very joyous Easter weekend!

Ryan

**Ryan J. Waller
City Manager
City of Indianola**

COVID-19 Update – As of the writing of this update, there are two confirmed cases of COVID-19 in Indianola. In addition to these confirmed cases, one city employee has tested positive for the virus. City personnel continue to follow established safety procedures regarding this matter to ensure the safety of the community and the City team.

April 16th Special City Council Meeting – A special City Council meeting is scheduled to meet on Thursday, April 16, 2020. The agenda and meeting materials are available on the City's website at <http://indianolaiowa.gov/AgendaCenter>.

Traffic Signal Timing Project – As you may recall, the City's budget includes funding of a project to allow the traffic signals on Jefferson Way (US highway 65/69) and 2nd Ave (IA 92) to be better coordinated. This will help to reduce delays, improve safety along the corridor and help the environment by reducing emissions from idling. As part of this project, which is being partially funded by a grant, the pavement on Iowa Avenue from 1st Street to Jefferson Way will also be replaced. The City Engineer shared that the pre-construction meeting for this project is expected to take place in the next few weeks. Once it has taken place we will have a better idea

of the scheduling of the project, which will include the closure of a portion of Iowa Avenue from 1st Street to Jefferson Way.

Water Resource Recovery Facility (WRRF) - Work on the Indianola WRRF has started. Williams Brothers Construction Inc. is the General Contractor and their subcontractor has started some grading and preliminary earthwork on the project. The earthwork will continue for the next month or so before the start of the construction of buildings and structures. HR Green has Resident Observation staff on site during this timeframe of construction. The Contractor, subcontractors and suppliers are busy submitting the equipment and materials for the project for HR Green to review. This is an important process to verify the items selected meet all the specification requirements. MidAmerican Energy has delivered the new power poles along 110th Street in advance of their installation to supply overhead power to the site. Williams Bros. has requested a 30 day time extension based on the time they lost in March waiting for the IDNR to complete the Environmental Clearance process for the site. This will be included in a change order for a future City Council agenda.

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



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: April 10, 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.

- **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)**
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- **Wal-Mart (1500 North Jefferson Way)**
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 - 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 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
 - 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.
 - Building Permit issued on April 9.

- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
 - 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.
 - 2nd review comments on the site plan were returned on October 17.
 - Building permit comments returned on October 18.
 - Revised building permit plans received on October 23.
 - Revised site plan submitted on October 25.
 - Variance request for parking was approved by the Board of Adjustment on November 6.
 - Site plan approved and building permit issued on November 7.
- **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.
- **Summercrest**
 - Located north of the intersection of North 7th Street and East Hillcrest Avenue.
 - Rezoning/PRD plan and preliminary plat received on April 3.
- **Treeline Plat 1**
 - Located north of East Iowa Avenue and south of North 7th Court
 - Preliminary Plat and Construction Plans submitted on March 16.
 - Comments on Preliminary Plat and Construction Plans returned on April 3.
 - Updated Preliminary Plat submitted on April 8.

- **Quail Meadows Plat 3**

- Located north of North 8th Street and East Trail Ridge Place.
- Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
- A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18th meeting.
- 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 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
 - Final Plat submitted on April 2.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - 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.



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	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	DEMO				
3/13/2020	30	3/13/2020	North American MHC LLC	52 Lincoln	Miller Scrap Metal	DEMO				
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



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2020 Building Permit Report

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			\$2,000
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
3/26/2020	49	4/2/2020	Stephen Muldrow	400 E 1st	Stephen Muldrow	Single Family Dwelling	2022		\$109,300
3/26/2020	50	4/2/2020	Carlson Homes LLC	1107 S O	Carlson Homes	Single Family Dwelling	1675		\$275,000
3/26/2020	51	4/2/2020	North American MHC LLC	41 Alfred	Heartland Living	Mobile Home			\$37,679
3/26/2020	52	4/2/2020	North American MHC LLC	58 Lincoln	Heartland Living	Mobile Home			\$37,080
3/26/2020	53	4/2/2020	North American MHC LLC	11 Leonard	Heartland Living	Mobile Home			\$37,080
4/3/2020	54	4/6/2020	GroundBreaker Homes	1001 W Orchard	GroundBreaker Homes	Single Family Dwelling	1751		\$220,000
4/3/2020	55	4/6/2020	GroundBreaker Homes	1108 S O	GroundBreaker Homes	Single Family Dwelling	2781		\$210,000
10/9/2019	56	4/9/2020	Brew Enterprises (Scooters)	1112 N Jefferson Way	ASI Commerical Construction	Commercial	561		\$75,000
3/13/2020		IR	People's Bank	500 E iowa	Downing	Commerical	5616		\$1,050,000
4/9/2020		IR	Five Seven Enterprises/Eagle	1306 S L	Eagle Homes	Single Family Dwelling	1642		\$322,080



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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: 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 tennant on 2/21/2020. Sent letter 3/6/2020. Gave until April 13th to have vehicle moved inside.	4/13/2020	
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.	4/16/2020	
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. No progress has been made. Obtain bids for abatement.	4/16/2020	
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. Work has commenced on west side of house. Will check regularly. Owner continues to make progress on west side of structure.	4/16/2020	
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.	4/16/2020	
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. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted. 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.	4/16/2020	
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.	4/16/2020	
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.	4/16/2020	
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	4/16/2020	
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.	4/16/2020	
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. Sent Dangerous & Unsafe Building letter to Raviro Shoniwa, asset prevention coordinator with Mortgage Contracting Services on March 26th, 2020.	4/16/2020	
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: 01-2020	12/27/2019	Multiple Campers on 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.	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: 20-2020	4/8/2020	Chickens	1106 North 9th	4/8/2020	4/8/2020	Spoke with Crystal on 4/9/2020 and established 30 day deadline (May 9th, 2020) for compliance.	5/9/2020	
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. Spoke with Deb on Tuesday (4-7) about the status of the sign. She said they got a quote of \$18,000.00 for the new sign, which the landlord is a little hesitant to spend that much money with everything going on right now but will when things calm down. I granted additional time and told her I would follow up the first week in June.	6/1/2020	
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	
Open	CE: 19-2020	3/24/2020	Junk/Junk Vehicles in back yard	501 S G St	3/24/2020	4/9/2020	Upon inspection, there is junk in the rear yard that needs to be abated. Will send notice. Sent letter 4/10/2020. Established deadline of July 8th, 2020 (90 days) for compliance due to the amount of junk in back yard.	7/8/2020	
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

Charlie Dissell

From: Nick Bruck <nickb@dcigroup-us.com>
Sent: Friday, April 10, 2020 9:33 AM
To: Charlie Dissell
Cc: Megan Andrew (megana@warrencountyia.org); Chris Conn; Justin Page
Subject: WCJC Weekly Update

Good Morning:

Next week we are scheduled to transition from excavation to aggregate pier installation. There will be a mix of exporting dirt, importing rock, and the aggregate pier installation. We will likely have additional jobsite trailers being delivered as well.

Have a good weekend and Happy Easter.

 **Nick Bruck**
Senior Project Manager
DCI GROUP
DESIGN + CONSTRUCTION INTEGRATION
2215 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 an Ordinance amending Chapter 110, Natural Gas Franchise, pertaining to franchise fees, Indianola Code of Ordinances.
- Public hearing and first consideration of the Codification Project
- Receive and file the annual safety report from HR Director, Melissa McCoy
- Resolution approving an updated version of the City of Indianola's Employee Handbook with compensation ranges
- Resolution authorizing the submission of the Iowa Great Places Application Grant
- Snyder engineering agreements for storm water master plan
- Application requests regarding Friday Night Live concert series
- Street closure request for the Memorial Day parade
- Prior and final approval on Urban Revitalization Designations
- Resolution approving amended Farm Lease
- Resolution approving health insurance benefits for the employees of the City of Indianola
- Resolution approving intergovernmental agreement for county fire and EMS mutual assistance
- Resolution approving the installation of a manhole on Scott Felton Road
- Treasurer's report for Nov and Dec
- Resolution approving budget
- Resolution setting date for public hearing on community development block grant funding

**May 4
Draft Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Second consideration of the Codification Project.
- Second consideration regarding the zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products
- Resolution directing preparation of detailed plans, specifications, form of contract and notice to bidders for the East Iowa Avenue Paving Project.
- Resolution ordering bids, approving plans, specifications and form of contract and notice to bidders, fixing amount of bid security, and ordering Clerk to post notice and fixing a date for receiving same, and for a public hearing on plans, specifications, form of contract and estimate of costs.
- Resolution setting Public Hearing for May 20, 2020, for Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
- Public Hearing on CDBG Funding for UV Disinfectant Devices
- Resolution to Approve Contract with IEDA for CDBG Funding
- Adoption of CDBG Required Policies
-

Meeting Date: 04/20/2020

Information

Subject

Receive and file correspondence from the Iowa Department of Natural Resources providing notice of an award of \$1,000,000 to the City of Indianola for the approved Square Streetscape Design project.

Information

As you may recall, at a special meeting on February 27, 2020, the City Council adopted a resolution authorized the City's application to Iowa's State Revolving Fund Sponsored Project Program in conjunction with the Water Resource Recovery Project. On Monday, April 13, 2020, the City was notified it was awarded \$1,000,000 from this program to be used for water quality aspects featured in the City's approved Streetscape Design. It is requested that City Council receive and file the award letter.

Fiscal Impact

Attachments

SRF Award



April 13, 2020

Ryan Waller- City Manager
City of City of Indianola
Via e-mail

The City of Indianola's application for a Clean Water SRF Water Resources Restoration Sponsored Project associated with CWSRF project CS192092701 has been reviewed. The Department has determined that the City's Sponsored Project application to install stormwater best management practices including permeable pavers as part of a four-block downtown redevelopment project, bioretention cells, and detention basin retrofits to address urban stormwater runoff from highly impervious areas around town within the Felters Branch-Middle River watershed was complete and will be recommended for funding of \$1,000,000 of the \$1,915,000 requested. Funding recommendations are being capped at \$1 million dollars for all FY 2021 applications in order to fund as many eligible applications as possible. Additional funding for City of Indianola's application will be considered with the second round of Sponsored Project applications due in September if there are remaining Sponsored Project funds after all applications have been considered. The funding recommendations will be included in the draft FY 2021 Clean Water SRF Intended Use Plan (IUP), which will be released for public review and comment later this month.

The Iowa Department of Natural Resources and the Iowa Finance Authority will hold a public meeting to receive comments on the IUP on Thursday, May 14, 2020 at 10:00 a.m., via conference call at 1-575-518-3054 PIN: 495 460 618#. Written comments will be accepted through 4:00 p.m. on Thursday, May 21. Written comments may be directed to Lee Wagner, State Revolving Fund Non-Point Source Program Planner, Water Quality Bureau, Iowa Department of Natural Resources, fax 515-725-8202, e-mail Lee.Wagner@dnr.iowa.gov. It is anticipated that the Environmental Protection Commission will act on the recommendations at its June 16, 2020 meeting.

Once the funding recommendations are approved, the detailed project review and approval process will begin. A DNR project manager will be assigned at that time. I've attached the Project Milestone Checklist, which will serve as a road map for project planning and approval.

DNR will hold individual project initiation meetings with applicants, consultants (Ryan Benjegerdes, Bolton & Menk), Derek Namanny IDALS urban conservationist, and any other parties involved in the project. The participants will discuss the technical requirements and standards for the projects, schedules, SRF requirements, any permitting requirements (e.g. Army Corps of Engineers, flood plain, stormwater), 28E agreements, and any other project considerations to take into account during planning and design.

When plans and specifications are prepared, they must be submitted to DNR for review. No construction can begin until DNR and the appropriate environmental agencies have approved the design, water quality volume calculations, or other specifications as appropriate. The plans and specs will also require SRF front-end documents which will be provided to applicants.

The nonpoint source practices eligible for sponsored projects generally do not require wastewater construction permits from DNR. However, approval letters from DNR will be issued to indicate that the sponsored projects have met the SRF requirements.

The sponsored project must be bid by the utility in accordance with all applicable bidding laws and all applicable SRF requirements. The bid documents for the sponsored project must be submitted to DNR for approval using the sponsored project bid checklist. DNR will check for compliance with federal requirements and determine whether or not all the costs on the bid form are eligible for SRF reimbursement.

After bids are approved, the wastewater utility must submit or amend its SRF loan application to include the sponsored project costs. The loan application must be approved by the Iowa Finance Authority (IFA).

The utility must work with bond counsel to schedule a public hearing and pass a resolution authorizing the utility to enter into a loan amount not to exceed the total cost of the wastewater improvement project and the sponsored project.

All SRF loan proceeds are disbursed after the borrower incurs costs. The borrower submits a reimbursement request to IFA, including copies of invoices and other documentation. Since disbursements are made weekly, the borrower typically does not need to pay invoices before receiving loan proceeds. The utility must approve all sponsored project costs before submitting them to IFA for reimbursement. IFA checks all reimbursement requests against the original approved bid form to make sure all costs are eligible.

We look forward to approval of the project recommendation by the EPC in June, and to working with the City, its consultants, and other partners to initiate the project once EPC approval is received.

Sincerely,

Lee Wagner Digitally signed by Lee Wagner
Date: 2020.04.13 16:15:18 -05'00'

Lee Wagner, SRF Non-Point Source Program Planner
Iowa Department of Natural Resources
515-725-0992
Lee.Wagner@dnr.iowa.gov

C via email: Ryan Benjegerdes, Bolton & Menk
Paul Miller, Derek Namanny, IDALS Urban Conservationist
Tracy Scebold, Iowa Finance Authority