



— Clerk’s Office —

**NOTICE:**

The City of Indianola is committed to the safety of our community and our organization. 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 due to the COVID-19 Pandemic.

The City of Indianola is currently hosting its meetings virtually at [https://www.youtube.com/channel/UCCwqdy2irWQILB\\_1QzcVrdw](https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw) for those who do not wish to attend in person.

You may also view the meeting via a zoom webinar (Password: 103831): <https://us02web.zoom.us/j/81716937811?pwd=U1FUcVIQZjM0RDZlTTFqaWZDWmlGUT09>

Or iPhone one-tap: 1-646-558-8656, 81716937811# or 1-301-715-8592, 81716937811#

Or Telephone Dial: 1-646-558-8656 or 1-301-715-8592 or 1-312-626-6799 or 1-669-900-9128 or 1-253-215-8782 or 1-346-248-7799. Webinar ID: 817 1693 7811

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 call 515-962-5240 immediately before the public comment or public hearing or submit the form on the next page to:

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

or

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

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

Forms received by 4:00 pm on the day of the meeting will be distributed to the Mayor and City Council prior to the meeting. Comment forms received during the City Council meeting must be emailed to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) and contain your name and address.

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

Thank you for your cooperation, patience and understanding.

- The City of Indianola



## CITY OF INDIANOLA PUBLIC COMMENT FORM

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

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

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Please complete the following information:

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

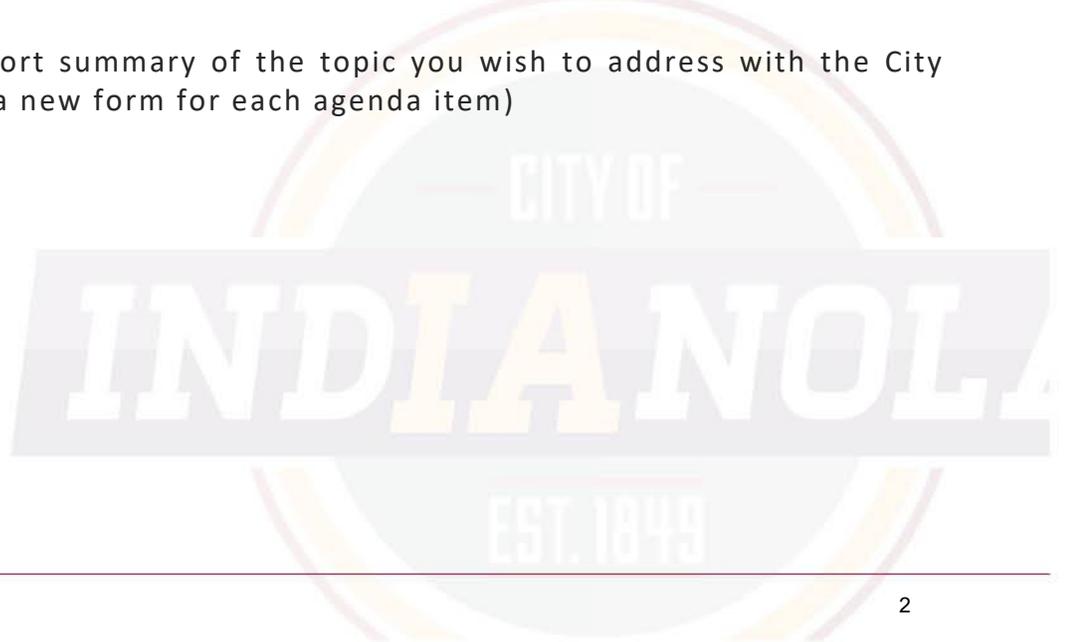
Address: \_\_\_\_\_

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

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

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

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





CITY OF INDIANOLA COUNCIL MEETING  
May 18, 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. Date Minutes
  - C. Applications
    1. **Page 6** A renewal of a refuse hauling permit for Waste Management of Iowa.
    2. **Page 7** A new Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Casey's General Store #1623, located at 607 N Jefferson Way.
    3. **Page 8** A new Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Casey's General Store #1908, located at 507 S Jefferson Way.
    4. **Page 9** A renewal Class C Liquor License and Catering Privileges for Simpson College, located at 701 North C Street.
    5. **Page 10** A new Outdoor Service Liquor License for West Hill Brewing Company, located at 219 West Salem Avenue.
  - D. **Page 11** Resolution approving a supplemental agreement with Snyder and Associates for additional work required as part of certain drainage improvement projects.
  - E. **Page 18** Approval of Payment Application #2 from Vanderpool Construction for the Quail Meadows 3 Lift Station & Sewer Improvement project in the amount of \$115,128.12.

- F. **Page 23** Resolution approving a professional services agreement with Bolton and Menk, Inc. for engineering services for the City Square Streetscape Plan.
- G. **Page 46** Resolution approving a request from IMU to waive building permit fees.
- H. **Page 50** Resolution extending the real estate agreement with Iowa Realty for a dangerous and dilapidated lot.
- I. **Page 56** Resolution granting an extension to the development agreement between the City of Indianola, Iowa and Covered Bridges Coffee Company DBA Cabin Coffee of Indianola and Randall D. Hanna and Rebecca S. Hanna, individually.
- J. **Page 84** Resolution approving a request for a Plat of Survey in unincorporated Warren County.
- K. **Page 93** Resolution approving a request for a Preliminary Plat for Ashton Park Plat 7.
- L. **Page 115** Receive and file a letter from Carl Alexander, 505 West Second Avenue, requesting a hearing to determine if a nuisance exists, and setting a public hearing on the request for June 1, 2020 at 6:00 p.m.
- M. **Page 121** Third consideration of an ordinance amending Chapter 165, Zoning Regulations, regarding bulk storage of petroleum products.
- N. **Page 124** Third consideration of an ordinance amending Chapter 110, Natural Gas Franchise, pertaining to franchise fees.
- O. **Page 126** Resolution approving salaries.
- P. **Page 128** Claims on the computer printout for May 18, 2020.
- 6. **Page 143** City Treasurer's Report - Doug Shull
  - A. **Page 154** Receive and file November 2019 – March 2020 EMS Billing Activity monthly reports.
- 7. Council Reports
  - A. Bravo Report — Council Member Bob Kling
- 8. Mayor's Report - Kelly B. Shaw
  - A. Community Update
  - B. **Page 160** Consider the nomination of Sally Van Dorin to the Library Board of Trustees, effective July 1, 2020 – June 30, 2026.
- 9. Public Consideration
  - A. Old Business
- 1. **Page 163** Code of Ordinances

- a. **Page 164** Public Hearing to consider adoption of the 2020 revised Code of Ordinances of the City of Indianola, Iowa (Codification Project).
  - b. **Page 166** First consideration of an ordinance adopting the 2020 revised Code of Ordinances of the City of Indianola, Iowa (Codification Project).
- 2. Page 176 Comprehensive Plan for the City of Indianola**
- a. **Page 185** Public Hearing for Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
  - b. **Page 187** Resolution adopting Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
- 3. Page 190 Sign Exemption Request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus.**
- a. **Page 194** Public Hearing for a sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 North 1<sup>st</sup> Street.
  - b. **Page 196** Resolution approving the sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 N 1st Street.
- 10. Other Business**
- A. City Manager's Report — Ryan Waller**
  - 1. Page 198** Receive and file correspondence from May 1 and 8, 2020 weekly updates from City Manager, Ryan Waller.
  - B. Page 239** Enter into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
- 11. Adjourn**

Meeting Date: 05/18/2020

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**Information**

**Subject**

A renewal of a refuse hauling permit for Waste Management of Iowa.

**Information**

This is a renewal of Waste Management's refuse permit. The paperwork is in order for approval.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 05/18/2020

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**Information**

**Subject**

A new Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Casey's General Store #1623, located at 607 N Jefferson Way.

**Information**

Council will need to consider a new Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Casey's General Store #1623, located at 607 N Jefferson Way. This new license will take the place of their current Class BC license. All paperwork is in order and staff has approved.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 05/18/2020

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**Information**

**Subject**

A new Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Casey's General Store #1908, located at 507 S Jefferson Way.

**Information**

Council will need to consider a new Class E Liquor License, Class B Wine, Class C Beer and Sunday Sales Privileges for Casey's General Store #1908 located at 507 S Jefferson Way. This new license will take the place of their current Class BC license. All paperwork is in order and staff has approved.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 05/18/2020

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**Information**

**Subject**

A renewal Class C Liquor License and Catering Privileges for Simpson College, located at 701 North C Street.

**Information**

Council will need to consider a renewal Class C Liquor License with Catering Privileges for Simpson College, located at 701 North C Street. All paperwork is in order and staff has approved.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 05/18/2020

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**Information**

**Subject**

A new Outdoor Service Liquor License for West Hill Brewing Company, located at 219 West Salem Avenue.

**Information**

Council will need to consider approving outdoor service privileges for West Hill Brewing Company, located at 219 West Salem Avenue. This is a modification to their existing liquor license. All paperwork is in order and staff has approved.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution approving a supplemental agreement with Snyder and Associates for additional work required as part of certain drainage improvement projects.

**Information**

The City of Indianola has undertaken a stormwater project to improve multiple drainage areas around O Street, S Court, T Court, and Y Street. It was determined that two additional permanent easements were required. The engineering of these easements were not in the original agreement with Snyder & Associates. This supplemental covers that cost.

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**Fiscal Impact**

**Attachments**

Resolution Approving Agreement  
Supplemental Agreement

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CITY OF INDIANOLA, IOWA  
RESOLUTION NO.

**A RESOLUTION APPROVING A SUPPLEMENTAL AGREEMENT WITH  
SNYDER & ASSOCIATES, INC. FOR  
FY2019 DRAINAGE IMPROVEMENTS PROJECT**

WHEREAS, the City of Indianola has undertaken the FY2019 Drainage Improvement Project and hired Snyder & Associates, Inc. as the engineer for the project, and

WHEREAS, additional work was required to establish easements on the project, and

WHEREAS, a supplemental agreement is attached to this resolution for said additional work, and

WHEREAS, said additional work is at a cost of \$1,300.00.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, that the attached supplemental agreement with Snyder & Associates, Inc. for the 2019 Drainage Improvement Project is approved.

BE IT FURTHER RESOLVED THAT the Mayor or City Manager and City Clerk may sign the attached agreement on behalf of the City.

Adopted this 18<sup>th</sup> day of May, 2020.

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Kelly B. Shaw  
Mayor

Attest:

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Andrew J. Lent  
City Clerk/CFO



April 30, 2020

Mr. Charlie Dissell  
Community & Economic Development Director  
City of Indianola  
PO Box 299  
110 N First Street  
Indianola, IA 50125

RE: 2019 DRAINAGE IMPROVEMENTS  
ADDITIONAL SERVICES  
CITY OF INDIANOLA  
S & A PROJECT NO. 118.1164

Dear Mr. Dissell,

During the course of the design of the above-captioned project, it was discovered that the erosion in two project areas had advanced beyond the limits that were originally scoped requiring improvements to extend beyond the limits of the existing right of way and permanent drainage easements.

To protect the improvements, Snyder & Associates, Inc. was directed to prepare easement plats for the project. One on the Chew property and one on the Tichey property. A copy of each is attached for reference.

There was not an established price for preparation of plats in the above-captioned project. However, we received a verbal agreement with the former street superintendent at \$650/plat, a rate consistent with other projects currently underway with the City.

Enclosed, is a supplemental agreement for the work. Please sign and return a copy for our records. In the meantime, if you have any questions, please do not hesitate to call.

Respectfully,

SNYDER & ASSOCIATES, INC.

David N. Moeller, P.E.  
President

DNM/vmf

Enclosure

## SUPPLEMENTAL AGREEMENT FOR ADDITIONAL SERVICES # 1

**To:** Snyder & Associates, Inc.  
2727 SW Snyder Blvd.  
Ankeny, IA 50023

**Attn:** David N. Moeller  
Phone: 515-964-2020  
Fax: 515-964-7938

This is authorization for Snyder & Associates, Inc. to proceed with the following described additional services.

<b>Client:</b> City of Indianola, Iowa	
<b>Project Name:</b> 2019 Drainage Improvements	
<b>S&amp;A Project Number:</b> 118.1164	<b>Original Agreement Date:</b> Supplemental Agreement No. 14, 11/8/18

**DESCRIPTION OF ADDITIONAL SERVICES:**

Two additional permanent easement plats at \$650 each.

Lump Sum in the amount of: \$1,300

Hourly plus expenses per original agreement or attached fee schedule, Choose an item. budget: \$

Document attached:

The undersigned, on behalf of the Client, understands and agrees that the services described in this Supplemental are additional services, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Supplemental are subject to the general conditions contained in the original Professional Services Agreement.

City of Indianola, Iowa (Client)  
\_\_\_\_\_  
(Type or Print Name above line)

SNYDER & ASSOCIATES, INC. (Professional)

By: \_\_\_\_\_  
(Authorized Agent)

By: \_\_\_\_\_  
(Authorized Agent)

\_\_\_\_\_  
(Printed or typed signature)

David N. Moeller  
\_\_\_\_\_  
(Printed or typed signature)

Date: \_\_\_\_\_

Date: 4/30/20 \_\_\_\_\_

Route executed to: David Moeller

# INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:  
 ERIN D. GRIFFIN  
 SNYDER & ASSOCIATES, INC.  
 2727 SW SNYDER BOULEVARD  
 ANKENY, IOWA 50023  
 515-964-2020  
 egriffin@snyder-associates.com

SERVICE PROVIDED BY:  
 SNYDER & ASSOCIATES, INC.

SURVEY LOCATED:  
 PT SW1/4 SW1/4  
 SEC. 23-76-24

REQUESTED BY:  
 CITY OF INDIANOLA

# EASEMENT PLAT

## DRAINAGE EASEMENT DESCRIPTION

THE EAST 65.00 FEET OF THE WEST 98.00 FEET OF THE SOUTH 65.00 FEET OF THE NORTH 132.00 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

A PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 23, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH P.M., WARREN COUNTY, IOWA DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF SAID SECTION 23 THAT IS 436.0 FEET NORTH OF THE SOUTHWEST CORNER OF SAID SECTION 23; THENCE NORTH 900.0 FEET TO THE NORTHWEST CORNER OF THE SW 1/4 OF THE SW 1/4 OF SAID SECTION 23; THENCE ALONG THE NORTH LINE OF SAID SW 1/4 OF THE SW 1/4 OF THE SW 1/4 677.6 FEET EAST; THENCE SOUTH 900.0 FEET; THENCE WEST 677.7 FEET TO THE POINT OF BEGINNING EXCEPT PARCEL "A" OF THE SURVEY OF THE SW 1/4 OF THE SW 1/4 OF SECTION 23, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH P.M., WARREN COUNTY, IOWA, AS SHOWN IN IRREGULAR PLAT BOOK 18, PAGE 27 OF 76-24 IN THE OFFICE OF THE WARREN COUNTY RECORDER.

CONTAINING 0.10 ACRES (4,225 S.F.).

## DATE OF SURVEY

APRIL 24, 2019

## OWNER

JUSTIN M. & MAISY R. CHEW

## LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Plastic Cap #19710 (Unless Otherwise Noted)	●	○
ROW Rail	■	
Calculated Point	+	
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Centerline	----	
Section Line	_____	
1/4 Section Line	_____	
1/4 1/4 Section Line	_____	
Easement Line	-----	



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Erin D. Griffin, PLS Date

License Number 19710

My License Renewal Date is December 31, 2019

Pages or sheets covered by this seal:  
**Sheets 1 & 2 of 2**

**JUSTIN M. & MAISY R. CHEW**

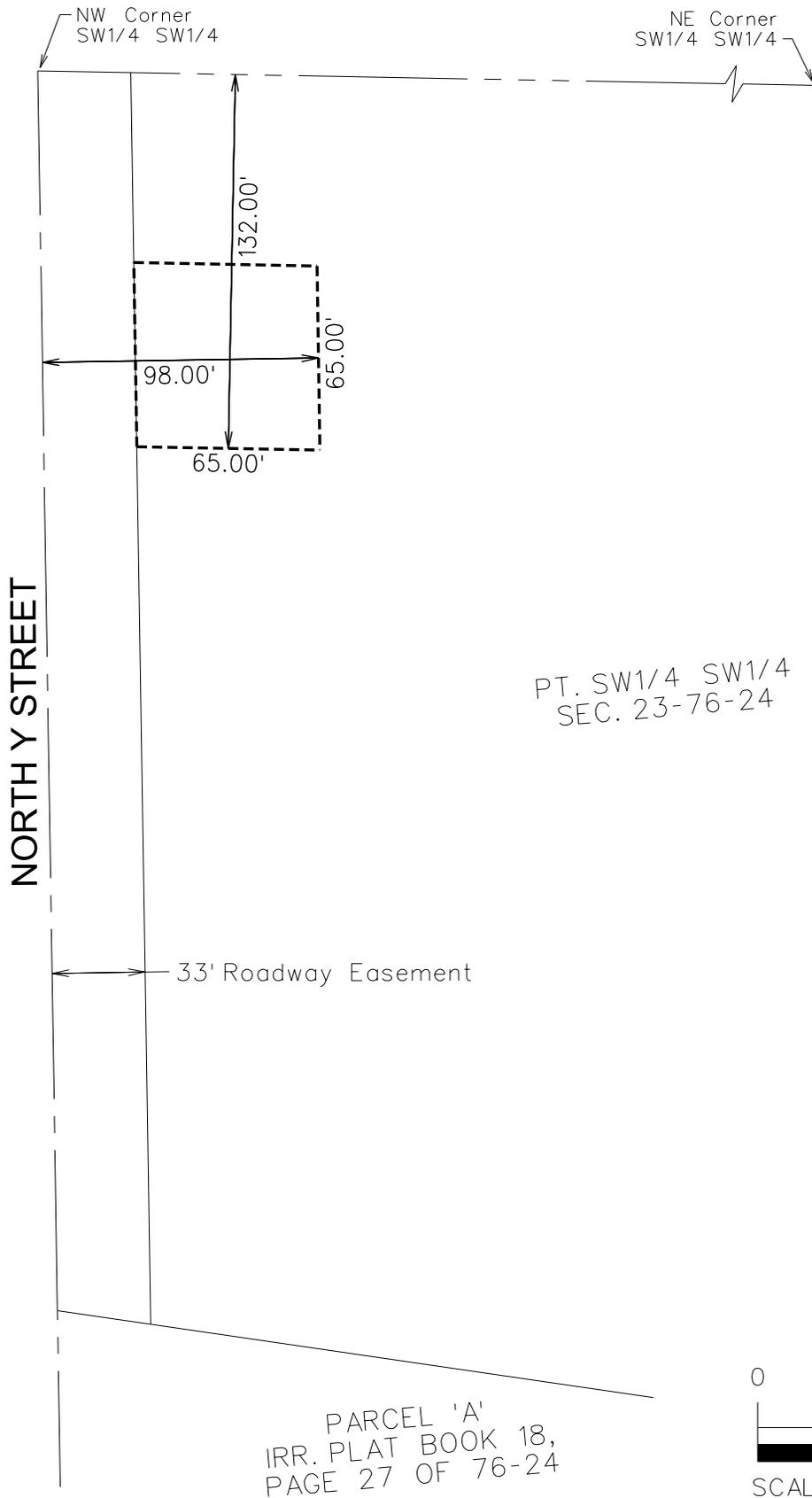
**DRAINAGE EASEMENT**



2727 S.W. SNYDER BLVD.  
 ANKENY, IA 50023 (515) 964-2020

SHEET	1 OF 2
PN:	118.1164
FLD BK:	1164A PG: 20
DATE:	06/24/19
PM/TECH:	EDG/SGK

# EASEMENT PLAT



**JUSTIN M. & MAISY R. CHEW**

**DRAINAGE EASEMENT**



2727 S.W. SNYDER BLVD.  
ANKENY, IA 50023 (515) 964-2020

SHEET 2 OF 2

PN: 118.1164

FLD BK: 1164A PG: 20

DATE: 06/24/19

PM/TECH: EDG/SGK

# INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:  
 ERIN D. GRIFFIN  
 SNYDER & ASSOCIATES, INC.  
 2727 SW SNYDER BOULEVARD  
 ANKENY, IOWA 50023  
 515-964-2020  
 egriffin@snyder-associates.com

SERVICE PROVIDED BY:  
 SNYDER & ASSOCIATES, INC.

SURVEY LOCATED:  
 PT OUTLOT "J"  
 DEER CREEK PLAT 1  
 SEC. 35-76-24

REQUESTED BY:  
 CITY OF INDIANOLA

# EASEMENT PLAT

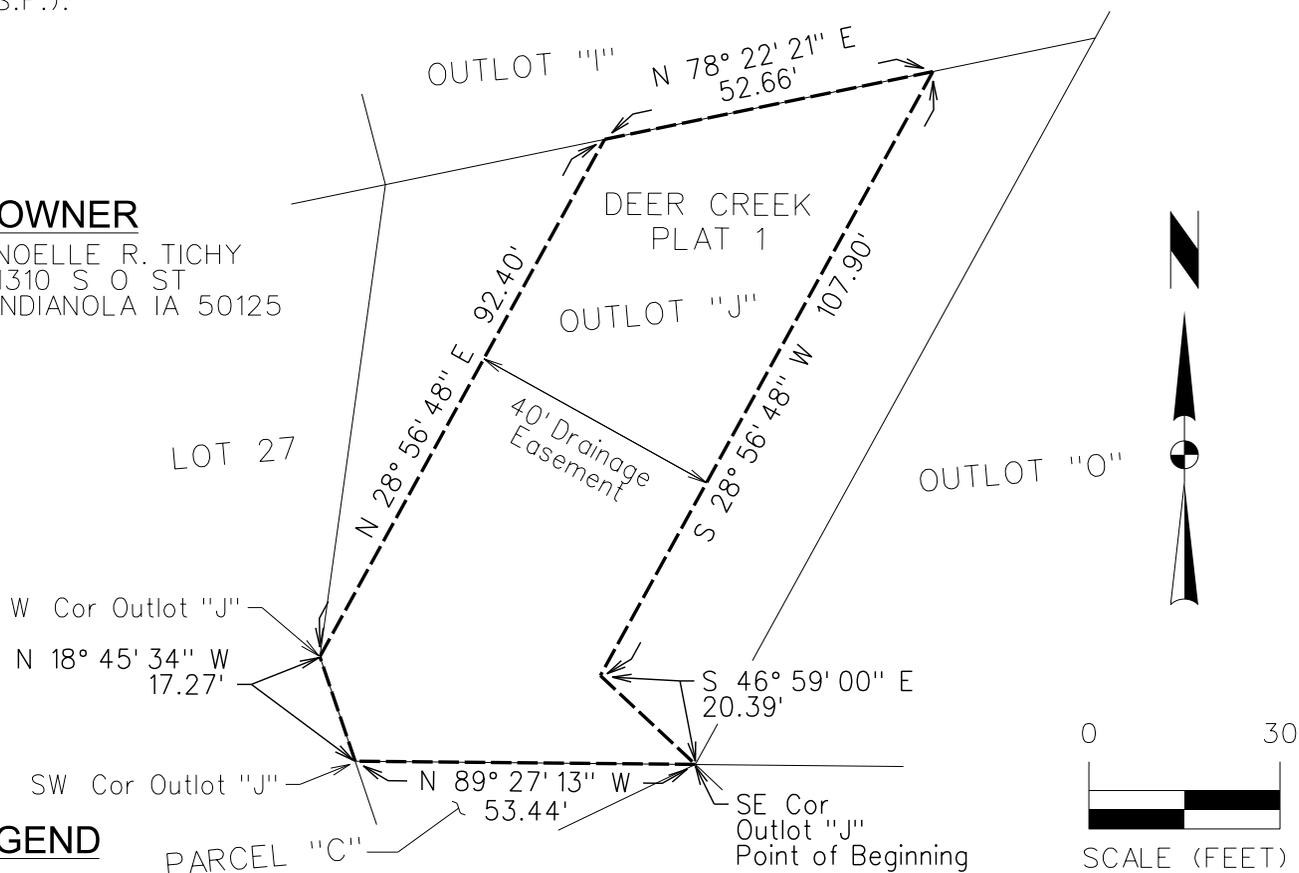
## DRAINAGE EASEMENT DESCRIPTION

A PART OF OUTLOT "J", DEER CREEK PLAT 1, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF INDIANOLA, WARREN COUNTY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID OUTLOT "J"; THENCE NORTH 89° 27' 13" WEST ALONG THE SOUTH LINE OF SAID OUTLOT "J", 53.44 FEET TO THE SOUTHWEST CORNER OF SAID OUTLOT "J"; THENCE NORTH 18° 45' 34" WEST ALONG THE WEST LINE OF SAID OUTLOT "J", 17.27 FEET TO THE WEST CORNER OF SAID OUTLOT "J"; THENCE NORTH 28° 56' 48" EAST, 92.40 FEET TO THE NORTH LINE OF SAID OUTLOT "J"; THENCE NORTH 78° 22' 21" EAST ALONG SAID NORTH LINE, 52.66 FEET; THENCE SOUTH 28° 56' 48" WEST, 107.90 FEET; THENCE SOUTH 46° 59' 00" EAST, 20.39 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.11 ACRES (4,726 S.F.).

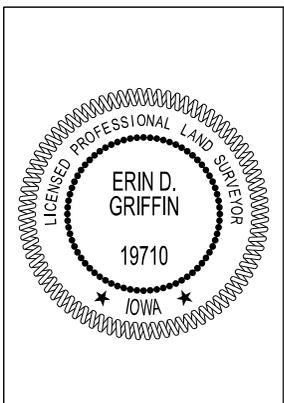
### OWNER

NOELLE R. TICHY  
 1310 S O ST  
 INDIANOLA IA 50125



### LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Plastic Cap #19710 (Unless Otherwise Noted)	●	○
ROW Rail	I	
Calculated Point	+	
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Centerline	-----	
Section Line	=====	
1/4 Section Line	-----	
1/4 1/4 Section Line	-----	
Easement Line	-----	



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Erin D. Griffin, PLS \_\_\_\_\_ Date \_\_\_\_\_

License Number 19710

My License Renewal Date is December 31, 2019

Pages or sheets covered by this seal:  
 Sheet 1 of 1.

## PT OF OUTLOT "J", DEER CREEK PLAT 1

## DRAINAGE EASEMENT



2727 S.W. SNYDER BLVD.  
 ANKENY, IA 50023 (515) 964-2020

SHEET	1 OF 1
PN:	118.1164
FLD BK:	PG:
DATE:	07/08/19
PM/TECH:	EDG/JJB

Meeting Date: 05/18/2020

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**Information**

**Subject**

Approval of Payment Application #2 from Vanderpool Construction for the Quail Meadows 3 Lift Station & Sewer Improvement project in the amount of \$115,128.12.

**Information**

Items included in this application include mobilization, construction testing, traffic control, sanitary sewer gravity main, sanitary sewer force main, tracer wire, manholes, and SWPPP Management for the Quail Meadows 3 Lift Station Project. The total request for Payment Application No. 2 is \$115,128.12.

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**Fiscal Impact**

**Attachments**

Pay Application

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▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131  
Main 515.278.2913 + Fax 515.278.1846

▷ [HRGREEN.COM](http://HRGREEN.COM)

May 8, 2020

Mr. Rick Graves  
City of Indianola WPC  
P.O. Box 299  
Indianola, IA 50125

Re: QUAIL MEADOWS 3 LIFT STATION & SEWER IMPROVEMENTS  
Contractor's Application for Payment No. 2

Dear Rick:

Attached is an electronic copy of Payment Application No. 2 from Vanderpool Construction Inc. for the Quail Meadows 3 Lift Station and Sewer Improvements project. Items included in this application include mobilization, construction testing, traffic control, sanitary sewer gravity main, sanitary sewer force main, tracer wire, manholes, and SWPPP Management.

The total request for Payment Application No. 2 is \$115,128.12. As of this Pay Application, Vanderpool Construction has been paid 18.4% of the contract. We have reviewed and recommend full partial payment of Payment Application No. 2 as submitted by Vanderpool. Please execute the pay application and distribute copies to all parties.

Sincerely,  
HR Green, Inc.

A handwritten signature in blue ink that reads 'Joseph Frankl'.

Joseph Frankl, P.E.  
Project Manager

Cc: Andy Lent, City Clerk  
File

Enclosures

J:\2019\190699\Construction\Payment\Pay\_Estimates\#2\ltr-050820-Indianola\_QM3\_Vanderpool\_Pay\_Request2.docx

**AIA Type Document  
Application and Certification for Payment**

**TO (OWNER):** City of Indianola  
110 N 1st Street  
Indianola, IA 50125

**PROJECT:** Quail Meadows Lift Station

**APPLICATION NO:** 2  
**PERIOD TO:** 4/29/2020

**DISTRIBUTION TO:**  
\_ OWNER  
\_ ARCHITECT  
\_ CONTRACTOR

**FROM (CONTRACTOR):** Vanderpool Construction Inc  
1100 N. 14th St  
Indianola, IA 50125

**VIA (ARCHITECT):**

**ARCHITECT'S PROJECT NO:**

**CONTRACT FOR:**

**CONTRACT DATE:** 2/4/2020

**CONTRACTOR'S APPLICATION FOR PAYMENT**

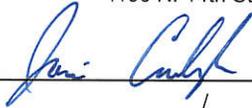
Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Type Document is attached.

<b>1. ORIGINAL CONTRACT SUM</b> .....	\$	<u>834,449.00</u>
<b>2. Net Change by Change Orders</b> .....	\$	<u>0.00</u>
<b>3. CONTRACT SUM TO DATE</b> (Line 1 + 2).....	\$	<u>834,449.00</u>
<b>4. TOTAL COMPLETED AND STORED TO DATE</b> .....	\$	<u>161,763.50</u>
<b>5. RETAINAGE:</b>		
a. <u>5.00</u> % of Completed Work	\$	<u>8,088.19</u>
b. <u>0.00</u> % of Stored Material	\$	<u>0.00</u>
Total retainage (Line 5a + 5b) .....	\$	<u>8,088.19</u>
<b>6. TOTAL EARNED LESS RETAINAGE</b> .....	\$	<u>153,675.31</u>
(Line 4 less Line 5 Total)		
<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT</b> (Line 6 from prior Certificate) .....	\$	<u>38,547.19</u>
<b>8. CURRENT PAYMENT DUE</b> .....	\$	<u>115,128.12</u>
<b>9. BALANCE TO FINISH, INCLUDING RETAINAGE</b> (Line 3 less Line 6)	\$	<u>680,773.69</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>
<b>NET CHANGES by Change Order</b>	<b>0.00</b>	

The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

**CONTRACTOR:** Vanderpool Construction Inc  
1100 N. 14th St Indianola, IA 50125

By:  Date: 4/29/20

State of:

County of:

Subscribed and Sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_

Notary Public:

My Commission Expires :

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$ 115,128.12

*(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)*

ARCHITECT:  Date: 5/8/2020

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**AIA Type Document**  
**Application and Certification for Payment**

**TO (OWNER):** City of Indianola  
 110 N 1st Street  
 Indianola, IA 50125

**PROJECT:** Quail Meadows Lift Station

**APPLICATION NO:** 2  
**PERIOD TO:** 4/29/2020

**DISTRIBUTION TO:**  
 \_ OWNER  
 \_ ARCHITECT  
 \_ CONTRACTOR

**FROM (CONTRACTOR):** Vanderpool Construction Inc  
 1100 N. 14th St  
 Indianola, IA 50125

**VIA (ARCHITECT):**

**ARCHITECT'S PROJECT NO:**

**CONTRACT FOR:**

**CONTRACT DATE:** 2/4/2020

ITEM	DESCRIPTION	PLAN QTY	UNIT PRICE	SCHEDULED VALUE	PREVIOUSLY COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	STORED MATERIAL	COMPLETED AND STORED	%	BALANCE
1	Construction Survey		.0000	4,200.00	50.000%	2,100.00	.000%	0.00	0.00	2,100.00	50.00	2,100.00
2	Mobilization/ General Requirements		.0000	25,000.00	25.000%	6,250.00	25.000%	6,250.00	0.00	12,500.00	50.00	12,500.00
3	Construction Testing		.0000	4,200.00		0.00	50.000%	2,100.00	0.00	2,100.00	50.00	2,100.00
4	Traffic Control		.0000	1,500.00	.500%	7.50	50.000%	750.00	0.00	757.50	50.50	742.50
5	Clearing and Grubbing		.0000	7,800.00	100.000%	7,800.00	.000%	0.00	0.00	7,800.00	100.00	.00
6	Topsoil On-Site	861.000	25.0000	21,525.00	430.500	10,762.50	.000	0.00	0.00	10,762.50	50.00	10,762.50
7	Dewatering		.0000	5,500.00		0.00	.000%	0.00	0.00	0.00	.00	5,500.00
8	Rock Excavation	130.000	200.0000	26,000.00	.000	0.00	.000	0.00	0.00	0.00	.00	26,000.00
9	Sanitary Sewer Gravity Main Trenched PVC 8	1,130.000	56.0000	63,280.00	.000	0.00	1,090.000	61,040.00	0.00	61,040.00	96.46	2,240.00
10	Sanitary Sewer Force Main Trenched PVC 6	1,185.000	26.0000	30,810.00	.000	0.00	1,080.000	28,080.00	0.00	28,080.00	91.14	2,730.00
11	Sanitary Sewer Force Main Trenched PVC 6 RJ	81.000	44.0000	3,564.00	.000	0.00	20.000	880.00	0.00	880.00	24.69	2,684.00
12	Fitting DI MJ 45 Degree Bend 6	2.000	675.0000	1,350.00	.000	0.00	.000	0.00	0.00	0.00	.00	1,350.00
13	Fitting DI MJ Cap 8	2.000	400.0000	800.00	.000	0.00	1.000	400.00	0.00	400.00	50.00	400.00
14	Tracer Wire System		.0000	850.00		0.00	75.000%	637.50	0.00	637.50	75.00	212.50
15	6 Subdrain	70.000	19.0000	1,330.00	.000	0.00	.000	0.00	0.00	0.00	.00	1,330.00
16	6 Subdrain Outlet	1.000	500.0000	500.00	.000	0.00	.000	0.00	0.00	0.00	.00	500.00
17	Connection to Existing Sewer Main	2.000	7,300.0000	14,600.00	1.000	7,300.00	.000	0.00	0.00	7,300.00	50.00	7,300.00
18	Manhole SW-301 48 Diameter	4.000	6,500.0000	26,000.00	.000	0.00	3.000	19,500.00	0.00	19,500.00	75.00	6,500.00
19	Remove Existing Field Fence	80.000	8.0000	640.00	80.000	640.00	.000	0.00	0.00	640.00	100.00	.00
20	Lift Station Complete		.0000	448,500.00		0.00	.000%	0.00	0.00	0.00	.00	448,500.00

**AIA Type Document**  
**Application and Certification for Payment**

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21	Existing Lift Station Decommissioning		.0000	11,000.00		0.00	.000%	0.00	0.00	0.00	.00	11,000.00
22	Driveway Granular	3,300.000	28.0000	92,400.00	.000	0.00	.000	0.00	0.00	0.00	.00	92,400.00
23	Hydraulic Seeding Seed Fertilize Mulch T2 Hay	3.600	2,350.0000	8,460.00	.000	0.00	.000	0.00	0.00	0.00	.00	8,460.00
24	SWPPP Preparation		.0000	1,300.00	100.000%	1,300.00	.000%	0.00	0.00	1,300.00	100.00	.00
25	SWPPP Management		.0000	3,100.00		0.00	50.000%	1,550.00	0.00	1,550.00	50.00	1,550.00
26	Filter Sock	100.000	3.0000	300.00	.000	0.00	.000	0.00	0.00	0.00	.00	300.00
27	Silt Fence	300.000	2.0000	600.00	987.000	1,974.00	.000	0.00	0.00	1,974.00	329.00	-1,374.00
28	Stabilized Construction Entrance	111.000	22.0000	2,442.00	111.000	2,442.00	.000	0.00	0.00	2,442.00	100.00	.00
29	Chain Link Fence 7'	148.000	38.5000	5,698.00	.000	0.00	.000	0.00	0.00	0.00	.00	5,698.00
30	20' Chain Link Gate 7'	1.000	1,000.0000	1,000.00	.000	0.00	.000	0.00	0.00	0.00	.00	1,000.00
31	Remove and Replace Existing Chain Link Fence	25.000	48.0000	1,200.00	.000	0.00	.000	0.00	0.00	0.00	.00	1,200.00
32	Landscape Fabric/Rock	44.000	120.0000	5,280.00	.000	0.00	.000	0.00	0.00	0.00	.00	5,280.00
33	Erosion Stone	280.000	49.0000	13,720.00	.000	0.00	.000	0.00	0.00	0.00	.00	13,720.00
<b>REPORT TOTALS</b>				<b>\$834,449.00</b>		<b>\$40,576.00</b>		<b>\$121,187.50</b>		<b>\$161,763.50</b>		
									<b>\$ .00</b>			<b>\$672,685.50</b>

Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution approving a professional services agreement with Bolton and Menk, Inc. for engineering services for the City Square Streetscape Plan.

**Information**

In your packet with the resolution is a memorandum about the Streetscape Project, the proposed agreement with Bolten & Menk, as well as their scope of services and fees for the project.

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**Fiscal Impact**

**Attachments**

Streetscape Memorandum

Agreement

Scope of Services

Resolution Approving Agreement

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 8, 2020  
Re: Resolution approving a professional service agreement with Bolton and Menk, Inc. for engineering services to implement the Downtown Square Master (streetscape) Plan.

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As the Council is aware, at its meeting on August 5, 2019, the Downtown Square Master Plan was approved. The overall goal of the Downtown Square Master Plan is to create a more pedestrian friendly, inviting and activated space where businesses thrive and where residents and visitors choose to spend time. More information on the planning process can be found here: <https://www.indianolaiowa.gov/804/Indianola-Downtown-Square-Streetscape>. Additionally, with the adoption of the Fiscal Year 2021 budget, \$2 Million of the total estimated project cost of \$4.7 Million was budgeted. The \$2 Million budgeted for FY21 included costs of engineering, which is proposed to take place in the Summer and Fall of 2020.

The proposed professional services agreement and scope is attached to this agenda item. The agreement calls for a total cost of services not to exceed \$556,000. Design phase services (2020) include project initiation and project management, public involvement and stakeholder input, data collection, geotechnical investigation and analysis coordination, utility coordination, watermain design, preliminary and final design, plans and specification preparation, and bidding management. Construction phase services (2021) include construction administration, construction observation and construction closeout.

If approved, surveying work could begin as soon as June of 2020, with final design concluding by year end of 2020. The project is proposed to be released for bid in January of 2021, with award of contract in March of 2021. Construction of improvements could begin in March/April of 2021, with the project concluding in November of 2021. As Council is aware, one of the goals of this project was to align it with Warren County's Justice Center project, which has an estimated completion date of March, 2022.

The proposed professional services agreement and scope have been reviewed by Public Works Director Akhilesh Pal and by Legal Counsel. I will attend the May 18<sup>th</sup> Council meeting if you have any questions.

**AGREEMENT FOR PROFESSIONAL SERVICES**

**DOWNTOWN SQUARE STREETScape**

**CITY OF INDIANOLA and BOLTON & MENK, INC.**

This Agreement, made this 4<sup>th</sup> day of May, 2020, by and between City of Indianola, 110 N 1<sup>st</sup> Street, Indianola, Iowa (“CLIENT”), and BOLTON & MENK, INC., 309 E 5<sup>th</sup> St. Suite 202, Des Moines, Iowa (“CONSULTANT”).

WITNESS, whereas the CLIENT requires professional services in conjunction with DOWNTOWN SQUARE STREETScape IMPROVEMENTS (“Project”) and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

**SECTION I - CONSULTANT'S SERVICES**

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties, Additional Services may be authorized as described in Section IV.B.

**SECTION II - THE CLIENT'S RESPONSIBILITIES**

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use. Such information shall include but shall not be limited boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.

- F. The CONSULTANT'S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or "municipal advisor" (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC) professional services and the CLIENT shall provide such services as may be required for completion of the Project described in this Agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in Exhibit I.

(Remainder of this page intentionally left blank)

**SECTION III - COMPENSATION FOR SERVICES**

A. FEES.

1. The CLIENT will compensate the CONSULTANT in accordance with the following Schedule of Fees for the time spent in performance of Agreement services. Total cost of services shall not exceed \$556,000.00 without the prior consent of CLIENT.

**Schedule of Fees**

<b>Employee Classification</b>	<b>Hourly Billing Rates</b>
<b>Sr. Principal</b>	<b>\$150-280/Hour</b>
<b>Principal Engineer/Surveyor/Planner/GIS/Landscape Architect</b>	<b>\$140-225</b>
<b>Senior Engineer/Surveyor/Planner/GIS/Landscape Architect</b>	<b>\$110-210</b>
<b>Project Manager (Inc. Survey, GIS, Landscape Architect)</b>	<b>\$100-195</b>
<b>Project Engineer/Surveyor/Planner/Landscape Architect</b>	<b>\$85-190</b>
<b>Design Engineer/Landscape Designer/Graduate Engineer/Surveyor</b>	<b>\$80-190</b>
<b>Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)</b>	<b>\$60-175</b>
<b>Senior Technician (Inc. Construction, GIS, Survey<sup>1</sup>)</b>	<b>\$85-180</b>
<b>Technician (Inc. Construction, GIS, Survey<sup>1</sup>)</b>	<b>\$65-150</b>
<b>Administrative/Corporate Specialists</b>	<b>\$45-125</b>
<b>Structural/Electrical/Mechanical/Architect</b>	<b>\$120-150</b>
<b>GPS/Robotic Survey Equipment</b>	<b>NO CHARGE</b>
<b>CAD/Computer Usage</b>	<b>NO CHARGE</b>
<b>Routine Office Supplies</b>	<b>NO CHARGE</b>
<b>Routine Photo Copying/Reproduction</b>	<b>NO CHARGE</b>
<b>Field Supplies/Survey Stakes &amp; Equipment</b>	<b>NO CHARGE</b>
<b>Mileage</b>	<b>NO CHARGE</b>

<sup>1</sup> No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.

2. The preceding Schedule of Fees shall apply for services provided through December 31, 2020. Hourly rates may be adjusted by CONSULTANT, in consultation with CLIENT, on an annual basis thereafter to reflect reasonable changes in its operating costs. Adjusted rates will become effective on January 1st of each subsequent year, upon written acceptance by CLIENT.
3. Rates and charges do not include sales tax. If such taxes are imposed and become applicable after the date of this Agreement CLIENT agrees to pay any applicable sales taxes.
4. The rates in the Schedule of Fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey

stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.

5. Additional services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
6. Expenses required to complete the agreed scope of services or identified in Section III.A.6 will be invoiced separately, and include but are not limited to large quantities of prints; extra report copies; out-sourced graphics and photographic reproductions; document recording fees; special field and traffic control equipment rental; outside professional and technical assistance; geotechnical services; and other items of this general nature required by the CONSULTANT to fulfill the terms of this Agreement. CONSULTANT shall be reimbursed at cost for these Direct Expenses incurred in the performance of the work, subject to the Total cost not to exceed fee or approved Additional services.

## B. PAYMENTS AND RECORDS

1. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and terms.
2. If CLIENT fails to make any payment due CONSULTANT for undisputed services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.
3. In addition to the service charges described in preceding paragraph , if the CLIENT fails to make payment for undisputed services and expenses within 60 days after the date of the invoice, the CONSULTANT may, upon giving seven days' written notice to CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all past due amounts for undisputed services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. Documents Retention. The CONSULTANT will maintain records that reflect all revenues, costs incurred and services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to the contract for a period of six years.

(Remainder of this page intentionally left blank)

## SECTION IV - GENERAL

### A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions. No warranty, express or implied, is made.

### B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope or duration of the project from that described in Exhibit I, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and Agreement will be revised in writing.

### C. LIMITATION OF LIABILITY

1. General Liability of CONSULTANT. For liability other than professional acts, errors, or omissions, and to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts and omissions in the non-professional services of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants.
2. Professional Liability of CONSULTANT. With respect to professional acts, errors and omissions and to the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by a negligent act, error or omission of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT's liability insurance policies.
3. General Liability of Client. To the fullest extent permitted by law, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, or agents.

4. CLIENT waives all claims against individuals involved in the services provided under this Agreement and agrees to limit all claims to the CONSULTANT's corporate entity.
5. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

#### D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.
7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least

30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium

#### E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

#### F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor. CLIENT acknowledges that on-site contractor(s) are solely responsible for construction site safety programs and their enforcement.

#### G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the Project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. If CLIENT is responsible for accidental disclosure of electronic/digital data developed by CONSULTANT under this agreement, CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT.

## H. REUSE OF DOCUMENTS

1. Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including Reports, Plans and Specifications) for any reasonable use relative to the Project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.
2. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse by CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

## I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

## J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two (2) years or until such other expressly identified completion date, after which time the Agreement may be extended upon mutual agreement of both parties.

## K. TERMINATION

This Agreement may be terminated:

1. For cause, by either party upon 7 days written notice in the event of substantial failure by other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For termination by CONSULTANT, cause includes, but is not limited to, failure by CLIENT to pay undisputed amounts owed to CONSULTANT within 120 days of invoice and delay or suspension of CONSULTANT'S services by for more than 120 days for reasons beyond CONSULTANT'S cause; or,
2. Notwithstanding, the foregoing, this Agreement will not terminate under Section IV.K if the party receiving such notice immediately commences correction of any substantial failure and cures same within 10 days of receipt of the notice.

3. For convenience by CLIENT upon 7 days written notice to CONSULTANT.
4. In the event of termination by CLIENT for convenience or by CONSULTANT for cause, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement. CONSULTANT shall deliver and CLIENT shall have, at its sole risk, right of use of any completed or partially completed deliverables, subject to provisions of Section IV. H.
5. In event of termination by CLIENT for cause and in addition to any other remedies available to CLIENT, CONSULTANT shall deliver to CLIENT and CLIENT shall have right of use of any completed or partially completed deliverables, in accordance with the provisions of Section IV.H. CLIENT shall compensate CONSULTANT for all undisputed amounts owed CONSULTANT as of date of termination.

#### L. INDEPENDENT CONTRACTOR

Nothing in the Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under the Agreement.

#### M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

#### N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein. **The CONSULTANT is an Equal Opportunity Employer** and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

#### O. ASSIGNMENT

Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

#### P. SURVIVAL

All obligations, representations and provisions made in or given in Section IV and Documents Retention clause of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

R. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Iowa and venued in courts of Iowa; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which the project is located.

S. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a mutually agreeable mediator. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

**SECTION V - SIGNATURES**

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Indianola

CONSULTANT: Bolton & Menk, Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

Matt Ferrier, Iowa Work Group Leader  
Print Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## EXHIBIT I

### SCOPE OF SERVICES BY CONSULTANT INDIANOLA CITY SQUARE RECONSTRUCTION CITY OF INDIANOLA, IOWA

#### I. SCOPE OF SERVICES

The scope of services is based on the project limits and concepts outlined in the City Square Master Plan to be designed and constructed. The scope is divided into two tasks, Design Phase Services and Construction Phase Services. The work included is as follows:

#### TASK I – DESIGN PHASE SERVICES

For purposes of this specific project, Design Phase Services to be provided by CONSULTANT are as follows:

##### Task 1.1 – Project Initiation and Project Management

- A. CONSULTANT will facilitate a project kick-off meeting with CLIENT staff to accomplish the following:
  - Review and confirm the scope of the project
  - Review available information relative to the project
  - Review and discuss specific infrastructure issues and CLIENT’S current design standards as they relate to the proposed improvements on this project
  - Review and verify project schedules
  - Conduct a field review of project area by CONSULTANT and CLIENT representatives
- B. In-person meetings will be held with CONSULTANT and CLIENT after the initial kickoff meeting. These meetings will discuss findings, issues, schedule, and needs to keep the project progressing.
- C. CONSULTANT will provide project and contract administration services throughout the duration of the project.
- D. CONSULTANT will facilitate project communication throughout the duration of the project. (Including distributing meeting minutes in a timely manner).

##### Task 1.2 – Public Involvement and Stakeholder Input

- A. Stakeholder and Public Informational Meetings and Communications
  1. CONSULTANT will organize and conduct stakeholder meetings to provide project updates. It is anticipated that there will be up to three (3) stakeholder information meetings. One of the three (3) meetings shall be at the 60% final design stage as a final check prior to implementing design. It is assumed that multiple stakeholders may attend the same meeting. The CLIENT will assist the CONSULTANT in creating a list of stakeholders. Potential stakeholders may include but are not limited to the following:
    - a. Business/Property Owners
    - b. Community Development Leaders
    - c. Indianola Municipal Utilities
    - d. Representatives from Warren County
  2. CONSULTANT will organize and conduct a public informational meeting and one City Council workshop session during the development of the project as follows:
    - a. Public Informational Meeting – This meeting will take place near the completion

of preliminary design to inform the community on the general design direction for the project and collect input influencing final design. CONSULTANT will allow the community an opportunity to react to the various design options and verify the design direction.

- b. City Council Workshop Session – Near 60% final design, the CONSULTANT will lead a Council workshop session to inform City Council on the direction of the project and confirm the progress to date aligns with the City’s expectation for the project.
  3. CONSULTANT will provide project information to property and business owners throughout the development, design, and bidding phases via informational newsletters (mail and email) and project website/social media updates. This will then be developed into a project construction website as a resource for construction updates. The City shall review content prior to release.
  4. Specific property/business owners may require a more personal approach. CONSULTANT will conduct up to eight (8) “kitchen table” style meetings with those individuals. This is intended to provide a personal approach to addressing specific needs/concerns of those individuals directly impacted by the project.
- B. Civil/Emergency Services Coordination Meeting: CONSULTANT will organize and conduct a coordination meeting with representatives from the police department, sheriff’s department, highway patrol, fire department, ambulance service, refuse/recycling providers, postal service and other service providers that may be impacted by the proposed improvements or construction activities. The purpose of this meeting is to identify and discuss any issues that need to be addressed in the project design or construction staging such that provisions are made to maintain adequate services during and after construction.
- C. Pre-Construction Informational Meeting: CONSULTANT will organize and conduct a public informational meeting after the contract is awarded and before construction commences.
1. Introduce Contractor
  2. Present Tentative Schedule

### **Task 1.3 – Data Collection**

- A. CONSULTANT will collect topographic survey of the City Square public ROW which will include:
1. Horizontal and vertical location of existing surface improvements
    - a. Horizontal and vertical location of CLIENT utilities – sanitary sewer, watermain and storm sewer
    - b. Locate the front of adjacent buildings and collect detailed horizontal and vertical measurements on building entrances and awnings/overhangs within the corridor. This will include locations of underground basement vaults.
    - c. Locate private utilities (natural gas, telephone, CATV, electric, watermain, etc.) based on field marking or other information from utility owners
  2. CONSULTANT will compile a photo and video record of the project areas.
- B. CONSULTANT will identify any necessary easements and/or acquisitions along the project during the design process.
- C. CONSULTANT will assist CLIENT with a scope of work for a CCTV video investigation of existing storm and sanitary sewers within the project limits.

- D. CONSULTANT will prepare a base plan showing the existing surface and subsurface conditions based on the information collected. The base plan will be prepared in a format compatible with the CADD which is proposed to be used for the various project elements.

**Deliverables:**

Base map in PDF and CAD format

**Task 1.4 – Geotechnical Investigation and Analysis Coordination**

- A. CONSULTANT will subcontract a Geotechnical subconsultant to perform geotechnical exploration program including field investigations and laboratory testing. The geotechnical services for this task shall consist of:
  - 1. Soil and pavement boring location and depths with testing requirements.
  - 2. Evaluation of subgrade stabilization alternatives as needed.
  - 3. Vehicular pavement section design using SUDAS guidance (assumes no pervious pavement design).
  - 4. Determination of infiltration rate for design of stormwater infiltration features based on guidance from the Iowa Storm Water Management Manual.
  - 5. Preparation of Geotechnical Report. The SUBCONSULTANT will prepare a draft geotechnical report summarizing results of field exploration and laboratory testing programs, boring logs, lab test data, subgrade evaluations, pavement section design and soil infiltration rates. This task will include effort to incorporate geotechnical analysis and recommendations into roadway, drainage, water main and sanitary sewer design elements.

**Deliverables:**

Final Geotechnical Report: submitted electronically in PDF format

**Task 1.5 – Utility Coordination**

- A. During the field data collection phase, CONSULTANT will complete an Iowa One Call to identify the utilities within the project corridor. CONSULTANT will attend up to two (2) in-person utility coordination meetings with affected utilities to review the proposed construction and identify conflicts and required relocation. Utility coordination will be discussed again at the preconstruction meeting. Additionally, CONSULTANT will prepare for and conduct up to three (3) conference calls with affected utilities. It is understood that existing utility locations will be taken from as constructed information or as marked in the field and that there will be no excavation for location as part of this scope of services.
- B. CONSULTANT will prepare an existing conditions mapping, and project public utility removal plans for inclusion in the construction documents.

**Task 1.6 – Watermain Design**

- A. Watermain Coordination: CONSULTANT will design watermain replacement for the City Square. CONSULTANT will coordinate with Indianola Municipal Utilities (IMU) for water main design. CONSULTANT will organize one (1) in-person meeting with IMU for design meetings and up to two (2) conference calls with IMU. CONSULTANT will acquire all required state permits.

**Deliverables:**

30%, 60%, 90%, and Final Plans and Special Provisions, submitted electronically in PDF format.  
Iowa DNR permit application for watermain submitted electronically in PDF format.

### **Task 1.7 – Preliminary Design Document (30% Design)**

- A. CONSULTANT will prepare preliminary design drawings for the following infrastructure items:
1. Streetscaping
  2. Sidewalk and ADA Improvements
  3. Street and Surface Improvements – Roadway geometric design criteria, curb and sidewalk grades, Americans with Disabilities Act (ADA) compliance and way-finding recommendations.
  4. Storm Sewer – Project area drainage and storm sewer analysis will be conducted to identify recommended storm sewer capacity upgrades and replacements of existing storm drainage infrastructure. Storm sewers are assumed to be separated from sanitary sewers throughout the project area. Alternative recommendations including stormwater BMPs will be utilized where practical.
  5. Sanitary Sewer - Identify, analyze, and review current needs for sanitary sewer. Present recommendations for reuse, rehabilitation and replacement options for mainline sewer and service lines based on a summary of findings from the CCTV video review. Identify which sanitary sewer will be reused, rehabilitated, or replaced. CONSULTANT will locate and inspect sanitary sewer manholes designated for rehabilitation and document findings. Review information supplied by the City for the sanitary sewer: age of piping, size and material of piping, break history of piping, history of surcharging of sewers, and other known deficiencies
  6. Other Utilities – Identification of other utility conflicts, such as power, gas and telecom infrastructure, which will require coordination with third parties and private entities.
  7. Permitting – Identify required local, state and Federal permits, approvals and environmental clearances for the proposed improvements.
  8. Sight lines and setback Analysis – Evaluate alternatives for the street layout and streetscaping that will accommodate all users, including vehicles, bicycles, pedestrians, and transit and bus stops. This shall include provisions for complete streets and traffic calming.
  9. Right-of-Way – Identify additional easement and right-of-way needs throughout the corridor.
- C. CONSULTANT will meet with CLIENT to review a draft copy of the preliminary design drawings. If required, changes will be made to the drawings based on the one round of CLIENT’S review comments. This effort will include comment resolution documentation to be submitted to the CLIENT.
- D. CONSULTANT will present the preliminary design drawings to City Council.

### **Task 1.8 – Final Design and Plans and Specification Preparation (60% & 95% Design)**

CONSULTANT will perform final design and prepare construction plans and specifications based on the approved preliminary design. Unless as otherwise specified, the plan set formatting will follow current SUDAS standards.

- A. Streetscape Elements: CONSULTANT will prepare comprehensive streetscape plans and specifications incorporating streetscaping elements from the preliminary design task. Detailed construction plans and details shall be developed for the following:
1. Selective minor decorative pavement/hardscape details and specifications for sidewalks, roadway, and intersections that may include pavers and/or imprinted and/or colored pavements
  2. Landscaping plans and details including planter locations, plant type and size
  3. Streetscape amenities plan and details including benches and litter receptacles, planter pots, bicycle racks, and way-finding signage, as deemed appropriate based on the overall

streetscape design

4. Special details as needed to include landscaping planter design, wayfinding signage, public art opportunities, hardscape improvements and entry signage/monumentation.
- B. Street and Surface Improvements: CONSULTANT will generate the detailed design for the street and surface improvements. CONSULTANT will provide the pavement determination for the mainline and side road pavements. This task includes the preparation of the following construction plans:
1. Removal plans.
  2. Roadway typical sections and details.
  3. Roadway plan and profile sheets (1"=20' scale full-size) calling-out plan dimensions, street improvements, centerline/curb profiles, spot elevations and grades on sidewalks
  4. Survey control and alignment geometry sheets.
  5. Intersection geometrics and staking sheets (1"=20' scale full-size) at all side road locations and driveway connections. Includes return profiles and jointing details.
  6. ADA-compliant curb ramp detail sheets (1"=10' scale full-size) at all pedestrian crossings of street and railroad, showing spot elevations and grades.
  7. Special construction details, access road modifications, building entrance details, and, as necessary, abandonment of existing coal chutes and utility vaults under the sidewalk if applicable.
  8. Roadway cross section sheets (1"=5' vertical scale full-size) drawn and sheeted at 50 ft. spacing and at all driveways and side roads. No utilities will be shown on cross sections, but instead will be shown on respective utility plans. Construction staging lines will be shown on cross sections, but separate construction staged cross sections will not be provided.
  9. Earthwork tabulations.
- C. Sanitary Sewer: CONSULTANT will complete the detailed design for sanitary sewer as determined in the preliminary design. Consideration will be given to separation distances with water main. It is anticipated that services will be removed and replaced as necessary to the right of way line. This task includes preparation of the following plans:
1. Removal plans
  2. Plan and profile sheets (1"=20' scale full-size) for sanitary sewer improvements based upon the findings presented in the Preliminary Design Document.
  3. Construction and special structure details
- D. Water Main/Services: CONSULTANT will complete the detailed design for the water main based on the preliminary design. water main layout and profile sheets that will show the existing topography, proposed improvements, water main profile, hydrant and valve locations. The design will be coordinated with IMU.
1. Removal plans.
  2. Plan and profile sheets (1"=20' scale full-size) for water main improvements based upon the findings presented in the preliminary design.
  3. Water services.
  4. Construction and special details.
- E. Storm Water/Drainage/Erosion Control: CONSULTANT will complete the final designs of storm water and sewer improvements and pavement subdrains that are included in the approved preliminary design document. CONSULTANT will also design temporary and permanent erosion control measures and prepare Storm Water Pollution Prevention Plan (SWPPP) Guidance Documents for the project. This task includes preparation of the following plans:
1. Removal plans.

2. Plan and profile sheets (1"=20' scale full-size) for storm sewer improvements and permanent erosion control measures.
  3. Construction details for storm sewer elements, low-impact design elements and storm water management features (coordinate with streetscape elements as required).
  4. Storm Water Pollution Prevention Plan (SWPPP) Guidance Documents. CONSULTANT will be responsible for generating SWPPP narrative, plan sheets, and details and submitting for approval.
- F. Signing and Striping: CONSULTANT will complete the detailed design for the signing and striping. The signing and striping plan will follow the requirements in the latest version of the Manual on Uniform Traffic Control Devices. This task includes preparation of the following plans:
1. Signage and Pavement Marking Plans (1"=20' scale full-size)
- G. Lighting Plans: CONSULTANT will complete the detailed design indicating the locations of proposed lighting and location of existing lighting rehabilitation. Lighting locations will be coordinated with the Street Department and IMU. This task includes preparation of the following plans:
1. Lighting Locations (to be indicated on streetscape improvement plans, 1"=20' scale full-size)
- H. Construction Staging and Traffic Control: CONSULTANT will develop a suggested construction staging plan that manages effective movement of vehicular, bicycle, and pedestrian traffic while maintaining efficient construction progress throughout construction. CONSULTANT will coordinate with the property owners to minimize closure of their business entrances. Staging plans will address traffic control needs for each stage of construction and include typical Iowa DOT quantities and bid items for temporary traffic control items. This task includes preparation of the following plans:
1. Construction Staging and Traffic Control Plans (1"=20' scale full-size) to include temporary traffic control signing, striping, devices, and wayfinding needs.
  2. Traffic Control Typical Sections.
  3. Construction Staging Details.
- I. General Plan Production: CONSULTANT will assemble the plan sheets described in previous tasks. This task includes preparation of other general sheets such as:
1. Title Sheet.
  2. Location and project key maps.
  3. Estimated construction quantities.
  4. Estimate and reference information.
  5. General project notes and miscellaneous details.
- J. Project Manual: CONSULTANT will prepare a project manual for the project in accordance with Iowa SUDAS and City of Indianola standards.
- K. Final Engineer's Estimate: CONSULTANT will prepare an engineer's estimate with breakdowns provided for the various construction elements and funding sources (if required).
- L. CLIENT Review: Plans will be reviewed with CLIENT at the 30, 60%, and 95% complete stages. The project manual will be reviewed with CLIENT at the 95% complete stage. A statement of estimated quantities and estimated construction cost will be prepared by the CONSULTANT at 60% and 95% complete stages. If required, changes will be made to the contract documents based on CLIENT's review and comments. It is assumed that easement and

right-of-way design will commence at the 60% complete stage of plan set production. The final contract documents will be presented to CLIENT for approval.

- M. CONSUTLANT provide acquisition plats to CLIENT for any temporary or permanent acquisitions and easements. These will be provided at the 60% design phase.

### **Task 1.9 – Bidding Phase**

CONSUTLANT will provide the following bidding assistance:

- A. Assist CLIENT in the preparation of advertisement for bids and submittal to the local newspaper and other required publications, secure affidavits of publication
- B. Post advertisement for bids on CONSULTANT’s website.
- C. Upon request by prospective bidders, subcontractors or suppliers, CONSULTANT will distribute copies of the contract/bidding documents – hard copy or electronic documents, or both. A nominal refundable fee may be charged for bidding documents.
- D. Maintain and update plan holders list throughout bidding period.
- E. Address questions from prospective bidders, subcontractors and suppliers, and prepare and issue addenda as required.
- F. If requested by CLIENT, CONSULTANT will conduct a pre-bid meeting for prospective bidders, subcontractors, or suppliers.
- G. Assist CLIENT with the public opening and reading of the bids.
- H. Review bids and prepare bid tabulation and abstract of all bid items.
- I. Conduct pre-award review of the low bidder and significant subcontractors and perform other research to investigation capabilities and qualifications of the low bidder.
- J. Assist CLIENT in preparing recommendation for CLIENT Council regarding the award of the bid. CONSULTANT will attend CLIENT Council meeting to answer any questions regarding the recommendation.

### **TASK II – CONSTRUCTION PHASE SERVICES**

Construction Phase Services consist of the following:

- A. Construction Administration: CONSULTANT will provide the following construction administration activities:
  - 1. Prepare required contract documents, with the assistance of CLIENT’S attorney and staff, after award of contract.
  - 2. Convene and preside over the preconstruction conference to be attended by CLIENT, contractors and any affected utility companies.
  - 3. Provide supervision and support to resident project representatives.
  - 4. Convene and preside over weekly construction scheduling meetings and business owners’ meetings during the construction.
  - 5. Prepare change orders and written directives.
  - 6. Review, for conformance with design concept only, any shop drawings required to be furnished by the Contractor.
  - 7. Review any material lists, supplier’s lists, or other submittals required to be furnished by the Contractor.
  - 8. Subcontract Geotechnical services and material testing services, including borings, other subsurface investigations, and material testing for quality control.
  - 9. Perform visits to the site at intervals appropriate for the various stages of construction, observe the progress and quality of the executed work of the contractors, and determine, in general, if such work is proceeding in accordance with the contract documents.
  - 10. Meet with affected property owners and business owners as required to answer specific questions or to address construction or design related concerns.
  - 11. Obtain additional information or clarifications from CLIENT when required for the proper execution of the work.

12. Review and make a recommendation on the Contractor's request for partial payments. Such review will be based upon CONSULTANT'S on-site observations and such written documentation as may be available to CONSULTANT at the time of review. Such review will not include verification of unit price contract quantities by physical measurement of individual work items.
- B. Construction Observation: CONSULTANT will provide one full-time on-site representative during the construction of the project. Services consist of the following:
1. Attend preconstruction conference
  2. Attend weekly construction progress meetings and prepare minutes
  3. Schedule and coordinate construction staking
  4. In coordination with the geotechnical and materials testing company, schedule and coordinate materials testing and maintain reports and documentation of testing performed and associated results
  5. Assist the project engineer with the preparation, review and approval of partial pay requests
  6. Meet with affected property owners, as required, to answer specific questions or to address construction or design related concerns. Resident project representative will be the primary contact person for property owners for addressing construction related concerns and issues.
  7. Serve as engineer's liaison with contractor, working principally through contractor's superintendent and assist in understanding the intent of the Contract Documents
  8. Assist project engineer in serving as CLIENT's liaison with contractor
  9. Assist in obtaining additional details or information from CLIENT, when required for proper execution of the work
  10. Review of Work, Rejection of Defective Work, Inspections and Tests
  11. Report to project engineer when clarifications and interpretations of the Contract Documents are needed and transmit to contractor clarifications and interpretations as issued by project engineer
  12. Modifications: Consider and evaluate contractor's suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to project engineer. Transmit to contractor decisions as issued by project engineer.
  13. Maintain Construction Records, including construction correspondence; construction diary; record and documentation of quantities; record of measurements, ties, sketches or other documentation of buried construction items and underground utilities; photographic and video record during construction; materials testing reports and documentation
  14. Records library – the resident project representative will work with the project engineer to establish and maintain a library of the records
  15. On-site construction representative services do not constitute acceptance or approval of the Contractor's work nor do they relieve any part of the contractor's responsibility under the construction documents.
- C. Construction Closeout and Record Drawings:
1. CONSULTANT will conduct an inspection of the project in the company of CLIENT and the Contractor for conformance with contract documents. A punch list will be developed from the inspection and be used to track completion of those items.
  2. CONSULTANT will prepare record drawings reflecting constructed conditions from information observed by CONSULTANT or supplied by others and furnish one reproducible copy and one electronic copy of the plans to CLIENT.

## **II. HOURLY RATE SERVICES**

The following services shall be provided at CONSULTANT's standard hourly rate and a fee estimate shall be developed and mutually agreed upon prior to commencement of work:

- A. **FUNDING ASSISTANCE.** Throughout the project, our team will consider future funding opportunities to leverage project resources. This task allows our team to provide assistance or leadership to the city in identifying and pursuing funding opportunities as requested. CONSULTANT will develop a funding matrix of potential grant sources and maintain a funding plan that will aid in the development of commitments and identification of the possibilities to close the funding gaps.
- B. **REMONUMENTATION.** Replacing lost or obliterated government survey corners or property corners along the project route.
- C. **ADDITIONAL PROPERTY OR RIGHT OF WAY ACQUISITION SERVICES.** Includes additional property or right of way acquisition services beyond those included in the Basic Services, including: Preparation of easement agreements, preparation of right-of-way plats, assistance with eminent domain proceedings, court preparation and testimony.
- D. **ENVIRONMENTAL SERVICES.** Environmental services associated with asbestos investigations and mitigation, hazardous materials leaks and contaminated soils.
- E. Internal inspection of the existing sanitary sewers using CCTV technology.
- F. All other services not specifically identified in Tasks I or II.

**III. PROPOSED SCHEDULE**

The anticipated project schedule is as follows:

- Topographic Survey: June 2020
- 30% Design Review: August 2020
- 60% Design Review: October 2020
- 95% Design Review: December 2020
- Bidding Phase: January 2021
- Construction Contract Award: March 2021
- Construction Start: April/May 2021
- Construction Completion/Project Closeout: November 2021

**IV. ESTIMATED FEES:**

The fees for the completion of the above scope are:

Task I – Design Phase Services:	\$300,000.00
Task II – Construction Phase Services:	\$240,000.00
Subconsultant Services:	<u>\$ 16,000.00</u>
Total	\$556,000.00

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

**RESOLUTION APPROVING A PROFESSIONAL SERVICE AGREEMENT  
WITH BOLTON AND MENK, INC. FOR ENGINEERING SERVICES TO  
IMPLEMENT THE DOWNTOWN SQUARE MASTER (STREETSCAPE) PLAN**

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WHEREAS, at its meeting on August 5, 2019, the Indianola City Council approved the Downtown Square Master Plan; and

WHEREAS, with the adoption of the Fiscal Year 2021 budget, \$2 Million of the total estimated project cost of \$4.7 Million was budgeted; and

WHEREAS, the scope of services outlines design phase services, which will take place in 2020, to include project initiation and project management, public involvement and stakeholder input, data collection, geotechnical investigation and analysis coordination, utility coordination, watermain design, preliminary and final design, plans and specification preparation, and bidding management; and

WHEREAS, the scope and services outlines construction phase services, which will take place in 2021, to include construction administration, construction observation and construction closeout; and

AND WHEREAS, the professional services agreement's total cost of services does not exceed \$556,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that the professional service agreement with Bolton and Menk, Inc. for engineering services to implement the Downtown Square Master (streetscape) Plan is approved.

**APPROVED** this 18<sup>th</sup> day of May 2020.

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Kelly B. Shaw, Mayor

**ATTEST:**

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Andrew J. Lent, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution approving a request from IMU to waive building permit fees.

**Information**

Indianola Municipal Utilities has requested a waiver of building permit fees (packet) for the Water Department storage building project.

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**Fiscal Impact**

**Attachments**

Fee Waiver Memorandum  
Request  
Resolution Waiving Fee

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 13, 2020  
Re: Resolution approving request from Indianola Municipal Utilities to waive building permit fees

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Attached to this memo is a letter from the General Manager of Indianola Municipal Utilities requesting that the City Council waive a fee due of \$2,967.74 for a building permit application. On April 10, 2020, Ryan Cambron of Construction by Cambron submitted a building permit, on behalf of Indianola Municipal Utilities, for a new storage building located at 1602 South K Street. The submitted building permit indicates a construction value of \$299,950, which would require a building permit fee of \$1,787.74, and other utility fees of \$1,180, for a total fee due of \$2,967.74.

The initial plan review comments for this application were returned on April 17, 2020, with revisions received by the City on May 6, 2020. The revised plans submitted on May 6, 2020 were reviewed and approved, and the building permit was issued on May 11, 2020. I will attend the May 18<sup>th</sup> Council meeting if you have any questions.





May 13<sup>th</sup>, 2020

To: Honorable Kelly B Shaw, Mayor City of Indianola, Iowa  
And  
Members of the Indianola, Iowa City Council

From: Chris DesPlanques  
General Manager  
Indianola Municipal Utilities

Subject: Application for Building Permit

Dear Mayor Shaw & City of Indianola Councilpersons,

Attached is a Building Permit Fee Itemization for a storage facility located at 1602 S K. As benefit to the residents and ratepayers of the City of Indianola, I am request consideration of waving the permit fee of \$2,967.74 be given.

As such, I, on behalf of Indianola Municipal Utilities, am requesting the permit fee for 1602 S K, be forgiven.

Respectfully,

A handwritten signature in blue ink, appearing to read 'CDP', is written over a faint, light blue circular watermark or stamp.

Chris DesPlanques  
General Manager, Indianola Municipal Utilities

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

**RESOLUTION APPROVING REQUEST FROM INDIANOLA MUNICIPAL UTILITIES TO WAIVE BUILDING PERMIT FEES**

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**WHEREAS**, the City Council of the City of Indianola adopted its current fee schedule on March 25, 2020; and

**WHEREAS**, on April 10, 2020, Ryan Cambron of Construction by Cambron submitted a building permit, on behalf of Indianola Municipal Utilities, for new storage building located at 1602 South K Street; and

**WHEREAS**, the initial plan review comments for this application were returned on April 17, 2020, with revisions received by the City on May 6, 2020; and

**WHEREAS**, the revised plans submitted on May 6, 2020 were reviewed and approved and the building permit was issued on May 11, 2020; and

**WHEREAS**, the submitted building permit indicates a construction value of \$299,950, which would require a building permit fee of \$1,787.74 and other utility fees of \$1,180 for a total fee due of \$2,967.74; and

**WHEREAS**, on May 13, 2020, the General Manager of Indianola Municipal Utilities requested that the City Council waive the fee due of \$2,967.74.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA** that the fee due for the building permit application from Ryan Cambron of Construction by Cambron, on behalf of Indianola Municipal Utilities, for a new storage building located at 1602 South K Street, be waived.

**APPROVED** this 18<sup>th</sup> day of May 2020.

---

Kelly B. Shaw, Mayor

**ATTEST:**

---

Andrew J. Lent, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution extending the real estate agreement with Iowa Realty for a dangerous and dilapidated lot.

**Information**

On May 15, 2019, a real estate agreement was approved for one year with Iowa Realty for the dangerous and dilapidated lot located at 506 W 2nd Ave. In the packet is the resolution extending the agreement with Iowa Realty.

This agreement allows Iowa Realty to place a sign on the property and to advertise the properties to the community and beyond. The agreement also allows their office to reach out to many people and educated them to the process of purchasing one of the lots and designing a building that meets city code.

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**Fiscal Impact**

**Attachments**

Memorandum

Listing Form

Keller Email

Resolution Extending Agreement

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 14, 2020  
Re: Resolution extending the real estate agreement with Iowa Realty for the sale of  
real estate owned by the City of Indianola, Iowa

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On May 15, 2019, the City entered into a one-year agreement with Iowa Realty to market properties that were a part of the City's Dangerous and Dilapidated building program. As of May 15, 2019, four (4) properties remained in the City's possession. During the term of the May 15, 2019 agreement, three (3) of the remaining four (4) properties were closed. The remaining property is located at 506 West Second Avenue.

Attached to this memo is a contract to extend the real estate agreement by one-year, until May 17, 2021, as well as an e-mail from the listing agent, Kim Tierney Keller. I will attend the May 18<sup>th</sup> Council meeting if you have any questions.



**Listing Change Form**



Date: May 15, 2020      MLS # 582782

Residential

Land

Commercial

Property Address: 506 W 2nd Ave      City: Indianola

Owner's Name: City of Indianola      List Price: 32,125

Listing Firm: Iowa Realty      Listing Agent: Kim Tierney Keller      Phone: 515-453-5320

**BACK ON THE MARKET**

Listing is back on the market.

**PRICE CHANGE/EXTENSION**

**Price** - From: \_\_\_\_\_ To: \_\_\_\_\_

**Extension** - From: May 17, 2020 To: May 17, 2021

\_\_\_\_\_  
Seller                      **City of Indianola**                      Date

\_\_\_\_\_  
Seller                      Date

**CORRECTIONS / REMARKS**

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## Charlie Dissell

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**From:** Kim Tierney-Keller <ktkeller@iowarealty.com>  
**Sent:** Monday, May 11, 2020 4:05 PM  
**To:** Ryan Waller  
**Cc:** Charlie Dissell  
**Subject:** Fw: W 2nd Ave, Indianola  
**Attachments:** 506 W 2nd Ave City.pdf

Ryan and Charlie, one year passes quickly and we are approaching the end of the listing on the D&D property at 506 W 2nd. I spoke with Adam Bentz, the listing agent for the 2 Kappelman lots on the west side of this D&D Lot 9. He has had a couple of calls, but none recently on his two lot listings.

As you may remember, Charlie and I both worked with Gary Purdy on the possibility of purchasing Lot 9 and the Kappelman lots late in 2019, but Gary tells me he is no longer interested. I have had no other inquiries, but continue to market this through the Des Moines Area Assoc of Realtors. This includes iowarealty.com and other real estate websites as well as LoopNet and CoStar commercial real estate national websites. Warren County Economic Development also has the pertinent information on file.

I have attached a Listing Change Form to extend the listing for another year if that is the preference of the City.

Please let me know if you have any questions or preferred methods of advertising.

Iowa Realty and I appreciate your confidence and will continue to work to get this sold for the City.

Kim

Kim Tierney Keller, Realtor  
Iowa Realty  
1501 North Jefferson Way  
Indianola, Iowa 50125  
515-453-5320  
515-681-2123  
515-453-6716 fax  
[ktkeller@iowarealty.com](mailto:ktkeller@iowarealty.com)

Licensed to sell real estate in Iowa since 1996

This email may be considered a solicitation. If you prefer not to receive future messages from this sender, please send a reply message to this address with "Remove" in the subject line.

---

**From:** Kim Tierney-Keller via FormSimplicity <formsimplicity@formsimplicity.com>  
**Sent:** Monday, May 11, 2020 3:41 PM  
**To:** Kim Tierney-Keller <ktkeller@iowarealty.com>  
**Subject:** W 2nd

To send me files, simply send them as attachments to fs+506w2ndave\_9429@formsimplicity.com

Kim Tierney Keller, Realtor  
Iowa Realty, Indianola Office  
1501 N Jefferson  
Indianola, IA 50125  
515-453-5320  
ktkeller@iowarealty.com

Licensed to sell Real Estate in the State of Iowa since 1996

**NOTICE:** The health and safety of our customers and associates is of utmost importance to all of us at Iowa Realty, and especially now due to the novel coronavirus (COVID-19) outbreak. We are committed to doing our part to promote the health and safety of our team, visitors, and customers. In furtherance of this commitment, we also ask that, when possible, you only bring essential parties to appointments at our offices. We appreciate your partnership during this unusual time.

Please note: You are important to us, and so is your financial and electronic security. Email is not secure or confidential, and Iowa Realty will never request that you send funds or nonpublic personal information, such as social security numbers or credit card numbers or bank account and/or routing numbers, by email. If you receive an email message concerning any transaction involving Iowa Realty, and the email requests that you send funds or provide nonpublic personal information, do not respond to the email and immediately contact Iowa Realty. To notify Iowa Realty of suspected email fraud, contact: Fraud@IowaRealty.com

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

**RESOLUTION EXTENDING THE REAL ESTATE AGREEMENT WITH  
IOWA REALTY FOR THE SALE OF REAL ESTATE OWNED BY THE CITY  
OF INDIANOLA, IOWA**

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**WHEREAS**, the City has acquired certain real estate through its Dangerous and Dilapidated building program; and

**WHEREAS**, the City has one remaining property in this program located at 506 West Second Avenue; and

**WHEREAS**, it is in the best interest of the City of Indianola that said real estate be put to its best and highest use; and

**WHEREAS**, the City entered into a one-year agreement with Iowa Realty to market the property in accordance with the Listing Agreements on May 15, 2019; and

**WHEREAS**, the City of Indianola believes it is in the best interest of the City to renew this agreement and list the remaining property with a local realtor under the terms and conditions set out in the Listing Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, the City shall renew the agreement with Iowa Realty to market the property in accordance with the Listing Agreements.

**BE IT FURTHER RESOLVED** that the Mayor is hereby authorized to execute the Listing Agreement and the City staff is authorized to do all things necessary to carry out the terms and conditions of said Agreement.

**APPROVED** this 18<sup>th</sup> day of May 2020.

---

Kelly B. Shaw, Mayor

**ATTEST:**

---

Andrew J. Lent, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution granting an extension to the development agreement between the City of Indianola, Iowa and Covered Bridges Coffee Company DBA Cabin Coffee of Indianola and Randall D. Hanna and Rebecca S. Hanna, individually.

**Information**

The developer for Cabin Coffee notified the City on March 16, 2020, that due to the COVID-19 Pandemic, this proposed development was suspended until further notice. In further discussions with the Developer, it has been requested that the parties of the Development Agreement agree to a 90-day extension to the construction initiation dates and substantial completion dates of the Development Agreement (packet).

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**Fiscal Impact**

**Attachments**

Cabin Coffee Memorandum  
Development Agreement  
Resolution Granting Extension

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 8, 2020  
Re: Resolution granting an extension to the development agreement between the City of Indianola, Iowa and Covered Bridges Coffee Company DBA Cabin Coffee of Indianola and Randall D. Hanna and Rebecca S. Hanna, individually.

---

As the Council is aware, on October 21, 2019, the City Council approved a resolution making final determination on potential sale of interest in real property and approving and authorizing execution of a Development Agreement by and Between the City of Indianola and Covered Bridges Coffee Company dba Cabin Coffee of Indianola and Randall D. Hanna and Rebecca S. Hanna. The Development Agreement contained a right of reversion which may be exercised by the City if the Developer has not initiated construction of the minimum improvements as of June 30, 2020. Additionally, the Development Agreement states that, subject to unavoidable delays, the Developer shall cause construction of the minimum improvements to be substantially completed by no later than December 31, 2020; or by such other dates as the parties shall mutually agree upon in writing.

On March 16, 2020, the Developer notified the City that, due to the COVID-19 Pandemic, this proposed development was suspended until further notice. In further discussions with the Developer, it has been requested that the parties of the Development Agreement agree to a 90-day extension to the construction initiation dates and substantial completion dates of the Development Agreement.

Attached to this memo is a copy of the original development agreement for Council's reference. I will attend your May 18<sup>th</sup> meeting to answer any questions you may have.



Instrument #: 2019-10154  
12/09/2019 02:09:27 PM Total Pages: 24  
XMS MISCELLANEOUS  
Recording Fee: \$ 122.00  
Polly Glascock, Recorder, Warren County Iowa



Form Title 371 TE  
Recorder's Cover Sheet

Development Agreement

Preparer Information: Amy Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa  
50266 (515) 274-1450

1/2 Return Address:  
City of Indianola, 110 N. 1<sup>st</sup>, PO Box 299, Indianola, Iowa 50125 (515) 961-9410

Grantors:  
See Page 2

Grantees:  
See Page 2

Legal Description:  
See Page 2

122.00  
PQ  
V

**AGREEMENT FOR PRIVATE DEVELOPMENT**

**by and between**

**CITY OF INDIANOLA, IOWA AND  
COVERED BRIDGES COFFEE COMPANY dba CABIN COFFEE OF INDIANOLA  
AND RANDALL D. HANNA AND REBECCA S. HANNA, INDIVIDUALLY**

THIS AGREEMENT FOR PRIVATE DEVELOPMENT (“Agreement”), is made on or as of the 2<sup>nd</sup> day of December, 2019, by and among the CITY OF INDIANOLA, IOWA, a municipality (the “City”), established pursuant to the Code of Iowa and acting under the authorization of Chapters 15A, 404, and 364.7 of the Code of Iowa, 2018 (the “Code”), as amended, and COVERED BRIDGES COFFEE COMPANY dba CABIN COFFEE OF INDIANOLA AND RANDALL D. HANNA AND REBECCA S. HANNA, INDIVIDUALLY, having offices for the transaction of business at 3607 NW Greenwood Lane, Ankeny, Iowa 50023 (the “Developer”).

WITNESSETH:

WHEREAS, the City owns certain real property more particularly described as:

The South ½ of the East 156’ of Lot 28 in the Auditor’s Plat of Outlots to The City of Indianola, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa.

Locally known as: 910 East Second Avenue, Indianola, Iowa (the “Development Property”); and

WHEREAS, the City is willing to sell the Development Property to the Developer in exchange for valuable consideration pursuant to this Agreement; and

WHEREAS, Developer shall build a retail establishment with a minimum taxable valuation of \$415,000 intended to be used as a café/coffee shop as shown Exhibit A, as may be amended from time to time, attached hereto and made a part hereof (“Minimum Improvements”), on the Development Property; and

WHEREAS, the City believes that the development of the Development Property pursuant to this Agreement and the fulfillment of this Agreement are in the vital and best interests of the City and in accord with the public purposes and provisions of the applicable State and local laws and requirements under which the foregoing project has been undertaken and is being assisted.

NOW, THEREFORE, in consideration of the promises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

## ARTICLE I. REPRESENTATIONS AND WARRANTIES

Section 1.1. Developer makes the following representations and warranties:

a. This Agreement has been duly and validly authorized, executed, and delivered by Developer and, assuming due authorization, execution and delivery by the City, is in full force and effect and is a valid and legally binding instrument of Developer enforceable in accordance with its terms, except as the same may be limited by bankruptcy, insolvency, reorganization, or other laws relating to or affecting creditors' rights generally.

b. The execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented by, limited by, in conflict with, or result in a violation or breach of, the terms, conditions, or provisions of any contractual restriction, evidence of indebtedness, agreement, or instrument of whatever nature to which Developer is now a party or by which it or its property is bound, nor do they constitute a default under any of the foregoing.

c. There are no actions, suits or proceedings pending or threatened against or affecting Developer in any court or before any arbitrator or before or by any governmental body in which there is a reasonable possibility of an adverse decision which could materially adversely affect the business (present or prospective), financial position or results of operations of Developer or which in any manner raises any questions affecting the validity of the Agreement or Developer's ability to perform its obligations under this Agreement.

d. Developer will cause the facility to be constructed and operated in accordance with the terms of this Agreement and the business model submitted to the City; and all local, State, and federal laws and regulations.

e. Developer would not undertake its obligations under this Agreement without the sale of the Development Property in accordance with the terms of this Agreement.

## ARTICLE II. SALE OF DEVELOPMENT PROPERTY

Section 2.1 Transfer of Development Property. For and in consideration of the obligations being assumed by the Developer hereunder, the City agrees to sell, and the Developer agrees to purchase, the Development Property, subject to easements and appurtenant servient estates and any zoning and other ordinances. Such transfer shall occur under the terms and conditions of this Agreement and following all process required by the City pursuant to Section 364.7 of the Iowa Code.

Section 2.2 Price. The purchase price for the Development Property shall be One Dollar (\$1.00) and other good and valuable consideration due and payable at the Closing of the transaction.

Section 2.3. Real Estate Taxes and Special Assessments.

- a. The property is currently tax-exempt while owned by the City. Developer shall be responsible for all taxes post-closing, if any.
- b. The City shall pay all installments of special assessments which are a lien on the Property and, if not paid, would become delinquent during the calendar year in which Closing occurs, and all prior installments thereof.
- c. All other special assessments shall be paid by Developer.

Section 2.4. Right of Reversion. As security for completion of the Minimum Improvements, the deed conveying the Development Property to Developer shall contain a right of reversion (“City’s Reversionary Right” or “Reversionary Right”), which may be exercised by the City, in its reasonable discretion, if Developer has not initiated construction of the Minimum Improvements on the Development Property as of June 30, 2020. This Right of Reversion shall terminate on the date construction of the Development Property commences, upon which it shall be of no further force and effect.

Once Developer commences construction, and the Right of Reversion terminates, if construction of the Minimum Improvements is not substantially completed by December 31, 2020, the Minimum Assessment shall still be applied in accordance with the Minimum Assessment Agreement. Substantial completion shall mean the Minimum Improvements have been completed with the exception of minor items that do not materially interfere with the completion of the Minimum Improvements or occupancy of the Development Property.

Developer shall allow no mortgages or liens, except a construction mortgage for the building of the project, (including, but not limited to, mechanic’s liens) to encumber the Development Property while the City holds its Reversionary Right. To exercise the City’s Reversionary Right described herein, the City must provide written notice to Developer (or its permitted successors, assigns, or transferees) within ninety (90) days of Developer’s failure to perform under this Agreement, and record such notice with the County Recorder of deeds, in which case the title to the Development Property shall automatically revert to the City as of the date of the recording of the notice. Upon request from the City, Developer shall take all reasonable steps to ensure the City acquires marketable title to the Development Property through its exercise of its rights under this Section within 60 days of the City’s demand, including without limitation, the execution of appropriate deeds and other documents. This provision shall survive the Closing.

The City agrees to execute any documents reasonably requested by Developer or its lender to evidence any termination of the City’s Reversionary Right as set forth herein.

Section 2.5. Risk of Loss and Insurance. The City shall bear the risk of loss or damage to the Development Property prior to Closing. The City agrees to maintain existing insurance through Closing, if any, and Developer may purchase additional insurance. In the event of substantial damage or destruction prior to Closing, this Agreement shall be null and void; provided, however, Developer shall have the option to complete the closing and receive insurance proceeds

regardless of extent of damages. The Development Property shall be deemed substantially damaged or destroyed if it cannot be restored to its present condition on or before the closing date. Developer shall bear the risk of loss or damage to the Development Property after Closing in accordance with Section 3.4.

Section 2.6. Condition of the Property; Care and Maintenance. As of Closing, Developer agrees to take the Development Property "As Is" And, subject to Section 2.8, below, with respect to title, nothing in this Agreement shall be construed to require the City to remedy any condition of the Development Property. Except as expressly provided in this Agreement, the City makes no warranties or representations as to the condition of the Development Property. Developer will have conducted an inspection of the Development Property during the Due Diligence Period and waives all claims against the City as to the condition of the Development Property.

Section 2.7. Possession/Closing. Upon the obligations of both parties hereunder being met, including the execution of all documents required hereunder, Closing shall take place on December 2, 2019 (the "Closing Date"). This purchase shall be considered "Closed" upon the delivery to Developer of a duly executed special warranty deed for the Development Property in the form of the deed attached as Exhibit B. All parties and individual signatories hereto further agree to make, execute and deliver such further and additional documents as may be reasonably requested by the other party for the purpose of accomplishing the transfer herein contemplated.

Section 2.8. Abstract and Title. The City, at their expense, shall provide an abstract for the Development Property, continued through a date no more than forty-five (45) days prior to Closing, and deliver it to Developer for examination, which shall become the property of the Developer upon Closing. It shall show merchantable title in the City in conformity with this Agreement, Iowa law, and Title Standards of the Iowa State Bar Association. The City shall make every reasonable effort to promptly perfect title. If closing is delayed due to the City's inability to provide marketable title, this Agreement shall continue in force and effect until either party rescinds the Agreement after giving ten days written notice to the other party. The City shall pay the costs of any additional abstracting and title work to any act or omission of the City, including transfers by the City or its assigns.

Section 2.9. Environmental Matters. At Closing, the City will file with the County Recorder's office a properly executed Groundwater Hazard Statement as required by law. Developer takes the property "As Is" with regard to any environmental matters. The City makes no warranties and representations as to the environmental condition of the Development Property. Developer agrees to indemnify, release, defend and hold harmless the City for all claims, damages or costs relating to the Development Property that arise after the date of Closing.

Section 2.10. Proof of Financing. Developer warrants that it has commitments for acquisition, construction, and permanent financing for the development of the Development Property in an amount sufficient, together with equity commitments, to successfully complete the Minimum Improvements in accordance with the Construction Plans contemplated in Article III of this Agreement. Before Closing, Developer shall provide proof of this financing to the City. If Developer has not provided such proof of financing deemed satisfactory to the City in its sole,

reasonable discretion, the City reserves the right to delay Closing or otherwise suspend its performance under this Agreement or take any other action contemplated by Section 4.2.

### ARTICLE III. CONSTRUCTION OF IMPROVEMENTS

#### Section 3.1. Construction of Minimum Improvements.

a. Developer shall construct Minimum Improvements on the Development Property as set forth in this Agreement. Developer agrees that the scope and scale of the Minimum Improvements to be constructed shall not be significantly less than detailed and outlined in Exhibit A, as may be amended from time to time in accordance with the terms of this Agreement, and in the Construction Plans submitted to the City under Section 3.1(b), unless Amendments to the Minimum Improvements and Construction Plans have been agreed to by both Parties in writing; and that construction of the Minimum Improvements shall require a total investment of not less than Four Hundred Fifteen Thousand Dollars (\$415,000).

b. Developer agrees that it will cause the Minimum Improvements to be constructed on the Development Property in conformance with the Construction Plans submitted to and approved by the City. The City's approval of the Construction Plans pursuant to this Section 3.1(b) is solely for purposes of this Agreement and shall not be deemed to constitute approval or waiver by the City for any other City purpose nor subject the City to any liability for the Minimum Improvements as constructed. Approval of the Construction Plans by the City shall not relieve any obligation to comply with the terms and provisions of this Agreement, or the provision of applicable federal, State, and local laws, ordinances, and regulations.

c. Developer will enter into a Minimum Assessment Agreement with the City, in substantially the form attached to this Agreement as Exhibit C, such agreement to be executed at the time this Agreement is executed by the parties.

Section 3.2. Unavoidable Delays. For the purposes of this Article, "Unavoidable Delays" means delays resulting from acts or occurrences outside the reasonable control of the party claiming the delay including but not limited to storms, floods, fires, explosions, or other casualty losses, unusual weather conditions, strikes, boycotts, lockouts, or other labor disputes, delays in transportation or delivery of material or equipment, litigation commenced by third parties, or the acts of any federal, State, or local governmental unit (other than acts of the City, with respect to a City-claimed delay).

Section 3.3. Commencement and Completion of Construction. Subject to Unavoidable Delays, Developer shall cause construction of the Minimum Improvements to be substantially completed by no later than December 31, 2020; or by such other dates as the parties shall mutually agree upon in writing. Time lost as a result of Unavoidable Delays shall be added to extend this date by a number of days equal to the number of days lost as a result of Unavoidable Delays. All work with respect to the Minimum Improvements shall be in conformity with the Construction Plans approved by the building official or any amendments thereto as may be approved by the building official.

Section 3.4. Insurance. The Developer agrees during construction of the Minimum Improvements and thereafter until the Termination Date to maintain builder's risk, property damage, and liability insurance coverages with respect to the Minimum Improvements in such amounts as are customarily carried by like organizations engaged in activities of comparable size and liability exposure with insurance companies reasonably satisfactory to the City, together with such additional coverages as the City may reasonably request, and shall provide evidence of such coverages to the City upon request.

Section 3.5. Indemnification. Developer shall indemnify, defend, and hold harmless the City and its governing body members, officers, agents, servants and employees thereof (the "Indemnified Parties"), and releases and agrees that the Indemnified Parties shall not be liable for any loss, damage, liabilities, injuries, claims, demands, costs, and expenses of every kind and nature, including legal fees, arising out of or in connection with Developer's acquisition of the Development Property or the construction, maintenance or operation of the Minimum Improvements.

#### ARTICLE IV. DEFAULT AND REMEDIES

Section 4.1. Events of Default Defined. The following shall be "Events of Default" under this Agreement and the term "Event of Default" shall mean, whenever it is used in this Agreement, any one or more of the following events during the Term of this Agreement:

- (a) Failure by Developer to cause the construction of the Minimum Improvements to be completed and the operations to continue pursuant to the terms and conditions of this Agreement;
- (b) Transfer of Developer's interest in the Development Property or any interest in this Agreement or the assets of Developer in violation of the provisions of this Agreement;
- (c) Failure by Developer to pay ad valorem taxes on the Development Property and Minimum Improvements;
- (d) Failure by Developer to substantially observe or perform any covenant, condition, or obligation under this Agreement;
- (e) The holder of any mortgage on the Development Property, or any improvements thereon, or any portion thereof, commences foreclosure proceedings as a result of any default under the applicable mortgage documents;
- (f) If Developer shall:
  - (i) file any petition in bankruptcy or for any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar relief under the United States Bankruptcy Act of 1978, as amended, or under any similar federal or state law; or

- (ii) make an assignment for the benefit of its creditors; or
- (iii) admit in writing its inability to pay its debts generally as they become due; or
- (iv) be adjudicated as bankrupt or insolvent; or if a petition or answer proposing the adjudication of Developer as a bankrupt or its reorganization under any present or future federal bankruptcy act or any similar federal or state law shall be filed in any court and such petition or answer shall not be discharged or denied within ninety (90) days after the filing thereof; or a receiver, trustee or liquidator of Developer or the Minimum Improvements, or part thereof, shall be appointed in any proceedings brought against Developer, and shall not be discharged within ninety (90) days after such appointment, or if Developer shall consent to or acquiesce in such appointment; or

(g) Any representation or warranty made by Developer in this Agreement or in any written statement or certificate furnished by Developer pursuant to this Agreement, shall prove to have been incorrect, incomplete or misleading in any material respect on or as of the date of the issuance or making thereof.

Section 4.2. Developer Breach. If the Developer fails to perform any of its obligations under this Agreement, and fails to cure said breach within thirty (30) days after written notice from the City to the Developer, the City may (i) suspend its performance under this Agreement, (ii) terminate this Agreement upon written notice to the Developer, or (iii) take any other legal or equitable action deemed appropriate to enforce the Developer's obligations under this Agreement.

Section 4.3. No Remedy Exclusive. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

Section 4.4. No Implied Waiver. In the event any agreement contained in this Agreement should be breached by any party and thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

Section 4.5. Enforcement Costs. Whenever any Event of Default occurs and the City shall employ attorneys or incur other expenses for the enforcement or performance of this Agreement, Developer agrees that it shall pay to the City the reasonable fees and expenses incurred by the City.

## ARTICLE V. MISCELLANEOUS

Section 5.1. Developer represents and warrants that, to its best knowledge and belief after due inquiry, no officer or employee of the City, or their designees or agents, nor any consultant or member of the governing body of the City, and no other public official of the City who exercises or has exercised any functions or responsibilities with respect to the Project during his or her tenure, or who is in a position to participate in a decision-making process or gain insider information with regard to the Project, has had or shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work or services to be performed in connection with the Project, or in any activity, or benefit therefrom, which is part of the Project at any time during or after such person's tenure.

Section 5.2. A notice, demand or other communication under this Agreement by any party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

- a. In the case of Developer, is addressed or delivered personally to Covered Bridges Coffee Company dba Cabin Coffee of Indianola and Randall D. Hanna and Rebecca S. Hanna, Individually, 3607 NW Greenwood Lane, Ankeny, Iowa 50023;
- b. In the case of the City, is addressed or delivered personally to the City Manager at 110 North 1st Street, Indianola, Iowa 50125;

or to such other designated individual or officer or to such other address as any party shall have furnished to the other in writing in accordance herewith.

Section 5.3. This Agreement and the exhibits hereto reflect the entire agreement among the parties regarding the subject matter hereof, and supersedes and replaces all prior agreements, negotiations or discussions, whether oral or written.

Section 5.4. This Agreement may not be amended except by a subsequent writing signed by all parties hereto.

Section 5.5. This Agreement is intended to and shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Section 6.6. This Agreement shall terminate and be of no further force or effect after December 31, 2019, unless terminated earlier under the provisions of this Agreement.

Section 5.7. No assignment by a party of this Agreement or its rights and responsibilities hereunder shall be valid without the prior written consent of the other party. Furthermore, Developer agrees that it shall not assign or convey its interest in the Development Property during the term of this Agreement without the prior written consent of the City.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its name and behalf by its Mayor and its seal to be hereunto duly affixed and attested by its City Clerk, and the Developer has caused this Agreement to be duly executed on or as of the 21 day of October, 2019.



**CITY OF INDIANOLA, IOWA**

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

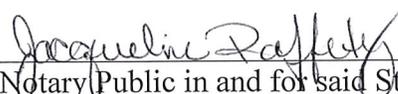
ATTEST:

  
\_\_\_\_\_  
Diana Bowlin, City Clerk

STATE OF IOWA                    )  
  ) SS  
COUNTY OF WARREN         )

On this 22 day of October, 2019, before a Notary Public in and for the State, personally appeared Kelly B. Shaw and Diana Bowlin, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively of the City of Indianola, Iowa, a Municipality, created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.



  
\_\_\_\_\_  
Notary Public in and for said State

*[Signature page to Agreement for Private Development - City of Indianola]*

**COVERED BRIDGES COFFEE COMPANY  
dba CABIN COFFEE OF INDIANOLA**



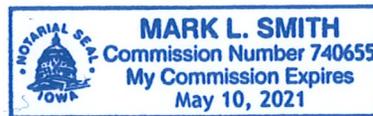
\_\_\_\_\_  
RANDALL D. HANNA, SECRETARY

STATE OF IOWA            )  
  )SS  
COUNTY OF WARREN    )

On this 16th day of October, 2019, before me the undersigned, a Notary Public in and for said State, personally appeared Randall Dean Hanna, to me personally known.



\_\_\_\_\_  
Notary Public in and for said County and State

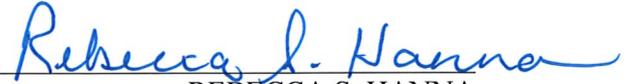


*[Signature page to Agreement for Private Development – COVERED BRIDGES COFFEE COMPANY dba CABIN COFFEE OF INDIANOLA]*

**RANDALL D. HANNA AND  
REBECCA S. HANNA, INDIVIDUALLY**



\_\_\_\_\_  
RANDALL D. HANNA



\_\_\_\_\_  
REBECCA S. HANNA

STATE OF IOWA            )  
                                      )SS  
COUNTY OF WARREN    )

On this 16th day of October, 2019, before me the undersigned, a Notary Public in and for said State, personally appeared Randall D. Hanna and Rebecca S. Hanna, to me personally known.



\_\_\_\_\_  
Notary Public in and for said County and State



*[Signature page to Agreement for Private Development RANDALL D. HANNA AND REBECCA S. HANNA, INDIVIDUALLY]*

EXHIBIT A



**EXHIBIT B**

**SPECIAL WARRANTY DEED**

**Recorder's Cover Sheet**

**Preparer Information:** (name, address and phone number)

**Taxpayer Information:**

Randall D. Hanna and Rebecca S. Hanna  
3607 NW Greenwood Lane  
Ankeny, Iowa 50023

**Return Document To:**

**Grantors:** City of Indianola, Iowa

**Grantees:** Randall D. Hanna and Rebecca S. Hanna, as  
Joint Tenants with Full Rights of Survivorship and Not as Tenants in Common  
3607 NW Greenwood Lane  
Ankeny, Iowa 50023

**Legal Description:** See Page 2

**Document or instrument number of previously recorded documents:**

## SPECIAL WARRANTY DEED

For the consideration of One (1) Dollars and other valuable consideration, **the City of Indianola, Iowa**, ("Grantor") does hereby convey to RANDALL D. HANNA AND REBECCA S. HANNA, AS JOINT TENANTS WITH FULL RIGHTS OF SURVIVORSHIP AND NOT AS TENANTS IN COMMON, ("Grantee") the following described real estate in WARREN County, Iowa:

The South ½ of the East 156' of Lot 28 in the Auditor's Plat of Outlots to The City of Indianola, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa.

Locally known as: 910 East Second Avenue, Indianola, Iowa

This Deed is subject to all the terms, provisions, covenants, conditions and restrictions contained in that certain Development Agreement, executed by the Grantor and Grantee herein, dated Nov. 22, 2019, as amended (hereinafter the "Agreement") which is herein incorporated by reference, a copy of which is on file for public inspection at the office of the City Clerk of the Grantor. All capitalized terms contained in this Deed have the same meaning as assigned to them in the Development Agreement.

Specifically, this Deed is subject to the right of Grantor to reacquire title to the described real estate in the event that Developer has not commenced construction of the Minimum Improvements by June 30, 2020, in which event the Grantor shall have the right to reacquire the property and to terminate and revert in the Grantor the estate conveyed by this Deed to the Grantee, its assigns and successors in interest in accordance with the terms and conditions of the Agreement, all right, title and interest of Grantee in the above-described premises shall cease and revert immediately to Grantor, its successors and assigns. The right of the City to reacquire title to the described real estate shall terminate on the date Developer commences construction of the Minimum Improvements. These conditions shall run with the land.

None of the provisions of the Agreement shall be deemed merged in, affected or impaired by this Deed.

*This transfer is exempt under Iowa Code Chapter 428A.2.19*

Grantor does hereby covenant with Grantee and successors in interest to warrant and defend the real estate against the lawful claims of all persons claiming by, through or under them, except as may be above stated.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: Nov 22, 2019

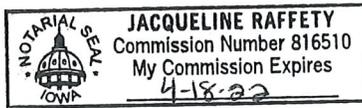
CITY OF INDIANOLA

By *Kelly B S* Mayor

By *Diana Bawlin* City Clerk

STATE OF IOWA, COUNTY OF WARREN:

On *October 22*, 2019, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared <sup>*Kelly*</sup>*Snare* and <sup>*Diana*</sup>*Bawlin*, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Indianola, the municipal corporation executing the within and foregoing instrument, that no seal has been procured by the corporation; that the instrument was signed on behalf of the corporation by the authority of its City Council; and that the Mayor and City Clerk, as such officers, acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.



*Jacqueline Raffety*  
NOTARY PUBLIC IN AND FOR SAID STATE

## EXHIBIT C

### MINIMUM ASSESSMENT AGREEMENT

THIS AGREEMENT, dated as of the 21 day of October, 2019, is entered into by and among the CITY OF INDIANOLA, IOWA (the "City"), COVERED BRIDGES COFFEE COMPANY dba CABIN COFFEE OF INDIANOLA AND RANDALL D. HANNA AND REBECCA S. HANNA, INDIVIDUALLY, (the "Developer"), and the County Assessor of Warren County (the "Assessor").

#### WITNESSETH

WHEREAS, the Developer owns certain real property the legal description of which is contained in Exhibit A attached hereto (the "Property"); and

WHEREAS, the Developer will undertake the development of commercial facilities on the Property; and

WHEREAS, the Assessor's records show the valuation for the Property and any improvements as of January 1, 2020 to be \$415,000 (the "Beginning Valuation"); and

WHEREAS, pursuant to Section 403.6(19) of the Code of Iowa, the City and the Developer desire to establish certain minimum actual values for the Property and the improvements to be constructed thereon, which shall be effective on the dates set out below, and from then until this Agreement is terminated pursuant to the terms hereof and which is intended to reflect the minimum market value of the land and improvements on those dates;

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

1. The minimum actual values which shall be assessed for the Property with the improvements constructed thereon shall exceed the Beginning Valuation by \$415,000 beginning on January 1, 2021.
2. To the extent that, by action of state law or otherwise, the taxable valuation of the Property is shown on the records of the Warren County Auditor to be less than the actual valuation shown above, the actual valuation figure listed for such year shall be adjusted in such manner to produce a taxable valuation figure equal to the minimum actual valuation figure listed for such year.
3. In accordance with Section 403.6 of the Code of Iowa, this Agreement does not prohibit the Assessor from assigning a higher actual value to the Property nor does it prohibit the Developer from seeking administrative or legal remedies to reduce the actual value assigned by the Assessor, except that the Developer shall not seek to have the actual value reduced below the minimum actual values set out in paragraph 1 of this Agreement.
4. This Agreement shall be promptly recorded with the Warren County Recorder.
5. Neither the preambles nor provisions of this Agreement are intended to, nor shall they be construed as, modifying the terms of any other contract or agreement between the City and the Developer.

6. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

7. The City and the Developer have caused this Agreement to be signed, in their names and on their behalf, by their duly authorized officers, and the City's seal to be affixed, all as of the day and date written above.

CITY OF INDIANOLA, IOWA

By Kelly B. Shaw  
Mayor

Attest:  
Diana Bowlin  
City Clerk

(SEAL)

STATE OF IOWA                    )  
  )            SS:  
COUNTY OF WARREN            )

On this 22 day of October, 2019, before me the undersigned, a Notary Public in and for the said County and State, personally appeared Kelly B. Shaw and Diana Bowlin, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Indianola, Iowa, a municipal corporation executing the instrument to which this is attached; that the seal affixed hereto is the seal of said municipal corporation, that said instrument was signed and sealed on behalf of the City of Indianola, Iowa, by authority of its City Council; and that said Kelly B. Shaw and Diana Bowlin, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said City, by it and by them voluntarily executed.



Jacqueline Raffety  
Notary Public

**COVERED BRIDGES COFFEE COMPANY  
dba CABIN COFFEE OF INDIANOLA**



\_\_\_\_\_  
RANDALL D. HANNA, SECRETARY

STATE OF IOWA            )  
  )SS  
COUNTY OF WARREN    )

On this 16th day of October, 2019, before me the undersigned, a Notary Public in and for said State, personally appeared Randall Dean Hanna, to me personally known.



\_\_\_\_\_  
Notary Public in and for said County and State



**RANDALL D. HANNA AND  
REBECCA S. HANNA, INDIVIDUALLY**



\_\_\_\_\_  
RANDALL D. HANNA



\_\_\_\_\_  
REBECCA S. HANNA

STATE OF IOWA            )  
  )SS  
COUNTY OF WARREN    )

On this 16th day of October, 2019, before me the undersigned, a Notary Public in and for said State, personally appeared Randall D. Hanna and Rebecca S. Hanna, to me personally known.



\_\_\_\_\_  
Notary Public in and for said County and State



**CERTIFICATION BY ASSESSOR**

The undersigned Assessor, being legally responsible for the assessment of the above described property upon completion of improvements to be made on it, hereby certifies that the actual values assigned to such land and improvements as of the date set out in the Agreement to which this Certification is attached shall be not less than the amounts shown on said date, until termination of this Agreement pursuant to the terms hereof.

Garret Burce  
County Assessor for Warren County, State  
of Iowa

Subscribed and sworn to before me this 6 day of November, 2019.

Kimberly Sheets  
Notary Public

NOTARIAL SEAL  
  
Kimberly Sheets  
Commission Number  
796009  
My Commission Expires  
5-5-22

**ASSIGNMENT OF PURCHASE AGREEMENT**

THIS ASSIGNMENT OF PURCHASE AGREEMENT (“Assignment”) is made and entered into on this 17th day of October 2019, by and between City of Indianola (“Seller”), 92 Coffee d/b/a Cabin Coffee of Indianola (“Assignor”), and Randall and Rebecca Hanna (“Assignees”) (Seller, Assignor, and Assignees are sometimes referred herein, collectively, as the “Parties”).

**RECITALS:**

Seller and Assignor have entered into a certain Purchase Agreement and Agreement for Private Development (“Purchase Agreement”), dated September 3, 2019, for the sale of the property described as and commonly known as 910 E 2nd Avenue in Indianola, Iowa 50125 (“Property”).

The Parties desire to enter into this Assignment to, among other things, assign the Assignor’s rights and interests in the Purchase Agreement to Assignees and to evidence Assignees’ assumption of Assignor’s obligations and liabilities under the Purchase Agreement.

**ASSIGNMENT:**

NOW, THEREFORE, for and in consideration of the sum of \$1.00 and other good and valuable consideration to be paid upon execution of this Assignment, the Parties agree as follows:

1. Assignor hereby assigns, transfers and conveys to Assignees all of Assignor’s rights, title and interests in and to the Purchase Agreement and Property as a married couple and as joint tenants with full rights of survivorship.
2. Assignees hereby acknowledge and agree to all of the terms of the Purchase Agreement and accept the foregoing Assignment and assume and agree to perform all the obligations of Assignor under the Purchase Agreement, in accordance with the terms thereof.
3. Assignor further authorizes Assignees to take all actions and legal measures that may be proper and necessary for the exercise, complete recovery, and enjoyment of all rights and incidents belonging to Assignee on or after the date of this Assignment, pursuant to said Purchase Agreement.
4. Assignor shall not be liable for any loss sustained by Assignees resulting from Assignees’ failure to exercise or perform said Purchase Agreement or from other acts or omissions of Assignees in performing said Purchase Agreement.

This Assignment, together with all of the terms, agreements, covenants and warranties contained herein, shall inure to and become binding upon the successors and assigns of the parties hereto.

**IN WITNESS WHEREOF**, Seller, Assignor and Assignees have executed this Assignment on the day and year first written above.

SIGNATURE PAGE TO FOLLOW

**ASSIGNOR:**

**ASSIGNEES:**

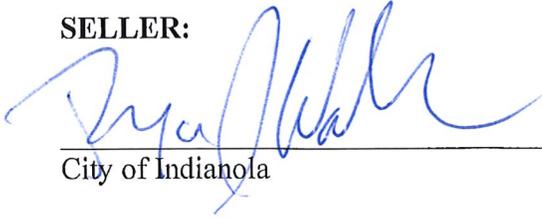
Randall D. Hanna 10/18/2019 2:21 PM CDT  
92 Coffee d/b/a Cabin Coffee of Indianola

Representative of 92 Coffee  
Title

Randall D. Hanna 10/18/2019 2:21 PM CDT  
Randall Hanna

Rebecca S. Hanna 10/20/2019 8:59 AM CDT  
Rebecca Hanna

**SELLER:**

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

City Manager  
Title

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

**RESOLUTION GRANTING AN EXTENSION TO THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF INDIANOLA, IOWA AND COVERED BRIDGES COFFEE COMPANY dba CABIN COFFEE OF INDIANOLA AND RANDALL D. HANNA AND REBECCA S. HANNA, INDIVIDUALLY**

---

**WHEREAS**, on October 21, 2019, the City Council approved a resolution authorizing execution of a Development Agreement by and Between the City of Indianola and Covered Bridges Coffee Company dba Cabin Coffee of Indianola and Randall D. Hanna and Rebecca S. Hanna; and

**WHEREAS**, Section 2.4 of the Development Agreement contains a right of reversion which may be exercised by the City if Developer has not initiated construction of the minimum improvements as of June 30, 2020; and

**WHEREAS**, Section 3.3. of the Development Agreement states that, subject to unavoidable delays, Developer shall cause construction of the minimum improvements to be substantially completed by no later than December 31, 2020; or by such other dates as the parties shall mutually agree upon in writing; and

**WHEREAS**, the COIVD-19 Pandemic has created a delay in this development, and the developer has requested the parties of the Development Agreement agree to a 90-day extension to the construction initiation dates and substantial completion dates of the Development Agreement.

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

1. That the City Council of the City of Indianola, Iowa, hereby agrees to a six month extension of Section 2.4 of the Development Agreement to now state that as security for completion of the Minimum Improvements, the deed conveying the Development Property to Developer shall contain a right of reversion (“City’s Reversionary Right” or “Reversionary Right”), which may be exercised by the City, in its reasonable discretion, if Developer has not initiated construction of the Minimum Improvements on the Development Property as of September 30, 2020. This Right of Reversion shall terminate on the date construction of the Development Property commences, upon which it shall be of no further force and effect.

2. That the City Council of the City of Indianola, Iowa, hereby agrees to a six month extension of Section 3.3 of the Development Agreement to now state that subject to Unavoidable Delays, Developer shall cause construction of the Minimum Improvements to be substantially completed by no later than March 30, 2021; or by such other dates as the parties shall mutually agree upon in writing.

**APPROVED** this 18<sup>th</sup> day of May 2020.

---

Kelly B. Shaw, Mayor

**ATTEST:**

---

Andrew J. Lent, City Clerk

**Meeting Date:** 05/18/2020

---

**Information**

**Subject**

Resolution approving a request for a Plat of Survey in unincorporated Warren County.

**Information**

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**Fiscal Impact**

**Attachments**

Plat Memorandum

Survey

Staff Report

Resolution

---



## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 13<sup>th</sup>, 2020  
Re: Resolution approving a Plat of Survey in the Southeast Quarter of the Southeast Quarter of Section 2, White Oak Township

---

At its May 18<sup>th</sup> meeting, the City Council will be asked to approve a request from Chad A. Daniels of Daniels Land Surveying for approval of a Plat of Survey. The proposed split is being done to facilitate the construction of a single-family dwelling in unincorporated Warren County.

At its meeting on May 12<sup>th</sup>, the Planning and Zoning Commission reviewed this request and, on an 9-0 vote, recommended the request be approved. The report submitted to the Planning and Zoning Commission, as well as the proposed plat of survey, are attached to this memo.

I will attend the May 18<sup>th</sup> Council meeting if you have any questions.



**PLAT OF SURVEY**

SURVEY LEGEND

INDEX LEGEND

LOCATION: SE 1/4 OF SE 1/4 OF SECTION 2  
T 75N, R 24W, WARREN COUNTY, IOWA

OWNER: KEVIN W & SHELLEY J PETERSON  
910 W DETROIT, INDIANOLA IA 50125

SURVEY FOR: (OWNER)

PREPARED BY CHAD A. DANIELS  
DANIELS LAND SURVEYING, 22598 18TH AVE, NEW VIRGINIA IA 50210  
RETURN TO: 515-577-2583

- ( ) - Recorded Distance/Bearing
- — — — — Centerline Easement
- . - . - . Section line
- x — x — Fence line

Monuments

- ▲ - Found section corner
- - Set 1/2" red plastic capped rebar, #17532

BASIS OF BEARINGS IS IA RCS ZONE 8

DESCRIPTION - PARCEL E:

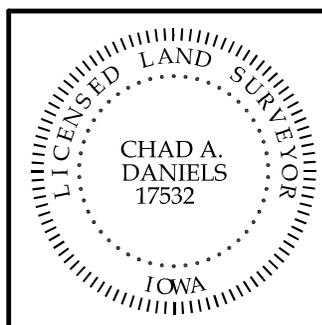
That part of Parcel B of the Southeast Quarter of the Southeast Quarter of Section 2, Township 75 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows;

Commencing at the Southeast corner of said Section 2; thence North 88 degrees 12 minutes 50 seconds West, 319.56 feet along the South line of said Section 2; thence North 01 degrees 47 minutes 10 seconds East, 100.00 feet to the Point of Beginning; thence North 01 degrees 47 minutes 10 seconds East, 499.33 feet; thence North 88 degrees 12 minutes 50 seconds West, 440.64 feet; thence South 01 degrees 47 minutes 10 seconds West, 499.33 feet; thence South 88 degrees 12 minutes 50 seconds East, 440.64 feet to the Point of Beginning, having an area of 5.05 Acres.

DESCRIPTION - INGRESS/EGRESS EASEMENT

A 40 feet wide Ingress/Egress Easement across that part of Parcel B of the Southeast Quarter of the Southeast Quarter of Section 2, Township 75 North, Range 24 West of the 5th P.M., Warren County, Iowa, the centerline of which is described as follows;

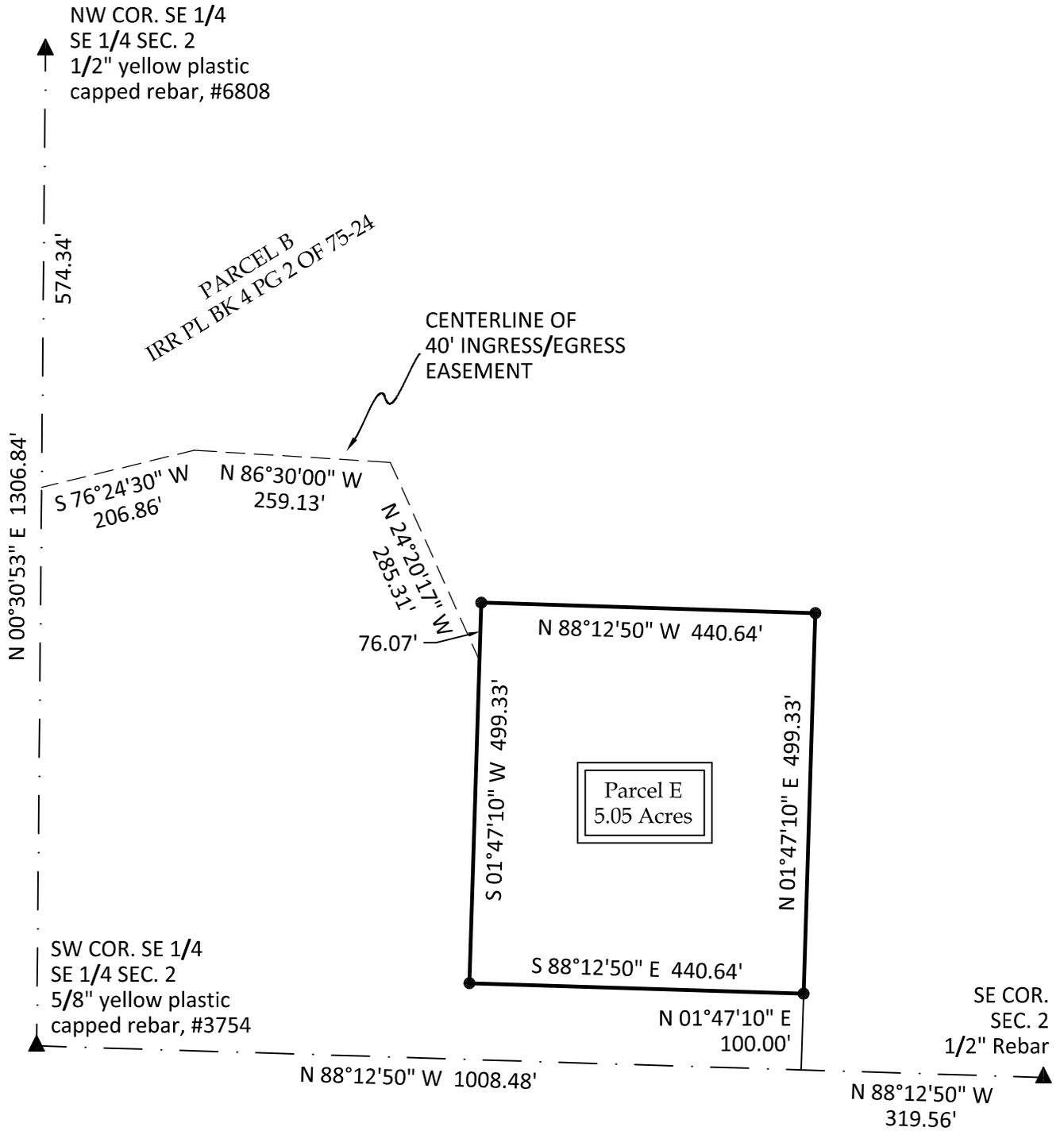
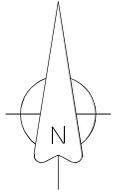
Commencing at the Northwest corner of Parcel E; thence South 01 degrees 47 minutes 10 seconds West, 76.07 feet along the West line of said Parcel E to the Point of Beginning of said Easement; thence North 24 degrees 20 minutes 17 seconds West, 285.31 feet; thence North 86 degrees 30 minutes 00 seconds West, 259.13 feet; thence South 76 degrees 24 minutes 30 seconds West, 206.86 feet to the West line of said Southeast Quarter of the Southeast Quarter and the terminus of said Easement.



I hereby certify that this surveying document was prepared by me and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Signed Chad A. Daniels 4/22/20  
Chad A. Daniels Date

Iowa License No. 17532  
My license renewal date is 12-31-2020  
Page No.'s covered by this seal: 1 and 2





# Community Development

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

## Staff Report

## Planning and Zoning Commission

**Date of Meeting:** May 12, 2020

**Agenda Item:** 7. C. Consider recommendation on request from Chad A. Daniels of Daniels Land Surveying for approval of a Plat of Survey in the Southeast Quarter of the Southeast Quarter of Section 2, White Oak Township.

**Application Type:** Plat of Survey

**Applicant:** Chad A. Daniels of Daniels Land Surveying

**Comprehensive Plan Designation:** Low Density Residential

**Application Summary:** Request for plat of survey approval, located outside the City limits, dividing a parcel of ground to facilitate the construction/financing of a new single-family dwelling.

AERIAL MAP



## APPLICABLE CODE SECTIONS

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

**170.02 JURISDICTION.** All plats of survey, plats, replats or subdivisions of land into three (3) or more parts for the purpose of laying out a portion of the City of Indianola, an addition thereto or suburban lots within two (2) miles of the corporate limits of the City for other than agricultural purposes shall be submitted to the Council and the Commission in accordance with the provisions of this chapter and shall be subject to the requirements established herein. This chapter shall regulate the subdividing of land within the City and all land within an area extending two miles beyond the corporate limits in accordance with the provisions of Section 354.9, Code of Iowa.

### **170.13 DESIGN STANDARDS — LOTS.**

1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 25 feet at the intersection.
2. Sidelines of lots shall approximate right angles to straight street lines and radial angles to curbed street lines except where a variation will provide better lot layout.
3. Lots with double frontage shall be avoided, except in specific locations where good planning indicates their use. In that event a planting screen shall be provided along the rear of the lot.
4. Corner lots shall not be less than 80 feet in width and interior lots shall not be less than 70 feet in width at the building line.
5. Lot depth shall not exceed 2½ times the width.
6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

**170.38 ENFORCEMENT.** In addition to other remedies and penalties prescribed by law, the provisions of this chapter shall not be violated subject to the following:

1. No plat of survey, plat or subdivision in the City or within two (2) miles thereof shall be recorded or filed with the County Auditor or County Recorder, nor shall any plat or subdivision have any validity until it complies with the provisions of this chapter and has been approved by the Council as prescribed herein.

## ANALYSIS

As the proposed lot split is being done to facilitate a new single-family dwelling located outside of the City limits of Indianola, no public improvements are being made. This area is located outside of any growth priority area for the City. Letters were mailed to property owners within 200 feet of this property on April 30, 2020.

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

## RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, approving the plat of survey request, as submitted.

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

**A RESOLUTION APPROVING PLAT OF SURVEY IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 2, WHITE OAK TOWNSHIP**

**WHEREAS** Chad A. Daniels of Daniels Land Surveying has submitted a Plat of Survey for a parcel of land in unincorporated Warren County, Iowa, and legally described as:

**DESCRIPTION - PARCEL E:**

That part of Parcel B of the Southeast Quarter of the Southeast Quarter of Section 2, Township 75 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows;

Commencing at the Southeast corner of said Section 2; thence North 88 degrees 12 minutes 50 seconds West, 319.56 feet along the South line of said Section 2; thence North 01 degrees 47 minutes 10 seconds East, 100.00 feet to the Point of Beginning; thence North 01 degrees 47 minutes 10 seconds East, 499.33 feet; thence North 88 degrees 12 minutes 50 seconds West, 440.64 feet; thence South 01 degrees 47 minutes 10 seconds West, 499.33 feet; thence South 88 degrees 12 minutes 50 seconds East, 440.64 feet to the Point of Beginning, having an area of 5.05 Acres.

**DESCRIPTION - INGRESS/EGRESS EASEMENT:**

A 40 feet wide Ingress/Egress Easement across that part of Parcel B of the Southeast Quarter of the Southeast Quarter of Section 2, Township 75 North, Range 24 West of the 5th P.M., Warren County, Iowa, the centerline of which is described as follows;

Commencing at the Northwest corner of Parcel E; thence South 01 degrees 47 minutes 10 seconds West, 76.07 feet along the West line of said Parcel E to the Point of Beginning of said Easement; thence North 24 degrees 20 minutes 17 seconds West, 285.31 feet; thence North 86 degrees 30 minutes 00 seconds West, 259.13 feet; thence South 76 degrees 24 minutes 30 seconds West, 206.86 feet to the West line of said Southeast Quarter of the Southeast Quarter and the terminus of said Easement.

**WHEREAS**, the City of Indianola has jurisdiction of such plats of survey pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances; and

**WHEREAS**, on May 12, 2020 the Planning and Zoning Commission met and has submitted a recommendation to the City Council which approves the plat of survey; and

**WHEREAS**, pursuant to Indianola Code of Ordinance Section 170.05(5), the Council must pass a resolution approving or rejecting the plat or survey; and

**WHEREAS**, the Council finds that all the requirements of the Indianola Code of Ordinances regarding subdivision regulations and the plat of survey have been met.

**NOW, THEREFORE, BE IT RESOLVED** by the Indianola City Council that the plat of survey submitted to the City of Indianola by Chad A. Daniels of Daniels Land Surveying is hereby approved.

Passed and approved at Indianola, Iowa this 18<sup>th</sup> day of May 2020.

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

ATTEST:

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

STATE OF IOWA, WARREN COUNTY, SS:

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Andrew J. Lent, to me personally know, who being by my duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Andrew J. Lent as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

\_\_\_\_\_  
Notary Public in and For the State of Iowa

Meeting Date: 05/18/2020

---

**Information**

**Subject**

Resolution approving a request for a Preliminary Plat for Ashton Park Plat 7.

**Information**

---

**Fiscal Impact**

**Attachments**

Ashton Park Memorandum

Staff Report

Preliminary Plat

Second Submittal

Master Plan

Concept

Phasing Plan

Ashton Park Resolution

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 13<sup>th</sup>, 2020  
Re: Resolution approving request for approval of a Preliminary Plat for Ashton Park Plat 7.

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At its May 18<sup>th</sup> meeting, the City Council will be asked to approve a request from Melissa M. Hills of Civil Engineering Consultants Inc., on behalf of Jerrys Homes, Inc. for approval of a Preliminary Plat for Ashton Park Plat 7. The preliminary plat submitted proposes 19 residential single-family lots that will all be accessed by new, internal streets.

At its meeting on May 12<sup>th</sup>, the Planning and Zoning Commission reviewed this request and, on a 9-0 vote, recommended the preliminary plat request be approved. The report submitted to the Planning and Zoning Commission, as well as the proposed subdivision plat, review comments, overall master plan and phasing plans are attached to this memo.

I will attend the May 18<sup>th</sup> Council meeting if you have any questions.





# Community Development

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

## Staff Report

## Planning and Zoning Commission

**Date of Meeting:** May 12, 2020

**Agenda Item:** 7.C. Consider recommendation on request for approval of a Preliminary Plat for Ashton Park Plat 7.

**Application Type:** Preliminary Plat

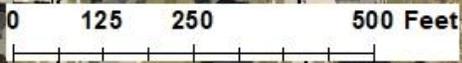
**Applicant:** Melissa M. Hills of Civil Engineering Consultants Inc., on behalf of Jerrys Homes, Inc.

**Zoning:** R-3, Mixed Residential

**Comprehensive Plan Designation:** Low Density Residential

**Application Summary:** Request for preliminary plat approval of a 19-lot residential subdivision.

AERIAL MAP



## APPLICABLE CODE SECTIONS

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

### **170.05 PRELIMINARY PLATTING PROCEDURE.**

1. The owner or developer of any tract of land to be subdivided shall cause a preliminary plat to be prepared, a plat of the subdivision containing the information specified herein and shall file twelve (12) copies and an electronic copy with the Clerk.
2. Preliminary plats shall be filed with the Clerk at least fifteen (15) days prior to scheduled Commission meetings. Adjoining property owners shall be notified of preliminary plats by first class mail at least ten (10) days prior to Commission meetings.
3. The Clerk shall immediately transmit three (3) copies of the preliminary plat to the Commission for study and recommendation.
4. The Commission shall examine the plat as to its compliance with this chapter, and the comprehensive plan of the City and shall have thirty (30) days to submit a recommendation to the Council provided that the owner or developer may agree to an extension of time not to exceed sixty (60) days. A copy of the recommendation shall be forwarded to the owner or developer.
5. The Council, upon receipt of the Commission's recommendation, or after thirty (30) days, or any extension thereof shall have passed, shall by resolution grant approval or reject the preliminary plat. If the preliminary plat is rejected, the Council will advise the owner or developer of any changes which are desired or should have consideration before approval will be given. Upon making such changes, the developer may resubmit the preliminary plat for approval by the Commission and the Council. Approval of the preliminary plat by the Council shall constitute approval to proceed with the preparation of the final plat but shall not be deemed approval of the subdivision.

### **170.09 PRELIMINARY PLAT REQUIREMENTS.** The preliminary plat shall contain the following information:

1. A location map showing:
  - A. The subdivision name.
  - B. An outline of the area to be subdivided.
  - C. The existing streets and public or community utilities, if any, on adjoining property.
  - D. North point and scale.
2. A preliminary plat of the subdivision drawn to the scale of fifty (50) feet to one (1) inch, provided that if the resulting drawing would be over thirty-six (36) inches in its shortest dimension, a scale of one hundred (100) feet to one (1) inch may be used, said preliminary plat to show:
  - A. The legal description, acreage and the name of the proposed subdivision.
  - B. The name and address of the owner.
  - C. The name of the person who prepared the plat, and the date thereof.
  - D. The location of existing lot lines, streets, public utilities, water mains, sewers, drainpipes, culverts, watercourses, bridges, railroads and buildings in the proposed subdivision.
  - E. Contours at vertical intervals of not more than two (2) feet, based upon City datum, except that where the slope of the land exceeds twenty-five percent (25%), five (5) foot intervals shall be sufficient.
  - F. The location and widths, other dimensions and names of the proposed streets, utility easements and other open spaces or reserved areas.
  - G. A statement concerning the location and approximate size or capacity of utilities proposed to be installed.
  - H. Tract boundary lines showing dimensions, bearings, angles, and references to known lines or bench marks.
  - I. The names and addresses of adjacent property owners.
  - J. Proposed building lines.
  - K. Grades of proposed streets.

- L. A cross-section of the proposed streets showing the roadway location, type and width of surfacing, the type drainage and other improvements to be installed.
- M. The location of proposed wells and/or water mains and sewage disposal system if a public or community system is used.
- N. The drainage of the land including proposed storm sewers, ditches, culverts, bridges and other structures.
- O. North point and graphic scale.
- P. The location and dimension of sidewalks to be installed.
- Q. Indicate the current Iowa Department of Natural Resources requirement in a note placed on the plat, if applicable.
- R. Indicate current flood zones as determined by FEMA with the platted area.

**170.11 DESIGN STANDARDS — STREETS.**

1. General Considerations that must comply with the current Iowa Statewide Urban Design Standards for Public Improvements (“SUDAS”).
  - A. The street and alley layout shall provide access to all lots and parcels of land within the subdivision.
  - B. Street jogs of less than 150 feet shall be avoided.
  - C. Cul-de-sacs shall not exceed 700 feet in length.
  - D. New subdivisions shall make provisions for continuation and extension of thoroughfares and collector streets and roads.
  - E. No dead-end streets will be permitted except at subdivision boundaries and in no event shall any dead-end street be in excess of 500 feet.
  - F. Thoroughfare and collector streets in a subdivision shall extend through to the boundaries thereof, unless a terminal point within the subdivision is shown in the master street plan.
  - G. Alleys shall be discouraged in residential areas but shall be provided in commercial and industrial areas unless other suitable public or private access to loading and service areas is provided.
  - H. Intersection of road centerlines shall be between 80 degrees and 100 degrees.
  - I. Intersection of more than two (2) streets at a point shall not be permitted.
  - J. Where parkways or special types of streets are proposed, the Commission may apply special standards for the design of such parkways or streets.
  - K. Proposed streets that are extensions of or in alignment with existing streets shall bear the name of the existing street. Names of new streets shall avoid duplication of or similarity to existing names of streets, or public and semi-public buildings and areas.
  - L. Streets, avenues, places and courts shall be named in the following manner:
 

<u>General direction</u>	<u>Long streets</u>	<u>Short streets</u>
North and south	Streets	Courts
East and west	Avenues	Places
Diagonal	Roads	Ways
Curving	Drives	Lanes
2. Minimum rights-of-way shall be provided as follows:
  - A. Thoroughfares — 100 feet. In addition, access spacing on thoroughfares is as follows: (i) Intersection spacing - 600' minimum; (ii) Entrance spacing - 300' minimum; (iii) Separation of Entrance from Intersection - 150' minimum. (Ord. 1499 – Aug. 12 Supp.)
  - B. Residential collector streets — 70 feet.
  - C. Commercial collector streets — 80 feet.
  - D. Residential streets — 60 feet.
  - E. Cul-de-sacs — 110 feet in diameter.
  - F. Alleys — 20 feet.
3. The minimum width of surfacing to be provided shall be as follows:
  - A. Reserved.
  - B. Reserved.
  - C. Commercial collector streets:
    - (1) Parallel parking — 49 feet.

(2) Angle parking — 61 feet.

D. Residential street — 25 feet or 31 feet within the discretion of the Council.

E. Cul-de-sacs — 85 feet in diameter.

F. Alleys — 20 feet.

G. Sidewalks — 4 feet.

4. Grades. No street grade shall be less than one-half of one percent and shall not exceed the following limits:

A. Thoroughfare streets — 4 percent.

B. Collector streets — 6 percent.

C. Residential streets — 8 percent.

#### **170.12 DESIGN STANDARDS — BLOCKS.**

1. The length of blocks shall be not less than 240 feet and not more than 1,250 feet in length.
2. Blocks shall be of sufficient width to permit two (2) tiers of lots of appropriate depth and in no case shall the width be less than 240 feet, except where a single tier of double frontage lots parallels a limited access highway, a thoroughfare, drainage course, railroad or other barrier, the width shall be not less than 50 feet.
3. Crosswalks may be required in blocks over 700 feet long or in areas where curbed streets require excessive out of the way travel. If required, they shall be constructed by the developer. Right-of-way for crosswalks shall not be less than 30 feet, nor more than 45 feet.

#### **170.13 DESIGN STANDARDS — LOTS.**

1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 25 feet at the intersection.
2. Sidelines of lots shall approximate right angles to straight street lines and radial angles to curbed street lines except where a variation will provide better lot layout.
3. Lots with double frontage shall be avoided, except in specific locations where good planning indicates their use. In that event a planting screen shall be provided along the rear of the lot.
4. Corner lots shall not be less than 80 feet in width and interior lots shall not be less than 70 feet in width at the building line.
5. Lot depth shall not exceed 2½ times the width.
6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

#### **170.14 EASEMENTS.**

1. Easement not less than 15 feet in width shall be provided along each side of the front yard lot lines of all lots, and in the case of corner lots, the side street yard, and along such other lot liens as may be required by public and private utility companies.
2. Easements of greater width may be required for trunk lines, pressure lines, open drainage courses or high voltage lines and shall be provided as determined by the utility or Council.
3. Utility easements shall convey to the City, its successors and assigns, the perpetual right within the areas shown on the plat and described in the easement, to construct, reconstruct, operate and maintain electric lines consisting of poles, wires, cables, conduits, fixtures, anchors and other similar equipment, including the right to trim or remove trees within such areas where necessary to secure a clearance of 4 feet from the wires or poles, together with the right to extend to any telephone, telegraph, electric or power company, the right to use separately or jointly with the City, the areas included in the easement for the purposes above enumerated.

#### **170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS.**

1. In subdividing property, consideration shall be given to suitable sites for schools, parks, playgrounds and other common areas for public use so as to conform to any recommendations of the most current Comprehensive Plan. Any provision for schools, parks and playgrounds should be indicated on the preliminary plan in order that it may be determined when and in what manner such areas will be provided or acquired by an appropriate taxing agency.

**170.16 NATURAL DRAINAGE COURSES.** Whenever any stream or important surface drainage course is located in an area which is being subdivided, the subdivider shall provide an adequate easement along each side of the stream for the purpose of widening, deepening, sloping, improving or protecting the stream or drainage course.

**170.17 EROSION CONTROL (DESIGN STANDARDS).** Methods for controlling soil erosion shall be in accordance with current Iowa Department of Natural Resources Standards and requirements of NPDES permit.

**170.18 PLANNED DEVELOPMENTS.**

1. Purpose. The purpose of this provision is to permit and encourage subdivider's to utilize imaginative and innovative concepts in the design, layout and development of subdivisions.
2. Intent. It is not the intent of this provision to lessen the number, size, extent, or type of improvements required by this chapter, but to permit the reasonable and necessary modification of the requirements in order to allow development of subdivisions which do not utilize a conventional layout for blocks, lots, streets and other features. It is the intent of this provision that any such modification or change in requirements be in harmony with the spirit of this chapter.
3. Procedure. The procedure for the submission and approval of plats for planned developments shall be the same as for other plats as set forth elsewhere in this chapter.

**170.19 SANITARY SEWERS.** The subdivider shall at the subdivider's expense provide the subdivision with a complete sanitary sewer system including all necessary pumping stations, force mains, pumping equipment and other appurtenances, which shall connect with a sanitary sewer outlet or treatment facility approved by the Council. The sewers shall extend to the subdivision boundaries as necessary to provide for the extension of the sewers by adjacent property. Where sewers in excess of fifteen (15) inches in diameter are required, the additional cost shall be borne by the City.

**170.20 PROHIBITED DISCHARGE.** No storm water, surface water, ground water, roof runoff, swimming pool, subsurface drainage, cooling water or unpolluted water shall be discharged into the City sanitary sewer system. Any such discharge into the City sanitary sewer system shall be deemed a public nuisance and a municipal infraction.

**170.21 STORM DRAINS.**

1. The subdivider shall, at the subdivider's expense, provide the subdivision with adequate drains, ditches, culverts, complete bridges, storm sewers, intakes and manholes to provide the collection and removal of all surface waters. These improvements shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties. Where oversized storm sewers or drainage structures are required to serve other areas of the watershed, the additional cost shall be borne by the developer.
2. The subdivider shall, at the subdivider's expense, provide the subdivision with a storm sewer system to adequately handle a five (5) year rain storm. The system shall include culverts, ditches, intakes, manholes, or any structure deemed necessary. All such structures shall meet the City of Indianola Standard Specifications. In addition, the subdivider shall, at the subdivider's expense, provide the subdivision with overland drainage courses and easements to adequately handle storm water in excess of a five (5) year rain storm and up to a 100-year rain storm. For any subdivision containing new streets, the system shall be designed by a licensed engineer registered to practice in the State of Iowa.
  - A. Each lot shall be provided with minimum six (6) inch diameter storm sewer service line that is a minimum of four (4) feet below ground level, stubbed to the property line, unless the Director of Community Development determines that sump lines can be taken to an existing overland drainage area. The sump pump line shall be a minimum of one and a half (1½) inches in diameter.
  - B. The storm sewer system line shall be made of reinforced concrete pipe or polyvinyl chloride (PVC) pipe. The sump pump lines shall be made of PVC, PVC Truss, or PVC corrugated pipe. All structures shall be built in accordance with City of Indianola Standard Construction Specifications for Subdivisions.
  - C. The storm sewer system shall be large enough to provide for anticipated extension of use to serve additional areas, as set out in Indianola Comprehensive Plan.
  - D. Storm sewer service lines shall be connected to the City storm sewer system at intakes, manholes, or directly into the City storm sewer pipe. Tapping storm sewer service lines into the City storm sewers shall be by using approved methods.

Should it not be possible to install a storm sewer service, as described above, alternate plans may be submitted for review by the City's consulting engineer and City staff.

**170.22 WATER.** The subdivider shall at the subdivider's expense provide the subdivision with a complete water main supply system including hydrants, valves and other appurtenances which shall be extended into and through the subdivision to the boundary lines, and which shall provide a water connection for each lot and shall be connected to the City water system. Fire hydrants shall be uniform throughout the subdivision and shall meet the standards and design approved by the Utilities Board of Trustees. Where water mains in excess of eight (8) inches are required, the additional cost shall be borne by the City if the area is zoned R-2 or R-3. If at the time the main is to be installed the area in question is zoned R-4, any commercial or any industrial classification, the subdivider may be required to put in a water main in excess of eight (8) inches at the subdivider's own expense. Whether the City shall pay a portion of the additional cost shall be discretionary with the Board of Trustees. Water mains shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties.

**170.23 SIDEWALKS.** The subdivider, developer or owner of the lot shall at their expense provide a four-foot wide concrete sidewalk along each lot frontage prior to the occupancy of the structure on the lot except as otherwise provided herein. In commercial or industrial areas where it can be demonstrated that there will be limited or no need for sidewalks, the Council may waive or modify the requirement for the installation of sidewalks after review and report from the Commission. The Council may waive the sidewalk requirement on cul-de-sacs. Any such waiver shall not be acted upon until the Council has received the recommendation of the Commission.

**170.24 MARKERS.** The subdivider shall at the subdivider's expense place an iron rod not less than one-half inch in diameter and twenty-four (24) inches in length as follows:

1. Set in concrete three (3) feet deep at the intersection of all lines forming angles in the boundary of the subdivision, and at all street intersections.
2. At lot corners and changes in direction of block and lot boundaries.

**170.25 GRADING.** The subdivider shall at the subdivider's expense bring all streets and alleys with the platted area which are being dedicated for public use to the grade approved by the Council.

**170.26 CURB AND GUTTER.** The subdivider shall at the subdivider's expense install curb and gutter on all streets in the plat being dedicated for public use. Curb and gutter shall be constructed of Portland cement concrete in accordance with designs and specifications and at grades approved by the Council.

**170.27 EROSION CONTROL (REQUIRED IMPROVEMENTS).** The subdivider shall be responsible for controlling soil erosion and surface water runoff within the subdivision during its construction and development and shall provide erosion and runoff control measures as work progresses on site grading, the installation of sewers or other improvements or phases of work. Insofar as practical, erosion control measures shall be undertaken prior to any other development within the subdivision which will contribute to runoff or erosion.

**170.28 SURFACING.** The subdivider shall at the subdivider's expense surface all streets being dedicated for public use from curb to curb. Surfacing shall consist of not less than six (6) inches of Portland cement concrete over a prepared subgrade and shall be constructed in accordance with designs and specifications and at grades approved by the Council. Where a surface width in excess of thirty-one (31) feet is required, the cost of the additional surface width, which shall be assumed to be the center portion of the roadway surface, shall be paid by the City. On collector and thoroughfare streets where a higher standard than is herein required or a thickness of greater than eight (8) inches is deemed necessary by the Council, the additional cost shall be borne by the City. Where unimproved street right-of-way exists the owner or developer at the owner's or developer's own expense shall improve such right-of-way as required by this section for the entire width of the lot or lots (or for the entire width and the length of the lot or lots in the case of lot or lots bordered by more than one street) prior to or contemporaneous with the development of the lot or lots. The owner or developer shall also improve all other portions of unimproved street right of way serving such areas.

**170.29 SPECIFICATIONS.** The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled Iowa Statewide Urban Design and Specification for Public Improvements which is on file in the

Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and specifications for subdivisions shall be submitted to the Community Development for approval prior to construction, and construction shall not be started until the plans and specifications have been approved.

**170.30 APPROVAL OF PLANS AND SPECIFICATIONS.** The approval of plans and specifications relative to improvements required by this chapter shall be effective for a period of two (2) years after the approval. If the required improvements are not in place and accepted by the City within the times specified, the approval shall lapse, and construction shall not be started and construction under way shall cease until resubmitted plans and specifications have been approved. The City shall have the right, at the time of the new request for approval, to require the subdivider to use the type of construction, the materials, the methods and standard of subdivision improvements equal to the specifications of the City for like work which are in effect at that time. The City may also require that the subdivider comply with any amended ordinance or ordinances relative to improvements under this chapter or any successor chapter relative to subdivision improvements which have been adopted between the time of initial approval and the renewed approval as herein required. The reapproval as required by this section specifically applies only to the plans and specifications relative to subdivision improvements and has no application as to lot sizes, setbacks, lot boundaries, street location or other platting requirements which shall be final on Council approval unless changed by some other method permitted by law.

**170.31 INSPECTION.** The subdivider or developer shall cause the installation of all improvements to be inspected to ensure compliance with the requirements of this chapter. The cost of the inspection shall be borne by the subdivider or developer. All inspection reports and certificates of compliance shall be filed with the Clerk before any improvements are accepted by the Council. Before accepting any portion of paving, storm water improvement or sanitary sewer system and maintenance thereof which has been constructed under the provisions of Sections 170.19 and Section 170.29 above, the Council reserves the right to have all mains within the sewer system to be dedicated, televised in order to determine whether they have been properly constructed. The televising shall be at the expense of the subdivider or party making the dedication.

**170.32 ACCEPTANCE.** All of the improvements required in this chapter under Sections 170.19 through 170.28 shall, upon their completion, inspection, approval and acceptance by the City of Indianola, become the property of the City.

**170.33 ELECTRIC SERVICE.** The City, by and through Indianola Municipal Utilities, shall extend electric service to the subdivision and shall make electric service available to each lot in the subdivision that is within Indianola Municipal Utilities' assigned area of service pursuant to Iowa Code Chapter 476. The City, by and through Indianola Municipal Utilities, shall install street lighting that is within Indianola Municipal Utilities' assigned area of service pursuant to Iowa Code Chapter 476 to current Indianola Municipal Utilities' standards and specifications. In residential subdivisions, all electric lines, including individual house service lines installed by the owner or developer, shall be placed underground.

**170.34 CHARGE FOR INSTALLATION OF ELECTRICAL SERVICE.** The City, by and through Indianola Municipal Utilities, reserves the right to make a reasonable charge to be paid by the developer, builder or owner for any service extended as provided by Section 170.33 above. Said charges may be changed from time to time, but shall be in accordance with a schedule of charges set by the Indianola Municipal Utilities Board of Trustees

**170.37 VARIANCES.** Where the strict application of standards or requirements established by this chapter would cause substantial hardship or impose unreasonable restrictions on the development of a tract of land because of natural or physical conditions or limitations not created by the owner or developer, the Commission may recommend and the Council may grant such variances from these standards or requirements as may be necessary to permit the reasonable development of the land while preserving the intent of this chapter.

**170.38 ENFORCEMENT.** In addition to other remedies and penalties prescribed by law, the provisions of this chapter shall not be violated subject to the following:

1. No plat of survey, plat or subdivision in the City or within two (2) miles thereof shall be recorded or filed with the County Auditor or County Recorder, nor shall any plat or subdivision have any validity until it complies with the provisions of this chapter and has been approved by the Council as prescribed herein.

2. No more than two (2) building permits for principal structures issued for each separate tract existing at the effective date of this chapter unless the tract shall have been platted in accordance with the provisions contained herein except planned multiple-family, commercial or industrial complexes under a common ownership and constructed in accordance with an overall site development plan.
3. No public improvements over which the Council has control shall be made with City funds, nor shall any City funds be expended for street maintenance, street improvements, or other services in any area that has been subdivided after the adoption of the regulations in this chapter unless such subdivision and streets have been approved in accordance with the provisions of this chapter and the street accepted by the Council as a public street.
4. Any persons who shall dispose of or offer for sale or lease any lots in the City, addition thereto, or within one mile thereof until the plat shall have been approved, acknowledged and recorded as provided by this chapter and Chapter 354, Code of Iowa, shall forfeit and pay fifty dollars (\$50.00) for each lot or part thereof sold, disposed of, leased, or offered for sale.
5. No occupancy compliance certificate required by the Zoning Ordinance shall be issued until and unless all improvements required by this chapter have been made in accordance with the City's plans and specifications and accepted by the Council or as may otherwise be provided for elsewhere in this chapter.

## **ANALYSIS**

The preliminary plat submitted creates 19 single-family lots which will all be accessed by new, internal streets. This plat also creates an outlot at the south end which will be reserved for a future phase of development. This proposed single-family development provides an average density of about 3.56 units per acre. East Euclid Avenue, which is currently stubbed in on the west side of this development, will be extended east through this development. Additionally, North 19<sup>th</sup> Street will be added as a north-south segment, ending in a temporary gravel turnaround on the south end. North 19<sup>th</sup> Street does not extend north of East Euclid Avenue. The applicant has submitted and overall master plan for this development, which shows anticipated future roads in this development, and which ones will be stubbed in.

Staff has reviewed the plat as to its conformance to the regulations listed herein. Snyder and Associates has also provided professional assistance to the Commission. The plan review response comments, which include the initial comments from staff, are attached to this report. All review comments have been satisfied.

Letters were mailed to property owners within 200 feet of this property on April 30, 2020.

## **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 preliminary plat be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the preliminary plat be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the preliminary plat be denied.
- 4) The City of Indianola Planning and Zoning Commission remands preliminary plat, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

## **RECOMMENDATION**

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, recommending the preliminary plat be approved, as submitted.

PRELIMINARY PLAT

ASHTON PARK PLAT 7  
INDIANOLA, IOWA

JERRY'S HOMES INC., 3900 WESTOWN PARKWAY, SUITE 100, WEST DES MOINES, IOWA 50266



VICINITY SKETCH NORTH SCALE: 1"=800'

**ZONING**  
RESTRICTED R-3 SINGLE FAMILY RESIDENTIAL  
**SETBACKS:**  
FRONT - 25'  
FRONT - 20' STREET SIDE CORNER LOT  
SIDE - 8' MINIMUM  
REAR - 30'

**FLOOD ZONE**  
ZONE 'X'  
FEMA FIRM FLOOD INSURANCE RATE MAP NUMBER  
19181C0285F, REVISED 11/16/18.

**NOTES**  
1. LOTS 'A' & 'B' ARE TO BE DEDICATED TO THE CITY OF INDIANOLA.  
2. ALL UTILITIES INDICATED ON PLAT ARE PUBLIC UNLESS OTHERWISE NOTED.  
3. OUTLOT 'Z' WILL BE SOLD TO THE OWNERS OF LOT 17, ASHTON PARK PLAT 5, FUTURE OUTLOT 'X' (PLAT 8) WILL BE USED AS STORM WATER DETENTION, STORM SEWER & OVERLAND FLOWAGE EASEMENT. OUTLOT 'Y' WILL BE USED FOR TEMPORARY STORM WATER DETENTION AND OVERLAND FLOWAGE. THIS AREA WILL BE OWNED AND MAINTAINED BY THE DEVELOPER UNTIL FUTURE PLAT 8 IS DEVELOPED. PERMANENT EASEMENTS FOR STORMWATER DETENTION & FLOWAGE WILL BE ESTABLISHED WITH ASHTON PARK PLAT 8 AND THOSE AREAS WILL BE OWNED AND MAINTAINED BY THE HOMEOWNER'S ASSOCIATION FOR ASHTON PARK PLATS 7 & 8.

**SHEET LIST TABLE**

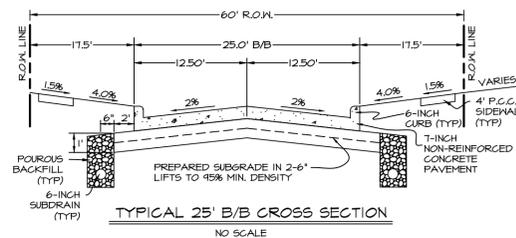
SHEET #	TITLE
1	COVER
2	LOT DIMENSIONS
3	GRADING AND UTILITIES

**PROPERTY OWNER / APPLICANT:**  
JERRY'S HOMES, INC.  
3900 WESTOWN PARKWAY, SUITE 100  
WEST DES MOINES, IOWA 50266  
ATTN: JAY COWAN

**LEGAL DESCRIPTION**  
A PARCEL OF LAND IN THE NE1/4 NW1/4 OF SECTION 29 AND THE SE1/4 SW1/4 OF SECTION 20, ALL IN TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NW CORNER OF SAID NE1/4 NW1/4 OF SECTION 29, SAID SE CORNER ALSO BEING THE SE CORNER OF SAID SE1/4 SW1/4 OF SECTION 20; THENCE N00°13'12"W, 155.08 FEET ALONG THE WEST LINE OF SAID SE1/4 SW1/4 OF SECTION 20 TO A POINT; THENCE S88°25'04"E, 355.27 FEET TO A POINT; THENCE S01°34'56"W, 125.00 FEET TO A POINT; THENCE S88°25'04"E, 2.05 FEET TO A POINT; THENCE S01°34'56"W, 185.00 FEET TO A POINT; THENCE S88°25'04"E, 2.78 FEET TO A POINT; THENCE S00°08'16"W, 303.62 FEET TO A POINT; THENCE S15°14'22"E, 130.22 FEET TO A POINT ON A NON-TANGENT CURVE; THENCE NORTHEASTERLY ALONG A NON-TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 180.00 FEET AND A CHORD BEARING N14°16'56"E, AN ARC LENGTH OF 13.02 FEET TO A POINT; THENCE S16°11'45"E, 185.08 FEET TO A POINT; THENCE N75°18'55"E, 1.97 FEET TO A POINT; THENCE S15°16'40"E, 185.16 FEET TO A POINT ON A NON-TANGENT CURVE; THENCE SOUTHWESTERLY ALONG A NON-TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 2030.00 FEET AND A CHORD BEARING S75°01'33"W, AN ARC LENGTH OF 21.52 FEET TO A POINT; THENCE S14°40'13"E, 141.85 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF THE CHICAGO, BURLINGTON AND QUINCY RAILROAD, AS IT IS PRESENTLY ESTABLISHED; THENCE S64°23'28"W, 554.39 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE SE CORNER OF LOT 17, ASHTON PARK PLAT 5, AN OFFICIAL PLAT RECORDED IN BOOK 2007, PAGE 10934 AT THE WARREN COUNTY RECORDER'S OFFICE, SE CORNER ALSO BEING ON THE WEST LINE OF SAID NE1/4 NW1/4 OF SECTION 29; THENCE N00°08'16"E, 1290.07 FEET ALONG SAID WEST LINE OF THE NE1/4 NW1/4, SAID WEST LINE COINCIDES WITH THE EAST LINE OF SAID ASHTON PARK PLAT 5 AND THE EAST LINE OF ASHTON PARK PLAT 6, AN OFFICIAL PLAT RECORDED IN INSTRUMENT NUMBER 2017-04764 AT THE WARREN COUNTY RECORDER'S OFFICE, TO THE POINT OF BEGINNING AND CONTAINING 12.57 ACRES MORE OR LESS.

**BENCHMARKS**  
B.M. #1 - ARROW ON HYDRANT, NORTHWEST CORNER NORTH 15TH STREET AND EAST EUCLID.  
ELEVATION -----944.60  
B.M. #2 - ARROW ON HYDRANT, NORTHWEST CORNER NORTH 15TH STREET AND EAST DETROIT.  
ELEVATION -----947.21



**GENERAL LEGEND**

**PROPOSED**

- PLAT BOUNDARY
- SECTION LINE
- LOT LINE
- CENTERLINE
- EASEMENT LINE
- FLARED END SECTION
- TYPE SW-501 STORM INTAKE
- TYPE SW-502 STORM INTAKE
- TYPE SW-503 STORM INTAKE
- TYPE SW-504 STORM INTAKE
- TYPE SW-505 STORM INTAKE
- TYPE SW-506 STORM INTAKE
- TYPE SW-511 STORM INTAKE
- TYPE SW-512 STORM INTAKE
- TYPE SW-513 STORM INTAKE
- TYPE SW-401 STORM MANHOLE
- TYPE SW-402 STORM MANHOLE
- TYPE SW-403 STORM MANHOLE
- TYPE SW-301 SANITARY MANHOLE
- TYPE SW-302 SANITARY MANHOLE
- TYPE SW-304 SANITARY MANHOLE
- STORM/SANITARY CLEANOUT
- WATER VALVE
- FIRE HYDRANT ASSEMBLY
- BLOW-OFF HYDRANT
- DETECTABLE WARNING PANEL
- SANITARY SEWER WITH SIZE
- SANITARY SERVICE
- STORM SEWER WITH SIZE
- STORM SERVICE
- WATER SEWER WITH SIZE
- WATER SERVICE
- PROPOSED CONTOUR
- SILT FENCE
- RIP RAP
- ADDRESS

**EXISTING**

- LOT LINE
- SANITARY/STORM MANHOLE
- WATER VALVE
- FIRE HYDRANT
- STORM SEWER SINGLE INTAKE
- STORM SEWER DOUBLE INTAKE
- STORM SEWER ROUND INTAKE
- FLARED END SECTION
- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUB
- POWER POLE
- STREET LIGHT
- GUY ANCHOR
- ELECTRIC TRANSFORMER
- GAS METER
- TELEPHONE RISER
- SIGN
- UNDERGROUND TELEVISION
- UNDERGROUND ELECTRIC
- UNDERGROUND GAS
- UNDERGROUND FIBER OPTIC
- UNDERGROUND TELEPHONE
- OVERHEAD ELECTRIC
- SANITARY SEWER WITH SIZE
- STORM SEWER WITH SIZE
- WATER MAIN WITH SIZE
- EXISTING CONTOUR
- TREELINE
- BUILDING SETBACK LINE
- PUBLIC UTILITY EASEMENT
- MINIMUM OPENING ELEVATION
- FEMA FLOOD ZONE A
- TREE REMOVAL AREA
- EXISTING TREELINE
- INLET PROTECTION
- TYPE III BARRICADE

**UTILITIES:**  
SANITARY: CITY OF INDIANOLA  
WATER: INDIANOLA MUNICIPAL SERVICES

**GENERAL NOTES**

- ONE WEEK PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL CONTACT:
  - CITY OF INDIANOLA (461-4410)
  - JERRY'S HOMES, INC. (JAY COWAN @ 515-322-0663)
  - CIVIL ENGINEERING CONSULTANTS INC. (276-4884)
  - IOWA ONE-CALL
- THE LOCATION OF EXISTING FACILITIES AND APPURTENANCES SHOWN ON THIS PLAN ARE BASED ON AVAILABLE INFORMATION WITHOUT UNCOVERING AND MEASURING TO DETERMINE EXACT FACILITIES LOCATIONS. CIVIL ENGINEERING CONSULTANTS, INC. DOES NOT GUARANTEE THE LOCATION OF EXISTING FACILITIES AS SHOWN, OR THAT ALL EXISTING FACILITIES ARE SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL PUBLIC AND PRIVATE UTILITY PROVIDERS SERVING THIS AREA, AND IOWA ONE CALL, TO DETERMINE THE EXTENT AND PRECISE LOCATION OF EXISTING FACILITIES BEFORE CONSTRUCTION BEGINS.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF SUDAS.
- THE CONTRACTOR SHALL VERIFY THE LOCATION AND PROTECT ALL UTILITIES AND STRUCTURES. DAMAGE TO UTILITIES AND STRUCTURES SHALL BE REPAIRED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE OWNER.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR RECORDING THE AS-BUILT LOCATIONS OF UTILITY SERVICES.
- THE CONTRACTOR SHALL RECONNECT ALL FIELD TILE INTERCEPTED DURING CONSTRUCTION.
- ALL STATIONING IS BASED ON STREET CENTERLINE MEASUREMENT AND SPECIFICATIONS.

**NPDES/SWPPP**

- THE OWNER AND/OR CONTRACTOR ARE REQUIRED TO OBTAIN A NPDES PERMIT AND FOLLOW THE REQUIREMENTS OF THE ASSOCIATED STORM WATER POLLUTION PREVENTION PLAN PRIOR TO COMMENCING CONSTRUCTION ACTIVITIES.

**GRADING NOTES**

- ALL DIMENSIONS ARE TO BACK OF CURB, OUTSIDE OF BUILDING WALL, AND TO PROPERTY LINES.
- ALL SPOT ELEVATIONS ARE AT GUTTER, UNLESS NOTED OTHERWISE.
- STRIP TOPSOIL FROM ALL AREAS WHICH ARE TO RECEIVE STRUCTURAL FILL.
- AREAS TO RECEIVE FILL TO BE BENCHED.
- PREPARE BOTTOM OF BENCH FOR FILL BY DISCING TO A DEPTH OF 6-INCHES AND COMPACT. ANY LOCALIZED AREAS WHICH CANNOT BE SATISFACTORILY COMPACTED OR WHICH SHOW EVIDENCE OF PUMPING ACTION SHALL BE UNDERGOING AND RECOMPACTED WITH ON-SITE FILL.
- ALL SITE GRADING FILL SHALL BE COMPACTED TO A DENSITY THAT IS NOT LESS THAN 95% STANDARD PROCTOR.
- ALL AREAS WHICH ARE TO RECEIVE PAVING SHALL HAVE THE TOP 12-INCHES DISCD AND RECOMPACTED TO 95% STANDARD PROCTOR DENSITY.
- THE MOISTURE CONTENT OF THE FILL MATERIAL SHALL MATCH URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS, BETWEEN 0 AND 4% OVER OPTIMUM MOISTURE.
- UNLESS GRADING FOR A DESIGNED SUMP OR LOW POINT AREA, GRADE ALL SITE AREAS TO DRAIN WITHOUT TRAPPING OR PONDING SURFACE WATER WHEN SITE GRADING IS COMPLETE.
- FINAL GRADES WITHIN PAVED AREAS SHALL BE WITHIN 0.1' OF PLAN GRADE, ALL OTHER AREAS TO BE WITHIN 0.2' OF PLAN GRADE.
- TOPSOIL SHALL BE RESPREAD TO A MINIMUM THICKNESS OF 4-INCHES ON ALL DISTURBED UNPAVED AREAS.
- BACKFILL TO TOP OF ALL CURBS.
- GRADING & TREE PROTECTION LIMITS SHALL BE STAKED PRIOR TO ANY TREE REMOVAL.
- CIVIL ENGINEERING CONSULTANTS, INC. IS NOT A GEOTECHNICAL ENGINEER.
- A GEOTECHNICAL REPORT FOR THIS PROJECT CAN BE OBTAINED BY CONTACTING THE OWNER. THE CONTRACTOR SHALL REFER TO AND FOLLOW THE RECOMMENDATIONS IN CONSTRUCTION MATERIALS TESTING, INC.'S (CMT'S) REPORT FOR THE WILLIAMS PROPERTY, PROJECT NUMBER 1402045W/P1 DATED DECEMBER 9, 2014.
- STREET PAVEMENT SUBGRADE SHALL BE COMPACTED PER THE GUIDELINES IN THE GEOTECHNICAL EXPLORATION REPORT REFERENCED IN NOTE 15.
- EROSION CONTROL MEASURES SHALL BE CONSTRUCTED AND INSPECTED IN ACCORDANCE WITH SUDAS SECTION 9040; BY A CERTIFIED PROFESSIONAL IN EROSION & SEDIMENT CONTROL (CPESC). A CPESC IS A RECOGNIZED SPECIALIST IN SOIL EROSION AND SEDIMENT CONTROL. THE SOIL AND WATER CONSERVATION SOCIETY AND THE INTERNATIONAL EROSION CONTROL ASSOCIATION, IN COOPERATION WITH THE AMERICAN SOCIETY OF AGRONOMY, SPONSOR THE CERTIFICATION PROGRAM. CIVIL ENGINEERING CONSULTANTS, INC. IS NOT A CERTIFIED PROFESSIONAL IN EROSION & SEDIMENT CONTROL.
- ALL SLOPES SHALL BE 3:1 OR FLATTER FOR THE SITE.
- ADDITIONAL SILT FENCING MAY BE REQUIRED BY THE CITY AFTER FIELD INSPECTION.



PRELIMINARY - NOT FOR CONSTRUCTION

**CERTIFICATION**

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

JEFFREY A. GADDIS, IOWA LICENSE NO. 18381 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

MELISSA M. HILLS, IOWA LIC. NO. 16023 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021 PAGES OR SHEETS COVERED BY THIS SEAL.

SHEETS 1 - 3 (THIS SHEET ONLY)

PRELIMINARY - NOT FOR CONSTRUCTION

Civil Engineering Consultants, Inc.  
2400 86th Street, Unit 12, Des Moines, Iowa 50322  
515.276.4884, mail@cecinc.com

**CEC**

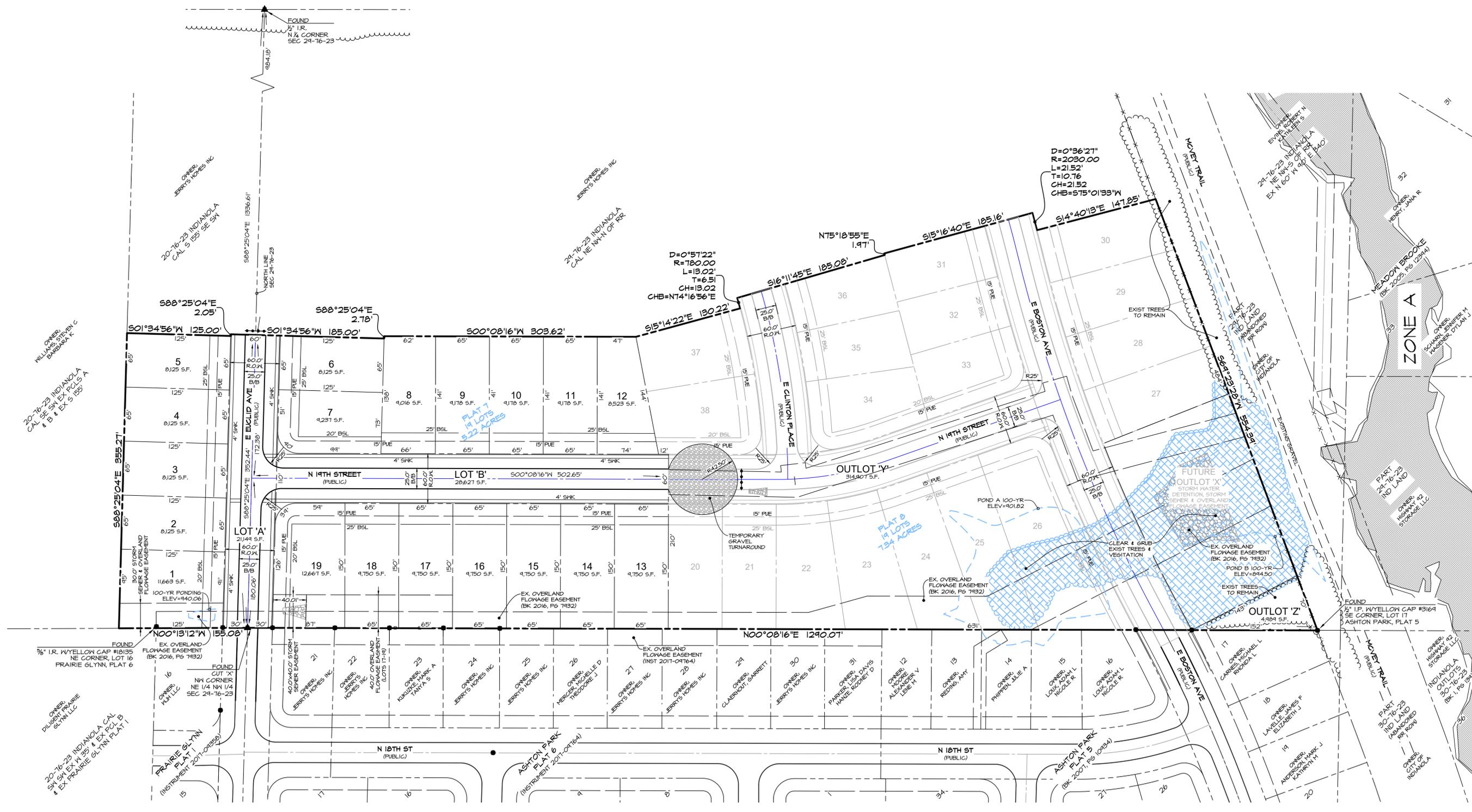
ASHTON PARK PLAT 7  
INDIANOLA, IOWA

**COVER**

SHEET 3 OF 3

E-8236

DATE: May 6, 2020  
2ND SUBMIT 05-06-2020  
1ST SUBMIT 04-27-2020  
DATE OF SURVEY: MARCH 2020  
DESIGNED BY: MPH  
DRAWN BY: CM



**PRELIMINARY - NOT FOR CONSTRUCTION**

**ASHTON PARK PLAT 7**  
INDIANOLA, IOWA

**DIMENSIONS**

**CEC**  
Civil Engineering Consultants, Inc.  
2400 86th Street Unit 12 · Des Moines, Iowa 50322  
515.276.4884 · mail@cecinc.com

DATE:	May 6, 2020	2ND SUBMIT	05-06-2020	1ST SUBMIT	04-27-2020
DATE OF SURVEY:	MARCH 2020	DESIGNED BY:	MPH	DRAWN BY:	CM

SCALE: 1"=60'

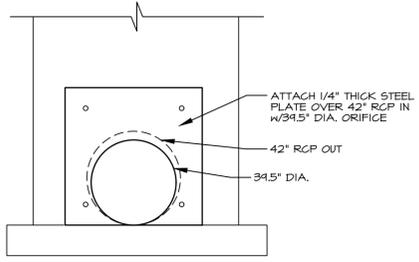
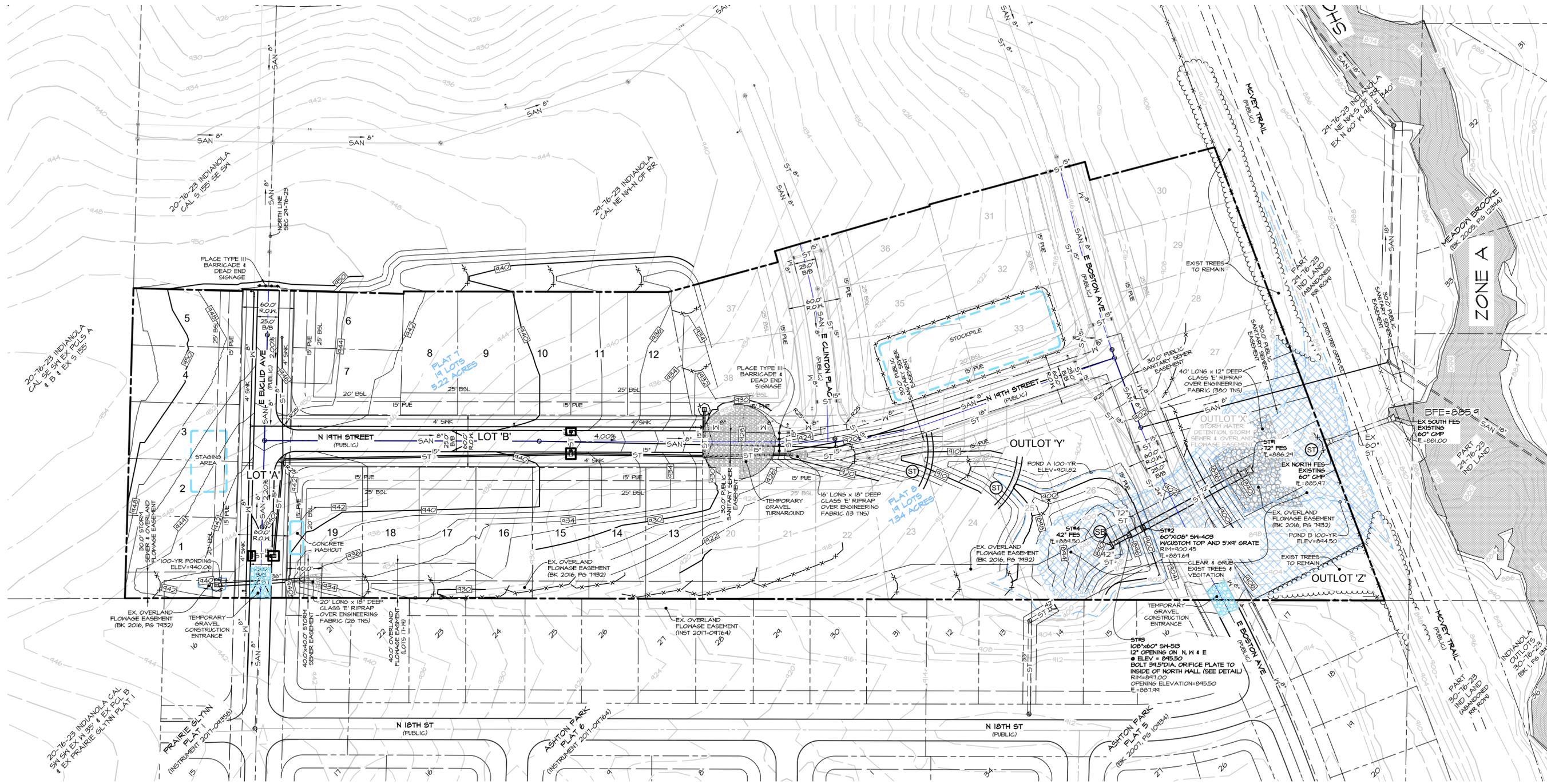
NORTH

SHEET

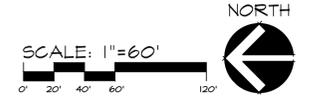
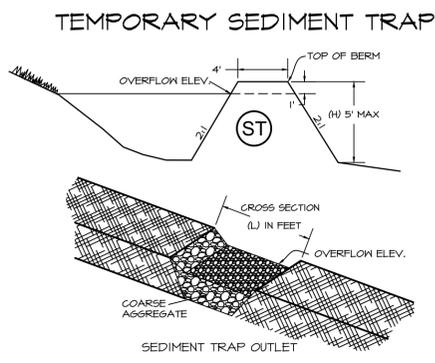
9 of 3

E-8236

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**ORIFICE DETAIL: ST#3**  
NO SCALE  
NOTE: BOLT PLATE TO NORTHWEST SIDE OF INTAKE WHERE 42" RCP ENTERS THE STRUCTURE



**PRELIMINARY - NOT FOR CONSTRUCTION**

**ASHTON PARK PLAT 7**  
INDIANOLA, IOWA  
UTILITY & GRADING PLAN

SHEET  
9 of 3  
E-8236

DATE: May 6, 2020  
2ND SUBMIT 05-06-2020  
1ST SUBMIT 04-27-2020  
DATE OF SURVEY: MARCH 2020  
DESIGNED BY: MPH  
DRAWN BY: CM



Civil Engineering Consultants, Inc.  
2400 86th Street Unit 12 Des Moines, Iowa 50322  
515.276.4884 mail@cecinc.com

C:\PROJECTS\ASHTON\_PARK\ASHTON\_PARK\_UTILITY\_AND\_GRADING\_PLAN.dwg, 05/06/2020 11:43:57 AM, 1:1



Civil Engineering Consultants, Inc.

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May 6, 2020

Attn: Charlie Dissell, AICP  
Director of Community & Economic Development  
City of Indianola  
110 North 1<sup>st</sup> Street  
P.O. Box 299  
Indianola, IA 50125

**RE: ASHTON PARK PLAT 7  
PRELIMINARY PLAT – 2<sup>ND</sup> SUBMITTAL**

Dear Mr. Dissell:

Enclosed for your review are:

- A revised .pdf of the Preliminary Plat
- A revised .pdf of the SWMP

The review comments dated May 5, 2020 have been addressed as follows:

**Drainage and Storm Water Management Comments**

Preliminary Plat, Utility and Grading Plan, Sheet 3

1. There are several areas within the plat and along the boundary where surface water is to be conveyed.
  - a. The rear yards of lots 13-19 note a previously dedicated easement. The 100-year storm will need to be conveyed in this area and construction plans should indicate the limits of the storm water. **Agreed. The stormwater limits will be indicated on the construction plans.**
  - b. East of the plat boundary a drainage swale is proposed near the rear of lots 6-12. A temporary and permanent drainage easement will be necessary. Consideration should be given to centering this swale along the boundary line. **The developer owns the ground to the east and plans to have that swale be a permanent easement in a future plat to the east. We prefer to have the swale on one side of the rear lot line so that franchise utilities can be located on the west side of the rear property line. The franchise utilities also prefer to have utility boxes located outside of the flowage easements.**
  - c. The swale proposed along the south boundary of lot 12 will also need to be dedicated with the next plat. Consideration should be given to aligning this swale along the lot line. **We will dedicate that easement in plat 8. We prefer for that easement to be located entirely in the rear yard setback of the future plat 8 lots and not in the side yard of Lot 12 as it will give better separation between the home on lot 12 and the flow path of the swale.**

2. The proposed drainage ditch to be constructed across future plat 8 traverses across future lots 22-26. This ditch may cause future homes to have issues with foundation settlement depending on elevation of structure. Constructing buildings within the future plat will require precaution. **We plan to specify over-excavation of the swale area, recompaction to 95% standard proctor density and additional soils testing when plat 8 develops.**

3. The 100-year water elevation in Outlot Y, which will be lots 24, 25, and 26, should be noted within an easement. If the property is retaining ownership of Outlot Y, this easement can be dedicated during development of plat 8. **We are expecting the ponding area north of Boston Avenue to decrease once we build the plat 8 pond, increasing the volume south of Boston Ave. We have noted that Outlot 'Y' is to be used as a temporary detention, storm sewer and storm water flowage easement. The permanent detention easements locations will be determined and dedicated with Plat 8.**

4. There is significant drainage area north of Euclid Avenue and needs to be routed through the proposed 36" storm sewer at the northeast corner of the plat. Calculation of the 100-year storm elevation should be calculated with consideration of the necessary grading plan, such that lot 1 will not be impacted or lot 16 of Ashton Park Plat 6. **Channel and weir calculations have been added to the SWMP and we have provided a catastrophic flow route that goes to the low point intakes on E. Euclid Avenue. We will require a minimum opening elevation on this lot and any other lot that would potentially be affected by stormwater flowage. This documentation will be provided with the construction drawings and final plat.**

5. The area between Boston Ave and McVey Trail will need additional consideration related to hydraulics. The construction plans may be used to provide more details, since these improvements don't have an impact directly on plat 7 lots. The proposed 72" pipe discharges into Outlot X prior to being conveyed under the McVey Trail via a 60" CMP. The likely pooling between the 72" and 60" should be expected. These two pipes are only 80' apart and consideration of connecting these pipes could be evaluated. This may result in less required easement dedication and more buildable area. If the storm sewer is not connected, the rip rap should be expanded to protect the inlet of the 60" CMP trail crossing. If this area is used for future storage, evaluation of trail embankment will be required to determine suitability.

**An overall grading plan for the entire 36.06-acre parcel was emailed to you on 5/5/2020. This shows our future plans to expand the detention area (Outlot 'X', Plat 8). The pipes between the ponding areas will not be connected so that additional detention can be provided south of Boston Avenue. We have extended the riprap to the flowline of the existing 60" culvert as requested.**

**The developer would like to work with the City on any repair work needed for the trail embankment and 60" culvert removal and replacement. We will have some indication of the composition of the embankment when we bring the sanitary sewer across to serve plat 7. We have also gotten a proposal for doing two soils borings (one at each of the existing 60" culvert crossings). The developer would like to start discussions with the City on putting together a development agreement regarding the costs for improvements on the City's ground.**

**Other Comments**

6. Plans the sanitary sewer arrows running the wrong way. **The flow direction arrows have been corrected.**
7. How wide are the sidewalks in this subdivision? Please show on the plat. **The sidewalks are now labeled as 4-foot walks.**
8. Earlier conceptual plans showed North 19th Street stubbed into the north. Please clarify what streets will be stubbed in and which ones will not. **An email was sent on 5/5/2020 showing our conceptual plans for the street network extending north and east outside of the property boundary. We will be extending future N 20<sup>th</sup> Street and N 21<sup>st</sup> Streets to the north and E Boston Avenue and E Euclid Avenue to the east. Pedestrian and vehicle safety will be better with more separation between access points for N18th and N20th Street.**
9. Are there future trail connections planned to the south? **An overall grading plan for the entire 36.06-acre parcel was emailed to you on 5/5/2020. This shows our future plans to have a trail connection in what will likely be**
10. What is the diameter of the temporary cul-de-sac? Please include the temporary cul-de-sac in the legend clarifying it is gravel. **The radius and material of the temporary cul-de-sac has been noted on sheet 2.**
11. Are the lines at the end of each road to indicate barricades? Please clarify in the legend. **Yes, and these barricades are now noted as such in the legend and sheet 3.**
12. Notes on page 1 refer to Lots A-E, but Lots C, D and E are not shown on this plat. Please clarify. **The note has been revised to refer to Lots A and B only.**
13. Please provide for subdrains on the proposed cross section. **Done.**
14. Please clarify maintenance and ownership of all outlots. **Please refer to the notes section on sheet 1 regarding outlet maintenance.**

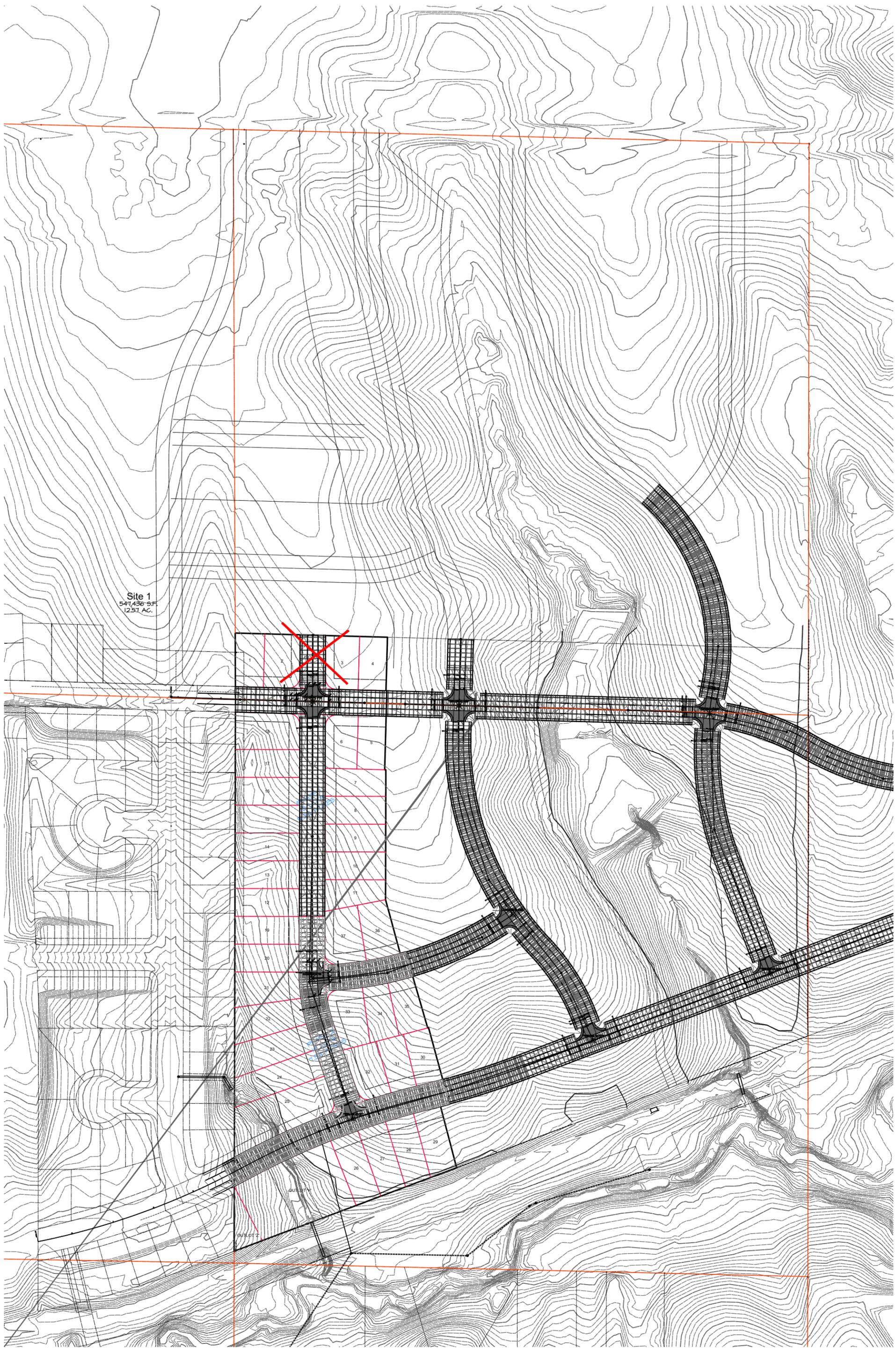
Sincerely,

Civil Engineering Consultants, Inc.

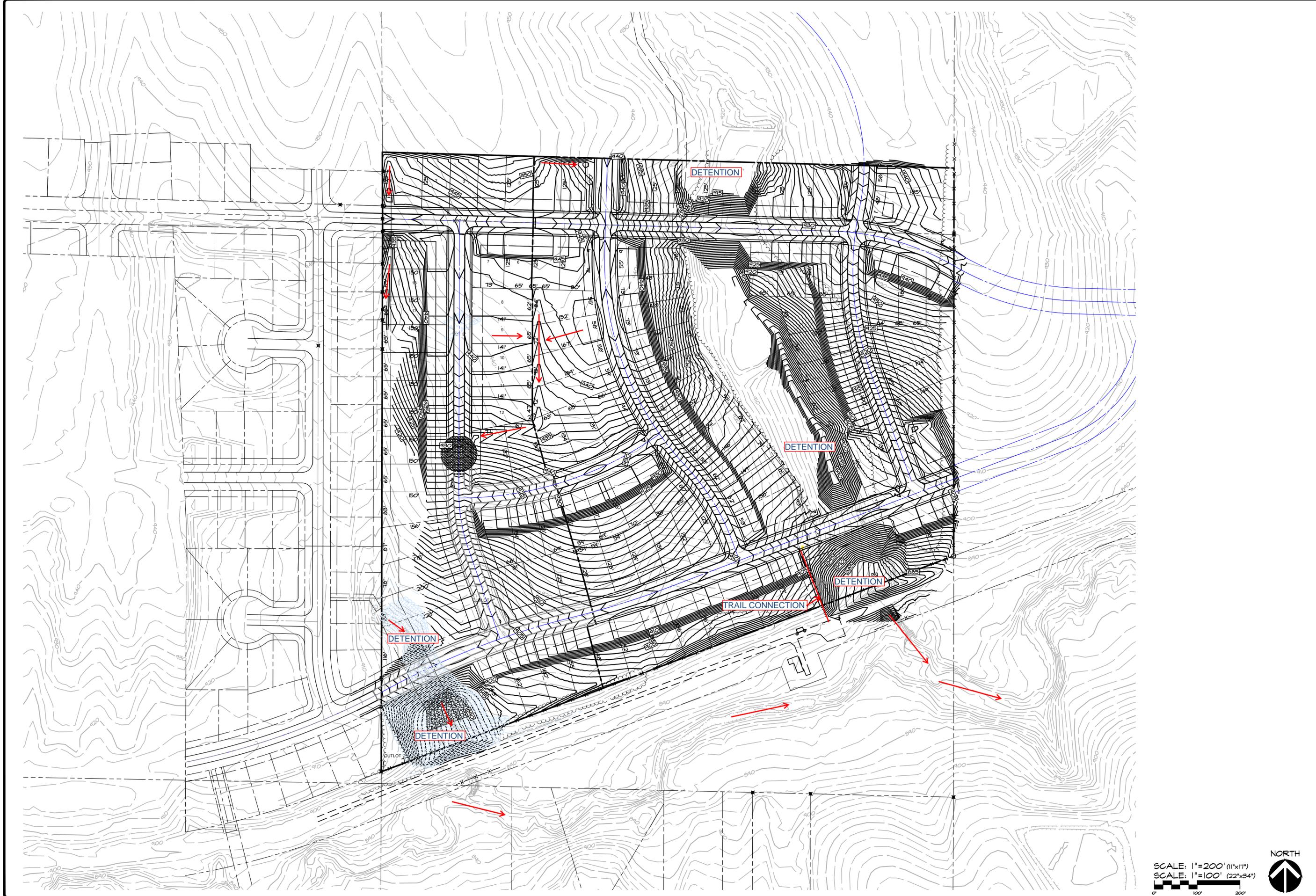


Melissa Hills, P.E.  
Iowa Registration No. 16023

CC. Jay Cowan, Jerry's Homes, Inc.



Site 1  
547,436 S.F.  
12.57 AC.



SCALE: 1"=200' (11"x17")  
 SCALE: 1"=100' (22"x34")



DATE:	May 4, 2020
DESIGNED BY:	MMH
DRAWN BY:	MMH

**ASHTON PARK PLAT 7**  
 INDIANOLA, IOWA  
**DRAINAGE MAP**



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

**A RESOLUTION APPROVING THE PRELIMINARY PLAT FOR ASHTON PARK  
PLAT 7**

**WHEREAS**, on May 12, 2020 the Planning and Zoning Commission met to consider a request from Melissa M. Hills of Civil Engineering Consultants Inc., on behalf of Jerrys Homes, Inc. for approval of a Preliminary Plat for Ashton Park Plat 7 for the following described real property:

A PARCEL OF LAND IN THE NE1/4 NW1/4 OF SECTION 29 AND THE SE1/4 SW1/4 OF SECTION 20, ALL IN TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH/ P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NW CORNER OF SAID NE1/4 NW1/4 OF SECTION 29, SAID SE CORNER ALSO BEING THE SE CORNER OF SAID SE1/4 SW1/4 OF SECTION 20; THENCE N00°13'12"W, 155.08 FEET ALONG THE WEST LINE OF SAID SE1/4 SW1/4 OF SECTION 20 TO A POINT; THENCE S88°25'04"E, 355.27 FEET TO A POINT; THENCE S01°34'56"W, 125.00 FEET TO A POINT; THENCE S88°25'04"E, 2.05 FEET TO A POINT; THENCE S01°34'56"W, 185.00 FEET TO A POINT; THENCE S88°25'04"E, 2.78 FEET TO A POINT; THENCE S00°08'16"W, 303.62 FEET TO A POINT; THENCE S15°14'22"E, 130.22 FEET TO A POINT ON A NON-TANGENT CURVE; THENCE NORTHEASTERLY ALONG A NON-TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 780.00 FEET AND A CHORD BEARING N74°16'56"E, AN ARC LENGTH OF 13.02 FEET TO A POINT; THENCE S16°11'45"E, 185.08 FEET TO A POINT; THENCE N75°18'55"E, 1.97 FEET TO A POINT; THENCE S15°16'40"E, 185.16 FEET TO A POINT ON A NON-TANGENT CURVE; THENCE SOUTHWESTERLY ALONG A NON-TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 2030.00 FEET AND A CHORD BEARING S75°01'33"W, AN ARC LENGTH OF 21.52 FEET TO A POINT; THENCE S14°40'13"E, 147.85 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF THE CHICAGO, BURLINGTON AND QUINCY RAILROAD, AS IT IS PRESENTLY ESTABLISHED; THENCE S69°23'28"W, 554.39 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE SE CORNER OF LOT 17, ASHTON PARK PLAT 5, AN OFFICIAL PLAT RECORDED IN BOOK 2007, PAGE 10934 AT THE WARREN COUNTY RECORDER'S OFFICE, SE CORNER ALSO BEING ON THE WEST LINE OF SAID NE1/4 NW1/4 OF SECTION 29; THENCE N00°08'16"E, 1290.07 FEET ALONG SAID WEST LINE OF THE NE1/4 NW1/4, SAID WEST LINE COINCIDES WITH THE EAST LINE OF SAID ASHTON PARK PLAT 5 AND THE EAST LINE OF ASHTON PARK PLAT 6, AN OFFICIAL PLAT RECORDED IN INSTRUMENT NUMBER 2017-09764 AT THE WARREN COUNTY RECORDER'S OFFICE, TO THE POINT OF BEGINNING AND CONTAINING 12.57 ACRES MORE OR LESS; and,

**WHEREAS**, the Planning and Zoning Commission does recommend approval of Preliminary Plat for Ashton Park Plat 7; and,

**WHEREAS**, the City Council has reviewed the request and heard comments from the developer and the public; and,

**WHEREAS**, the City Council has determined that the Preliminary Plat meets the requirements as set out in the Municipal Code and should be approved.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Indianola, Iowa having considered the recommendations of the Planning and Zoning Commission, the requirements of the Municipal Code and the comments from the developer and the public, deems it appropriate to approve the Preliminary Plat for Ashton Park Plat 7.

**APPROVED** this 18<sup>th</sup> day of May 2020.

---

Kelly B. Shaw, Mayor

**ATTEST:**

---

Andrew J. Lent, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

Receive and file a letter from Carl Alexander, 505 West Second Avenue, requesting a hearing to determine if a nuisance exists, and setting a public hearing on the request for June 1, 2020 at 6:00 p.m.

**Information**

In your packet is a letter from Carl Alexander, 505 West Second Avenue, requesting a hearing to determine if a nuisance exists.

---

**Fiscal Impact**

**Attachments**

Nuisance Memorandum

Notice

Request

Resolution - Nuisance Hearing

---



## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 8, 2020  
Re: Receive and file a letter from Carl Alexander, 505 West Second Avenue, requesting a hearing to determine if a nuisance exists, and setting a hearing on the request for June 1, 2020 at 6:00 p.m.

---

On May 7, 2020, the Community Development Department received a request for a hearing in writing, in accordance with Section 50.08 of the Code of Ordinances of Indianola, Iowa regarding an alleged violation at 505 West Second Avenue. Section 50.08 states, "Any person ordered to abate a nuisance may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists, and it must be abated as ordered. The hearing will be before the Council at a time and place fixed by the Council. The findings of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances."

On April 17, 2020, the Building and Zoning Official alleged that a violation of Chapter 51 of the Code of Ordinances of Indianola, Iowa, regarding junk and junk vehicles existed at 505 West Second Avenue. On April 20, 2020, a letter was sent by certified mail giving the property owner 14 days to abate the nuisance. Further, the letter notified the property owner that they may have a hearing with the Council as to whether a nuisance exists. The letter noted a request for a hearing must be made in writing and delivered to the Clerk within seven (7) days from the date of the Notice or it would be conclusively presumed that a nuisance exists, and it must be abated as ordered. According to the United States Postal Services, the certified mail was delivered to the property owner on April 23, 2020. On April 30, 2020, the property owner, Carl B. Alexander, contacted the Building and Zoning Official by phone stating his intentions to request a hearing with the Council as to whether a nuisance exists

If Council desires to honor the request for hearing, Staff recommends that it be set for the for June 1, 2020 Council Meeting. I will attend your May 18<sup>th</sup> meeting to answer any questions you may have.



**COMMUNITY DEVELOPMENT**

April 17<sup>th</sup>, 2020

Alexander, Carl B  
505 W 2nd Ave  
Indianola IA 50125

RE: 505 West 2<sup>nd</sup> Ave, Indianola, Iowa

**NOTICE OF NUISANCE AND DEMAND FOR ABATEMENT**

Dear Sir or Madam:

BE ADVISED that the City of Indianola, pursuant to Chapter 51 and 165 of the Code of Ordinances of the City of Indianola, as amended, (hereinafter the “Indianola Code of Ordinances”), has determined that:

YOU ARE IN VIOLATION OF Chapter 51 and 165 of the Indianola Code of Ordinances based on the vehicles parked in the front yard and the accumulated junk throughout the property. The property under your control, where the said violation is occurring, is described as 505 West 2<sup>nd</sup> Ave, Indianola, Iowa.

The aforementioned constitutes a nuisance pursuant to Indianola Code of Ordinances Chapter 51 and 165 (Junk and Junk Vehicles) (Zoning Regulations).

YOU MUST immediately bring the property use into compliance and maintain compliance with Indianola Chapter 51 and 165 by taking all steps necessary to remove the junk from the property and vehicles parked on the grass in the front yard. Vehicles may be parked in front of the property on a hard surface only for a maximum of 48 hours.

YOU MUST ALSO ABATE the aforementioned nuisance in the manners proscribed by Chapter 51 of the Indianola Code of Ordinances on or before May 4<sup>th</sup>, 2020. (14 Days).

You may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within seven (7) days from the date of this Notice or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. Any hearing will be before the Council at a time and place fixed by the Council. The findings of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.



**COMMUNITY DEVELOPMENT**

IF THE CONDITION IS NOT ABATED AS DIRECTED, the City of Indianola may take whatever action is available to abate this nuisance and assess the associated costs and attorney fees against you and enjoin your violation of the Indianola Code of Ordinances. Please note that the City of Indianola expressly reserves its rights under the Indianola Code of Ordinances, at law and in equity and nothing contained herein should be construed as a limitation of said rights.

PLEASE TAKE NOTICE AND GOVERN YOURSELF ACCORDINGLY.

Respectfully,

Tim Little  
Building Official



I Carl Alexander is asking for a hearing regarding to Letter I received at

505 Wand Ave Indianoka, IA

11/10/2014

800-833-8333

110 North 1st St

Indianoka, IA 52045

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

**RESOLUTION TO RECEIVE AND FILE A LETTER FROM CARL  
ALEXANDER OF 505 WEST SECOND AVENUE REQUESTING A HEARING  
TO DETERMINE IF A NUISANCE EXISTS AND SETTING A HEARING ON  
THE REQUEST**

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WHEREAS, on April 17, 2020, the Building and Zoning Official alleged that a violation of Chapter 51 of the Code of Ordinances of Indianola, Iowa, regarding junk and junk vehicles existed at 505 West Second Avenue; and

WHEREAS, on April 20, 2020, a letter was sent by certified mail giving the property owner 14 days to abate the nuisance; and

WHEREAS, according to the United States Postal Services, the certified mail was delivered to the property owner on April 23, 2020; and

WHEREAS, on April 30, 2020, the property owner, Carl B. Alexander, contacted the Building and Zoning Official stating his intentions to request a hearing with the Council as to whether a nuisance exists; and

WHEREAS, a request for a hearing in writing, in accordance with Section 50.08 of the Code of Ordinances of Indianola, Iowa was delivered to the Community Development Department on May 7, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that the letter from Carl Alexander of 505 West Second Avenue has been received and shall be filed, and a hearing on the alleged nuisance violation is hereby set for the 1<sup>st</sup> day of June 2020, at 6:00 o'clock p.m. in the Council Chambers of the Municipal Building in Indianola, Iowa.

**APPROVED** this 18<sup>th</sup> day of May 2020.

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Kelly B. Shaw, Mayor

**ATTEST:**

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Andrew J. Lent, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

Third consideration of an ordinance amending Chapter 165, Zoning Regulations, regarding bulk storage of petroleum products.

**Information**

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**Fiscal Impact**

**Attachments**

Ordinance

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**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, <del>not</del> including the dispensing of liquefied propane <del>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.</del>	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

**Information**

**Subject**

Third consideration of an ordinance amending Chapter 110, Natural Gas Franchise, pertaining to franchise fees.

**Information**

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, which was held on April 20, 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.

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**Fiscal Impact**

**Attachments**

Ordinance - Natural Gas Franchise

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Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution approving salaries.

**Information**

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

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**Fiscal Impact**

**Attachments**

Resolution Approving Salaries

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**RESOLUTION 2020-  
APPROVING SALARIES**

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

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

Aiden Ruble, Brush Facility Monitor, \$12.50/hour, effective May 11, 2020;

Doug Bylund, Parks & Recreation Director, from \$84,263.43/year to \$86,442.74/year, effective July 5, 2020;

Justin Keller, Police Sergeant, from \$83,089.80/year (\$300 long) to \$83,139.80/year (\$350 long), effective April 12, 2020.

Passed and approved on the 18th day of May 2020.

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Kelly B. Shaw, Mayor

ATTEST:

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Andrew J. Lent  
City Clerk / Finance Director

**Meeting Date:** 05/18/2020

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**Information**

**Subject**

Claims on the computer printout for May 18, 2020.

**Information**

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**Fiscal Impact**

**Attachments**

Vendor Report 0518

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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>A 6FT GEEK LLC</b>				
A 6FT GEEK LLC	CLEANING SUPPLIES	05/01/2020	168.00	GENERAL FUND
A 6FT GEEK LLC	CLEANING SUPPLIES	05/01/2020	72.00	PARK & RECREATI
A 6FT GEEK LLC	PAPER TOWELS	05/01/2020	92.00	FIRE FUND
Total A 6FT GEEK LLC:			332.00	
<b>AGRILAND FS INC</b>				
AGRILAND FS INC	GRASS SEED	04/27/2020	205.00	PARK & RECREATI
AGRILAND FS INC	FERTILIZER	05/04/2020	16.77	PARK & RECREATI
AGRILAND FS INC	PROPANE	04/14/2020	605.70	PARK & RECREATI
Total AGRILAND FS INC:			827.47	
<b>AIR-CON MECHANICAL CORP.</b>				
AIR-CON MECHANICAL CORP.	CHANGING BLOWER MOTOR ON AHU #1	04/27/2020	1,374.00	GENERAL FUND
AIR-CON MECHANICAL CORP.	ACTIVITY CENTER MAINTENANCE CONTRA	04/27/2020	417.75	PARK & RECREATI
Total AIR-CON MECHANICAL CORP.:			1,791.75	
<b>AL COFFMAN CONSTRUCTION</b>				
AL COFFMAN CONSTRUCTION	REPAIRS TO McCORD SHELTER	05/08/2020	1,600.00	PARK & RECREATI
Total AL COFFMAN CONSTRUCTION:			1,600.00	
<b>ALLSUP, PAT</b>				
ALLSUP, PAT	CELL PHONE - APRIL	04/24/2020	50.00	POLICE FUND
Total ALLSUP, PAT:			50.00	
<b>AMAZON CAPITAL SERVICES</b>				
AMAZON CAPITAL SERVICES	CH WATER FOUNTAIN - ICAP GRANT	05/01/2020	1,008.24	GENERAL FUND
AMAZON CAPITAL SERVICES	BOOT COVERS TYVEK	05/01/2020	188.00	AMBULANCE FUN
Total AMAZON CAPITAL SERVICES:			1,196.24	
<b>ARMSTRONG, AMANDA</b>				
ARMSTRONG, AMANDA	REFUND FOR YOUTH SOFTBALL	05/04/2020	52.00	PARK & RECREATI
Total ARMSTRONG, AMANDA:			52.00	
<b>BAHR, HEATHER</b>				
BAHR, HEATHER	REFUND YOUTH SOFTBALL	04/28/2020	73.00	PARK & RECREATI
Total BAHR, HEATHER:			73.00	
<b>BANKERS TRUST COMPANY</b>				
BANKERS TRUST COMPANY	CITY INVESTMENT SERVICES	05/04/2020	5,497.62	GENERAL FUND
Total BANKERS TRUST COMPANY:			5,497.62	
<b>BANKS, ANGIE</b>				
BANKS, ANGIE	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total BANKS, ANGIE:			68.00	
<b>BARBER, JESSICA</b>				
BARBER, JESSICA	REFUND JR POLICE ACCADAMY	05/05/2020	23.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BARBER, JESSICA	REFUND JR POLICE ACADEMY	05/05/2020	23.00	PARK & RECREATI
Total BARBER, JESSICA:			46.00	
<b>BARCO MUNICIPAL PROD INC</b>				
BARCO MUNICIPAL PROD INC	ROAD CONTRUCTION SIGNS	04/09/2020	1,951.72	ROAD USE TAX FU
Total BARCO MUNICIPAL PROD INC:			1,951.72	
<b>BATES, EMILY</b>				
BATES, EMILY	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total BATES, EMILY:			52.00	
<b>BAUMANN, MEGAN</b>				
BAUMANN, MEGAN	REFUND YOUTH SOFTBALL	04/30/2020	68.00	PARK & RECREATI
Total BAUMANN, MEGAN:			68.00	
<b>BIRD, ANNA</b>				
BIRD, ANNA	REFUND POOL PASS	05/01/2020	137.00	POOL (MEMORIAL)
Total BIRD, ANNA:			137.00	
<b>BIRKENHOLTZ, KOREY</b>				
BIRKENHOLTZ, KOREY	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total BIRKENHOLTZ, KOREY:			52.00	
<b>BIRKLAND, KRIS</b>				
BIRKLAND, KRIS	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total BIRKLAND, KRIS:			68.00	
<b>BIRKLAND, MICHELLE</b>				
BIRKLAND, MICHELLE	REFUND YOUTH SOFTBALL	04/28/2020	67.00	PARK & RECREATI
Total BIRKLAND, MICHELLE:			67.00	
<b>BORNER, NIKKI</b>				
BORNER, NIKKI	REFUND JR POLICE ACADEMY	05/06/2020	23.00	PARK & RECREATI
Total BORNER, NIKKI:			23.00	
<b>BRICK GENTRY P.C.</b>				
BRICK GENTRY P.C.	COMMUNITY DEVELOPMENT LEGAL FEES	04/25/2020	480.00	GENERAL FUND
BRICK GENTRY P.C.	COVID19 LEGAL EXPENSES	04/25/2020	2,475.00	GENERAL FUND
BRICK GENTRY P.C.	GENERAL LEGAL SERVICES	04/25/2020	5,970.00	GENERAL FUND
BRICK GENTRY P.C.	PROSECUTIONS	04/25/2020	450.00	GENERAL FUND
BRICK GENTRY P.C.	WPC LEGAL FEES	04/25/2020	510.00	SEWER FUND
BRICK GENTRY P.C.	WPC LEGAL FEES	04/25/2020	6,525.00	WWTP FACILITY C
Total BRICK GENTRY P.C.:			16,410.00	
<b>BUSS, KATIE</b>				
BUSS, KATIE	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total BUSS, KATIE:			68.00	
<b>BUTZ, LAURIE</b>				
BUTZ, LAURIE	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total BUTZ, LAURIE:			68.00	
<b>CINTAS CORPORATION</b>				
CINTAS CORPORATION	SHOP MEDICINE CABINET	04/09/2020	44.99	ROAD USE TAX FU
Total CINTAS CORPORATION:			44.99	
<b>CIRCLE B CASHWAY</b>				
CIRCLE B CASHWAY	RAMP FOR BRUSH FACILITY SHED	04/28/2020	34.05	GENERAL FUND
CIRCLE B CASHWAY	2 X 6-10' TREATED	05/06/2020	7.56	PARK & RECREATI
Total CIRCLE B CASHWAY:			41.61	
<b>CITY OF INDIANOLA - UTILITY</b>				
CITY OF INDIANOLA - UTILITY	UTILITIES - MEMORIAL	04/30/2020	54.54	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - BARKER	04/30/2020	29.60	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - PICKARD	04/30/2020	169.15	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - McCORD	04/30/2020	38.50	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - DOWNEY	04/30/2020	29.19	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	04/30/2020	41.31	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	04/30/2020	909.58	GENERAL FUND
CITY OF INDIANOLA - UTILITY	RENEWABLE	04/30/2020	231.00	FIRE FUND
CITY OF INDIANOLA - UTILITY	STREETLIGHTS	04/30/2020	10,424.15	GENERAL FUND
CITY OF INDIANOLA - UTILITY	LIFT STATIONS ELECTRIC	04/30/2020	5,676.27	SEWER FUND
CITY OF INDIANOLA - UTILITY	CREDIT	04/30/2020	128.65	SEWER FUND
CITY OF INDIANOLA - UTILITY	NORTH PLANT ELECTRIC, WATER SEWER	04/30/2020	10,087.20	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - SHOP	04/30/2020	296.53	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - TRAIL	04/30/2020	24.00	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	04/30/2020	180.05	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - YOUTH SOFTBALL	04/30/2020	95.26	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - ADULT SOFTBALL	04/30/2020	32.75	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MOATS	04/30/2020	28.28	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - BUXTON	04/30/2020	81.11	PARK & RECREATI
Total CITY OF INDIANOLA - UTILITY:			28,299.82	
<b>COBB, LAURA</b>				
COBB, LAURA	REFUND MEMORIAL PARK SHELTER	05/06/2020	24.00	PARK & RECREATI
Total COBB, LAURA:			24.00	
<b>COMISKEY, PAUL</b>				
COMISKEY, PAUL	REFUND YOUTH SOFTBALL	05/01/2020	73.00	PARK & RECREATI
Total COMISKEY, PAUL:			73.00	
<b>CONFLUENCE INC.</b>				
CONFLUENCE INC.	CITY STRATEGIC PLAN	05/06/2020	180.00	GENERAL FUND
Total CONFLUENCE INC.:			180.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DALES, BETTY				
DALES, BETTY	REFUND FOR AMBULANCE PAYMENT	05/13/2020	489.00	AMBULANCE FUN
Total DALES, BETTY:			489.00	
<b>DIAMOND VOGEL PAINT</b>				
DIAMOND VOGEL PAINT	GLASS BEAD FOR PAVEMENT MARKING	04/14/2020	177.00	ROAD USE TAX FU
DIAMOND VOGEL PAINT	PAVEMENT MARKING	04/21/2020	265.50	ROAD USE TAX FU
Total DIAMOND VOGEL PAINT:			442.50	
<b>DITTMER, DENA</b>				
DITTMER, DENA	REFUND YOUTH SOFTBALL	04/28/2020	73.00	PARK & RECREATI
Total DITTMER, DENA:			73.00	
<b>DOOLEY, CHRISTINE</b>				
DOOLEY, CHRISTINE	REFUND YOUTH SOFTBALL	04/28/2020	57.00	PARK & RECREATI
Total DOOLEY, CHRISTINE:			57.00	
<b>DOWNEY TIRE PROS</b>				
DOWNEY TIRE PROS	TIRE REPAIR	05/06/2020	16.80	PARK & RECREATI
Total DOWNEY TIRE PROS:			16.80	
<b>DOWNING, ALLIE</b>				
DOWNING, ALLIE	REFUND ACCOUNT CREDIT	05/04/2020	50.00	PARK & RECREATI
Total DOWNING, ALLIE:			50.00	
<b>DRAKE UNIVERSITY</b>				
DRAKE UNIVERSITY	LEADERSHIP PROGRAM - 1ST INSTALLMEN	04/23/2020	4,480.00	GENERAL FUND
Total DRAKE UNIVERSITY:			4,480.00	
<b>DYKSTRA, KRISTY</b>				
DYKSTRA, KRISTY	REFUND YOUTH SOFTBALL	04/28/2020	73.00	PARK & RECREATI
Total DYKSTRA, KRISTY:			73.00	
<b>ELECTRICAL ENG &amp; EQUIP</b>				
ELECTRICAL ENG & EQUIP	HWY 65-69 GENERATOR PM	04/21/2020	500.00	SEWER FUND
ELECTRICAL ENG & EQUIP	NORTH PLANT GENERATOR PM	04/27/2020	2,500.00	SEWER FUND
ELECTRICAL ENG & EQUIP	SOUTH PLANT GENERATOR PM	04/21/2020	1,025.00	SEWER FUND
ELECTRICAL ENG & EQUIP	WESLEY GENERATOR PM	04/27/2020	300.00	SEWER FUND
Total ELECTRICAL ENG & EQUIP:			4,325.00	
<b>ETNYRE, LISA</b>				
ETNYRE, LISA	REFUND JR POLICE ACADEMY	05/06/2020	23.00	PARK & RECREATI
Total ETNYRE, LISA:			23.00	
<b>FARNHAM, SAMANTHA</b>				
FARNHAM, SAMANTHA	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total FARNHAM, SAMANTHA:			52.00	
<b>FARRELL, DOUG</b>				
FARRELL, DOUG	REFUND YOUTH SOFTBALL	05/01/2020	57.00	PARK & RECREATI
Total FARRELL, DOUG:			57.00	
<b>FARWELL, SHELBY</b>				
FARWELL, SHELBY	REFUND YOUTH SOFTBALL	05/01/2020	52.00	PARK & RECREATI
Total FARWELL, SHELBY:			52.00	
<b>FIRSTNET</b>				
FIRSTNET	TELEPHONE	04/19/2020	217.72	AMBULANCE FUN
Total FIRSTNET:			217.72	
<b>FLINN, DANA BRANDYN</b>				
FLINN, DANA BRANDYN	REFUND YOUTH SOFTBALL	04/28/2020	73.00	PARK & RECREATI
Total FLINN, DANA BRANDYN:			73.00	
<b>FOX ENGINEERING</b>				
FOX ENGINEERING	ENGINEER REVEIW QUAIL MEADOWS	12/30/2019	1,583.50	GENERAL FUND
FOX ENGINEERING	ENGINEER REVIEW QUAIL MEADOWS	02/29/2020	1,140.75	GENERAL FUND
FOX ENGINEERING	ENGINEER REVIEW QUAIL MEADOWS	03/30/2020	458.75	GENERAL FUND
FOX ENGINEERING	ENGINEER REVIEW PEOPLES BANK	03/30/2020	46.75	GENERAL FUND
Total FOX ENGINEERING:			3,229.75	
<b>GORDER, SHEENA</b>				
GORDER, SHEENA	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total GORDER, SHEENA:			52.00	
<b>GRIMES ASPHALT &amp; PAVING</b>				
GRIMES ASPHALT & PAVING	COLD PATCH - POTHOLES	04/10/2020	1,407.44	ROAD USE TAX FU
Total GRIMES ASPHALT & PAVING:			1,407.44	
<b>HAUSWIRTH, NICHOLE</b>				
HAUSWIRTH, NICHOLE	REFUND YOUTH SOFTBALL	05/01/2020	88.00	PARK & RECREATI
Total HAUSWIRTH, NICHOLE:			88.00	
<b>HERRING, SUMMER</b>				
HERRING, SUMMER	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total HERRING, SUMMER:			68.00	
<b>HOLTER, ALEX</b>				
HOLTER, ALEX	REFUND JR POLICE ACADEMY	05/05/2020	23.00	PARK & RECREATI
Total HOLTER, ALEX:			23.00	
<b>HOYLE, LOWELL</b>				
HOYLE, LOWELL	REFUND PARK SHELTER	05/05/2020	25.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HOYLE, LOWELL:			25.00	
<b>HR GREEN INC</b>				
HR GREEN INC	WWTP TRUNK SWR ENG	05/07/2020	8,190.04	WWTP FACILITY C
HR GREEN INC	QM3 LIFT ENG	05/07/2020	7,520.00	SEWER CAPITAL P
Total HR GREEN INC:			15,710.04	
<b>IA COMMUNITIES ASSURANCE POOL</b>				
IA COMMUNITIES ASSURANCE	ENDORSEMENT #13	03/10/2020	259.00	ROAD USE TAX FU
Total IA COMMUNITIES ASSURANCE POOL:			259.00	
<b>INDIANOLA MUNICIPAL UTILITIES</b>				
INDIANOLA MUNICIPAL UTILITIE	PROFESSIONAL SERVICES US 2%	05/14/2020	698.67	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	PROFESSIONAL SERVICES US 11%	05/14/2020	3,842.67	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	PROFESSIONAL SERVICES US 2%	05/14/2020	698.67	RECYCLING FUND
Total INDIANOLA MUNICIPAL UTILITIES:			5,240.01	
<b>IOWA WATER MANAGEMENT CO.</b>				
IOWA WATER MANAGEMENT C	WATER MGR - LIBRARY	05/01/2020	40.00	LIBRARY FUND
IOWA WATER MANAGEMENT C	WATER MGR - MUN BLDG	05/01/2020	150.00	GENERAL FUND
Total IOWA WATER MANAGEMENT CO.:			190.00	
<b>IRISH, MAXINE</b>				
IRISH, MAXINE	REFUND BULLSEYE CAMP	04/30/2020	55.00	PARK & RECREATI
IRISH, MAXINE	REFUND JR POLICE ACADEMY	05/05/2020	23.00	PARK & RECREATI
Total IRISH, MAXINE:			78.00	
<b>JENSEN, STACEY</b>				
JENSEN, STACEY	REFUND YOUTH SOFTBALL	04/28/2020	73.00	PARK & RECREATI
Total JENSEN, STACEY:			73.00	
<b>JONTZ PAINTING LLC</b>				
JONTZ PAINTING LLC	AQUATIC CENTER SEALANT & PAINTING PR	05/04/2020	44,475.00	CAPITAL PROJECT
Total JONTZ PAINTING LLC:			44,475.00	
<b>KESTER, KATHY</b>				
KESTER, KATHY	REFUND POOL PARTY	05/04/2020	325.00	POOL (MEMORIAL)
Total KESTER, KATHY:			325.00	
<b>LAMPMAN, EMILY</b>				
LAMPMAN, EMILY	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total LAMPMAN, EMILY:			52.00	
<b>MACQUEEN EQUIPMENT</b>				
MACQUEEN EQUIPMENT	AUTO HOSE REEL REWIND JETTER	04/30/2020	79.79	SEWER FUND
MACQUEEN EQUIPMENT	KIT FOR WARTHOG NOZZLE	05/06/2020	277.82	SEWER FUND
MACQUEEN EQUIPMENT	AUTO REWIND REPAIR	05/06/2020	603.12	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MACQUEEN EQUIPMENT:			960.73	
<b>MANN, VICTORIA</b>				
MANN, VICTORIA	REFUND YOUTH SOFTBALL	04/28/2020	83.00	PARK & RECREATI
Total MANN, VICTORIA:			83.00	
<b>MARTINDALE, JOHN</b>				
MARTINDALE, JOHN	REFUND YOUTH SOFTBALL	05/01/2020	68.00	PARK & RECREATI
Total MARTINDALE, JOHN:			68.00	
<b>MATHESON TRI-GAS INC</b>				
MATHESON TRI-GAS INC	OXYGEN EMS	04/29/2020	90.99	AMBULANCE FUN
MATHESON TRI-GAS INC	OXYGEN	04/30/2020	77.68	AMBULANCE FUN
MATHESON TRI-GAS INC	OXYGEN EMS	04/30/2020	124.62	AMBULANCE FUN
Total MATHESON TRI-GAS INC:			293.29	
<b>MCCONNELL, TIM</b>				
MCCONNELL, TIM	PORTRAIT SESSION & PICTURE - SCHRODE	03/03/2020	105.93	GENERAL FUND
MCCONNELL, TIM	PORTRAIT SESSION & PICTURE - HULEN	04/17/2020	105.93	GENERAL FUND
Total MCCONNELL, TIM:			211.86	
<b>MCCOY HARDWARE INC</b>				
MCCOY HARDWARE INC	CLIPS & HANGERS FOR BRUSH FACILITY	04/15/2020	16.17	GENERAL FUND
MCCOY HARDWARE INC	KEYS FOR BRUSH FACILITY	04/15/2020	2.06	GENERAL FUND
MCCOY HARDWARE INC	GREENHOUSE SPRAY	04/16/2020	23.38	PARK & RECREATI
MCCOY HARDWARE INC	BRUSH FACILITY	04/28/2020	11.04	GENERAL FUND
MCCOY HARDWARE INC	DOOR LOCK FOR BRUSH FACILITY	04/29/2020	7.64	GENERAL FUND
MCCOY HARDWARE INC	KEYS FOR PADDLELOCKS	05/01/2020	16.49	SEWER FUND
MCCOY HARDWARE INC	ELECTRICAL RECEPTACLES, LIGHT BULBS	05/04/2020	19.76	PARK & RECREATI
MCCOY HARDWARE INC	CAUTION TAPE	05/04/2020	13.49	PARK & RECREATI
MCCOY HARDWARE INC	LIGHT BULBS	05/04/2020	21.58	PARK & RECREATI
MCCOY HARDWARE INC	3/8 ROD	05/04/2020	22.92	SEWER FUND
Total MCCOY HARDWARE INC:			154.53	
<b>MEDPRO DISPOSAL LLC</b>				
MEDPRO DISPOSAL LLC	MEDICAL WASTE	04/30/2020	78.75	AMBULANCE FUN
MEDPRO DISPOSAL LLC	MEDICAL WASTE CONTRACT	05/01/2020	137.81	AMBULANCE FUN
Total MEDPRO DISPOSAL LLC:			216.56	
<b>MENARDS - ALTOONA STORE</b>				
MENARDS - ALTOONA STORE	LIGHTS FOR MOATS & BARKER SHELTERS	04/29/2020	250.93	PARK & RECREATI
Total MENARDS - ALTOONA STORE:			250.93	
<b>MERCY COLLEGE OF HEALTH SCIENCES</b>				
MERCY COLLEGE OF HEALTH	PARAMEDIC CLASS - JEREMY CROSS	04/29/2020	4,340.00	AMBULANCE FUN
MERCY COLLEGE OF HEALTH	PARAMEDIC CLASS - MAMANOS	04/29/2020	4,340.00	AMBULANCE FUN
MERCY COLLEGE OF HEALTH	PARAMEDIC CLASS - NELLER	04/29/2020	4,340.00	AMBULANCE FUN
MERCY COLLEGE OF HEALTH	PARAMEDIC CLASS - PAYETTE	04/29/2020	4,340.00	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MERCY COLLEGE OF HEALTH SCIENCES:			17,360.00	
<b>MEREMA, AMANDA</b>				
MEREMA, AMANDA	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total MEREMA, AMANDA:			68.00	
<b>METAL PROMO.COM</b>				
METAL PROMO.COM	PROMOTIONAL PRODUCTS	03/26/2020	1,409.00	POLICE FUND
Total METAL PROMO.COM:			1,409.00	
<b>MEYER, LYLE</b>				
MEYER, LYLE	REFUND PARK SHELTER	04/28/2020	20.00	PARK & RECREATI
Total MEYER, LYLE:			20.00	
<b>MID AMERICAN ENERGY CO.</b>				
MID AMERICAN ENERGY CO.	UTILITIES	04/22/2020	58.53	FIRE FUND
MID AMERICAN ENERGY CO.	UTILITIES	04/22/2020	12.94	FIRE FUND
MID AMERICAN ENERGY CO.	GAS SHOP - STREETS	04/22/2020	322.21	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	HEAT - BUILDING	04/22/2020	37.78	POLICE FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	04/22/2020	535.18	GENERAL FUND
Total MID AMERICAN ENERGY CO.:			322.22	
<b>MILLER, DUSTIN</b>				
MILLER, DUSTIN	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total MILLER, DUSTIN:			68.00	
<b>MUNICIPAL SUPPLY INC</b>				
MUNICIPAL SUPPLY INC	PRO RINGS AND CASTINGS	04/30/2020	1,394.90	SEWER FUND
Total MUNICIPAL SUPPLY INC:			1,394.90	
<b>MURILLO, DIANNA</b>				
MURILLO, DIANNA	REFUND YOUTH SOFTBALL	04/28/2020	88.00	PARK & RECREATI
MURILLO, DIANNA	REFUND YOUTH SOFTBALL	04/28/2020	88.00	PARK & RECREATI
Total MURILLO, DIANNA:			176.00	
<b>NAPA AUTO PARTS</b>				
NAPA AUTO PARTS	TORCH SET & EXTRACTORS	05/01/2020	209.99	SEWER FUND
Total NAPA AUTO PARTS:			209.99	
<b>NEW, KATIE</b>				
NEW, KATIE	REFUND YOUTH SOFTBALL	05/01/2020	52.00	PARK & RECREATI
Total NEW, KATIE:			52.00	
<b>NICKELSON, TIFFANY</b>				
NICKELSON, TIFFANY	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total NICKELSON, TIFFANY:			68.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>NORTHERN TOOL &amp; EQUIPMENT</b>				
NORTHERN TOOL & EQUIPMEN	SHOP TOOLS	04/09/2020	22.99	ROAD USE TAX FU
Total NORTHERN TOOL & EQUIPMENT:			22.99	
<b>NORWALK READY-MIXED CONCRETE</b>				
NORWALK READY-MIXED CON	CRUSHED LIMESTONE FOR ROADS	04/14/2020	650.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			650.00	
<b>OHNEMUS, ABBY</b>				
OHNEMUS, ABBY	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total OHNEMUS, ABBY:			52.00	
<b>OHNEMUS, NATE</b>				
OHNEMUS, NATE	REFUND YOUTH SOFTBALL	04/30/2020	73.00	PARK & RECREATI
Total OHNEMUS, NATE:			73.00	
<b>O'REILLY AUTO PARTS</b>				
O'REILLY AUTO PARTS	EQUIPMENT - PREVENTATIVE MAINTENANC	04/13/2020	59.98	ROAD USE TAX FU
O'REILLY AUTO PARTS	FLOW TRUCKS	04/20/2020	114.22	ROAD USE TAX FU
O'REILLY AUTO PARTS	SWEEPER PARTS	04/21/2020	67.49	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			241.69	
<b>PAINT PUMP PROS</b>				
PAINT PUMP PROS	EQUIPMENT REPAIR - PAINT MACHINE	04/06/2020	79.95	ROAD USE TAX FU
Total PAINT PUMP PROS:			79.95	
<b>PAYETTE, AARON</b>				
PAYETTE, AARON	WELLNESS APRIL 2020	04/09/2020	15.00	FIRE FUND
Total PAYETTE, AARON:			15.00	
<b>PELLA PRINTING</b>				
PELLA PRINTING	BUSINESS CARDS - AKHILESH PAL	04/17/2020	65.00	ROAD USE TAX FU
PELLA PRINTING	BUSINESS CARDS - CORTNEY MARMON	04/17/2020	75.00	GENERAL FUND
PELLA PRINTING	BUSINESS CARDS - JACKIE RAFFETY	04/17/2020	75.00	GENERAL FUND
PELLA PRINTING	BUSINESS CARDS - CASSANDRA MOSHER	04/17/2020	65.00	GENERAL FUND
PELLA PRINTING	BUSINESS CARDS - LISA WILSON	04/17/2020	65.00	GENERAL FUND
PELLA PRINTING	BUSINESS CARDS - MYLISA THOMPSON	04/17/2020	65.00	GENERAL FUND
Total PELLA PRINTING:			410.00	
<b>PHILLIPS, ALICIA</b>				
PHILLIPS, ALICIA	REFUND YOUTH SOFTBALL	04/29/2020	67.00	PARK & RECREATI
Total PHILLIPS, ALICIA:			67.00	
<b>PINE VALLEY INSPECTIONS/CONSULTING LLC</b>				
PINE VALLEY INSPECTIONS/CO	APRIL 2020 REVIEWS	04/25/2020	665.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			665.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>PLASTIC RECYCLING OF IA FALLS</b>				
PLASTIC RECYCLING OF IA FALLS	BENCH - MEMORIAL	04/17/2020	450.30	PARK & RECREATI
Total PLASTIC RECYCLING OF IA FALLS:			450.30	
<b>POINDEXTER FLOORING INC</b>				
POINDEXTER FLOORING INC	REPAIR BUILDING	04/23/2020	185.00	POLICE FUND
Total POINDEXTER FLOORING INC:			185.00	
<b>ROBERG, SARAH</b>				
ROBERG, SARAH	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total ROBERG, SARAH:			52.00	
<b>SAK CONSTRUCTION LLC</b>				
SAK CONSTRUCTION LLC	SEWER MAIN LINING	05/04/2020	66,640.00	SEWER CAPITAL P
Total SAK CONSTRUCTION LLC:			66,640.00	
<b>SANDRY FIRE SUPPLY LLC</b>				
SANDRY FIRE SUPPLY LLC	AIR FILL STATION TEST	04/29/2020	213.00	FIRE FUND
SANDRY FIRE SUPPLY LLC	WATER CAN HARNESS/SPANERS	05/06/2020	242.30	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			455.30	
<b>SCHIMBERG CO</b>				
SCHIMBERG CO	CLEANOUT CAPS	05/08/2020	142.95	SEWER FUND
Total SCHIMBERG CO:			142.95	
<b>SELGRADE, CASSIE</b>				
SELGRADE, CASSIE	REFUND BULLSEYE CAMP	04/30/2020	55.00	PARK & RECREATI
SELGRADE, CASSIE	REFUND YOUTH SOFTBALL	04/30/2020	68.00	PARK & RECREATI
SELGRADE, CASSIE	REFUND YOUTH SOFTBALL	04/30/2020	52.00	PARK & RECREATI
SELGRADE, CASSIE	REFUND JR POLICE ACADEMY	05/06/2020	23.00	PARK & RECREATI
Total SELGRADE, CASSIE:			198.00	
<b>SEMPLE, ANDREA</b>				
SEMPLE, ANDREA	REFUND POOL PARTY	04/29/2020	325.00	POOL (MEMORIAL)
Total SEMPLE, ANDREA:			325.00	
<b>SHER, BRIAN</b>				
SHER, BRIAN	CELL PHONE 3-23-2020 TO 4-22-2020	05/05/2020	50.00	POLICE FUND
Total SHER, BRIAN:			50.00	
<b>SHERWOOD, DARCIE</b>				
SHERWOOD, DARCIE	REFUND YOUTH SOFTBALL	04/28/2020	73.00	PARK & RECREATI
Total SHERWOOD, DARCIE:			73.00	
<b>SHOTTENKIRK FORD OF INDIANOLA</b>				
SHOTTENKIRK FORD OF INDIA	OIL CHANGE '18 F250	05/06/2020	60.04	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SHOTTENKIRK FORD OF INDIANOLA:			60.04	
<b>SICKLES, JOSH</b>				
SICKLES, JOSH	REFUND YOUTH SOFTBALL	04/30/2020	68.00	PARK & RECREATI
Total SICKLES, JOSH:			68.00	
<b>SIMMERING-CORY</b>				
SIMMERING-CORY	CODIFICATION UPDATE	05/08/2020	4,080.00	GENERAL FUND
Total SIMMERING-CORY:			4,080.00	
<b>SIMPSON COLLEGE</b>				
SIMPSON COLLEGE	THINK SPRING	04/15/2020	900.00	PARK & RECREATI
Total SIMPSON COLLEGE:			900.00	
<b>SINGH, SUKHJINDER</b>				
SINGH, SUKHJINDER	REFUND ON LIQUOR LICENSE PAYMENT	05/05/2020	37.50	GENERAL FUND
Total SINGH, SUKHJINDER:			37.50	
<b>SITEONE LANDSCAPE SUPPLY LLC</b>				
SITEONE LANDSCAPE SUPPLY	SPRINKLER HEADS & NOZZLES	04/20/2020	151.38	PARK & RECREATI
SITEONE LANDSCAPE SUPPLY	FREIGHT	04/20/2020	3.00	PARK & RECREATI
SITEONE LANDSCAPE SUPPLY	RETURN SPRINKLER HEADS	05/08/2020	131.33-	PARK & RECREATI
SITEONE LANDSCAPE SUPPLY	IRRIGATION SPRINKLER HEADS & VALVES	05/08/2020	88.10	PARK & RECREATI
Total SITEONE LANDSCAPE SUPPLY LLC:			111.15	
<b>SLAUGHTER, JASON</b>				
SLAUGHTER, JASON	REFUND PICKARD PARK SHELTER	05/06/2020	24.00	PARK & RECREATI
Total SLAUGHTER, JASON:			24.00	
<b>SNYDER &amp; ASSOCIATES INC</b>				
SNYDER & ASSOCIATES INC	IOWA AVE ENGINEERING	04/28/2020	25,553.75	STREET CAPITAL
SNYDER & ASSOCIATES INC	MISC. SERVICES	04/28/2020	255.00	GENERAL FUND
SNYDER & ASSOCIATES INC	SIGN INVENTORY ASSISTANCE	04/28/2020	1,186.80	ROAD USE TAX FU
Total SNYDER & ASSOCIATES INC:			26,995.55	
<b>SOESBE, KELLI</b>				
SOESBE, KELLI	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total SOESBE, KELLI:			52.00	
<b>SPARKS, KATIE</b>				
SPARKS, KATIE	REFUND PARK SHELTER	04/28/2020	20.00	PARK & RECREATI
Total SPARKS, KATIE:			20.00	
<b>STAFFORD, JOSH</b>				
STAFFORD, JOSH	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total STAFFORD, JOSH:			68.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
STARK, ALYSON				
STARK, ALYSON	REFUND YOUTH SOFTBALL	04/28/2020	67.00	PARK & RECREATI
Total STARK, ALYSON:			67.00	
<b>STARKS, JAMIE</b>				
STARKS, JAMIE	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total STARKS, JAMIE:			52.00	
<b>STEEN, ASHLEY</b>				
STEEN, ASHLEY	REFUND YOUTH SOFTBALL	04/28/2020	83.00	PARK & RECREATI
Total STEEN, ASHLEY:			83.00	
<b>SUNDOWN EQUIPMENT</b>				
SUNDOWN EQUIPMENT	PARTS FOR KUBOTA F-3680 MOWER	05/04/2020	137.26	PARK & RECREATI
Total SUNDOWN EQUIPMENT:			137.26	
<b>T.R.M. DISPOSAL LLC</b>				
T.R.M. DISPOSAL LLC	ACCT #1506 TRASH	04/24/2020	85.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	04/24/2020	17.00	POLICE FUND
T.R.M. DISPOSAL LLC	ACCT#583 TRASH-NORTH PLANT	04/24/2020	82.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT#583 TRASH-SOUTH PLANT	04/24/2020	54.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			238.00	
<b>THEISEN'S</b>				
THEISEN'S	RUBBER BOOTS FOR ERIK - STREET STAFF	04/27/2020	14.99	ROAD USE TAX FU
THEISEN'S	PPE	04/28/2020	39.31	ROAD USE TAX FU
THEISEN'S	AQUATIC CENTER TOOLS - HOLE SAW BIT	05/06/2020	7.49	POOL (MEMORIAL)
THEISEN'S	DRAIN KING UNCLOGGER	05/07/2020	29.99	SEWER FUND
Total THEISEN'S:			91.78	
<b>TIMM, ANITA</b>				
TIMM, ANITA	REFUND YOUTH SOFTBALL	04/28/2020	57.00	PARK & RECREATI
Total TIMM, ANITA:			57.00	
<b>TRANSUNION RISK AND ALTERNATIVE</b>				
TRANSUNION RISK AND ALTER	CONTRACT	05/01/2020	100.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			100.00	
<b>UPHDM OCCUPATIONAL MEDICINE</b>				
UPHDM OCCUPATIONAL MEDIC	DRUG SCREEN	04/30/2020	50.00	AMBULANCE FUN
Total UPHDM OCCUPATIONAL MEDICINE:			50.00	
<b>VAN WALL EQUIPMENT</b>				
VAN WALL EQUIPMENT	STEEL HYDRAULIC LINES FOR JD445	05/05/2020	102.14	PARK & RECREATI
VAN WALL EQUIPMENT	HYDRAULIC OIL FILTER & HYDRAULIC FLUI	05/06/2020	38.72	PARK & RECREATI
Total VAN WALL EQUIPMENT:			140.86	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
VANDERPOOL CONSTRUCTION				
VANDERPOOL CONSTRUCTION	QM3 - PAY APP #1	05/08/2020	115,128.12	SEWER CAPITAL P
Total VANDERPOOL CONSTRUCTION:			115,128.12	
<b>VERIZON WIRELESS</b>				
VERIZON WIRELESS	DATA	04/15/2020	398.63	POLICE FUND
Total VERIZON WIRELESS:			398.63	
<b>WALTERS GARDENS INC.</b>				
WALTERS GARDENS INC.	PLANTS	03/02/2020	3,349.18	PARK & RECREATI
WALTERS GARDENS INC.	MEDIAN PLANTS	04/20/2020	849.56	PARK & RECREATI
Total WALTERS GARDENS INC.:			4,198.74	
<b>WARREN COUNTY ENGINEER</b>				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	47.14	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	278.58	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	417.09	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	712.41	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	225.65	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	39.52	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	772.37	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/06/2020	163.77	SEWER FUND
Total WARREN COUNTY ENGINEER:			2,656.53	
<b>WARREN COUNTY OIL</b>				
WARREN COUNTY OIL	CREDIT ON ACCOUNT	04/08/2020	45.82-	SEWER FUND
Total WARREN COUNTY OIL:			45.82-	
<b>WARREN COUNTY RECORDER</b>				
WARREN COUNTY RECORDER	DOCUMENT FILING	04/01/2020	56.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			56.00	
<b>WASTE MANAGEMENT OF IOWA</b>				
WASTE MANAGEMENT OF IOW	RECYCLING RES 10-13011-73004	04/28/2020	20,231.26	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING APT 10-13031-73000	04/28/2020	20,777.18	RECYCLING FUND
WASTE MANAGEMENT OF IOW	PULL/RETURN #10-11444-33004	05/01/2020	587.12	GENERAL FUND
Total WASTE MANAGEMENT OF IOWA:			41,595.56	
<b>WEBB, BARRY</b>				
WEBB, BARRY	REFUND YOUTH SOFTBALL	04/28/2020	68.00	PARK & RECREATI
Total WEBB, BARRY:			68.00	
<b>WEDMORE, AMY</b>				
WEDMORE, AMY	REFUND YOUTH SOFTBALL	04/28/2020	52.00	PARK & RECREATI
Total WEDMORE, AMY:			52.00	
<b>WIEGERT DISPOSAL CO.</b>				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES	05/01/2020	175.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WIEGERT DISPOSAL CO.:			175.00	
<b>WILSON, LISA</b>				
WILSON, LISA	WELLNESS MARCH/APRIL	05/08/2020	30.00	GENERAL FUND
Total WILSON, LISA:			30.00	
<b>WOOSLEY LANDSCAPING &amp; MOWING</b>				
WOOSLEY LANDSCAPING & M	MOWING - PLANT	05/01/2020	780.00	SEWER FUND
WOOSLEY LANDSCAPING & M	MOWING - LIFTS	05/01/2020	490.00	SEWER FUND
Total WOOSLEY LANDSCAPING & MOWING:			1,270.00	
<b>YMCA OF GREATER DSM</b>				
YMCA OF GREATER DSM	EMPLOYER EXPENSES	04/01/2020	705.00	GENERAL FUND
YMCA OF GREATER DSM	EE LIABILITY	04/01/2020	1,565.00	GENERAL FUND
YMCA OF GREATER DSM	EMPLOYER EXPENSES	05/01/2020	680.00	GENERAL FUND
YMCA OF GREATER DSM	EE LIABILITY	05/01/2020	1,511.50	GENERAL FUND
Total YMCA OF GREATER DSM:			4,461.50	
Grand Totals:			438,651.07	

City Council: \_\_\_\_\_  
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Meeting Date: 05/18/2020

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**Information**

**Subject**

City Treasurer's Report - Doug Shull

**Information**

Receive and file the Treasurer's Reports for December 2019, and January, February and March 2020.  
Roll call is in order.

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**Fiscal Impact**

**Attachments**

December Report

January Report

February Report

March Report

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**FINANCIAL REPORT**  
**MONTH OF DECEMBER, 2019**

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	2,698,598.85	126,328.32	190,649.64	89,378.96	5,498.36	2,718,158.13	
011 Police	1,886,294.80	60,746.33	236,826.33	36,957.88	4,753.58	1,742,419.10	
015 Fire	262,461.29	13,631.84	33,662.48	4,902.02	725.95	246,606.72	
016 Ambulance	121,722.63	39,223.87	125,129.88	14,159.85	4,113.69	45,862.78	
041 Library	288,097.68	13,678.07	42,181.51	4,572.89	3,180.86	260,986.27	
042 Park & Recreation	810,073.26	47,155.17	84,221.87	8,620.56	3,757.69	777,869.43	
045 Memorial Pool	162,313.45	5,251.55	1,843.82	231.10	-	165,952.28	
071 General Fund Debt Service	56,354.58	-	-	-	-	56,354.58	
099 Franchise Fees-MEC	678,501.36	-	-	-	-	678,501.36	
<b>GENERAL FUND SUB-TOTAL</b>	<b>6,964,417.90</b>	<b>306,015.15</b>	<b>714,515.53</b>	<b>158,823.26</b>	<b>22,030.13</b>	<b>6,692,710.65</b>	
110 Road Use Tax (Streets)	2,074,368.71	118,286.71	80,331.65	-	30,520.13	2,081,803.64	
112 Trust & Agency	36,668.22	70,028.92	-	-	70,028.91	36,668.23	
115 YMCA Maintenance Obligations	443,789.06	-	1,667.50	-	-	442,121.56	
121 Local Option Sales Tax	4,917,712.29	217,482.94	-	-	-	5,135,195.23	
125 TIF--Downtown	4,104,128.83	107,610.77	-	-	-	4,211,739.60	
141 Library Special Revenue	64,967.10	33,120.59	1,084.33	-	-	97,003.36	
142 Park & Rec Special Revenue	119,111.24	259.48	4,074.00	-	-	115,296.72	
160 Downtown Revolving Loan	137,138.55	-	-	-	-	137,138.55	
161 Downtown Business Inc Program	108,278.90	4,677.14	2,071.66	-	-	110,884.38	
177 Police Forfeiture	19,830.07	-	-	-	-	19,830.07	
190 Vehicle Reserve	764,130.37	-	18,036.70	-	-	746,093.67	
199 Police Retirement	33,309.80	61.02	-	-	2,083.33	31,287.49	
<b>SPECIAL REVENUES SUB-TOTAL</b>	<b>12,823,433.14</b>	<b>551,527.57</b>	<b>107,265.84</b>	<b>-</b>	<b>102,632.37</b>	<b>13,165,062.50</b>	
<b>200 DEBT SERVICE (SUB-TOTAL)</b>	<b>1,339,243.60</b>	<b>19,242.10</b>	<b>73,737.50</b>	<b>7,758.33</b>	<b>-</b>	<b>1,292,506.53</b>	
301 Capital Projects (General)	289,074.66	-	5,293.28	-	-	283,781.38	
321 Capital Projects (Streets)	(15,708.31)	1,800.00	16,146.00	-	-	(30,054.31)	
344 Community Athletic Facility	-	-	-	-	-	-	
353 Community ReDevelopment (D&D)	87,978.30	149.15	-	-	-	88,127.45	
<b>CAPITAL PROJECTS SUB-TOTAL</b>	<b>361,344.65</b>	<b>1,949.15</b>	<b>21,439.28</b>	<b>-</b>	<b>-</b>	<b>341,854.52</b>	
610 Sewer	993,166.48	-	68,811.90	136,132.25	32,564.76	1,027,922.07	
650 Stormwater Utility	469,845.04	17,307.45	80,864.27	-	6,123.00	400,165.22	
670 Recycling	136,466.37	24,960.22	19,962.11	-	798.00	140,666.48	
710 Sewer Capital Projects	1,111,190.05	316,596.63	44,580.35	-	209,431.99	1,173,774.34	
771 Sewer Reserve	114,238.70	-	-	-	-	114,238.70	
781 New Sewer Plant Construction	(221,466.23)	-	168,000.00	2,083.33	-	(387,382.90)	
791 Sewer Revenue Bonds	638,296.52	-	110,053.27	68,783.08	-	597,026.33	
820 Health Insurance	1,548,612.47	122,268.90	164,626.11	-	-	1,506,255.26	
830 Health Reimbursement Account	27,173.10	-	2,370.15	-	-	24,802.95	
840 Flex/STD	186,592.82	484.60	525.39	-	-	186,552.03	
850 Liability Insurance Reserve--City	19,989.71	33.90	-	-	-	20,023.61	
<b>CITY UTILITY &amp; IS SUB-TOTAL</b>	<b>5,024,105.03</b>	<b>481,651.70</b>	<b>659,793.55</b>	<b>206,998.66</b>	<b>248,917.75</b>	<b>4,804,044.09</b>	
<b>TOTAL CITY FUNDS</b>	<b>26,512,544.32</b>	<b>1,360,385.67</b>	<b>1,576,751.70</b>	<b>373,580.25</b>	<b>373,580.25</b>	<b>26,296,178.29</b>	<b>62%</b>
<b>TOTAL IMU FUNDS</b>	<b>15,508,594.45</b>	<b>1,943,260.42</b>	<b>1,654,580.11</b>	<b>175,341.67</b>	<b>175,341.67</b>	<b>15,797,274.76</b>	<b>38%</b>
<b>GRAND TOTAL CITY &amp; IMU</b>	<b>42,021,138.77</b>	<b>3,303,646.09</b>	<b>3,231,331.81</b>	<b>548,921.92</b>	<b>548,921.92</b>	<b>42,093,453.05</b>	
Cross Check Total						<b>42,093,453.05</b>	
<b>Investments</b>						<b>42,093,453.05</b>	
Bankers Trust	\$ 21,641,613.72	2.06%					
Iowa Public Agency Inv. Trust	\$ 115,735.44	1.34%					
Payroll Account, TruBank	\$ -						
Checking Account, TruBank	\$ 109,944.01	0.15%					
Sweep Account, TruBank	\$ 5,361,387.74	1.90%					
Indianola Hometown Pride, TruBank	\$ 353.58						
Indianola EMS - TruBank	\$ 981,784.81						
Wells Fargo	\$ 1,455.19						
City USDA Funds - TruBank	\$ 75,000.00						
Bankers Trust IMU Elec Fiber Project	\$ 7,265,508.52	1.55%					
Bankers Trust IMU Debt Reserve - Peoples Ba	\$ 896,459.09	1.55%					
IMU USDA Funds - TruBank	\$ 375,000.00						
IMU Telecom - TruBank	\$ 509,756.49						
IMU Commercial Account	\$ 5,117,866.50						
<b>BANK BALANCE</b>	<b>42,451,865.09</b>					<b>42,451,865.09</b>	
						<b>42,093,453.05</b>	

600 Water	736,500.50	206,289.96	94,577.29	-	80,900.00	767,313.17
620 IMU Administration	(62,377.92)	59,181.66	70,961.39	-	-	(74,157.65)
625 Revolving Economic Development	113,328.83	183.06	-	-	-	113,511.89
626 USDA RLF	375,000.00	-	-	-	-	375,000.00
630 Electric	6,447,817.63	1,285,861.59	992,292.18	22,566.67	94,441.67	6,669,512.04
640 Fiber/Communications	63,677.90	52,582.44	55,861.85	-	-	60,398.49
640 Fiber/Communications-eLation	452,442.14	243,170.43	219,325.95	-	-	476,286.62
700 Water Capital Projects	1,740,346.67	-	31,206.30	58,333.33	-	1,767,473.70
730 Electric Capital Projects	4,597,869.23	95,682.81	59,809.95	-	-	4,633,742.09
740 Fiber/Comm Capital Projects	20,682.45	288.13	288.84	-	-	20,681.74
740 Fiber/Comm Capital Projects-eLation	62,017.80	-	130,256.36	-	-	(68,238.56)
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	872,275.12	-	-	94,441.67	-	966,716.79
855 Liability Insurance Reserve--IMU	14,014.10	20.34	-	-	-	14,034.44
<b>IMU SUB-TOTAL</b>	<b>15,508,594.45</b>	<b>1,943,260.42</b>	<b>1,654,580.11</b>	<b>175,341.67</b>	<b>175,341.67</b>	<b>15,797,274.76</b>

<b>INTEREST DISTRIBUTION</b>	<b>INTEREST</b>			
	<b>INCOME</b>	<b>% OF TOTAL</b>	<b>CALYTD</b>	<b>FYTD</b>
Electric Funds	\$ 14,842.00	32.57%	\$ 196,196.52	\$ 82,541.10
Water Funds	\$ 2,916.45	6.40%	\$ 36,491.66	\$ 14,958.23
Sewer Funds	\$ 3,249.11	7.13%	\$ 50,364.18	\$ 18,116.82
Police Retirement	\$ 50.13	0.11%	\$ 810.54	\$ 278.47
TIF	\$ 3,367.59	7.39%	\$ 8,682.48	\$ 8,682.48
All other	\$ 21,144.25	46.40%	\$ 338,567.88	\$ 122,858.02
<b>TOTAL</b>	<b>\$ 45,569.53</b>	<b>100.00%</b>	<b>\$ 631,113.26</b>	<b>\$ 247,435.12</b>

**FINANCIAL REPORT**  
**MONTH OF JANUARY, 2020**

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	2,718,158.13	225,375.49	225,200.58	81,776.45	5,498.36	2,794,611.13	
011 Police	1,742,419.10	80,698.54	310,591.18	13,800.32	4,753.58	1,521,573.20	
015 Fire	246,606.72	3,830.52	37,941.02	885.60	725.95	212,655.87	
016 Ambulance	45,862.78	142,267.47	133,455.10	2,558.11	4,113.69	53,119.57	
041 Library	260,986.27	2,570.10	34,649.74	826.14	3,180.86	226,551.91	
042 Park & Recreation	777,869.43	16,694.19	96,464.05	1,557.39	3,757.69	695,899.27	
045 Memorial Pool	165,952.28	2,616.20	578.41	41.75	-	168,031.82	
071 General Fund Debt Service	56,354.58	-	-	-	-	56,354.58	
099 Franchise Fees-MEC	678,501.36	30,646.07	-	-	-	709,147.43	
<b>GENERAL FUND SUB-TOTAL</b>	<b>6,692,710.65</b>	<b>504,698.58</b>	<b>838,880.08</b>	<b>101,445.76</b>	<b>22,030.13</b>	<b>6,437,944.78</b>	
	-	-	-	-	-	-	
110 Road Use Tax (Streets)	2,081,803.64	201,756.33	72,755.42	-	30,520.13	2,180,284.42	
112 Trust & Agency	36,668.23	12,651.40	-	-	12,651.41	36,668.22	
115 YMCA Maintenance Obligations	442,121.56	-	69,503.06	-	-	372,618.50	
121 Local Option Sales Tax	5,135,195.23	108,741.47	-	-	-	5,243,936.70	
125 TIF--Downtown	4,211,739.60	17,225.79	-	-	-	4,228,965.39	
141 Library Special Revenue	97,003.36	3,055.94	-	-	-	100,059.30	
142 Park & Rec Special Revenue	115,296.72	253.56	-	-	-	115,550.28	
160 Downtown Revolving Loan	137,138.55	16,578.28	-	-	-	153,716.83	
161 Downtown Business Inc Program	110,884.38	2,176.98	52.87	-	-	113,008.49	
177 Police Forfeiture	19,830.07	-	-	-	-	19,830.07	
190 Vehicle Reserve	746,093.67	-	134,182.73	-	-	611,910.94	
199 Police Retirement	31,287.49	27.45	-	-	2,083.33	29,231.61	
<b>SPECIAL REVENUES SUB-TOTAL</b>	<b>13,165,062.50</b>	<b>362,467.20</b>	<b>276,494.08</b>	<b>-</b>	<b>45,254.87</b>	<b>13,205,780.75</b>	
	-	-	-	-	-	-	
<b>200 DEBT SERVICE (SUB-TOTAL)</b>	<b>1,292,506.53</b>	<b>11,883.88</b>	<b>-</b>	<b>7,758.33</b>	<b>-</b>	<b>1,312,148.74</b>	
	-	-	-	-	-	-	
301 Capital Projects (General)	283,781.38	1,218.53	29,981.90	-	-	255,018.01	
321 Capital Projects (Streets)	(30,054.31)	-	13,883.40	-	-	(43,937.71)	
344 Community Athletic Facility	-	-	-	-	-	-	
353 Community ReDevelopment (D&D)	88,127.45	72.04	-	-	-	88,199.49	
<b>CAPITAL PROJECTS SUB-TOTAL</b>	<b>341,854.52</b>	<b>1,290.57</b>	<b>43,865.30</b>	<b>-</b>	<b>-</b>	<b>299,279.79</b>	
	-	-	-	-	-	-	
610 Sewer	1,027,922.07	-	130,612.45	136,132.25	32,564.76	1,000,877.11	
650 Stormwater Utility	400,165.22	17,234.71	93,439.14	-	6,123.00	317,837.79	
670 Recycling	140,666.48	23,522.81	19,933.57	-	798.00	143,457.72	
710 Sewer Capital Projects	1,173,774.34	231,179.46	19,187.58	-	209,431.99	1,176,334.23	

771 Sewer Reserve	114,238.70	-	-	-	-	114,238.70	
781 New Sewer Plant Construction	(387,382.90)	-	87,180.00	2,083.33	-	(472,479.57)	
791 Sewer Revenue Bonds	597,026.33	-	36.66	68,783.08	-	665,772.75	
820 Health Insurance	1,506,255.26	125,049.51	260,898.38	-	-	1,370,406.39	
830 Health Reimbursement Account	24,802.95	-	291.50	-	-	24,511.45	
840 Flex/STD	186,552.03	230.76	266.46	-	-	186,516.33	
850 Liability Insurance Reserve--City	20,023.61	17.16	-	-	-	20,040.77	
<b>CITY UTILITY &amp; IS SUB-TOTAL</b>	<b>4,804,044.09</b>	<b>397,234.41</b>	<b>611,845.74</b>	<b>206,998.66</b>	<b>248,917.75</b>	<b>4,547,513.67</b>	
<b>TOTAL CITY FUNDS</b>	<b>26,296,178.29</b>	<b>1,277,574.64</b>	<b>1,771,085.20</b>	<b>316,202.75</b>	<b>316,202.75</b>	<b>25,802,667.73</b>	<b>62%</b>
<b>TOTAL IMU FUNDS</b>	<b>15,797,274.76</b>	<b>2,027,850.26</b>	<b>1,924,617.63</b>	<b>350,683.34</b>	<b>350,683.34</b>	<b>15,900,507.39</b>	<b>38%</b>
<b>GRAND TOTAL CITY &amp; IMU</b>	<b>42,093,453.05</b>	<b>3,305,424.90</b>	<b>3,695,702.83</b>	<b>666,886.09</b>	<b>666,886.09</b>	<b>41,703,175.12</b>	
Cross Check Total						41,703,175.12	

**Investments**

Bankers Trust	\$ 21,657,352.40	2.92%
Iowa Public Agency Inv. Trust	\$ 115,867.37	1.31%
Payroll Account, TruBank	\$ -	
Checking Account, TruBank	\$ 109,944.01	0.15%
Sweep Account, TruBank	\$ 4,816,442.72	1.91%
Indianola Hometown Pride, TruBank	\$ 353.58	
Indianola EMS - TruBank	\$ 1,112,652.49	
Wells Fargo	\$ 1,354.27	
City USDA Funds - TruBank	\$ 75,000.00	
Bankers Trust IMU Elec Fiber Project	\$ 7,275,125.09	1.70%
Bankers Trust IMU Debt Reserve - Peoples Bar	\$ 897,645.64	1.59%
IMU USDA Funds - TruBank	\$ 375,000.00	
IMU Telecom - TruBank	\$ 607,339.18	
IMU Commercial Account	\$ 4,938,697.11	

Clerk's Balance

**41,703,175.12**

Outstanding Deposit-City	\$ (4,962.97)
Plus Outstanding Checks-City	\$ 291,975.39
Bank Adjustment-City	\$ (27,753.95)
I&I Account Adjustment	\$ 100.00
Outstanding Deposit-IMU	\$ -
Plus Outstanding Checks-IMU	\$ 7,282.47
Bank Adjustment-IMU	\$ (13,780.86)
Utility Cash Clearing	\$ 24.00
Telecom Tru Bank Account	\$ -
Outstanding Deposit - Telecom	\$ (1,648.17)
Plus Outstanding Checks-Telecom	\$ 28,362.83
Plus Bank Adjustment	\$ -

**BANK BALANCE**

**41,982,773.86**

**41,982,773.86**

600 Water	766,917.67	188,428.43	134,864.12	-	161,800.00	658,681.98
620 IMU Administration	(74,157.65)	94,831.65	69,794.11	-	-	(49,120.11)

625 Revolving Economic Development	113,511.89	92.61	-	-	-	113,604.50
626 USDA RLF	375,000.00	-	-	-	-	375,000.00
630 Electric	6,669,512.04	1,099,158.23	1,151,792.98	45,133.34	188,883.34	6,473,127.29
640 Fiber/Communications	60,398.49	58,916.47	60,828.96	-	-	58,486.00
<b>640 Fiber/Communications-eLation</b>	<b>476,286.62</b>	<b>257,931.48</b>	<b>244,916.01</b>			<b>489,302.09</b>
700 Water Capital Projects	1,767,869.20	-	3,931.71	116,666.66	-	1,880,604.15
730 Electric Capital Projects	4,633,742.09	118,077.22	207,935.69	-	-	4,543,883.62
740 Fiber/Comm Capital Projects	20,681.74	288.84	-	-	-	20,970.58
<b>740 Fiber/Comm Capital Projects-eLation</b>	<b>(68,238.56)</b>	<b>210,115.04</b>	<b>50,554.05</b>			<b>91,322.43</b>
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	966,716.79	-	-	188,883.34	-	1,155,600.13
855 Liability Insurance Reserve--IMU	14,034.44	10.29	-	-	-	14,044.73
<b>IMU SUB-TOTAL</b>	<b>15,797,274.76</b>	<b>2,027,850.26</b>	<b>1,924,617.63</b>	<b>350,683.34</b>	<b>350,683.34</b>	<b>15,900,507.39</b>

<u>INTEREST DISTRIBUTION</u>	<u>INTEREST</u>			
	<u>INCOME</u>	<u>% OF TOTAL</u>	<u>CALYTD</u>	<u>FYTD</u>
Electric Funds	\$ 14,842.00	32.57%	\$ 196,196.52	\$ 82,541.10
Water Funds	\$ 2,916.45	6.40%	\$ 36,491.66	\$ 14,958.23
Sewer Funds	\$ 3,249.11	7.13%	\$ 50,364.18	\$ 18,116.82
Police Retirement	\$ 50.13	0.11%	\$ 810.54	\$ 278.47
TIF	\$ 3,367.59	7.39%	\$ 8,682.48	\$ 8,682.48
All other	\$ 21,144.25	46.40%	\$ 338,567.88	\$ 122,858.02
<b>TOTAL</b>	<b>\$ 45,569.53</b>	<b>100.00%</b>	<b>\$ 631,113.26</b>	<b>\$ 247,435.12</b>

**FINANCIAL REPORT**  
**MONTH OF FEBRUARY, 2020**

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	2,794,611.13	104,904.72	144,076.13	83,014.19	5,498.36	2,832,955.55	
011 Police	1,521,573.20	18,919.96	227,919.28	17,570.49	4,753.58	1,325,390.79	
015 Fire	212,655.87	4,987.67	29,744.43	1,539.49	725.95	188,712.65	
016 Ambulance	53,119.57	84,635.14	115,762.48	4,446.94	4,113.69	22,325.48	
041 Library	226,551.91	4,606.82	50,135.07	1,436.13	3,257.83	179,201.96	
042 Park & Recreation	695,899.27	28,922.60	84,068.16	2,707.31	3,757.69	639,703.33	
045 Memorial Pool	168,031.82	3,119.97	557.40	72.58	-	170,666.97	
071 General Fund Debt Service	56,354.58	-	-	-	-	56,354.58	
099 Franchise Fees-MEC	709,147.43	-	-	-	-	709,147.43	
<b>GENERAL FUND SUB-TOTAL</b>	<b>6,437,944.78</b>	<b>250,096.88</b>	<b>652,262.95</b>	<b>110,787.13</b>	<b>22,107.10</b>	<b>6,124,458.74</b>	
	-	-	-	-	-	-	
110 Road Use Tax (Streets)	2,180,283.42	180,797.33	61,737.84	-	30,520.13	2,268,822.78	
112 Trust & Agency	36,668.22	21,992.76	-	-	21,992.78	36,668.20	
115 YMCA Maintenance Obligations	372,618.50	-	11,013.50	-	-	361,605.00	
121 Local Option Sales Tax	5,243,936.70	91,907.58	-	-	-	5,335,844.28	
125 TIF--Downtown	4,228,965.39	17,835.44	-	-	-	4,246,800.83	
141 Library Special Revenue	100,059.30	866.42	219.59	-	-	100,706.13	
142 Park & Rec Special Revenue	115,550.28	235.77	-	-	-	115,786.05	
160 Downtown Revolving Loan	153,716.83	-	12,846.32	-	-	140,870.51	
161 Downtown Business Inc Program	113,008.49	-	407.77	-	-	112,600.72	
177 Police Forfeiture	19,830.07	-	-	-	-	19,830.07	
190 Vehicle Reserve	611,910.94	-	44,578.79	-	-	567,332.15	
199 Police Retirement	29,231.61	47.61	-	-	2,083.33	27,195.89	
<b>SPECIAL REVENUES SUB-TOTAL</b>	<b>13,205,779.75</b>	<b>313,682.91</b>	<b>130,803.81</b>	<b>-</b>	<b>54,596.24</b>	<b>13,334,062.61</b>	
	-	-	-	-	-	-	
<b>200 DEBT SERVICE (SUB-TOTAL)</b>	<b>1,312,148.74</b>	<b>4,907.10</b>	<b>3,000.00</b>	<b>7,758.33</b>	<b>-</b>	<b>1,321,814.17</b>	
	-	-	-	-	-	-	
301 Capital Projects (General)	255,018.01	-	5,650.00	-	-	249,368.01	
321 Capital Projects (Streets)	(43,937.71)	-	800.00	-	-	(44,737.71)	
344 Community Athletic Facility	-	-	-	-	-	-	
353 Community ReDevelopment (D&D)	88,199.49	142.83	-	-	-	88,342.32	
<b>CAPITAL PROJECTS SUB-TOTAL</b>	<b>299,279.79</b>	<b>142.83</b>	<b>6,450.00</b>	<b>-</b>	<b>-</b>	<b>292,972.62</b>	
	-	-	-	-	-	-	
610 Sewer	1,000,877.11	-	92,990.95	136,132.25	32,564.76	1,011,453.65	
650 Stormwater Utility	317,837.79	17,746.76	753.43	-	6,123.00	328,708.12	
670 Recycling	143,457.72	24,659.12	19,869.27	-	798.00	147,449.57	
710 Sewer Capital Projects	1,176,334.23	268,351.51	57,921.31	-	209,431.99	1,177,332.44	

771 Sewer Reserve	114,238.70	-	-	-	-	114,238.70	
781 New Sewer Plant Construction	(472,479.57)	-	562,734.40	2,083.33	-	(1,033,130.64)	
791 Sewer Revenue Bonds	665,772.75	-	-	68,783.08	-	734,555.83	
820 Health Insurance	1,370,406.39	123,973.07	122,026.48	-	-	1,372,352.98	
830 Health Reimbursement Account	24,511.45	-	42.00	-	-	24,469.45	
840 Flex/STD	186,516.33	230.76	230.76	-	-	186,516.33	
850 Liability Insurance Reserve--City	20,040.77	34.01	1,013.64	-	-	19,061.14	
<b>CITY UTILITY &amp; IS SUB-TOTAL</b>	<b>4,547,513.67</b>	<b>434,995.23</b>	<b>857,582.24</b>	<b>206,998.66</b>	<b>248,917.75</b>	<b>4,083,007.57</b>	
<b>TOTAL CITY FUNDS</b>	<b>25,802,666.73</b>	<b>1,003,824.95</b>	<b>1,650,099.00</b>	<b>325,544.12</b>	<b>325,621.09</b>	<b>25,156,315.71</b>	<b>61%</b>
<b>TOTAL IMU FUNDS</b>	<b>15,900,507.39</b>	<b>2,042,457.37</b>	<b>1,630,553.63</b>	<b>175,341.67</b>	<b>175,341.67</b>	<b>16,312,411.13</b>	<b>39%</b>
<b>GRAND TOTAL CITY &amp; IMU</b>	<b>41,703,174.12</b>	<b>3,046,282.32</b>	<b>3,280,652.63</b>	<b>500,885.79</b>	<b>500,962.76</b>	<b>41,468,726.84</b>	
Cross Check Total						<b>41,468,726.84</b>	

**Investments**

Bankers Trust	\$ 21,708,275.57	2.06%
Iowa Public Agency Inv. Trust	\$ 115,996.70	1.32%
Payroll Account, TruBank	\$ -	
Checking Account, TruBank	\$ 109,943.11	0.15%
Sweep Account, TruBank	\$ 3,856,733.33	1.91%
Indianola Hometown Pride, TruBank	\$ 353.58	
Indianola EMS - TruBank	\$ 1,197,265.37	
Wells Fargo	\$ 1,261.21	
City USDA Funds - TruBank	\$ 75,000.00	
Bankers Trust IMU Elec Fiber Project	\$ 7,284,431.71	1.54%
Bankers Trust IMU Debt Reserve - Peoples Bar	\$ 898,793.94	1.54%
IMU USDA Funds - TruBank	\$ 375,000.00	
IMU Telecom - TruBank	\$ 740,767.49	
IMU Commercial Account	\$ 5,701,671.91	

Clerk's Balance	<b>41,468,726.84</b>
Outstanding Deposit-City	\$ -
Plus Outstanding Checks-City	\$ 608,059.25
Bank Adjustment-City	\$ (34,329.10)
Outstanding Deposit-IMU	\$ -
Plus Outstanding Checks-IMU	\$ 10,018.71
Bank Adjustment-IMU	\$ (62,601.99)
Utility Cash Clearing	\$ 166.10
Telecom Tru Bank Account	\$ -
Outstanding Deposit - Telecom	\$ (1,648.17)
Plus Outstanding Checks-Telecom	\$ 77,102.28
Plus Bank Adjustment	\$ -

**BANK BALANCE**

**42,065,493.92**

**42,065,493.92**

600 Water	658,681.98	190,431.33	95,382.81	-	80,900.00	672,830.50
620 IMU Administration	(49,120.11)	50,641.65	49,650.91	-	-	(48,129.37)
625 Revolving Economic Development	113,604.50	183.65	-	-	-	113,788.15
626 USDA RLF	375,000.00	-	-	22,566.67	94,441.67	375,000.00

630 Electric	6,473,127.29	1,226,408.07	960,268.00	-	-	6,667,392.36
640 Fiber/Communications	58,486.00	51,967.29	55,816.82	-	-	54,636.47
640 Fiber/Communications-eLation	489,302.09	229,879.85	199,969.02			519,212.92
700 Water Capital Projects	1,880,604.15	-	7,638.45	58,333.33	-	1,931,299.03
730 Electric Capital Projects	4,543,883.62	95,682.81	119,363.33	-	-	4,520,203.10
740 Fiber/Comm Capital Projects	20,970.58	481.39	481.39	-	-	20,970.58
740 Fiber/Comm Capital Projects-eLation	91,322.43	196,760.93	141,982.90			146,100.46
770 Water Reserve	-	-	-	-	-	-
773 Electric Reserve	-	-	-	-	-	-
780 Water Capital Improvement	75,000.00	-	-	-	-	75,000.00
783 Electric Improvement	-	-	-	-	-	-
790 Water Revenue Bonds	-	-	-	94,441.67	-	-
793 Electric Revenue Bonds	1,155,600.13	-	-	-	-	1,250,041.80
855 Liability Insurance Reserve--IMU	14,044.73	20.40	-	-	-	14,065.13
<b>IMU SUB-TOTAL</b>	<b>15,900,507.39</b>	<b>2,042,457.37</b>	<b>1,630,553.63</b>	<b>175,341.67</b>	<b>175,341.67</b>	<b>16,312,411.13</b>

<b><u>INTEREST DISTRIBUTION</u></b>	<b>INTEREST</b>			
	<b>INCOME</b>	<b>% OF TOTAL</b>	<b>CALYTD</b>	<b>FYTD</b>
Electric Funds	\$ 14,842.00	32.57%	\$ 196,196.52	\$ 82,541.10
Water Funds	\$ 2,916.45	6.40%	\$ 36,491.66	\$ 14,958.23
Sewer Funds	\$ 3,249.11	7.13%	\$ 50,364.18	\$ 18,116.82
Police Retirement	\$ 50.13	0.11%	\$ 810.54	\$ 278.47
TIF	\$ 3,367.59	7.39%	\$ 8,682.48	\$ 8,682.48
All other	\$ 21,144.25	46.40%	\$ 338,567.88	\$ 122,858.02
<b>TOTAL</b>	<b>\$ 45,569.53</b>	<b>100.00%</b>	<b>\$ 631,113.26</b>	<b>\$ 247,435.12</b>

**FINANCIAL REPORT  
MONTH OF MARCH, 2020**

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	2,832,955.55	139,608.49	221,516.64	86,970.24	5,498.36	2,832,519.28	
011 Police	1,325,390.79	67,057.08	217,950.52	29,620.81	4,753.58	1,199,364.58	
015 Fire	188,712.65	10,691.70	41,318.54	3,629.49	725.95	160,989.35	
016 Ambulance	22,325.48	61,944.88	143,803.94	10,484.04	4,113.69	(53,163.23)	
041 Library	179,201.96	10,117.84	34,311.74	3,385.79	3,210.89	155,182.96	
042 Park & Recreation	639,703.33	51,365.41	86,963.73	6,382.72	3,757.69	606,730.04	
045 Memorial Pool	170,666.97	6,207.15	1,116.33	171.10	-	175,928.89	
071 General Fund Debt Service	56,354.58	-	-	-	-	56,354.58	
099 Franchise Fees-MEC	709,147.43	-	-	-	-	709,147.43	
<b>GENERAL FUND SUB-TOTAL</b>	<b>6,124,458.74</b>	<b>346,992.55</b>	<b>746,981.44</b>	<b>140,644.19</b>	<b>22,060.16</b>	<b>5,843,053.88</b>	
110 Road Use Tax (Streets)	2,268,822.78	76,724.53	56,485.15	-	30,520.13	2,258,542.03	
112 Trust & Agency	36,668.20	51,849.84	-	-	51,849.84	36,668.20	
115 YMCA Maintenance Obligations	361,605.00	-	2,282.50	-	-	359,322.50	
121 Local Option Sales Tax	5,335,844.28	91,907.58	-	-	-	5,427,751.86	
125 TIF--Downtown	4,246,800.83	110,034.64	-	-	-	4,356,835.47	
141 Library Special Revenue	100,706.13	1,207.93	189.55	-	-	101,724.51	
142 Park & Rec Special Revenue	115,786.05	260.17	-	-	-	116,046.22	
160 Downtown Revolving Loan	140,870.51	-	-	-	-	140,870.51	
161 Downtown Business Inc Program	112,600.72	4,790.75	-	-	-	117,391.47	
177 Police Forfeiture	19,830.07	-	-	-	-	19,830.07	
190 Vehicle Reserve	567,332.15	-	55,153.99	-	-	512,178.16	
199 Police Retirement	27,195.89	50.69	-	-	2,083.33	25,163.25	
<b>SPECIAL REVENUES SUB-TOTAL</b>	<b>13,334,062.61</b>	<b>336,826.13</b>	<b>114,111.19</b>	<b>-</b>	<b>84,453.30</b>	<b>13,472,324.25</b>	
<b>200 DEBT SERVICE (SUB-TOTAL)</b>	<b>1,321,814.17</b>	<b>17,940.20</b>	<b>2,000.00</b>	<b>7,758.33</b>	<b>-</b>	<b>1,345,512.70</b>	
301 Capital Projects (General)	249,368.01	-	10,311.04	-	-	239,056.97	
321 Capital Projects (Streets)	(44,737.71)	-	28,203.95	-	-	(72,941.66)	
344 Community Athletic Facility	-	-	-	-	-	-	
353 Community ReDevelopment (D&D)	88,342.32	152.04	-	-	-	88,494.36	
<b>CAPITAL PROJECTS SUB-TOTAL</b>	<b>292,972.62</b>	<b>152.04</b>	<b>38,514.99</b>	<b>-</b>	<b>-</b>	<b>254,609.67</b>	
610 Sewer	1,011,453.65	-	99,606.82	136,132.25	32,564.76	1,015,414.32	
650 Stormwater Utility	328,708.12	18,365.52	5,134.16	-	6,123.00	335,816.48	
670 Recycling	147,449.57	24,389.77	20,013.87	-	798.00	151,027.47	
710 Sewer Capital Projects	1,177,332.44	245,920.27	9,605.82	-	209,431.99	1,204,214.90	
771 Sewer Reserve	114,238.70	-	-	-	-	114,238.70	
781 New Sewer Plant Construction	(1,033,130.64)	-	23,940.00	2,083.33	-	(1,054,987.31)	
791 Sewer Revenue Bonds	734,555.83	-	-	68,783.08	-	803,338.91	
820 Health Insurance	1,372,352.98	119,318.83	26,958.57	-	-	1,464,713.24	
830 Health Reimbursement Account	24,469.45	-	138.51	-	-	24,330.94	
840 Flex/STD	186,516.33	230.76	271.56	-	-	186,475.53	
850 Liability Insurance Reserve--City	19,061.14	36.20	49.94	-	-	19,047.40	
<b>CITY UTILITY &amp; IS SUB-TOTAL</b>	<b>4,083,007.57</b>	<b>408,261.35</b>	<b>185,719.25</b>	<b>206,998.66</b>	<b>248,917.75</b>	<b>4,263,630.58</b>	
<b>TOTAL CITY FUNDS</b>	<b>25,156,315.71</b>	<b>1,110,172.27</b>	<b>1,087,326.87</b>	<b>355,401.18</b>	<b>355,431.21</b>	<b>25,179,131.08</b>	<b>61%</b>
<b>TOTAL IMU FUNDS</b>	<b>16,312,411.13</b>	<b>1,749,565.00</b>	<b>1,758,057.41</b>	<b>-</b>	<b>-</b>	<b>16,303,918.72</b>	<b>39%</b>
<b>GRAND TOTAL CITY &amp; IMU</b>	<b>41,468,726.84</b>	<b>2,859,737.27</b>	<b>2,845,384.28</b>	<b>355,401.18</b>	<b>355,431.21</b>	<b>41,483,049.80</b>	
Cross Check Total	-	-	-	-	-	41,483,049.80	
<b>Investments</b>						<b>Clerk's Balance</b>	<b>41,483,049.80</b>
Bankers Trust-City Investment Account	\$ 21,765,585.27	1.99%				Outstanding Deposit-City	\$ (525.00)
Iowa Public Agency Inv. Trust	\$ 116,118.65	0.56%				Plus Outstanding Checks-City	\$ 461,473.06
Payroll Account, TruBank	\$ -					Bank Adjustment-City	\$ (47,251.34)
Checking Account, TruBank	\$ 109,942.21	0.13%				Outstanding Deposit-IMU	\$ -
Sweep Account, TruBank	\$ 3,081,780.61	1.91%				Plus Outstanding Checks-IMU	\$ 80,824.90
Indianola Hometown Pride, TruBank	\$ 353.58					Bank Adjustment-IMU	\$ (16,881.74)
Indianola EMS - TruBank	\$ 1,251,407.27					Utility Cash Clearing	\$ (631.11)
Wells Fargo	\$ 1,170.30					Telecom Tru Bank Account	
City USDA Funds - TruBank	\$ 75,000.00					Outstanding Deposit - Telecom	\$ (1,648.17)
Bankers Trust IMU Elec Fiber Project	\$ 7,293,066.36	1.42%				Plus Outstanding Checks-Telecom	\$ 61,149.14
Bankers Trust IMU Debt Reserve - Peoples Bank	\$ 899,859.33	1.42%				Plus Bank Adjustment	\$ (556.20)
IMU USDA Funds - TruBank	\$ 375,000.00						
IMU Telecom - TruBank	\$ 684,657.55						
IMU Sweep Account	\$ 6,115,121.31						
IMU Commercial Account	\$ 249,940.90						
<b>BANK BALANCE</b>	<b>42,019,003.34</b>						<b>42,019,003.34</b>

600 Water	672,830.50	188,521.82	110,299.09	-	-	751,053.23
620 IMU Administration	(48,129.37)	11,341.66	52,984.01	-	-	(48,129.37)
625 Revolving Economic Development	113,788.15	195.47	-	-	-	113,788.15
626 USDA RLF	375,000.00	-	-	-	-	375,000.00
630 Electric	6,667,392.36	1,214,469.97	1,073,304.67	-	-	6,667,392.36
640 Fiber/Communications	54,636.47	3,383.41	54,294.03	-	-	54,636.47
<b>640 Fiber/Communications-eLation</b>	<b>519,212.92</b>	<b>240,815.20</b>	<b>202,372.89</b>			<b>557,655.23</b>
700 Water Capital Projects	1,931,299.03	-	161,483.44	-	-	1,931,299.03
730 Electric Capital Projects	4,520,203.10	90,815.75	24,428.97	-	-	4,520,203.10
740 Fiber/Comm Capital Projects	20,970.58	-	847.40	-	-	20,970.58
<b>740 Fiber/Comm Capital Projects-eLation</b>	<b>146,100.46</b>		<b>78,042.91</b>			<b>68,057.55</b>
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	1,250,041.80	-	-	-	-	1,250,041.80
855 Liability Insurance Reserve--IMU	14,065.13	21.72	-	-	-	14,065.13
<b>IMU SUB-TOTAL</b>	<b>16,312,411.13</b>	<b>1,749,565.00</b>	<b>1,758,057.41</b>	<b>0.00</b>	<b>0.00</b>	<b>16,303,918.72</b>

<b>INTEREST DISTRIBUTION</b>	<b>INTEREST INCOME</b>		<b>% OF TOTAL</b>	<b>CALYTD</b>	<b>FYTD</b>
Electric Funds	\$	14,842.00	32.57%	\$ 196,196.52	\$ 82,541.10
Water Funds	\$	2,916.45	6.40%	\$ 36,491.66	\$ 14,958.23
Sewer Funds	\$	3,249.11	7.13%	\$ 50,364.18	\$ 18,116.82
Police Retirement	\$	50.13	0.11%	\$ 810.54	\$ 278.47
TIF	\$	3,367.59	7.39%	\$ 8,682.48	\$ 8,682.48
All other	\$	21,144.25	46.40%	\$ 338,567.88	\$ 122,858.02
<b>TOTAL</b>	\$	<b>45,569.53</b>	<b>100.00%</b>	<b>\$ 631,113.26</b>	<b>\$ 247,435.12</b>

**Meeting Date:** 05/18/2020

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**Information**

**Subject**

Receive and file November 2019 – March 2020 EMS Billing Activity monthly reports.

**Information**

Roll call is in order.

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**Fiscal Impact**

**Attachments**

November EMS Report

December EMS Report

January EMS Report

February EMS Report

March EMS Report

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— FIRE DEPARTMENT —

TO: Mayor Kelly Shaw and City Council Members  
 CC: City Manager Ryan Waller, Finance Director Andy Lent  
 FROM: Fire Chief Gregory M. Chia  
 DATE: 01/21/2020  
 RE: November 2019 EMS Billing Activity

November 2019 EMS billing activity from Intermedix (R1) Company is posted below in this document. R1 has posted its financial activity for Indianola Fire EMS. The information displayed is the fire departments and R1’s activity for the month of November 2019.

Details for the month of November 2019 EMS Billing activity.

For the period: 11/01/2019 to 11/30/2019

New Charges: \$41,098.00	All Accounts Collected Old / New: \$30,543.59.00
Billable Transports: \$41,098.00	Non-Transports Collected: 0
Non-Transports Billable: 0	Unidentified Payments Collected: \$0
Total Non-Billable: (\$10,350.00)	Refunds: (\$110.49)
ALS Tier: 0	
Total Accounts Created: \$30,748.00	Net Total Collected: \$30,433.10

With the above activity the TruBank Account Balance now stands at \$953,618.55 as reflected on November 30, 2019.





— FIRE DEPARTMENT —

TO: Mayor Kelly Shaw and City Council Members  
 CC: City Manager Ryan Waller, Finance Director Andy Lent  
 FROM: Fire Chief Gregory M. Chia  
 DATE: 01/22/2020  
 RE: December 2019 EMS Billing Activity

December 2019 EMS billing activity from Intermedix (R1) Company is posted below in this document. R1 has posted its financial activity for Indianola Fire EMS. The information displayed is the fire departments and R1’s activity for the month of December 2019.

Details for the month of December 2019 EMS Billing activity.

For the period: 12/01/2019 to 12/31/2019

New Charges: \$479,386.00	All Accounts Collected Old / New: \$30,121.13
Billable Transports: \$473,586.00	Non-Transports Collected: 0
Non-Transports Billable: \$5800.00	Unidentified Payments Collected: \$0
Total Non-Billable: (\$41,531.00)	Refunds: (\$1209.80)
ALS Tier: 0	
Total Accounts Created: \$437,855.00	Net Total Collected: \$28,911.33

With the above activity the TruBank account balance now stands at \$981,784.81 as reflected on December 31, 2019.





— FIRE DEPARTMENT —

TO: Mayor Kelly Shaw and City Council Members  
 CC: City Manager Ryan Waller, Finance Director Andy Lent  
 FROM: Fire Chief Gregory M. Chia  
 DATE: 03-09-2020  
 RE: January 2020 EMS Billing Activity

January 2020 EMS billing activity from Intermedix (R1) Company is posted below. R1 has posted financial activity for Indianola Fire Department EMS section. The information shown is the fire department and R1’s activity for the month of January 2020.

Details for the month of January 2020 EMS Billing activity.

For the period: 01/01/2020 to 01/31/2020

New Charges: \$134,383.00	All Accounts Collected Old / New: \$134,150.67
Billable Transports: \$133,583.00	Non-Transports Collected: \$800.00
Non-Transports Billable: \$800.00	Unidentified Payments Collected: \$0
Total Non-Billable: (\$21,129.00)	Refunds: (\$212.00)
ALS Tier: 0	
Total Accounts Created: \$113,254.00	Net Total Collected: \$133,938.67

With the above activity the TruBank Account Balance now stands at \$1,112,652.49 as reflected on January 31, 2020.





— FIRE DEPARTMENT —

TO: Mayor Kelly Shaw and City Council Members  
 CC: City Manager Ryan Waller, Finance Director Andy Lent  
 FROM: Fire Chief Gregory M. Chia  
 DATE: 05-06-2020  
 RE: February 2020 EMS Billing Activity

February 2020 EMS billing activity from Intermedix (R1) Company is posted below. R1 has posted financial activity for Indianola Fire Department EMS section. The information shown is the fire department and R1’s activity for the month of February 2020.

Details for the month of February 2020 EMS Billing activity.

For the period: 02/01/2020 to 02/29/2020

New Charges: \$114,905.00	All Accounts Collected Old / New: \$84,391.54
Billable Transports: \$112,305.00	Non-Transports Collected: \$2600.00
Non-Transports Billable: \$2600.00	Unidentified Payments Collected: \$0
Total Non-Billable: (\$5857.00)	Refunds: (\$1141.00)
ALS Tier: 0	
Total Accounts Created: \$113,254.00	Net Total Collected: \$83,250.54

With the above activity the TruBank Account Balance now stands at \$1,197,369.69 as reflected on February 29, 2020.





**FIRE DEPARTMENT**

TO: Mayor Kelly Shaw and City Council Members  
CC: City Manager Ryan Waller, Finance Director Andy Lent  
FROM: Fire Chief Gregory M. Chia  
DATE: 05-13-2020  
RE: March 2020 EMS Billing Activity

March 2020 EMS billing activity from Intermedix (R1) Company is posted below. R1 has posted financial activity for Indianola Fire Department EMS section. The information shown is the fire department and R1's activity for the month of March 2020.

Details for the month of March 2020 EMS Billing activity.

For the period: 03/01/2020 to 03/31/2020

New Charges: \$88,409.00.00	All Accounts Collected Old / New: \$54,115.23
Billable Transports: \$85,801.00	Non-Transports Collected: \$2600.00
Non-Transports Billable: \$600.00	Unidentified Payments Collected: \$0
Total Non-Billable: (\$8785.00)	Refunds: (\$1459.10)
ALS Tier: 0	
Total Accounts Created: \$79,623.00	Net Total Collected: \$52,656.13

With the above activity the TruBank Account Balance now stands at \$1,251,407.27 as reflected on March 31, 2020. In the following month, a transfer to the Sweep account was made by the Finance Director for over \$1.2 million.



**Meeting Date:** 05/18/2020

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**Information**

**Subject**

Consider the nomination of Sally Van Dorin to the Library Board of Trustees, effective July 1, 2020 – June 30, 2026.

**Information**

In your packet is an application from Sally Van Dorin to serve on the Library Board of Trustees. The term will run from July 1, 2020 – June 30, 2026.

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**Fiscal Impact**

**Attachments**

Van Dorin Application

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# City Clerk / Finance Office

PO Box 299, Indianola, IA 50125-0299 • www.indianolaiowa.gov  
515-961-9410 phone • 515.961.9402 fax

## VOLUNTEER APPLICATION FORM TO SERVE ON A CITY BOARD AND COMMISSION

There are numerous Boards and Commissions to advise the City Council. Appointments are approved at a Council meeting when terms have expired or vacancies occur.

To be considered, interested individuals must be Indianola residents. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interest citizens. The City of Indianola desires to have diverse representation on the Boards and Commissions to reflect the age, race/ethnicity and gender of the Indianola community. All appointments are made during the City Council meetings that take place on the first and third Monday.

*Interested residents must complete and submit this form along with a resume or bio to the City Clerk Office:  
via email to CityClerk@indianolaiowa.gov or by mail at 110 N. 1st Street, Indianola, IA 50125*

### PERSONAL INFORMATION

<b>NAME:</b>	Sally Van Dorin				
<b>STREET ADDRESS:</b>	1000 North L St.				
<b>CITY:</b>	Indianola	<b>STATE:</b>		<b>ZIP:</b>	
<b>EMAIL:</b>	sallynbob@msn.com				
<b>HOME PHONE:</b>	515-745-7956	<b>CELL PHONE:</b>	515-745-7956	<b>WORK PHONE:</b>	NA
<b>GENDER:</b>	Female	<b>AGE (OPTIONAL):</b>		<b>RACE (OPTIONAL):</b>	

<input type="checkbox"/> <b>BOARD OF ADJUSTMENT / APPEALS</b> meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.	<input type="checkbox"/> <b>CIVIL SERVICE COMMISSION</b> meets on call. The commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The commission consists of three members that serve 4-year terms.	<input type="checkbox"/> <b>HOMETOWN PRIDE COMMITTEE</b> meets once a month. This committee helps rural Iowa communities restore pride by improving their local image and appearance resulting in enhanced economic and cultural vitality of the community. It is a long term (up to five years) program of consistent technical and leadership assistance to citizens in building stronger and more sustainable places to live.
<input type="checkbox"/> <b>IMU BOARD OF TRUSTEES</b> meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.	<input checked="" type="checkbox"/> <b>LIBRARY BOARD OF TRUSTEES</b> meets the first Tuesday of the month at 5:30 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures and rooms and personnel. The Board consists of seven members serving 6-year terms.	<input type="checkbox"/> <b>MEMORIAL AQUATIC CENTER COMMISSION</b> meets quarterly at 5:30 p.m. at the Activity Center. The commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.
<input type="checkbox"/> <b>PARK &amp; RECREATION COMMISSION</b> meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The commission consist of six members serving 3-year terms.	<input type="checkbox"/> <b>PLANNING &amp; ZONING COMMISSION</b> meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The commission consists of 10 members who serve 5-year terms. This Commission is appointed by the City Council.	<input type="checkbox"/> <b>SUSTAINABILITY COMMITTEE</b> This committee reviews options to become a more "green" community and reduce the city's carbon footprint.

1000 North L Street  
Indianola, IA 50125  
515-745-7956  
sallynbob@msn.com

# Sally Van Dorin

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## BACKGROUND AND SKILLS

My husband and I raised our family in Indianola and have lived here for over forty years. I am a supporter of this community. As a group member, I am a positive, engaged, team participant with a variety of group experiences. I am reliable and open minded, as well as goal oriented.

## EXPERIENCE

**Indianola Community Schools, Indianola IA - Teacher**

**August 1979 - June 2000, August 2005 - June 2020**

- **First, Second or Third Grade teacher - retiring June 2020**
- **Responsible for planning, implementing and evaluating student learning**
- **Committee and team member for various curriculum and planning duties**

**Indianola Public Library, Indianola IA - Children's Librarian**

**September 2000 - August 2005**

- **Designed and implemented programming for children and youth**
- **Assisted library patrons with library services**

## EDUCATION

**Iowa Wesleyan College, Mt. Pleasant IA**

- **January 1974 - January 1979**

**Graduate Work at various institutions**

**State Library of Iowa**

- **Public Librarian Certification**

Meeting Date: 05/18/2020

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**Information**

**Subject**

**Code of Ordinances**

**Information**

In 2018, following direction from the City Council, the City Clerk began researching options to improve the readability and searchability of the electronic version of the City Code.

During that process, the City's codifier indicated that this is a service they perform, but also shared that the City's Code had not been through a formal codification process for quite some time. Following approval of the agreement for this project, the City Clerk began working with the codifiers, City Staff, Legal Counsel and the Council's Administrative and Policy Committee on this process.

Through the codification process, the codifier reviews the entire City Code to:

- Ensure consistency with State Law,
- Ensure consistency in references throughout the City Code,
- Incorporate previously adopted ordinances such as regulations pertaining to Bed and Breakfast operations and fence regulations,
- Integrate model language used by the codifier to eliminate conflicts and ambiguity in code language, and
- Incorporate other recommended changes such as the Administrative and Policy Committee's recommendation on the renaming and appointment of the Fine Art and Beautification Commission, and the City Council's direction regarding local amendments to the 2018 version of building, property maintenance and other developmental code updates.

Once the codification process is complete, the Code of Ordinances will be indexed online, which will make it easier to navigate the Code.

Due to the large size of the document, the Code of Ordinances may be viewed at City Hall by contacting the City Clerk's office at [cityclerk@indianolaiaowa.gov](mailto:cityclerk@indianolaiaowa.gov) or by calling 515-961-9410.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 05/18/2020

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**Information**

**Subject**

Public Hearing to consider adoption of the 2020 revised Code of Ordinances of the City of Indianola, Iowa (Codification Project).

**Information**

The Mayor will open the public hearing on the adoption of the 2020 revised Code of Ordinances of the City of Indianola, Iowa (Codification Project).

Due to the COVID-19 pandemic, comments may be submitted prior to or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or by calling 515-962-5240 during the meeting.

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**Fiscal Impact**

**Attachments**

Notice of Hearing - Codification

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## NOTICE OF PUBLIC HEARING

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

**TO: ALL CITIZENS AND ALL PARTIES IN INTEREST WHO, UNDER THE PROVISIONS OF SECTION 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](https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw) for those who do not wish to attend in person. You may also view the meeting via a Zoom webinar: <https://us02web.zoom.us/j/85034253444>**

**Or iPhone one-tap: 1-312-626-6799, 85034253444# or 1-646-558-8656, 85034253444#**

**Or Telephone Dial: 1-312-626-6799 or 1-646-558-8656 or 1-253-215-8782 or 1-301-715-8592 or 1-346-248-7799 or 1-669-900-9128.**

**Webinar ID: 850 3425 3444**

**Comments may be submitted prior or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or by calling 515-962-5240.**

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 April 22, 2020.

\s\ ANDREW J. LENT, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

First consideration of an ordinance adopting the 2020 revised Code of Ordinances of the City of Indianola, Iowa (Codification Project).

**Information**

Due to the large size of the document, the revised Code of Ordinances may be viewed at City Hall by contacting the City Clerk's office at [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or calling 515-961-9410.

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Ordinance adopting Codes

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

**AN ORDINANCE ADOPTING THE “CODE OF ORDINANCES  
OF THE CITY OF INDIANOLA, IOWA”**

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

SECTION 1. Pursuant to published notice and following public hearing on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, so required by Sections 362.3 and 380.8, Code of Iowa, there is hereby adopted by the City of Indianola, Iowa, the “CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA.”

SECTION 2. All of the provisions of the “CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA,” shall be in force and effect on and after the effective date of this ordinance.

SECTION 3. All ordinances or parts thereof in force on the effective date of this ordinance are hereby repealed from and after the effective date of this ordinance, except as hereinafter provided.

SECTION 4. The repeal provided for in the preceding section of this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance; nor shall such repeal affect any ordinance or resolution promising or guaranteeing the payment of money by the City or authorizing the issuance of any bonds of said City or any evidence of said City's indebtedness or any contract or obligation assumed by said City; nor shall said repeal affect the administrative ordinances or resolutions of the Council not in conflict or inconsistent with the provisions of “THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA”; nor shall it affect the following ordinances specifically saved from repeal:

**INDUSTRIAL PROPERTY TAX EXEMPTIONS**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
1244	3-17-03	1416	9-15-08
1280	4-5-04	1421	2-2-09
1286	6-7-04	1469	4-4-11
1330	5-2-05	1471	5-16-11
1364	9-18-06	1478	9-6-11
1371	12-18-06	1483	10-17-11
1374	2-5-07	1495	5-7-12
1375	3-19-07	1505	11-19-12
1384	7-16-07	1555	6-6-16
1393	11-5-07	1559	12-5-16
1394	11-5-07	1560	12-19-16
1401	1-7-08	1565	3-20-17
1409	6-2-08	1574	7-7-17
1410	6-2-08		

**URBAN RENEWAL**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>NAME OF AREA</b>
1026	July 5, 1994	Hillcrest Urban Renewal Area
1137	November 2, 1998	Hillcrest Amendment No. 1 Area
1217	October 1, 2001	Downtown Urban Renewal Area
1218	October 1, 2001	Hillcrest Amendment No. 2 Area
1293	July 19, 2004	East Highway 92 Urban Renewal Area
1314	March 7, 2005	Downtown Amendment No. 1 Area
1323	March 21, 2005	East Highway 92 Amendment No. 1 Area
1336	July 18, 2005	Hillcrest Amendment No. 3 Area
1396	December 17, 2007	Downtown Amendment No. 2 Area
1428	April 20, 2009	Hillcrest Amendment No. 4 Area
1549	December 21, 2015	Unified Hillcrest/Downtown Unified Urban Renewal Area
1613	June 17, 2019	Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Area
1616	September 3, 2019	Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Area

**URBAN REVITALIZATION**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>NAME OF AREA</b>
1130	May 11, 1998	Urban Revitalization Area for the City

**STREET AND ALLEY VACATIONS**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
50	July 20, 1936	156	September 3, 1951
51	January 5, 1937	161	September 24, 1952
53	May 17, 1937	162	April 28, 1952
73	January 7, 1919	163	May 19, 1952
76	May 5, 1941	169	--
84	May 17, 1943	177	December 14, 1953
86	June 21, 1943	186	December 6, 1954
92	June 6, 1944	227	August 18, 1958
93	June 6, 1944	231	March 14, 1959
94	June 6, 1944	239	November 2, 1959
95	July 3, 1944	244	June 6, 1960
99	July 2, 1945	251	February 13, 1961
(number not assigned)	July 7, 1924	252	March 20, 1961
103	March 4, 1946	257	December 18, 1961
104	April 1, 1946	259	June 18, 1962
107	August 19, 1946	270	August 5, 1963
111	April 7, 1947	275	March 16, 1964
115	July 21, 1947	280	October 19, 1964
118	April 5, 1948	281	October 19, 1964
121	June 14, 1948	284	November 16, 1964
130	May 2, 1949	285	November 16, 1964
132	October 3, 1949	289	May 17, 1965
142	May 1, 1950	295	February 7, 1966
146	August 7, 1950	296	February 7, 1966
153	June 4, 1951	299	June 6, 1966
155	June, 1951	300	--

**STREET AND ALLEY VACATIONS**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
312	March 20, 1967	847	October 3, 1988
324	August 19, 1968	850	November 7, 1988
327	December 16, 1968	850	January 3, 1989
328	January 23, 1969	856	January 16, 1989
333	August 4, 1969	863	May 1, 1989
345	March 2, 1970	865	May 15, 1989
351	April 20, 1970	875	August 7, 1989
372	June 7, 1971	878	September 18, 1989
374	June 21, 1971	890	July 2, 1990
391	December 20, 1971	891	July 2, 1990
405	August 25, 1972	892	July 2, 1990
406	September 18, 1972	898	August 6, 1990
410	December 18, 1972	904	September 4, 1990
411	December 18, 1972	907	October 1, 1990
416	January 3, 1973	912	November 5, 1990
417	January 3, 1973	913	November 19, 1990
425	March 5, 1973	916	December 3, 1990
431	May 21, 1973	919	January 7, 1991
450	October 15, 1973	924	April 1, 1991
451	November 5, 1973	928	May 6, 1991
466	June 17, 1974	929	May 6, 1991
476	November 4, 1974	976	September 21, 1992
482	February 17, 1975	978	October 5, 1992
486	May 19, 1975	981	October 19, 1992
488	June 2, 1975	988	November 16, 1992
504	February 17, 1976	989	December 7, 1992
511	June 21, 1976	994	January 4, 1993
537	May 2, 1977	997	January 4, 1993
552	July 5, 1977	1031	September 19, 1996
566	December 19, 1977	1031	February 5, 1994
578	April 17, 1978	1072	March 18, 1996
593	September 5, 1978	1080	August 5, 1996
613	March 19, 1979	1088	October 21, 1996
622	June 18, 1979	1092	December 2, 1996
648	February 19, 1980	1093	January 6, 1997
701	April 19, 1982	1111	September 2, 1997
708	February 22, 1983	1115	October 13, 1997
721	July 18, 1983	1116	November 3, 1997
725	September 19, 1983	1126	April 6, 1998
727	October 3, 1983	1133	August 3, 1998
729	January 16, 1984	1156	September 7, 1999
755	April 16, 1984	1158	October 4, 1999
762	September 4, 1984	1167	February 22, 2000
766	December 17, 1984	1168	March 20, 2000
781	September 16, 1985	1174	June 5, 2000
790	March 3, 1986	1177	July 17, 2000
812	May 18, 1987	1191	March 5, 2001
823	November 16, 1987	1229	August 5, 2002
843	August 1, 1988	1230	August 5, 2002
844	September 19, 1988	1237	October 7, 2002

**STREET AND ALLEY VACATIONS**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
1265	October 6, 2003	1452	March 15, 2010
1268	October 20, 2003	1476	July 5, 2011
1287	June 7, 2004	1497	May 21, 2012
1302	September 20, 2004	1506	January 22, 2013
1303	September 20, 2004	1525	September 3, 2013
1326	March 21, 2005	1538	November 3, 2014
1328	April 18, 2005	1551	April 4, 2016
1337	August 1, 2005	1558	November 21, 2016
1338	September 6, 2005	1572	July 3, 2017
1339	October 17, 2005	1607	January 22, 2019
1365	October 2, 2006	1609	February 19, 2019
1366	October 16, 2006	1614	July 1, 2019
1390	November 5, 2007	1617	October 7, 2019
1434	June 1, 2009	1619	October 7, 2019
1437	July 6, 2009	1623	November 4, 2019
1438	August 17, 2009	1624	November 4, 2019
1451	March 15, 2010		

**STREET GRADES**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
37	September 19, 1933	551	June 20, 1977
119	April 9, 1948	655	March 3, 1980
184	August 2, 1954	656	April 7, 1980
222	May 19, 1958	763	September 4, 1984
236	August 3, 1959	791	March 17, 1986
237	August 31, 1959	792	March 17, 1986
247	August 15, 1960	804	November 17, 1986
253	March 20, 1961	866	May 15, 1989
277	July 10, 1964	926	April 15, 1991
278	July 21, 1964	1034	October 17, 1994
313	May 1, 1967	1071	March 18, 1996
323	June 17, 1968	1082	August 5, 1996
334	July 29, 1969	1279	April 5, 2004
335	September 3, 1969	1298	August 2, 2004
336	October 6, 1969	1429	May 4, 2009
366	April 5, 1971	1461	September 7, 2010
426	April 2, 1973	1472	May 16, 2011
517	September 7, 1976	1493	April 2, 2012

**ZONING MAP**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
344	March 2, 1970	359	December 7, 1970
346	April 6, 1970	360	January 4, 1971
347	April 6, 1970	362	January 18, 1971
350	April 20, 1970	363	January 18, 1971
352	July 27, 1970	364	February 15, 1971
355	November 2, 1970	365	April 5, 1971
356	December 7, 1970	373	June 21, 1971
357	December 7, 1970	375	July 6, 1971
358	December 7, 1970	376	August 2, 1971

**ZONING MAP**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
377	October 4, 1971	559	August 1, 1977
380	October 4, 1971	561	October 10, 1977
396	March 6, 1972	562	November 7, 1977
398	April 3, 1972	571	January 16, 1978
404	August 7, 1972	572	February 6, 1978
428	May 21, 1973	573	February 6, 1978
429	May 21, 1973	574	February 6, 1978
430	May 21, 1973	577	March 20, 1978
437	June 18, 1973	580	June 5, 1978
438	June 18, 1973	583	June 19, 1978
439	June 18, 1973	584	June 19, 1978
449	September 17, 1973	591	July 17, 1978
464	June 3, 1974	601	October 16, 1978
465	June 17, 1974	602	October 16, 1978
468	July 1, 1974	603	October 16, 1978
469	July 15, 1974	604	October 16, 1978
470	July 15, 1974	606	November 6, 1978
481	January 20, 1975	608	December 18, 1978
484	April 7, 1975	614	March 19, 1979
487	May 19, 1975	615	April 16, 1979
497	September 2, 1975	616	April 16, 1979
498	September 2, 1975	617	May 7, 1979
502	January 5, 1976	618	May 7, 1979
503	January 5, 1976	619	May 7, 1979
505	March 1, 1976	625	July 2, 1979
507	April 5, 1976	626	July 16, 1979
510	May 17, 1976	629	August 20, 1979
512	June 21, 1976	630	August 20, 1979
513	July 6, 1976	631	August 20, 1979
514	July 19, 1976	652	February 19, 1980
515	August 16, 1976	653	February 19, 1980
516	August 16, 1976	654	February 19, 1980
521	September 7, 1976	657	April 7, 1980
522	September 7, 1976	661	April 7, 1980
524	November 15, 1976	663	September 15, 1980
525	November 15, 1976	665	November 11, 1980
526	November 15, 1976	668	January 5, 1981
529	December 6, 1976	673	April 20, 1981
538	May 2, 1977	676	May 18, 1981
539	May 2, 1977	677	May 18, 1981
543	May 16, 1977	680	August 17, 1981
544	June 6, 1977	682	August 17, 1981
545	June 6, 1977	686	October 19, 1981
546	June 6, 1977	687	October 19, 1981
547	June 6, 1977	690	December 7, 1981
553	July 5, 1977	691	December 7, 1981
555	August 1, 1977	695	January 18, 1982
556	August 1, 1977	696	January 18, 1982
557	August 1, 1977	697	February 16, 1982
558	August 1, 1977	709	March 10, 1983

**ZONING MAP**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
712	May 2, 1983	1032	September 19, 1994
722	July 18, 1983	1033	October 3, 1994
723	September 19, 1983	1038	January 3, 1995
724	September 19, 1983	1040	January 16, 1995
728	January 16, 1984	1046	May 1, 1995
730	February 6, 1984	1052	August 21, 1995
733	February 21, 1984	1054	September 19, 1995
753	April 16, 1984	1056	October 2, 1995
764	September 17, 1984	1061	December 18, 1995
768	March 18, 1985	1062	December 18, 1995
775	June 17, 1985	1078	June 17, 1996
776	July 1, 1985	1083	August 5, 1996
778	July 17, 1985	1089	October 21, 1996
779	July 17, 1985	1095	January 6, 1997
782	October 21, 1985	1096	January 6, 1997
788	February 18, 1986	1105	July 21, 1997
789	March 3, 1986	1110	August 18, 1997
799	August 18, 1986	1122	January 12, 1998
811	May 18, 1987	1123	January 12, 1998
819	October 19, 1987	1131	June 8, 1998
822	November 16, 1987	1132	July 20, 1998
826	December 7, 1987	1134	August 17, 1998
842	August 1, 1988	1139	December 7, 1998
853	January 3, 1989	1149	June 21, 1999
854	January 3, 1989	1152	August 2, 1999
864	May 1, 1989	1155	September 7, 1999
867	June 5, 1989	1157	September 20, 1999
868	June 5, 1989	1163	January 18, 2000
869	June 19, 1989	1166	February 22, 2000
880	October 30, 1989	1171	June 5, 2000
882	November 6, 1989	1172	June 5, 2000
883	November 6, 1989	1178	August 21, 2000
899	August 6, 1990	1179	August 21, 2000
900	August 20, 1990	1185	December 18, 2000
906	September 17, 1990	1193	April 16, 2001
915	December 3, 1990	1207	June 4, 2001
921	February 11, 1991	1208	August 6, 2001
922	March 25, 1991	1210	August 20, 2001
931	June 3, 1991	1233	September 16, 2002
934	July 15, 1991	1236	October 7, 2002
937	August 5, 1991	1251	June 16, 2003
944	September 16, 1991	1253	July 7, 2003
964	April 20, 1992	1256	July 21, 2003
972	July 20, 1992	1264	September 15, 2003
973	August 4, 1992	1270	December 1, 2003
980	October 19, 1992	1273	December 15, 2003
1004	March 15, 1993	1274	January 5, 2004
1005	April 19, 1993	1283	May 17, 2004
1010	August 16, 1993	1311	February 22, 2005
1019	February 22, 1994	1312	February 22, 2005

**ZONING MAP**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
1324	March 21, 2005	1509	February 4, 2013
1332	June 6, 2005	1522	July 1, 2013
1335	July 18, 2005	1535	September 15, 2014
1341	November 7, 2005	1539	November 17, 2014
1342	November 7, 2005	1541	December 15, 2014
1357	May 1, 2006	1545	June 15, 2015
1377	March 19, 2007	1546	September 21, 2015
1378	March 19, 2007	1548	December 7, 2015
1383	July 2, 2007	1567	May 15, 2017
1423	February 2, 2009	1573	July 17, 2017
1433	June 1, 2009	1575	August 21, 2017
1436	July 6, 2009	1576	August 21, 2017
1462	October 18, 2010	1590	April 16, 2018
1465	December 20, 2010	1593	April 16, 2018
1494	April 16, 2012	1597	August 20, 2018
1496	May 7, 2012	1604	October 15, 2018
1502	October 1, 2012	2018-1606	December 3, 2018
1503	October 1, 2012	1608	January 22, 2019

**R-5 PLANS**

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
1224	4-2-02	1290	7-6-04
1250	5-19-03	1301	9-7-04
1263	9-2-03	1348	12-5-05
1269	11-17-03	1386	8-20-07
1282	5-3-04	1618	10-7-19
1285	7-6-04		

nor shall it affect any other right or franchise conferred by any ordinance or resolution of the Council or any other person or corporation; nor shall it affect any ordinance naming, establishing, relocating or vacating any street or public way, whether temporary or permanent; nor shall it affect any ordinance amending the official zoning map, establishing building lines, establishing and changing grades, or dedicating property for public use; nor shall it affect any prosecution, suit or other proceeding pending or any judgment rendered on or prior to the effective date of this ordinance.

SECTION 5. The following ordinances, passed subsequent to the preparation of this code but prior to adoption of this code, are hereby adopted and made a part of this code. These are ordinances \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Said ordinances shall be codified and incorporated in published copies of this code as supplements thereto following adoption of this ordinance.

SECTION 6. An official copy of the “CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA,” adopted by this ordinance, including a certificate of the City Clerk as to its adoption and the effective date, is on file in the office of the City Clerk, and shall be kept available for public inspection.

SECTION 7. The City Clerk shall furnish a copy of the "CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA," to the Judicial Magistrates serving the City of Indianola.

SECTION 8. This ordinance shall be in full force and effect from and after the publication of this ordinance, as required by law.

Passed by the City Council of the City of Indianola, Iowa, the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY CLERK

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

**CLERK'S CERTIFICATE**

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was published as required by law on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED \_\_\_\_\_  
CITY CLERK

**CLERK'S CERTIFICATE**

State of Iowa )  
 ) SS  
County of \_\_\_\_\_ )

I, \_\_\_\_\_, City Clerk of the City of Indianola, Iowa, hereby certify that the "CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA," was adopted by the City Council of the City of Indianola, Iowa, and that an official copy of said Code of Ordinances is on file at the office of the City Clerk, City of Indianola, Iowa, and that Ordinance No. \_\_\_\_\_ adopting said Code of Ordinances was passed by the City Council of the City of Indianola, Iowa, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, signed by the Mayor on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_; duly recorded and published as provided by law, and that the effective date of said Code is \_\_\_\_\_, \_\_\_\_\_.

Witness my hand and official seal of the City of Indianola, Iowa, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED: \_\_\_\_\_  
CITY CLERK  
CITY OF INDIANOLA, IOWA

Meeting Date: 05/18/2020

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**Information**

**Subject**

**Comprehensive Plan for the City of Indianola**

**Information**

At its meeting on April 21<sup>st</sup>, the Planning and Zoning Commission recommended adoption of Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.

The Council may amend the proposed comprehensive plan prior to adoption or adopt the plan as it is written.

In your packet is a memorandum from the consultant outlining the changes made to the draft comprehensive plan that was reviewed at the joint meeting on January 15<sup>th</sup>, as well as a letter of support from the Indianola Parks and Recreation Committee. A copy of the current draft comprehensive plan, the survey results and open house posters, as well as a timeline of key events throughout the planning process, may be viewed at [www.elevateindianola.com](http://www.elevateindianola.com).

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**Fiscal Impact**

**Attachments**

Comp Plan Memorandum  
Plan Edits Memorandum  
Park Commission Letter

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 8, 2020  
Re: Resolution approving Elevate Indianola, a Comprehensive Plan Update  
Prepared with the Citizens of Indianola.

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As the Council is aware, a budgeted activity as part of FY 19 was to update the City's Comprehensive Plan. This process began with the release of an RFP in August 2018, with interviews of consulting firms taking place in January 2019. In February 2019, the City Council approved a professional services agreement with Snyder and Associates, officially kicking off the planning process which has spanned 15 months. At its meeting on January 15<sup>th</sup>, the Planning and Zoning Commission held a joint meeting with the City Council to review and provide input on the draft comprehensive plan. This meeting included a presentation from the consultant on the process used to update the comprehensive plan, as well as the elements that are a part of the draft comprehensive plan. Following the January 15<sup>th</sup> meeting, the Planning and Zoning Commission used its February 11<sup>th</sup>, March 10<sup>th</sup>, and April 21<sup>st</sup> meetings to further discuss the Comprehensive Plan update. At its meeting on April 21<sup>st</sup>, the Planning and Zoning Commission reviewed this item, and, on an 8-0 vote, recommended adoption of Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.

According to Iowa Code Section 414.3, zoning regulations shall be made in accordance with a comprehensive plan, the comprehensive plan shall be made with consideration of the smart planning principles under Iowa Code Section 18B.1, and a comprehensive plan recommended for adoption by the Planning and Zoning commission may be adopted by the City Council. The Council may amend the proposed comprehensive plan prior to adoption. The Council shall publish notice of the meeting at which the Comprehensive Plan will be considered for adoption. At its May 4<sup>th</sup> meeting, the Council set the Public Hearing for this item to take place on May 18<sup>th</sup>. Notice of this item was published on May 13<sup>th</sup>, 2020.

Attached to this memo is a memo from the consultant outlining the changes made to the draft comprehensive plan that was reviewed at the joint meeting on January 15<sup>th</sup>, as well as a letter of support from the Indianola Parks and Recreation Committee. A copy of the current draft comprehensive plan, the survey results and open house posters, as well as a timeline of key events throughout the planning process, may be viewed at [www.elevateindianola.com](http://www.elevateindianola.com). I will attend your May 18<sup>th</sup> meeting to answer any questions you may have.

## Memorandum

**To:** Charlie Dissell, AICP  
Director of Community & Economic Development  
City of Indianola

**Date:** March 25, 2020

Planning and Zoning Commission

**From:** Mindy Moore, AICP

**RE:** Plan Edits #2 – Elevate Indianola – S&A Project No. 119.0217

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Below is a summary of changes proposed to be made to the draft comprehensive plan since the last submittal on December 18, 2019.

1. Replace all instances of Simpson University with Simpson College.
2. Acknowledgements - Update City Council list to include current and former council members due to change during the planning process.
3. Introduction
  - a. Page 14 - Add year to survey dates
  - b. Page 14 - add “2019 National” to name of Balloon Classic.
  - c. Page 16 - add “National” to name of Balloon Classic.
4. Community Profile
  - a. Page 34 - Correct age group label on population pyramids to “75 to 79 years.”
5. Land Use and Growth Management
  - a. Page 44 - Correct capitalization and typo
  - b. Page 50 - Change “will” to “would” in this sentence, “At that same ratio, an additional 186 acres of parkland dedication will be needed.”
  - c. Page 53 - Change minimum dwelling units per gross acre from 1 to 2 in the Low Density Residential category.
  - d. Page 53-54 - Change references to “conditional use” review to “special exception” review.
  - e. Page 55 - Replace Priority Annexation Areas & Future Land Use map with one including the annexation agreement line.
  - f. Page 57 - Add text to Priority Annexation Areas section: “The City of Indianola is party to an Annexation Moratorium Agreement with the City of Des Moines and Warren County. The original agreement was executed in 2005 for 10 years and

renewed in 2015 for an additional 10 years. The City will revisit the agreement again in 2025.

The Annexation Moratorium Agreement prohibits Indianola from annexing generally north of Middle River by Indianola and prohibits the City of Des Moines from annexation south of Scotch Ridge Road / Dakota Avenue by the City of Des Moines.”

## 6. Economic Development

- a. Page 62 - Add text, “Regional amenities also contribute to the quality of life. Simpson students in particular were fond of Lake Ahquabi. Others mentioned Summerset Park and the Summerset Trail as benefits of living in Indianola. These amenities are described in the Community Services chapter.”

## 7. Transportation

- a. Page 82 – Under MINOR ARTERIALS
  - i. Add South K Street/120<sup>th</sup> Street – move text related to South K Street from page 83 to this section.
  - ii. 17th Avenue
  - iii. 150<sup>th</sup> Avenue
- b. Under MAJOR COLLECTORS
  - i. Page 82 - Delete, “Some of these streets (e.g. Orchard Avenue) already include houses with driveways directly abutting the street.”
  - ii. Revise the following sentence to read, “Future development of these streets should provide minimum access spacing between 330-400 feet, or a typical city block.”
  - iii. Page 83 - Delete list of major collectors. Add text, “Please refer to the map for the location of existing and future major collectors.”
- c. Under MINOR COLLECTORS
  - i. Page 83 - Add text, “Minor collectors also provide connections to major collectors and arterial streets”
  - ii. Page 85 - Delete list of minor collectors. Add text, “Please refer to the map for the location of existing and future minor collectors.”

- d. Page 84 - Revise classification map as per attached.

- e. Page 85 - Add Heading and following text:

### “ROADWAY DEVELOPMENT POLICY

This Plan includes an action statement for the City to establish a policy to identify when there should be a city contribution to road improvements or new road construction that is necessary to support new development, rather than being completely funded by the developer. It is important to establish a good system of collector and arterial streets that provide connectivity between neighborhoods, generally in a grid pattern. Streams and creeks can make development of a grid roadway network difficult due to the need for culverts and/or bridges in addition to the greater potential for disruption to the

environment resulting from tree clearing and extensive grading operations. To be cost-effective and environmentally responsible, the number of new creek crossings should be limited. In areas where construction is determined to be not feasible due to topography or other environmental conditions, other options such as cul-de-sacs and T-intersections should be considered by the City and the developer.”

## 8. Community Services

- a. Page 88 – Remove “IMU” from Fiber Optic System heading. Add text, “There are multiple fiber providers in the city.”
- b. Page 92 - Add text as a continuation of SANITARY SEWER description:

“It is important for the City to protect the expansion capabilities of the Water Resource Recovery Facility. To accomplish that goal, a 1,000 foot buffer area surrounding the facility site should be protected from encroachment by development. Prior to the City approving development within the buffer area, a ‘Waiver of Separation Distance’ document should be signed by the property owner and recorded in such a manner that it appears on the title opinion of each lot within the development.

Inflow and Infiltration (I&I) is the invasion of storm water into the sanitary sewer system from broken, cracked or misaligned mains, leaking manholes or manholes that have water flowing over their covers. Other sources of I&I include resident and business sanitary services that are cracked or broken and storm water connections from sump pits, roof drains, or surface drains into sanitary sewers, the latter of which are illegal.

I&I not only causes sewage backups in basements, but also results in a substantial increase in energy needs and rapidly advances the need for repair and maintenance due to increased burden on the system. In addition, there is a reduction in sewer capacity, which shortens the life of the treatment facility. All of which result in increased cost and financial burden on citizens and businesses of Indianola.

The City adopted an I&I Policy in 1986, which has been amended eight times through May 1, 2017. Generally, it addresses city staff review and repair of the sewer system and how to address private sources of I&I whether they are legal or illegal.

The city maintains an annual Collection System Maintenance Program consisting of the following tasks:

- Clean and televise sewer main - average 50,000 feet per year.
- Line sewer main - average between 2,000 and 3,000 feet per year.
- Lateral lining in conjunction with the sewer main lining to seal off the opening for the laterals.
- Manhole repair by lining – average 20 per year.

- Replace pick hole manhole lids and replace the concrete adjusting rings with Cretex Pro Rings to eliminate infiltration – average 30 per year.”

Replace text as a description of STORM SEWER:

The City currently maintains over 27 miles of storm sewer system and more than 1,200 structures. The City maintains a Storm Water utility to fund maintenance and upkeep of the storm sewer system. The City is currently preparing a storm water masterplan that will include verification of the storm water units per property, specify maintenance practices, identify needed repairs and system improvements, and recommend policy amendments.

- c. Page 96 – Under EVALUATION OF PARKS BY GEOGRAPHIC DISTRIBUTION
  - i. Change ¼ mile to ½ mile.
  - ii. Revise the next sentence to read, “The service areas have been modified to account for barriers to walking or biking access, including major and minor arterials and major collectors and creeks.”
  - iii. Add text, “If a safe bicycle and pedestrian crossing can be established across the barriers, the service area may also be extended across the barrier. When future parks and roadways are developed, the city should evaluate access to the park within the ½ mile service area along with bicycle and pedestrian movement along and across the roadway.”
  - iv. Delete text, “It should be noted that neighborhood parks may potentially serve somewhat larger areas, up to ½ mile around the park provided no physical barriers exist that would limit access.”
- d. Page 102 - Correct list of objectives under CS-1 in the chapter.
- e. Page 102 - Add Objective CS-2-D: Ensure that public utilities are sufficient to serve existing and future needs.
- f. Page 102 - Change ¼ mile walk to 1/2 mile walk

## 9. Implementation Plan

- a. Page 116 –
  - i. Revise text to read, “Each fiscal year (starting July 1), the Planning and Zoning Commission should develop a work plan to program actions for that year.”
  - ii. Correct “Planning and Zoning Board” to “Planning and Zoning Commission”
- b. Economic Development
  - i. Page 118 – Add action ED-1-B-v: Support development of businesses that relate to the nearby parks, conservation, and recreational resources, such as equipment rental, overnight accommodations, restaurants, convenience stores, transportation services, and tour operators.

- c. Housing
  - i. Page 123 - Revise HN-1-A-i and ii: Change “Consider” to “Maintain and promote” and remove language “over a particular price point.” Change timeframe to “Ongoing.”
  - ii. Page 123 - Add action HN-1-A-iii: Reevaluate housing needs to determine if the tax abatement programs continue to be justified in their current form. Timeframe is Medium (5-10 years).
  - iii. Page 124 - Add action HN-1-B-viii: Adopt a City Housing Code in compliance with Section 364.17 of the Iowa Code once the city reaches a population of 15,000, as determined by the decennial census.”
  
- d. Transportation
  - i. Page 126 - Modify TR-1-A-i: delete “by 2021.”
  - ii. Page 128 – Add action TR-2-A-viii: Reevaluate the city’s road classifications.
  - iii. Page 129 - Add action TR-2-B-vii: Establish a policy to identify when there should be a city contribution to road improvements or new road construction that is necessary to support new development, rather than being completely funded by the developer.
  - iv. Page 129 - Modified TR-2-C-ii: Revise the street tree ordinance, including tree planting guidelines to improve aesthetics while ensuring that street trees will not interfere with utilities, sidewalks, or the adjacent roadway.
  
- e. Community Services
  - i. Page 130 - CS-1-B-i: Change Responsible Party from “Administration” to “Chamber.”
  - ii. Page 130 - CS-1-C-ii: Add Library as responsible party
  - iii. Page 131- CS-1-C-iii: Add Library as responsible party  
(All below on page 132)
  - iv. Add Objective CS-2-D: Ensure that public utilities are sufficient to serve existing and future needs
  - v. Add action CS-2-D-i: Conduct a potable water service infrastructure study to determine where to invest in upgrades to facilitate growth and redevelopment. Partners shall include Warren County Water District.
  - vi. Add action CS-2-D-ii: Follow through with development of the Water Resource Recovery Facility.
  - vii. Add action CS-2-D-iii: Consider acquiring land adjacent to the Indianola Water Resource Recovery Facility so the city has control over the 1,000 foot buffer area surrounding the treatment plant.
  - viii. Add action CS-2-D-iv: Require a “Waiver of Separation Distance” for any new development located within 1,000 feet of the property line of the Indianola Water Resource Recovery Facility.

- ix. Add action CS-2-D-vi: Complete a feasibility study of the South Plant service area, including adjoining growth areas, to address capacity issues in the system.
- x. Add action CS-2-D-vii: Maintain the Inflow and Infiltration policy.
- xi. Add action CS-2-D-viii: Maintain the Collection Systems Maintenance Program.
- xii. Add action CS-2-D-ix: Complete a hydraulic analysis and feasibility study for all sanitary service areas in the city at least every three years. (Timeframe: Current, Ongoing)
- xiii. Add action CS-2-D-x: Continue to build and expand the Fiber Optic System.
- xiv. Add action CS-2-D-xi: Prepare for the Stormwater Utility audit.
- xv. Add action CS-2-D-xii: Explore best practices of refuse, recycling, and lawn waste collection, including the location of the city’s brush facility.
- xvi. Page 133 - CD-3-C: Revise ¼ mile walk to ½ walk

f. Environment and Sustainability

- i. Page 134 - Revise action ES-1-B-i: Promote the small scale wind energy code. Change timeframe to “Ongoing.”
- ii. Page 137 - Add action ES-3-C-iii: Reevaluate the Annexation Moratorium Agreement with City of Des Moines and Warren County in 2025.

10. Appendix – Add the presentation for the joint Council and Planning Commission meeting.

March 16, 2020

Planning and Zoning Commission  
110 North First Street  
Indianola, IA 50125

Re: Public Comment – Elevate Indianola Draft Comprehensive Plan

Dear Commissioners Pribil, Freeberg, Needles, Rabe, Ritchie, Ormsby, Butler, Farris and Soldwisch;

Thank you for the opportunity to provide public comment on the Elevate Indianola draft comprehensive plan. Collectively as a Commission we support many of the goals of the draft plan including the development of trails for a more walkable community and the prioritization to provide high quality Parks and Recreation amenities for all residents of all ages and abilities. We want to call your attention to three particular components of the draft plan:

- Goal CS-3: CS B-ii:** Require dedication of recreation trail easements concurrent with plat approvals by 2021.
- Goal CS-3: C3-C-i:** Modify the parkland dedication ordinance to include maintenance of 16 parkland acres/1,000 population; minimum acreage, location and accommodation of amenities, mechanisms for dedication in lieu of land by 2021.
- Goal CS-3: C3-C-ii:** Develop parks concurrent with new residential development to meet level of service needs.

Parks and Recreation Commission members are unanimous in our support and prioritization of these goals and urge swift adoption of a modified city ordinance that would provide the Planning and Zoning Commission the authority to fully implement them.

Sincerely,



Joel Hoger  
Chair – Indianola Parks and Recreation Commission

Drew Brazie  
Vice Chair

Chris Goodale

Kerry Koonce

Kathy Turnbull

Kate Walton

Cc: Indianola City Council  
Doug Bylund, Director – Indianola Parks and Recreation

Meeting Date: 05/18/2020

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**Information**

**Subject**

Public Hearing for Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.

**Information**

The Mayor will open the public hearing for Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizen of Indianola.

Due to the COVID-19 pandemic, comments may be submitted prior to or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or by calling 515-962-5240 during the meeting.

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**Fiscal Impact**

**Attachments**

Public Hearing Notice

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**NOTICE OF PUBLIC HEARING TO CONSIDER ADOPTION OF ELEVATE INDIANOLA, A COMPREHENSIVE PLAN UPDATE PREPARED WITH THE CITIZENS OF INDIANOLA.**

Notice is Hereby Given: That at 6:00 P.M., at the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125 on May 18, 2020, the City Council of the City of Indianola, Iowa (The “City”) will hold a public hearing to consider adoption of Elevate Indianola, a comprehensive plan update prepared with the citizens of Indianola.

A copy of the proposed comprehensive plan update 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.

**Due to the COVID-19 Pandemic, the City of Indianola is currently hosting its meetings virtually at [https://www.youtube.com/channel/UCCwqdy2irWQILB\\_1QzcVrdw](https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw) for those who do not wish to attend in person.**

**You may also view the meeting via a zoom webinar:**

**<https://us02web.zoom.us/j/81716937811?pwd=U1FUcVlQZjM0RDZ1TTFqaWZDWmlGUT09>**

**Password: 103831**

**Or iPhone one-tap : 1-646-558-8656, 81716937811# or 1-301-715-8592, 81716937811#**

**Or Telephone Dial: 1-646-558-8656 or 1-301-715-8592 or 1-312-626-6799 or 1-669-900-9128 or 1-253-215-8782 or 1-346-248-7799. Webinar ID: 817 1693 7811**

**Comments may be submitted prior or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or by calling 515-962-5240.**

All comments submitted will become a part of the published hearing. This Notice is published by order of the City Council of the City of Indianola, Iowa on May 4, 2020.

\s\Andrew J. Lent  
City Clerk

**Meeting Date:** 05/18/2020

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**Information**

**Subject**

Resolution adopting Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.

**Information**

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution Adopting Plan

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

**RESOLUTION APPROVING ADOPTION OF ELEVATE INDIANOLA, A COMPREHENSIVE PLAN UPDATE PREPARED WITH THE CITIZENS OF INDIANOLA.**

WHEREAS, as part of the Fiscal Year 2019 budget, the Indianola City Council approved the update of the City's Comprehensive Plan; and

WHEREAS, the Comprehensive Plan update began with the release of a Request for Proposal for consulting services in August 2018, with interviews of consulting firms taking place in January 2019; and

WHEREAS, in February 2019, the City Council approved a professional services agreement with Snyder and Associates, officially kicking off the planning process which has spanned 15 months; and

WHEREAS, the City Council held a joint meeting with the Planning and Zoning Commission at its meeting on January 15<sup>th</sup> to review and provide input on the draft comprehensive plan; and

WHEREAS, following the January 15<sup>th</sup> meeting, the Planning and Zoning Commission used its February 11<sup>th</sup>, March 10<sup>th</sup>, and April 21<sup>st</sup> meetings to further discuss the Comprehensive Plan update; and

WHEREAS, at its meeting on April 21<sup>st</sup>, the Planning and Zoning Commission reviewed this item, and, on an 8-0 vote, recommended adoption of Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola;

AND WHEREAS, at its May 4<sup>th</sup> meeting, the City Council set a Public Hearing for this item to take place on May 18<sup>th</sup>, and notice was published on May 13<sup>th</sup>, 2020 in the Record Herald and Indianola Tribune.

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

1. That the City Council of the City of Indianola, Iowa, hereby approves the adoption of the Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola, as recommended by the Indianola Planning and Zoning Commission.
2. Copies of the plan shall be sent or made available to Warren County, neighboring counties and cities, the Central Iowa Regional Transportation Planning Alliance (CIRTPA) where the city is located, and the Indianola Public Library.

**APPROVED** this 18<sup>th</sup> day of May 2020.

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Kelly B. Shaw, Mayor

**ATTEST:**

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Andrew J. Lent, City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

**Sign Exemption Request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus.**

**Information**

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**Fiscal Impact**

**Attachments**

Sign Request Memorandum

Exemption Letter

Proposed Sign

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: May 8, 2020  
Re: Resolution accepting the sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 North 1st Street

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At its meeting on May 4<sup>th</sup>, the City Council set a public hearing for a sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 North 1st Street. This proposed canopy sign will replace an existing canopy sign. Section 155.29 of the Code of Ordinances of Indianola, Iowa, requires that no advertising shall be placed on any awnings, except that the name of the owner and the business, industry or pursuit conducted within the premises may be painted or otherwise permanently placed in a space not exceeding twelve (12) inches in height or twelve (12) square feet in area on the front and side portions thereof. The proposed canopy sign is 38.5 inches in height and 47.19 square feet in area. The proposed exemption is being requested to allow the existing canopy to be used with a sign that exceeds both the height and square foot requirements outlined above.

No such exemption shall be granted by the Council without a public hearing. The proposed application is attached to this agenda item. I will attend the May 18<sup>th</sup> Council meeting if you have any questions.



# IOWASIGN

C O M P A N Y

Z's Eatery and Draught House is asking for an exemption from 155.29 (2) of Indianola's sign code for the proposed sign that would be attached to the existing awning. The property used to be Cal's Fine Foods & Spirits which must have filed for an exemption in order to get their sign on the awning. So we are hoping it will be agreeable to the council to let us cover it up with a sign of their own. The sign will be fastened directly overtop the existing routed aluminum panel so there will not be any effect on the strength of the structure. The existing awning is in the image attached below.



## VISUAL MOCK-UP

### Z's Eatery and Draught Haus

#### SIGN TYPE

Routed Panel Replacement

#### MATERIALS

- 3mm white aluminum composite
- Plotted vinyl graphics

#### OVERALL SIZE

38.5" x 176.5"

#### COLORS

Black Vinyl

N/A

N/A

N/A

N/A

N/A

## Option 2



**DESIGNER:** Ryne Schroeder

**PROJECT MANAGER:** Matt Sites

*This sign design is exclusive property of the Iowa Sign Company and is the result of the original and creative work of its employees. This drawing is submitted to the customer for the sole purpose of purchase of the design or signage manufactured to this design by the Iowa Sign Company. Distribution to or use of this sign design by anyone outside of the customer's organization, without expressed, written authorization by the Iowa Sign Company is prohibited.*

# IOWASIGN

C O M P A N Y

Meeting Date: 05/18/2020

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**Information**

**Subject**

Public Hearing for a sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 North 1<sup>st</sup> Street.

**Information**

The Mayor will open the public hearing for a sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 North 1<sup>st</sup> Street.

Due to the COVID-19 pandemic, comments may be submitted prior to or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or by calling 515-962-5240 during the meeting.

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**Fiscal Impact**

**Attachments**

Public Hearing Notice

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**NOTICE OF PUBLIC HEARING ON APPLICATION FOR EXEMPTION OF SIGN CODE AT 1501 NORTH 1<sup>ST</sup> STREET, INDIANOLA, IOWA**

Notice is Hereby Given: That at 6:00 P.M., at the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125 on May 18, 2020, the City Council of the City of Indianola, Iowa (The “City”) will hold a public hearing to consider an application for an exemption of the sign code at 1501 North 1st Street, Indianola, Iowa

A copy of the proposed exemption 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.

**Due to the COVID-19 Pandemic, the City of Indianola is currently hosting its meetings virtually at [https://www.youtube.com/channel/UCCwqdy2irWQILB\\_1QzcVrdw](https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw) for those who do not wish to attend in person.**

**You may also view the meeting via a zoom webinar:**

**<https://us02web.zoom.us/j/81716937811?pwd=U1FUcVlQZjM0RDZ1TTFqaWZDWmlGUT09>**

**Password: 103831**

**Or iPhone one-tap : 1-646-558-8656, 81716937811# or 1-301-715-8592, 81716937811#**

**Or Telephone Dial: 1-646-558-8656 or 1-301-715-8592 or 1-312-626-6799 or 1-669-900-9128 or 1-253-215-8782 or 1-346-248-7799. Webinar ID: 817 1693 7811**

**Comments may be submitted prior or during the public hearing to [cityclerk@indianolaiowa.gov](mailto:cityclerk@indianolaiowa.gov) or by calling 515-962-5240.**

All comments submitted will become a part of the published hearing. This Notice is published by order of the City Council of the City of Indianola, Iowa on May 4, 2020.

\s\Andrew J. Lent

City Clerk

Meeting Date: 05/18/2020

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**Information**

**Subject**

Resolution approving the sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 N 1st Street.

**Information**

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution approving request

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**RESOLUTION NO. 2020-**

**RESOLUTION ACCEPTING THE SIGN EXEMPTION REQUEST FROM  
RYNE SCHROEDER OF IOWA SIGN COMPANY ON BEHALF OF Z'S  
EATERY AND DRAUGHT HOUSE, LOCATED AT 1501 NORTH 1<sup>ST</sup>  
STREET**

**WHEREAS**, Iowa Sign Company, on behalf of Z's Eatery and Draught House, proposes to place a new canopy sign located at 1501 North 1<sup>st</sup> Street; and

**WHEREAS**, the Section 155.29 of the Code of Ordinances of Indianola, Iowa, requires that no advertising shall be placed on any awnings, except that the name of the owner and the business, industry or pursuit conducted within the premises may be painted or otherwise permanently placed in a space not exceeding twelve (12) inches in height or twelve (12) square feet in area on the front and side portions thereof; and

**WHEREAS**, the proposed sign is 38.5 inches in height and 47.19 square feet in area; and

**WHEREAS**, the Municipal Code of the City of Indianola, Iowa, provides that the City Council may grant a specific exemption for a sign, provided the Council shall find the existence of a special and unusual, individual circumstance; and

**WHEREAS**, a public hearing was held prior to consideration of said exemption.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the City approves the sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught House, located at 1501 North 1<sup>st</sup> Street.

**APPROVED** this 18th day of May 2020.

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

**ATTEST:**

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

Meeting Date: 05/18/2020

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**Information**

**Subject**

Receive and file correspondence from May 1 and 8, 2020 weekly updates from City Manager, Ryan Waller.

**Information**

Roll call to receive and file weekly updates is in order.

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**Fiscal Impact**

**Attachments**

Weekly Update 0501  
WCJC Weekly Update 0501  
Code Enforcement 0501  
Building Permits 0501  
Projects Update 0501  
Draft Reopening Plan  
Draft Agenda May 18  
Draft Agenda June 1  
Weekly Update 0508  
WCJC Update 0508  
ReOpen Plan Draft 0508  
June 1 draft agenda  
Current Projects 0508  
Code Enforcement 0508  
Building Permits 0508  
Bulk Item Collection Update

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## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, May 1, 2020 4:52 PM  
**To:** Ryan Waller  
**Subject:** Waller's Weekly 5.1.2020  
**Attachments:** WCJC- May 1.pdf; Code Enforcement- May 1.pdf; 2020 Permits- May 1.pdf; Curent Projects Update- May 1.pdf; DRAFT REOPENING PLAN MATRIX.pdf; Anticipated May 18 CC Agenda.pdf; Anticipated June 1 CC Agenda.pdf

**Good afternoon and Happy May Day!**

**I hope this finds you all well and enjoying this beautiful day. Below and attached, please find the items that make up this week's update email. If there are any questions regarding this update or other city topics, please let me know.**

**Have a great weekend.**

**Ryan**

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

**Brush Facility** – The Brush Facility is opening Saturday (May 2nd) and Sunday (May 3rd) with some modifications to keep all safe and compliant with social distancing guidelines. The following link to the City's website provides a map showing the different zones to pick up or drop off yard waste and brush, as well as a list of frequently asked questions: <https://www.indianolaiowa.gov/323/Brush-Facility>. The City greatly appreciates the public's cooperation in following these safety measures.

**Traffic Signal Timing Project** – The pre-construction meeting for this project took place earlier this week. The contractor (Sternquist Construction) anticipates the project to commence towards the middle of this month. The contract for this project has a late completion date of July 17, 2020. Sternquist will notify the City one week before construction begins to allow for advertisement of the closure of a portion of Iowa Avenue from 1<sup>st</sup> Street to Jefferson Way. As a reminder, this project will improve the synchronization of the traffic signals on Jefferson Way (US highway 65/69) and 2<sup>nd</sup> Ave (IA 92). 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 1<sup>st</sup> Street to Jefferson Way will also be replaced.

**Small Business Grant Program** – City staff continues to work with our colleagues at the Greater Des Moines Partnership, Chamber of Commerce and Warren County Economic Development Corporation on the rollout of the Small Business Grant program approved by the City Council at its special meeting on April 29<sup>th</sup>. A webpage is being developed by the Greater Des Moines Partnership with all the relevant information. Once finalized, it will be advertised via the City’s website, social media outlets and other available communication outlets.

**May 4<sup>th</sup> City Council Meeting** – The regular City Council meeting is scheduled to meet on Monday, May 4, 2020. The agenda and meeting materials are available on the City’s website at <http://indianolaiowa.gov/AgendaCenter>. The meeting will be aired live via the City’s YouTube channel (accessed [here](#)) and a Zoom Webinar.

**Draft Re-Open Plan Matrix** – During the May 4<sup>th</sup> City Council meeting, Staff will provide a high-level overview of the draft re-open plan regarding various programs and facilities impacted by the COVID-19 pandemic. This document is attached and is a very fluid document meant to guide the decision-making process, as well as communicate out the updated status of impacted programs, services and facilities (Green = current status, in effect or open; Red = closed, not in effect, postponed).

**Library Services Resume** – In response to Governor Reynold’s proclamation to reopen libraries, the library will begin a no-contact curbside pickup service on Mondays and Thursdays from 2-6 pm. Library programs have been moved online for the spring and summer, and although the building remains closed, plans are in place for a gradual reopening and resumption of services in accordance with safety protocols.

**Funding Award (Police)** – Congratulations to our Police Department that has been awarded funding from the Governor's Traffic Safety Bureau in the amount of \$15,560. These funds will be used to offset personnel and equipment related costs in the department.

**Community Development Reports** – Attached, please find the following reports provided by the Community Development Department:

- **Current Projects Update** – This week, the preliminary plat for the 7<sup>th</sup> addition to Ashton Park was received.
- **2020 Building Permits** – This week, five building permit applications were submitted, and six building permits issued. All the permits submitted and issued this week were for decks. There are currently four building permit applications in review and 66 building permits have been issued year to date.
- **Code Enforcement** – This week, one new code enforcement case was opened, and one case was closed. There are currently 28 open code enforcement cases.

**Warren County Justice Center (WCJC) Weekly Update** – In the attached WCJC update DCI reports that concrete footings and wall placement will continue. DCI also reports that the busiest access point into the site will be on the west side (Buxton Street) through May.

**Upcoming City Council Agenda** – Attached, please find the anticipated agendas for the May 18<sup>th</sup> and June 1<sup>st</sup> 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).

## Charlie Dissell

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**From:** Nick Bruck <nickb@dcigroup-us.com>  
**Sent:** Thursday, April 30, 2020 12:00 PM  
**To:** Charlie Dissell  
**Cc:** Megan Andrew (megana@warrencountyia.org); Chris Conn; Justin Page  
**Subject:** WCJC Weekly Update Week of May 4th

Charlie:

Next week will be a steady amount of foundation footing and wall work. Our busiest access entrance in and out of the site will be along Buxton next week and likely through the month of May.

 **Nick Bruck**  
Senior Project Manager  
**DCI GROUP**  
DESIGN + CONSTRUCTION INTEGRATION  
221 E 6th Street - Suite 200  
Des Moines, IA 50309  
C 515-202-3394 | F 515-244-5043  
  



# Community Development

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## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 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			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. <b>Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.</b> Spoke with contractor, he said their waiting on materials and work will resume as soon as they are available but no later than 1/31/2020. Spoke with property owner. Contractor is waiting to finish siding until the weather warms up to avoid cracking the vinyl. Trying to make contact with owner before moving forward with a municipal infraction. Spoke with Diane and she will have her contractor get in touch with me beginning of next week. Still have not heard from contractor. If no update is recieved by 5/4/2020, then we will move forward with municipal infraction.	5/4/2020	
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. Vehicle hasn't moved. Trying to make contact with owner before we abate. Spoke with Brenda 4/23/2020 and gave final extension to May 4th. If not removed by May 4th, we will abate the following day.	5/4/2020	
Open	CE: 24-2020	4/16/2020	Vehicles parked in front yard and other junk debris piled up in front and side of house.	505 West 2nd Avenue	4/17/2020	4/20/2020	Sent letter on 4/20/2020 giving 14 days to abate. Spoke with property owner. He sent letter back requesting to be heard before city council to determine if nuisance exists.	5/4/2020	
Open	CE: 23-2020	4/17/2020	Junk accumulating on apartment balconies	801 South R	4/17/2020	4/18/2020	Emailed Jason Frederick on 4/18/2020 about tenants collecting junk on their apartment balconies, and of trash such as old furniture and appliances sitting outside of dumpsters. Sent pictures on Monday 4/20/2020 giving 14 days to abate. He responded by saying he will take care of it. Dumpster onsite.	5/4/2020	
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. Vehicles were not listed in the original Nuisance and Demand for Abatement Letter. I have drafted a new letter with the vehicles included allowing 14 days for abatement.	5/7/2020	
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. Raviro contacted me on 4/22/2020 asking for the date upon which the house was to be demolished by. I told her it was to be demolished by the middle of January 2020 and seeing how it hasnt been demolished yet, we will be moving forward with a Municipal Infraction if we dont have something in writing from the mortgage/insurance company within the next 2 weeks showing a timeframe of when it will be demolished.	5/7/2020	
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.	5/8/2020	
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. No progress has been made. Bid for abatement or move forward with Municipal Infraction.	5/8/2020	
Open	CE: 26-2020	4/22/2020	Tall grass and weeds	Parcel ID: 48775011000, (North L & Iowa)	4/22/2020	4/22/2020	Sent letter allowing one week for compliance. Bid for abatement.	5/8/2020	
Open	CE: 25-2020	4/23/2020	Clutter and trash on the back deck.	110 South Kenwood	4/23/2020	4/23/2020	Left door hanger for clutter/trash on back deck. Upon inspection, I noticed the grass is higher than what ordinance allows for and made note of it on the door hanger as well.	5/8/2020	
Open	CE: 27-2020	4/30/2020	Possible driveway violation	110 Buxton Place	5/1/2020		Currently looking into violation	5/8/2020	



# Community Development

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## Code Enforcement Tracking Report

Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b> Owner continues to make progress on west side of structure. Will send letter to property owner stating requirements for completion of next phase.	5/8/2020	
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. Owner continues to make progress.	5/8/2020	
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.	5/8/2020	
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	5/8/2020	
Open			Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied 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.	5/8/2020	
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.	5/8/2020	
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.	5/8/2020	
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: 22-2020	4/15/2020	Junk race car in front yard, garbage, trash, and construction debris piled in back yard.	808 West 3rd Avenue	4/15/2020	4/16/2020	30 Days to bring property use back into compliance.	5/18/2020	
Open	CE: 21-2020	4/15/2020	Sidewalk Violation	100 West Orchard	4/15/2020	4/16/2020	Sent letter 4/17/2020 Allowing 30 days for compliance.	5/18/2020	
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 1/14/2020 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. Only one camper remains. All vehicles are now parked on the driveway.	5/30/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020. Spoke with Deb from DML Management. She is working with a sign company and will be taking care of the existing sign as soon as possible. Established another deadline of March 31st, 2020. 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: 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. Spoke with Larry today 4/16/2020. 4 vehicles have been removed and they continue to make progress on junk/debris removal. He informed me that he may not have everything completed by April 30th and may need to ask for an extension. Still gradually making progress. Asked for extension to June 15th. Extension granted, however this is the final extension before municipal infraction.	6/15/2020	
Open	CE: 19-2020	3/24/2020	Junk/Junk Vehicles and dead potentially dangerous trees 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 4/17/2020. Established deadline of July 17th, 2020 (90 days) for compliance due to the amount of junk in back yard.	7/8/2020	
Closed			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior. Awaiting final inspection before dangerous building tag is removed. Final inspection scheduled for 4/17/2020. Final inspection failed. Need to address several items before we can remove the dangerous building tag. Owner called and said violations are being fixed and will schedule another final inspection once work is complete. Remodel is complete and passed inspection. Property no longer Dangerous or Unsafe.	4/30/2020	4/24/2020



# Community Development

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## Code Enforcement Tracking Report

Closed	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. Car is no longer on jack stands, property has been cleaned up and is back in compliance as of April 20th, 2020.		4/20/2020
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# 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	Finald Date	C.O.Date	VALUE
12/31/2019	1	1/2/2020	North American MHC LLC	9 Leonard Avenue	Heartland Living	Mobile Home				\$51,300
12/31/2019	2	1/2/2020	North American MHC LLC	21 Leonard Avenue	Heartland Living	Mobile home				\$51,300
1/7/2020	3	1/7/2020	Chad Keller	206 N Jefferson	B and D	DEMO				
1/7/2020	4	1/7/2020	Chad Keller	208 N Jefferson	B and D	DEMO				
1/7/2020	5	1/8/2020	North American MHC LLC	24 Leonard	Heartland Living	Mobile Home				\$51,300
1/7/2020	6	1/8/2020	North American MHC LLC	26 Alfred	Heartland Living	Mobile Home				\$38,494
1/7/2020	7	1/8/2020	North American MHC LLC	6 Leonard	Heartland Living	Mobile Home				\$38,494
1/14/2020	8	1/14/2020	Foxwood Apts	1005 W 3rd	Rainbow International	Remodel				\$859,560
1/7/2020	9	1/13/2020	Kurt Ripperger	804 N B	Construction by Cambron	Remodel				\$80,000
10/29/2019	10	1/16/2020	Wal Mart	1500 N Jefferson Way	Midland	Commercial Remodel		4/15/2020		\$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
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



# Community Development

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

## 2020 Building Permit Report

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
4/9/2020	57	4/13/2020	Five Seven Enterprises/Eagle Homes	1306 S L	Eagle Homes	Single Family Dwelling	1642		\$322,080
4/13/2020	58	4/17/2020	Cody McKasson	1312 E Detroit	Cody McKasson	Deck Overhang			\$1,000
3/13/2020	59	4/17/2020	People's Bank	500 E Iowa	Downing	Commerical	5616		\$1,050,000
4/17/2020	60	4/20/2020	Orton Homes	1304 S L	Orton Homes	Single Family Dwelling	2244		\$320,000
4/23/2020	61	4/27/2020	Dan Corsair	1611 W Iowa	Top Notch Renovations	Deck addition			\$4,050
4/27/2020	62	4/29/2020	Chris Bauer	811 N U	Chris Bauer	Deck			\$550
4/23/2020	63	4/30/2020	Mark Gaddls	1605 W Detroit	Crosscut Construction Co	Deck			\$6,500
4/29/2020	64	4/30/2020	Sam Bedwell	1204 Ann Pkwy	Sam Bedwell	Deck			\$2,500
4/29/2020	65	4/30/2020	Shelly Sponner	509 S Freeman	Risetter Construction	Deck			\$5,000
4/27/2020	66	5/1/2020	Fisher Decker	403 W 18th Pl	Fisher Decker	Deck			\$1,500
4/13/2020			IR Construction By Cambron	1602 S K	Construction by Cambron	Commerical	2500		\$299,950
4/15/2020			IR Bunnell Properties	1003 E Lincoln	Gruringre Construction	Single Family Dwelling	2734		\$336,000



# Community Development

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## 2020 Building Permit Report

4/17/2020		IR	Bill Bussanmas	1409 W 6th	Marvin Van Dam	Single Family Dwelling	2400			\$589,000
4/29/2020		IR	Pamela Hodges	805 W 4th	Pamela Hodges	Deck				\$1,100



## COMMUNITY DEVELOPMENT

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** May 1, 2020  
**Subject:** Current Projects Update

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

- **Williams Terrace (1600 Block of North 9<sup>th</sup> Street)**
  - Developer hosted a neighborhood meeting on March 9.
  - Rezoning petition received on April 6.
  - The Planning and Zoning Commission reviewed the rezoning request at its April 21 meeting, and recommended approval 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.
  - Building permit comments returned on April 6.
  - Updated building permit and site plan submitted on April 16.
  - Site plan approved on April 17.
  - Building permit issued on April 17.
- **Peterson Annexation (south of Inwood Street, west of 110th Avenue (North Y Street) and east of County Highway R-63)**
  - Application for annexation was received on February 25th, 2020.
  - The applicant has indicated that this property, if annexed, would be developed residentially.
  - At its meeting on March 25th, the City Council forwarded this applicant to the Board of Trustees and Planning and Zoning Commission for its review.
  - The Board of Trustees reviewed the request at its April 14 meeting.
  - The Planning and Zoning Commission reviewed the request at its April 21 meeting and recommended approval of the request.
- **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.

- **Cabin Coffee (910 East 2<sup>nd</sup> Avenue)**
  - Sale of D&D lot and development agreement was approved by Council on October 21.
  - Staff hosted a preapplication meeting with the developers on October 22.
  - Developer closed on the property on November 22.
  - On March 16, developer notified City that, due to the COVID 19 pandemic, this project is being suspended until further notice.
  - On April 23, the developer requested a 90-day extension to the approved development agreement.
- **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.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**
  - Staff held a preapplication meeting on a proposed campground on October 3
  - A rezoning petition was submitted on October 25 for a proposed campground
  - The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
  - The City Council held a public hearing on the request at its December 16 meeting.
  - The City Council approved the request at its January 21 meeting.
  - A plat of survey to split ground for the campground was submitted on April 1.
  - A rezoning petition was submitted on April 3 for additional ground for the campground.
  - The Planning and Zoning Commission reviewed the Plat of Survey and rezoning at its April 21 meeting and recommended approval of both to the City Council.
- **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.
- **Ace Hardware (506 North Jefferson Way)**
  - City staff held a pre-development meeting on this project on February 22.
  - The old car wash was demolished the week of July 15.
  - The existing Mudslingers Coffee Shop would remain.
  - A code review was submitted to the City for review by the architect on July 29.
  - The City returned comments on that code review on July 31.
  - Engineer inquired about site plan approval process on August 23.
  - Site plan submitted on September 5.
  - Initial comments on the site plan were returned on September 19.
  - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
  - Revised site plan submitted on October 4.
  - Building Permit application and plans submitted on October 14.
  - 2<sup>nd</sup> review comments on the site plan were returned on October 17.
  - Building permit comments returned on October 18.
  - Revised building permit plans received on October 23.
  - Revised site plan submitted on October 25.
  - Variance request for parking was approved by the Board of Adjustment on November 6.
  - Site plan approved and building permit issued on November 7.
- **New Heights Church (309 East Hillcrest Avenue)**
  - The project engineer contacted the City on February 7 to clarify plan review comments.
  - Updated site plan was received on March 7.
  - Updated comments returned to applicant on March 20.
  - The project engineer contacted the City on July 11 to clarify plan review comments.
  - Staff responded to those questions on July 12.
  - An updated site plan was submitted on July 29.
  - Staff responded to fire code requirements on August 21.
  - An updated site plan was submitted on August 30.
  - Site plan comments were returned on September 2.
  - Revised site plan submitted on September 20.
  - Site plan comments returned on October 18.
  - An updated site plan was submitted on April 22.

- **Ashton Park Plat 7**
  - Located east of the intersections of East Euclid Avenue and North 18<sup>th</sup> Street and East Boston Avenue and North 18<sup>th</sup> Street
  - Preliminary plat submitted on April 27
- **Summercrest**
  - Located north of the intersection of North 7<sup>th</sup> Street and East Hillcrest Avenue.
  - Rezoning/PRD plan and preliminary plat received on April 3.
  - Rezoning/PRD plan was reviewed by the Planning and Zoning Commission at its April 21 meeting and was recommended approval, with conditions, to the Council.
- **Treeline Plat 1**
  - Located north of East Iowa Avenue and south of North 7<sup>th</sup> 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.
  - Preliminary Plat was reviewed by Planning and Zoning Commission at its April 21 meeting and was recommended for approval to the Council.
- **Quail Meadows Plat 3**
  - Located north of North 8<sup>th</sup> Street and East Trail Ridge Place.
  - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
  - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
  - The City Council held a public hearing and first consideration at its September 16 meeting.
  - This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
  - Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
  - The developer submitted a preliminary plat to the City on September 24.
  - Comments on preliminary plat returned on October 4.
  - Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
  - City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
  - Construction plans were submitted on December 2.
  - Comments on construction plans returned on December 17.
  - Revised construction plans submitted on February 7.
  - Comments on construction plans returned on February 18.
  - Revised construction plans submitted on March 2.

- Pre-construction meeting for both the Lift Station project and the Qual Meadows 3 development was held on March 11.
- Construction plans approved on March 13.
- **Heritage Hills Plat 10**
  - Located at the west end of Trailridge Road.
  - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
  - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
  - The City Council approved the preliminary plat at its August 19 meeting.
  - Construction Plans were submitted on August 27.
  - Comments on construction plans returned on September 11.
  - Revised construction plans were submitted on September 18
  - Construction plans were approved on October 8.
  - Plat of survey to convey property to developer was submitted on January 2. This Plat of survey was reviewed by the Planning Commission on January 15 and the City Council adopted a resolution of approval on January 21.
- **Prairie Glynn Plat 2**
  - Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
  - Construction plans have been submitted and will be approved once changes are made.
  - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
  - Final Plat submitted on April 2.
- **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.

# DRAFT

REOPENING PLAN (DRAFT)	Library Plan	City Hall Plan	Parks and Recreation	Streets
<p style="text-align: center;"><b>PHASE 1</b></p>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Working from home is permitted</li> <li>• Rotating shifts (minimize number of staff working in same space)</li> <li>• Books are quarantined</li> <li>• Building is closed to the public</li> <li>• Gloves required when handling returned books</li> <li>• No-contact curbside pickup during limited hours</li> </ul>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Working from home continues. Staff has ability to access offices when needed</li> <li>• City Hall closed to the public</li> <li>• Submittals/Payments only accepted via phone/US mail/E-mail</li> <li>• Submittals/Payments may be accepted in person, by appointment, at the Activity Center</li> <li>• Inspections continue with six-foot physical distancing</li> <li>• All meetings, including City Council, Planning and Zoning Commission and Board of Adjustment, continue in digital format. Public allowed in Council Chambers for public meetings with staff members present to assist</li> <li>• All City internal mail moved back to City Hall</li> <li>• Travel disallowed</li> </ul>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Working from home continues. At least one staff member will be in the office for answering phones.</li> <li>• Park Staff works in small groups</li> <li>• Common Seating areas remain closed</li> <li>• Activity Center closed to the public</li> <li>• No programs</li> <li>• No rentals of facilities</li> <li>• Playgrounds, Restrooms, Skatepark, Campground Closed</li> <li>• Sports Complex Closed</li> <li>• Aquatic Center Closed</li> </ul>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Physical distancing restrictions apply.</li> <li>• Staff limits the foot traffic in the office area. Staff is broken in two separate groups working at different job sites.</li> <li>• Streets office closed to the public. Public allowed to conduct meetings by phone or video conference.</li> <li>• Complaints and work orders are received by phone, email or website.</li> <li>• Brush facility is closed.</li> </ul>
	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>• Building opens</li> <li>• Normal library hours restored</li> <li>• Regular circ staff shifts resume</li> <li>• Basic check-in/checkout services</li> <li>• Limited browsing allowed</li> <li>• Public computers limited to two persons</li> <li>• Tables limited to one person</li> <li>• Plexiglass shields installed at circ desk</li> <li>• Spaced checkout lines</li> <li>• Materials schedule resumes (due dates, holds pickup dates)</li> <li>• Seating areas remain closed</li> <li>• No toys in the children’s area</li> <li>• No programming</li> <li>• Meeting room is closed</li> <li>• Interlibrary loan resumes (determined by IA Shares)</li> </ul>			

## DRAFT

REOPENING PLAN (DRAFT)	Library Plan	City Hall Plan	Parks and Recreation	Streets
<b>PHASE 2</b>	<p><b>Stage 3</b></p> <ul style="list-style-type: none"> <li>Working from home is permitted</li> <li>Limited programming (where some social distancing can be maintained)</li> <li>Books continue to be quarantined</li> <li>Common seating areas and meeting room remained closed</li> <li>Maximum capacity monitored</li> </ul>	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>Staff begins working from offices; however, working from home is permitted</li> <li>City Hall doors continue to be locked ; however, public allowed in building by appointment/must be accompanied by staff member</li> <li>Submittals/Payments still accepted via phone/US mail/E-mail, but also in person at City Hall by appointment</li> <li>Plexiglass shields installed at front desks</li> <li>Inspections continue with six-foot physical distancing</li> <li>City Council, Planning &amp; Zoning Commission and Board of Adjustment meetings resume in the Council Chambers with six-foot physical distancing measures</li> <li>Pre-development meetings done in digital format or at Activity Center with six-foot physical distancing</li> <li>One on one meetings in offices permitted with six-foot physical distancing</li> <li>Out-of-State travel disallowed</li> </ul>	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>Working from home permitted. At least one staff member will be in the office for answering phones.</li> <li>Park Staff works in small groups</li> <li>Activity Center is closed to the public; however public allowed in building by appointment/must be accompanied by staff member</li> <li>Plexiglass shields installed at front desk</li> <li>Limited programming (where some social distancing can be maintained)</li> <li>Common seating areas remained closed</li> <li>No rentals of facilities</li> <li>Playgrounds, Restrooms, Skatepark closed</li> <li>Campground re-opens</li> <li>Sports Complex Closed</li> <li>Aquatic Center Closed</li> </ul>	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>Limited physical distancing restrictions apply.</li> <li>Staff continues to limit the foot traffic in the office area, where staff is broken in two separate groups working at different job sites.</li> <li>Streets office closed to the public. Public allowed to meet by phone or video conference.</li> <li>Brush facility has a limited opening during the weekends to yard waste and brush. Hazardous and electronic waste is not accepted.</li> </ul>
<b>PHASE 3</b>	<p><b>Stage 4</b></p> <ul style="list-style-type: none"> <li>Working from home discontinued</li> <li>Unrestricted seating</li> <li>All public computers available</li> <li>Most programming resumes</li> <li>Books are no longer quarantined</li> <li>Meeting room reopens</li> </ul> <p><b>Stage 5</b></p> <ul style="list-style-type: none"> <li>Storytime resume</li> <li>Outreach to preschools resume</li> <li>Toys can be returned to children’s section</li> <li>Home delivery resumes</li> <li>Large-group programming allowed</li> </ul>	<p><b>Stage 3</b></p> <ul style="list-style-type: none"> <li>Working from home discontinued</li> <li>City Hall opened to the public</li> <li>Physical distancing restrictions lifted</li> <li>All meetings continue at City Hall</li> <li>All travel restrictions lifted</li> </ul>	<p><b>Stage 3</b></p> <ul style="list-style-type: none"> <li>Working from home discontinued</li> <li>Activity Center opened to the public</li> <li>Most programming resumes (excludes large group events)</li> <li>Playgrounds, Restrooms, Skatepark, reopen</li> <li>Facility Rentals Allowed (excludes large group events of 250 or more)</li> <li>Sports Complex reopens and leagues begin</li> </ul> <p><b>Stage 4</b></p> <ul style="list-style-type: none"> <li>Large Group rentals and programming resumed</li> <li>Aquatic Center opens</li> </ul>	<p><b>Stage 3.</b></p> <ul style="list-style-type: none"> <li>Physical distancing restrictions lifted</li> <li>Staff discontinues to limit the foot traffic in the office area, where staff can work together at different job sites.</li> <li>Streets office is open to the public.</li> <li>Brush facility is open to public accepting yard waste, brush, hazardous and electronic waste.</li> </ul>

# DRAFT

<b>REOPENING PLAN (DRAFT)</b>	<b>Library Plan</b>	<b>City Hall Plan</b>	<b>Parks and Recreation</b>	<b>Streets</b>
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UPDATED  
24-Apr-20  
27-Apr-20  
28-Apr-20

KEY  
current status, in effect or open  
closed, not in effect, postponed

**May 18  
Draft Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Third consideration of an ordinance amending chapter 110, natural gas franchise, pertaining to franchise fees, Indianola Code of Ordinance
- Third consideration regarding the zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products
- Treasurer's report for December and January 2020
- First consideration of the Codification Project.
- Public Hearing for a sign exemption request from Ryne Schroeder of Iowa Sign Company, on behalf of Z's Eatery and Draught Haus, located at 1501 North 1<sup>st</sup> Street.
- Public Hearing for Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
- Police Department Union contract
- Approval of farm lease
- Resolution approving a professional service agreement with Bolton and Menk, Inc. for engineering services to implement the City Square Master (streetscape) Plan.
- Resolution authorizing the submission of the Iowa Great Places Grant Application

**June 1, 2020**

**Draft Agenda**

- Second consideration of the Codification Project.
- Public Hearing for a request from Jon F. and Mary Hellen Peterson for an Annexation into the City of Indianola.
- Public Hearing for a request from the Edward H. Arp of Civil Engineering Consultants Inc. to rezone a parcel of land in the NE ¼ of the SE ¼ and the SE ¼ of the NE ¼ of Section 36, Township 76 North, Range 24 West Of The 5th P.M., City of Indianola, Iowa, from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Public Hearing for a request from Josh Moulton of DR Horton for approval of a Proposed Development Plan and to rezone a parcel of land in the SE ¼ of the SW ¼ of Section 18, Township 76 North, Range 23 West Of The 5th P.M., City of Indianola, Iowa from the R-3, Mixed-Residential Zoning District to the R-5, Planned Residence District.
- Public Hearing for a request from Barry Accountius of Woda Cooper Development, Inc. to rezone property located on Outlot X of the Replat of the Hillcrest Industrial Park Plat 1, except Parcels B & C, from the M-2 General Industrial Zoning District to the R-4, Multiple Family (Residential) Zoning District.
- 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.

## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, May 8, 2020 3:38 PM  
**To:** Ryan Waller  
**Subject:** Waller's Weekly 5.8.2020  
**Attachments:** Code Enforcement- May 8.pdf; 2020 Permits- May 8.pdf; WCJC Weekly- May 8.pdf; Curent Projects Update- May 8.pdf; ReOpen Plan\_5.8.2020.pdf; June 1, 2020 draft.pdf; 5.11.20 Bulk Item Collection Update.pdf

Good afternoon, all.

Happy early Mother's Day to the moms receiving this update.

I hope this finds everyone well.

Below and attached, please find this week's update email. If there are any questions, please let me know.

Have a great weekend!

Ryan



**Ryan J. Waller**

City Manager

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

p: 515.962.5274

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

**Brush Facility** – The Brush Facility will be open on Saturday (May 9<sup>th</sup>) and Sunday (May 10<sup>th</sup>). This weekend will be free for residents. On Saturday, at no charge, the City will assist residents in need of larger quantities of mulch. The following link to the City's website provides an updated map showing the different zones to pick up or drop off yard waste and brush, as well as a list of frequently asked questions: <https://www.indianolaiowa.gov/323/Brush-Facility>. The City greatly appreciates the public's cooperation in following these safety measures.

**Small Business Grant Program** – Thank you to Peoples Bank, TruBank, WCEDC and the Greater Des Moines Partnership for their financial support to the Small Business Recovery Grant

program to aid small businesses affected by the COVID-19 pandemic. Information about the grant program and the application may be found at [www.DSMpartnership.com/smallbusinessgrant](http://www.DSMpartnership.com/smallbusinessgrant). Applications are due by May 20, 2020.

**Re-Open Plan** – Attached is the updated version of the re-open plan for various programs and facilities impacted by the COVID-19 pandemic. This version includes the opening of the Pickard Park campground on May 8, 2020 following Governor Reynold’s recent proclamation. Users will be reminded by staff and with posted signage to continue social distancing in order to make the campground available to the public. There will be additional guidelines that campers must follow, which will be posted at the entrance. As a reminder, this document is a very fluid document meant to guide the decision-making process, as well as communicate out the updated status of impacted programs, services and facilities (Green = current status, in effect or open; Red = closed, not in effect, postponed).

**Waste Management** – Attached is a letter from Waste Management announcing that they will resume the collection of bulky items effective Monday May 11, 2020. In the letter Waste Management also provides notice that they are still “not rescheduling Spring cleanup events at this time due to our inability to adhere to social distancing requirements. Our teams are monitoring the latest information and continually evaluating recommendations as information becomes known or advisories are updated.”

**Planning and Zoning Commission** – The next meeting of the Planning and Zoning Commission will take place on Tuesday, May 12, at 6:00 p.m. The agenda and packet, which includes two preliminary subdivision plats, can be found at: <https://www.indianolaiowa.gov/AgendaCenter/ViewFile/Agenda/05122020-993>.

**Community Development Reports** – Attached, please find the following reports provided by the Community Development Department:

- **Current Projects Update** – The final plat for the 10<sup>th</sup> addition to Heritage Hills was received. Additionally, the City Council approved the preliminary plat for Treeline Plat 1 and set various public hearings to be conducted at its June 1<sup>st</sup> meeting.
- **2020 Building Permits** – Two building permit applications were submitted and four building permits issued. All the permits submitted and issued this week were for decks. There are currently two building permit applications in review and 70 building permits have been issued year to date.
- **Code Enforcement** – Four new code enforcement cases were opened, and one case was closed. There are currently 32 open code enforcement cases.

**Warren County Justice Center (WCJC) Weekly Update** – In the attached WCJC update, DCI reports that footing and wall work will continue.

**Upcoming City Council Agenda** – Attached, please find the anticipated agenda for the June 1<sup>st</sup> upcoming meeting. 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).

## Charlie Dissell

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**From:** Nick Bruck <nickb@dcigroup-us.com>  
**Sent:** Thursday, May 7, 2020 9:01 AM  
**To:** Charlie Dissell  
**Cc:** Chris Conn; Megan Andrew (megana@warrencountyia.org); Justin Page  
**Subject:** WCJC Weekly Update Week of May 11th

Charlie:  
Next week will be a steady amount of foundation footing and wall work.  
Thanks.

 Nick Bruck  
Senior Project Manager  
221 E 6th Street - Suite 200  
Des Moines, IA 50309  
C 515-202-3395 | W 515-244-5043  
  

# CITY OF INDIANOLA

REOPENING PLAN	Library Plan	City Hall Plan	Parks and Recreation	Streets
<p style="text-align: center;"><b>PHASE 1</b></p>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Working from home is permitted</li> <li>• Rotating shifts (minimize number of staff working in same space)</li> <li>• Books are quarantined</li> <li>• Building is closed to the public</li> <li>• Gloves required when handling returned books</li> <li>• No-contact curbside pickup during limited hours</li> </ul>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Working from home continues. Staff has ability to access offices when needed</li> <li>• City Hall closed to the public</li> <li>• Submittals/Payments only accepted via phone/US mail/E-mail</li> <li>• Submittals/Payments may be accepted in person, by appointment, at the Activity Center</li> <li>• Inspections continue with six-foot physical distancing</li> <li>• All meetings, including City Council, Planning and Zoning Commission and Board of Adjustment, continue in digital format. Public allowed in Council Chambers for public meetings with staff members present to assist</li> <li>• All City internal mail moved back to City Hall</li> <li>• Travel disallowed</li> </ul>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Working from home continues. At least one staff member will be in the office for answering phones.</li> <li>• Park Staff works in small groups</li> <li>• Common Seating areas remain closed</li> <li>• Activity Center closed to the public</li> <li>• No programs</li> <li>• No rentals of facilities</li> <li>• Campground Re-opens</li> <li>• Playgrounds, Restrooms, Skatepark Closed</li> <li>• Sports Complex Closed</li> <li>• Aquatic Center Closed</li> </ul>	<p><b>Stage 1</b></p> <ul style="list-style-type: none"> <li>• Physical distancing restrictions apply.</li> <li>• Staff limits the foot traffic in the office area. Staff is broken in two separate groups working at different job sites.</li> <li>• Streets office closed to the public. Public allowed to conduct meetings by phone or video conference.</li> <li>• Complaints and work orders are received by phone, email or website.</li> <li>• Brush facility has a limited opening by only accepting yard waste and brush. Hazardous and electronic waste will not be accepted. Multiple lanes are facilitated in the drop-off zones to ensure physical distancing restrictions apply to customers.</li> </ul>
	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>• Building opens</li> <li>• Normal library hours restored</li> <li>• Regular circ staff shifts resume</li> <li>• Basic check-in/checkout services</li> <li>• Limited browsing allowed</li> <li>• Public computers limited to two persons</li> <li>• Tables limited to one person</li> <li>• Plexiglass shields installed at circ desk</li> <li>• Spaced checkout lines</li> <li>• Materials schedule resumes (due dates, holds pickup dates)</li> <li>• Seating areas remain closed</li> <li>• No toys in the children’s area</li> <li>• No programming</li> <li>• Meeting room is closed</li> <li>• Interlibrary loan resumes (determined by IA Shares)</li> </ul>			

# CITY OF INDIANOLA

REOPENING PLAN	Library Plan	City Hall Plan	Parks and Recreation	Streets
<b>PHASE 2</b>	<p><b>Stage 3</b></p> <ul style="list-style-type: none"> <li>• Working from home is permitted</li> <li>• Limited programming (where some social distancing can be maintained)</li> <li>• Books continue to be quarantined</li> <li>• Common seating areas and meeting room remained closed</li> <li>• Maximum capacity monitored</li> </ul>	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>• Staff begins working from offices; however, working from home is permitted</li> <li>• City Hall doors continue to be locked ; however, public allowed in building by appointment/must be accompanied by staff member</li> <li>• Submittals/Payments still accepted via phone/US mail/E-mail, but also in person at City Hall by appointment</li> <li>• Plexiglass shields installed at front desks</li> <li>• Inspections continue with six-foot physical distancing</li> <li>• City Council, Planning &amp; Zoning Commission and Board of Adjustment meetings resume in the Council Chambers with six-foot physical distancing measures</li> <li>• Pre-development meetings done in digital format or at Activity Center with six-foot physical distancing</li> <li>• One on one meetings in offices permitted with six-foot physical distancing</li> <li>• Out-of-State travel disallowed</li> </ul>	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>• Working from home permitted. At least one staff member will be in the office for answering phones.</li> <li>• Park Staff works in small groups</li> <li>• Activity Center is closed to the public; however public allowed in building by appointment/must be accompanied by staff member</li> <li>• Plexiglass shields installed at front desk</li> <li>• Limited programming (where some social distancing can be maintained)</li> <li>• Common seating areas remained closed</li> <li>• No rentals of facilities</li> <li>• Playgrounds, Restrooms, Skatepark closed</li> <li>• Sports Complex Closed</li> <li>• Aquatic Center Closed</li> </ul>	<p><b>Stage 2</b></p> <ul style="list-style-type: none"> <li>• Limited physical distancing restrictions apply.</li> <li>• Staff continues to limit the foot traffic in the office area, where staff is broken in two separate groups working at different job sites.</li> <li>• Streets office closed to the public. Public allowed to meet by phone or video conference.</li> <li>• Brush facility continues to have a limited opening by only accepting yard waste and brush. Hazardous and electronic waste may only be accepted if the City can meet the requirements of private companies accepting the waste. Multiple lanes are continued to be facilitated in the drop-off zones to ensure physical distancing restrictions apply to customers.</li> </ul>
<b>PHASE 3</b>	<p><b>Stage 4</b></p> <ul style="list-style-type: none"> <li>• Working from home discontinued</li> <li>• Unrestricted seating</li> <li>• All public computers available</li> <li>• Most programming resumes</li> <li>• Books are no longer quarantined</li> <li>• Meeting room reopens</li> </ul> <p><b>Stage 5</b></p> <ul style="list-style-type: none"> <li>• Storytime resume</li> <li>• Outreach to preschools resume</li> <li>• Toys can be returned to children’s section</li> <li>• Home delivery resumes</li> <li>• Large-group programming allowed</li> </ul>	<p><b>Stage 3</b></p> <ul style="list-style-type: none"> <li>• Working from home discontinued</li> <li>• City Hall opened to the public</li> <li>• Physical distancing restrictions lifted</li> <li>• All meetings continue at City Hall</li> <li>• All travel restrictions lifted</li> </ul>	<p><b>Stage 3</b></p> <ul style="list-style-type: none"> <li>• Working from home discontinued</li> <li>• Activity Center opened to the public</li> <li>• Most programming resumes (excludes large group events)</li> <li>• Playgrounds, Restrooms, Skatepark, reopen</li> <li>• Facility Rentals Allowed (excludes large group events of 250 or more)</li> <li>• Sports Complex reopens and leagues begin</li> </ul> <p><b>Stage 4</b></p> <ul style="list-style-type: none"> <li>• Large Group rentals and programming resumed</li> <li>• Aquatic Center opens</li> </ul>	<p><b>Stage 3.</b></p> <ul style="list-style-type: none"> <li>• Physical distancing restrictions lifted</li> <li>• Staff discontinues to limit the foot traffic in the office area, where staff can work together at different job sites.</li> <li>• Streets office is open to the public.</li> <li>• Brush facility is open to public accepting yard waste, brush, hazardous and electronic waste.</li> </ul>

# CITY OF INDIANOLA

<b>REOPENING PLAN</b>	<b>Library Plan</b>	<b>City Hall Plan</b>	<b>Parks and Recreation</b>	<b>Streets</b>
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UPDATED  
8-May-20

**KEY**

current status, in effect or open

closed, not in effect, postponed

**June 1, 2020**

**Draft Agenda**

- Second consideration of the Codification Project.
- Public Hearing for a request from Jon F. and Mary Hellen Peterson for an Annexation into the City of Indianola.
- Public Hearing for a request from the Edward H. Arp of Civil Engineering Consultants Inc. to rezone a parcel of land in the NE ¼ of the SE ¼ and the SE ¼ of the NE ¼ of Section 36, Township 76 North, Range 24 West Of The 5th P.M., City of Indianola, Iowa, from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Public Hearing for a request from Josh Moulton of DR Horton for approval of a Proposed Development Plan and to rezone a parcel of land in the SE ¼ of the SW ¼ of Section 18, Township 76 North, Range 23 West Of The 5th P.M., City of Indianola, Iowa from the R-3, Mixed-Residential Zoning District to the R-5, Planned Residence District.
- Public Hearing for a request from Barry Accountius of Woda Cooper Development, Inc. to rezone property located on Outlot X of the Replat of the Hillcrest Industrial Park Plat 1, except Parcels B & C, from the M-2 General Industrial Zoning District to the R-4, Multiple Family (Residential) Zoning District.
- 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.
- Public hearing to determine if a nuisance exists for Carl Alexander, 505 West Second Avenue



## COMMUNITY DEVELOPMENT

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** May 8, 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.

**1. Williams Terrace (1600 Block of North 9<sup>th</sup> Street)**

- Developer hosted a neighborhood meeting on March 9.
- Rezoning petition received on April 6.
- The Planning and Zoning Commission reviewed the rezoning request at its April 21 meeting, and recommended approval to the Council.
- The City Council will hold a public hearing on June 1.

**2. 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.
- Building permit comments returned on April 6.
- Updated building permit and site plan submitted on April 16.
- Site plan approved on April 17.
- Building permit issued on April 17.

**3. Peterson Annexation (south of Inwood Street, west of 110th Avenue (North Y Street) and east of County Highway R-63)**

- Application for annexation was received on February 25th, 2020.
- The applicant has indicated that this property, if annexed, would be developed residentially.
- At its meeting on March 25th, the City Council forwarded this applicant to the Board of Trustees and Planning and Zoning Commission for its review.
- The Board of Trustees reviewed the request at its April 14 meeting.
- The Planning and Zoning Commission reviewed the request at its April 21 meeting and recommended approval of the request.
- The City Council will hold a public hearing on June 1.

**4. 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.

**5. Cabin Coffee (910 East 2<sup>nd</sup> Avenue)**

- Sale of D&D lot and development agreement was approved by Council on October 21.
- Staff hosted a preapplication meeting with the developers on October 22.
- Developer closed on the property on November 22.
- On March 16, developer notified City that, due to the COVID 19 pandemic, this project is being suspended until further notice.
- On April 23, the developer requested a 90-day extension to the approved development agreement.

**6. 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.

**7. Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**

- Staff held a preapplication meeting on a proposed campground on October 3
- A rezoning petition was submitted on October 25 for a proposed campground
- The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
- The City Council held a public hearing on the request at its December 16 meeting.
- The City Council approved the request at its January 21 meeting.
- A plat of survey to split ground for the campground was submitted on April 1.
- A rezoning petition was submitted on April 3 for additional ground for the campground.
- The Planning and Zoning Commission reviewed the Plat of Survey and rezoning at its April 21 meeting and recommended approval of both to the City Council.
- The City Council will hold a public hearing on June 1.

**8. 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.

**9. Ace Hardware (506 North Jefferson Way)**

- City staff held a pre-development meeting on this project on February 22.
- The old car wash was demolished the week of July 15.
- The existing Mudslingers Coffee Shop would remain.
- A code review was submitted to the City for review by the architect on July 29.
- The City returned comments on that code review on July 31.
- Engineer inquired about site plan approval process on August 23.
- Site plan submitted on September 5.
- Initial comments on the site plan were returned on September 19.
- Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
- Revised site plan submitted on October 4.
- Building Permit application and plans submitted on October 14.
- 2<sup>nd</sup> review comments on the site plan were returned on October 17.
- Building permit comments returned on October 18.
- Revised building permit plans received on October 23.
- Revised site plan submitted on October 25.
- Variance request for parking was approved by the Board of Adjustment on November 6.
- Site plan approved and building permit issued on November 7.

**10. 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.
- An updated site plan was submitted on April 22.

### **11. Ashton Park Plat 7**

- Located east of the intersections of East Euclid Avenue and North 18<sup>th</sup> Street and East Boston Avenue and North 18<sup>th</sup> Street
- Preliminary plat submitted on April 27.
- The Planning and Zoning Commission will review the preliminary plat at its May 12<sup>th</sup> meeting.

### **12. Summercrest**

- Located north of the intersection of North 7<sup>th</sup> Street and East Hillcrest Avenue.
- Rezoning/PRD plan and preliminary plat received on April 3.
- Rezoning/PRD plan was reviewed by the Planning and Zoning Commission at its April 21 meeting and was recommended approval, with conditions, to the Council.
- The Planning and Zoning Commission will review the preliminary plat at its May 12<sup>th</sup> meeting.
- The City Council will hold a public hearing on June 1.

### **13. Treeline Plat 1**

- Located north of East Iowa Avenue and south of North 7<sup>th</sup> 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.
- Preliminary Plat was reviewed by Planning and Zoning Commission at its April 21 meeting and was recommended for approval to the Council.
- The City Council approved the preliminary plat at its May 4 meeting.

### **14. Quail Meadows Plat 3**

- Located north of North 8<sup>th</sup> Street and East Trail Ridge Place.
- Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
- A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- Revised construction plans submitted on February 7.

- Comments on construction plans returned on February 18.
- Revised construction plans submitted on March 2.
- Pre-construction meeting for both the Lift Station project and the Qual Meadows 3 development was held on March 11.
- Construction plans approved on March 13.

**15. 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.
- Final Plat submitted on May 8.

**16. Prairie Glynn Plat 2**

- Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
- Construction plans have been submitted and will be approved once changes are made.
- A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- Final Plat submitted on April 2.

**17. 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

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

## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 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. Vehicle hasn't moved. Trying to make contact with owner before we abate. Spoke with Brenda 4/23/2020 and gave final extension to May 4th. If not removed by May 4th, we will abate the following day. Spoke with towing company. Vehicle will be moved elsewhere by 5/8/2020.	5/11/2020	
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.	5/11/2020	
Open	CE: 29-2020	5/4/2020	Tall grass and weeds	513 West Jacson	5/4/2020	5/4/2020	Left door Hanger on 5/4/2020	5/11/2020	
Open	CE: 30-2020	5/5/2020	Tall grass and weeds	Parcel ID: 48335001003	5/5/2020	5/5/2020	Spoke with property owner. Said it will be mowed by this weekend	5/12/2020	
Open	CE: 31-2020	5/5/2020	Tall grass and weeds	Parcel ID: 48870190655	5/5/2020	5/5/2020	Sent Letter 5/6/2020	5/13/2020	
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.	5/14/2020	
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. Vehicles were not listed in the original Nuisance and Demand for Abatement Letter. I have drafted a new letter with the vehicles included allowing 14 days for abatement. One vehicle has been moved back inside a garage. Other vehicle (van) still remains on trailer.	5/14/2020	
Open	CE: 23-2020	4/17/2020	Junk accumulating on apartment balconies	801 South R	4/17/2020	4/18/2020	Emailed Jason Frederick on 4/18/2020 about tenants collecting junk on their apartment balconies, and of trash such as old furniture and appliances sitting outside of dumpsters. Sent pictures on Monday 4/20/2020 giving 14 days to abate. He responded by saying he will take care of it. Dumpster onsite.	5/14/2020	
Open	CE: 25-2020	4/23/2020	Clutter and trash on the back deck. Tall grass and weeds. Junk vehicle.	110 South Kenwood	4/23/2020	4/23/2020	Left door hanger for clutter/trash on back deck. Upon inspection, I noticed the grass is higher than what ordinance allows for and made note of it on the door hanger as well. Junk vehicle. Sent Letter 5/8/2020 allowing one week for compliance.	5/14/2020	
Open	CE: 27-2020	4/30/2020	Possible driveway violation	110 Buxton Place	5/1/2020		Currently looking into violation	5/14/2020	
Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b> Owner continues to make progress on west side of structure. Will send letter to property owner stating requirements for completion of next phase.	5/14/2020	
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. Owner continues to make progress.	5/14/2020	
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.	5/14/2020	
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.	5/14/2020	



# Community Development

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## Code Enforcement Tracking Report

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.	5/14/2020	
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.	5/14/2020	
Open	CE: 22-2020	4/15/2020	Junk race car in front yard, garbage, trash, and construction debris piled in back yard.	808 West 3rd Avenue	4/15/2020	4/16/2020	30 Days to bring property use back into compliance.	5/18/2020	
Open	CE: 21-2020	4/15/2020	Sidewalk Violation	100 West Orchard	4/15/2020	4/16/2020	Sent letter 4/17/2020 Allowing 30 days for compliance.	5/18/2020	
Open	CE: 28-2020	5/4/2020	Junk and junk debris throughout property	308 West 1st Avenue	5/4/2020	5/4/2020	Left door Hanger on 5/4/2020. Sent Letter 5/8/2020 allowing 2 weeks for compliance.	5/22/2020	
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. Only one camper remains. All vehicles are now parked on the driveway.	5/30/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020. Spoke with Deb from DML Management. She is working with a sign company and will be taking care of the existing sign as soon as possible. Established another deadline of March 31st, 2020. 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: 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. Asked for extension until end of May for company to move shed.	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	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. Moving forward with Municipal Infraction.	6/6/2020	
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: 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. Spoke with Larry today 4/16/2020. 4 vehicles have been removed and they continue to make progress on junk/debris removal. He informed me that he may not have everything completed by April 30th and may need to ask for an extension. Still gradually making progress. Asked for extension to June 15th. Extension granted, however this is the final extension before municipal infraction.	6/15/2020	
Open	CE: 19-2020	3/24/2020	Junk/Junk Vehicles and dead potentially dangerous trees 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 4/17/2020. Established deadline of July 17th, 2020 (90 days) for compliance due to the amount of junk in back yard.	7/8/2020	
Open	CE: 26-2020	4/22/2020	Tall grass and weeds	Parcel ID: 48775011000, (North L & Iowa)	4/22/2020	4/22/2020	Sent letter allowing one week for compliance. Bid for abatement.	ABATE	
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. Bid for abatement or move forward with Municipal Infraction. Moving forward with Municipal Infraction.	TBD	
Open	CE: 24-2020	4/16/2020	Vehicles parked in front yard and other junk debris piled up in front and side of house.	505 West 2nd Avenue	4/17/2020	4/20/2020	Sent letter on 4/20/2020 giving 14 days to abate. Spoke with property owner. He sent letter back requesting to be heard before city council to determine if nuisance exists.	TBD	
Open			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. <b>Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.</b> Spoke with contractor, he said their waiting on materials and work will resume as soon as they are available but no later than 1/31/2020. Spoke with property owner. Contractor is waiting to finish siding until the weather warms up to avoid cracking the vinyl. Trying to make contact with owner before moving forward with a municipal infraction. Spoke with Diane and she will have her contractor get in touch with me beginning of next week. Still have not heard from contractor. If no update is received by 5/4/2020, then we will move forward with municipal infraction. Moving forward with Municipal Infraction.	TBD	



# Community Development

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## Code Enforcement Tracking Report

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. Raviro contacted me on 4/22/2020 asking for the date upon which the house was to be demolished by. I told her it was to be demolished by the middle of January 2020 and seeing how it hasnt been demolished yet, we will be moving forward with a Municipal Infraction if we dont have something in writing from the mortgage/insurance company within the next 2 weeks showing a timeframe of when it will be demolished. Moving forward with Municipal Infraction.	TBD	
Closed			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior. Awaiting final inspection before dangerous building tag is removed. Final inspection scheduled for 4/17/2020. Final inspection failed. Need to address several items before we can remove the dangerous building tag. Owner called and said violations are being fixed and will schedule another final inspection once work is complete. Remodel is complete and passed inspection. Property no longer Dangerous or Unsafe.		4/24/2020
Closed	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. Car is no longer on jack stands, property has been cleaned up and is back in compliance as of April 20th, 2020.		4/20/2020



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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		4/15/2020		\$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
4/9/2020	57	4/13/2020	Five Seven Enterprises/Eagle	1306 S L	Eagle Homes	Single Family Dwelling	1642		\$322,080
4/13/2020	58	4/17/2020	Cody McKasson	1312 E Detroit	Cody McKasson	Deck Overhang			\$1,000
3/13/2020	59	4/17/2020	People's Bank	500 E Iowa	Downing	Commerical	5616		\$1,050,000
4/17/2020	60	4/20/2020	Orton Homes	1304 S L	Orton Homes	Single Family Dwelling	2244		\$320,000
4/23/2020	61	4/27/2020	Dan Corsair	1611 W Iowa	Top Notch Renovations	Deck addition			\$4,050
4/27/2020	62	4/29/2020	Chris Bauer	811 N U	Chris Bauer	Deck			\$550
4/23/2020	63	4/30/2020	Mark Gaddls	1605 W Detroit	Crosscut Construction Co	Deck			\$6,500
4/29/2020	64	4/30/2020	Sam Bedwell	1204 Ann Pkwy	Sam Bedwell	Deck			\$2,500
4/29/2020	65	4/30/2020	Shelly Sponner	509 S Freeman	Risetter Construction	Deck			\$5,000



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## 2020 Building Permit Report

4/27/2020	66	5/1/2020	Fisher Decker	403 W 18th Pl	Fisher Decker	Deck				\$1,500
5/5/2020	67	5/5/2020	Marice and Dwight Freeman	104 S 4th	Marice and Dwight Freeman	DEMO				\$5,000
4/29/2020	68	5/5/2020	Pamela Hodges	805 W 4th	Pamela Hodges	Deck				\$1,100
5/5/2020	69	5/6/2020	Jerry's Homes	1709 Clinton	Jerry's Homes	Basement Finish				\$14,500
4/15/2020	70	5/7/2020	Bunnell Properties	1003 E Lincoln	Gruringre Construction	Single Family Dwelling	2734			\$336,000
4/13/2020			IR Construction By Cambron	1602 S K	Construction by Cambron	Commerical	2500			\$299,950
4/17/2020			IR Bill Bussanmas	1409 W 6th	Marvin Van Dam	Single Family Dwelling	2400			\$589,000



May 7, 2020

Dear Municipal leaders,

We appreciate the trust you have placed in us and our people servicing your community. Over the past several weeks, with your support, we have been able to maintain the critical services of trash, recycling and yard waste collection and sustain our workforce.

**With that in mind, this letter serves to announce that effective Monday May 11<sup>th</sup>, 2020, we will resume the collection of bulky items in your community.**

Collection will follow regular schedules and guidelines. We respectfully ask that residents with a large amount of bulk material continue to adhere to the volume limits of your community. We ask that residents with more items place these items out over time. This is strictly to ensure our collection teams can complete all core services each week.

If you would like to post information on your city website or social platform, please use the following:

- For the most up-to-date service information, please visit [www.wm.com/alerts](http://www.wm.com/alerts).
- We encourage residents to sign up for email and text alerts here: <https://www.wm.com/us/en/mywm/my-preferences/verify>.
- We may also be contacted by email: [www.ilmovalcustomerexperience@wm.com](mailto:www.ilmovalcustomerexperience@wm.com).

Finally, we are not rescheduling Spring cleanup events at this time due to our inability to adhere to social distancing requirements. Our teams are monitoring the latest information and continually evaluating recommendations as information becomes known or advisories are updated.

Thank you for trusting Waste Management as your environmental solutions partner. We truly appreciate your business.

Ammon Taylor

A handwritten signature in black ink, appearing to read 'Ammon Taylor'.

Municipal Marketing Manager

Waste Management

515-361-0008

Meeting Date: 05/18/2020

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**Information**

**Subject**

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

**Information**

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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