— 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 for those who do not wish to attend in person.

You may also view the meeting via a zoom webinar (Password: 157641):

https://zoom.us/j/94501548354?pwd=T21ONUtwdHdCTkp3aFVqb1ZabVBYdz09

Or iPhone one-tap: 1-301-715-8592, 94501548354#, 0#,157641# or 1-312-626-6799, 94501548354#, 0#, 157641#
Or Telephone Dial: 1-301-715-8592 or 1-312-626-6799 or 1-646-558-8656 or 1-253-215-8782 or 1-346 -248-7799 or 1-669-900-9128
Webinar ID: 945 0154 8354

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 do one of the following:

- Call 515-962-5240 immediately before the public comment or public hearing;
- Submit an electronic public comment form by visiting our website at http://www.indianola.gov/Public-Comment
- Submit the form on the next page to:

City Clerk's Office
110 N 1st Street
Indianola, IA 50125
(May be dropped off at the Police Station – south entrance)

Forms received by 4:00 pm on the day of the meeting will be distributed to the Mayor and City Council prior to the meeting. Comment forms received during or after the City Council meeting will be sent to the Mayor and City Council as soon as possible.

If you plan on attending the meeting, please RSVPcityclerk@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 the City Clerk's Office.
- 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 as soon as possible.

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 enter your comment in the space below. (complete a new form for each agenda item)

CITY OF INDIANOLA COUNCIL MEETING
August 17, 2020
6:00 p.m.
City Council Chambers
Agenda

1. Call to order

2. Pledge of allegiance

3. Roll call

4. Public comment

5. Consent

A. Approval of agenda

B. **Page 7** Claims on the computer printout for August 17, 2020.

1. **Page 18** Resolution approving transfers for August 2020.

C. **Page 21** August 3, 2020 Minutes.

D. **Page 26** Resolution setting a Public Hearing for September 8, 2020, on Community Development Block Grant Funding for the Indianola Ultraviolet Disinfectant Device Acquisition Project.

E. **Page 30** Resolution setting a Public Hearing for September 8, 2020, on Community Development Block Grant Funding for the Indianola Meals Project.

F. Applications

1. **Page 34** A renewal Class C Liquor License and Sunday Sales Privileges for The Zoo, located at 102 West Ashland Avenue.

2. **Page 35** A renewal Class E Liquor License for Fareway Stores, located at 1309 W 2nd Avenue.

3. **Page 36** A renewal Class C Liquor License, Outdoor Service and Sunday Sales Privileges for The Hide Out, located at 204 E Clinton Avenue.

G. **Page 37** Resolution approving Change Order Number 3 for the Traffic Signal Timing Update Project.

H. **Page 43** Approval of Pay Application No 1 for $257,212.50 from Sternquist Construction for work on the Traffic Signal System Timing Updates Projects.

I. **Page 47** Resolution approving the purchase of a Police vehicle.

J. **Page 51** Resolution approving agreements for reseeding grass on properties impacted by the 2019 Drainage Improvement Project.

K. **Page 56** Third and final consideration of an Ordinance amending Subsection 3 of Section 100.12 of the Code of Ordinances of the City of Indianola, Iowa, by eliminating interest charges associated with connection fees in the Highway 92 West sewer connection fee district.

L. **Page 60** Third and final consideration of an Ordinance amending Chapter 100 of the Code of Ordinances of the City of Indianola, Iowa by amending provisions pertaining to interest rates in certain connection fee districts.

M. **Page 65** Second consideration of an Ordinance amending the City Code of the City of Indianola, Iowa to repeal the three-hour parking regulations in and around the public Square and add language related to construction parking.

N. **Page 68** Resolution authorizing the Public Works Director to approve road closures and approving a right-of-way permit fee.

O. **Page 73** Resolution authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of nuisance abatement against property.

P. **Page 76** Prior approval on Urban Revitalization Designations.

Q. **Page 77** Resolution approving a request for a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola.

R. **Page 86** Resolution Accepting Right-of-Way Acquisition for the East Iowa Avenue Paving Project.

S. **Page 92** Resolution accepting public improvements and four-year maintenance bonds for sanitary sewer, storm sewer, water and streets, accepting easements, accepting street lots, and approving the Final Plat for Prairie Glynn Plat 2.

T. **Page 102** Receive and file the Environmental Scan Presentation.

U. **Page 105** Resolution approving a letter of support to the Iowa Chapter of the American Planning Association for the nomination of the APA Daniel Burnham Award for a Comprehensive Plan for the Elevate Indianola Comprehensive Plan.

V. **Page 109** Resolution approving salaries.

6. **Page 111** City Treasurer's Report

7. Council Reports

A. **Page 112** Consideration of the nomination of Jo Reynolds to serve on the Hometown Pride Committee from July 1, 2020-June 30, 2022.

B. **Page 115** Consideration of the nomination of Amy Mitchell to serve on the Board of Adjustment/Appeals from July 1, 2020–June 30, 2025.

C. Greater Des Moines Convention Report — Council Member John Parker, Jr.

D. Metro Advisory - Council Member Bob Kling

E. Bravo Report — Council Member Bob Kling

8. Mayor's Report - Kelly B. Shaw

A. Community Update

9. Public Consideration

A. Old Business

1. **Page 118** **Zoning Regulation Amendment to Chapter 165**

a. **Page 124** Public Hearing on a zoning regulation amendment to Chapter 165, regarding preschools, schools and churches.

b. **Page 125** First consideration of an Ordinance amending Chapter 165 of the Code of Ordinances of the City of Indianola, regarding preschools, schools and churches.

2. **Page 131** **Fee Amendment to Chapter 165**

a. **Page 144** Public Hearing for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.

b. **Page 145** First consideration of an Ordinance amending various sections of the Code of Ordinances of the City of Indianola regarding fees.

B. New Business

1. Page 152 Codification Updates

a. Page 153 First consideration of an Ordinance amending the Code of Ordinances of the City of Indianola, Iowa, pertaining to animal control.

b. Page 159 First consideration of an Ordinance amending the Code of Ordinances of the City of Indianola, Iowa, pertaining to tobacco use.

c. Page 162 First consideration of an Ordinance amending the Code of Ordinances of the City of Indianola, Iowa, pertaining to standard penalty.

10. Other Business

A. City Manager's Report — Ryan Waller

1. Page 164 Update and possible direction regarding Capital Improvement Program (CIP) planning.

2. Page 165 Receive and file correspondence from July 31 and August 7, 2020 weekly updates from City Manager, Ryan Waller.

3. Page 177 Enter into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

11. Adjourn

Information

Subject

Claims on the computer printout for August 17, 2020.

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
A 6FT GEEK LLC				
A 6FT GEEK LLC	CITY HALL CLEANING SUPPLIES	08/03/2020	171.50	GENERAL FUND
A 6FT GEEK LLC	ACTIVITY CENTER EXTRA CLEANING	08/03/2020	105.00	PARK & RECREATI
A 6FT GEEK LLC	ACTIVITY CENTER PAPER TOWELS	08/03/2020	28.00	PARK & RECREATI
Total A 6FT GEEK LLC:			304.50	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	SEWER CONNECTION DISTRICS FEE	07/27/2020	3,038.17	SEWER FUND
Total AHLERS & COONEY P.C.:			3,038.17	
ALLSUP, PAT				
ALLSUP, PAT	CELL PHONE - JULY	07/21/2020	50.00	POLICE FUND
Total ALLSUP, PAT:			50.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	BATTERIES, SEALS, SIGN HERE STICKERS	08/09/2020	34.86	GENERAL FUND
AMAZON CAPITAL SERVICES	COVID 19 WHISTLES FOR FF	07/27/2020	45.98	PARK & RECREATI
AMAZON CAPITAL SERVICES	LAMINATING SHEETS	06/24/2020	25.69	PARK & RECREATI
Total AMAZON CAPITAL SERVICES:			106.53	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS DRINKS	08/07/2020	222.00	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			222.00	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW - ABANDONED	06/03/2020	185.00	POLICE FUND
AUBERT'S TOWING	TOW - ABANDONED	06/03/2020	170.00	POLICE FUND
AUBERT'S TOWING	TOW - ABANDONED	06/03/2020	170.00	POLICE FUND
AUBERT'S TOWING	TOW - ABANDONED	06/03/2020	155.00	POLICE FUND
AUBERT'S TOWING	TOW - ABANDONED	06/03/2020	160.00	POLICE FUND
Total AUBERT'S TOWING:			840.00	
BERNIE LOWE & ASSOCIATES INC				
BERNIE LOWE & ASSOCIATES I	MFPRSI MEDICAL CLAIM	08/03/2020	202.41	POLICE FUND
Total BERNIE LOWE & ASSOCIATES INC:			202.41	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	NAME PLATES FOR LOBBY	08/10/2020	23.00	PARK & RECREATI
Total BOB'S CUSTOM TROPHIES:			23.00	
BOLTON & MENK INC				
BOLTON & MENK INC	CITY SQUARE RECONSTRUCTION DESIGN	07/29/2020	33,805.50	SQUARE STREETS
Total BOLTON & MENK INC:			33,805.50	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	NUISANCE ABATEMENT LEGAL	07/25/2020	195.00	GENERAL FUND
BRICK GENTRY P.C.	COMMUNITY DEVELOPMENT LEGAL	07/25/2020	705.00	GENERAL FUND
BRICK GENTRY P.C.	EMS LEGAL	07/25/2020	285.00	AMBULANCE FUN
BRICK GENTRY P.C.	PROSECUTIONS	07/25/2020	1,155.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total BRICK GENTRY P.C.:			2,340.00	
CALIBRE PRESS				
CALIBRE PRESS	TRAINING	07/20/2020	199.00	POLICE FUND
Total CALIBRE PRESS:			199.00	
CASUAL RAGS				
CASUAL RAGS	WORK SHIRTS	08/05/2020	547.76	SEWER FUND
Total CASUAL RAGS:			547.76	
CENTURYLINK				
CENTURYLINK	MONTHLY SERVICE 7/22-8/21	07/22/2020	54.53	GENERAL FUND
Total CENTURYLINK:			54.53	
CINTAS CORPORATION				
CINTAS CORPORATION	FIRST AID CABINET SUPPLIES	08/05/2020	27.66	PARK & RECREATI
CINTAS CORPORATION	STOCK FIRST AID KIT	08/11/2020	27.53	SEWER FUND
Total CINTAS CORPORATION:			55.19	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	COED ADULT SB	07/30/2020	56.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			56.00	
CREATIVE GENIUSES LLC				
CREATIVE GENIUSES LLC	INSTRUCTION ART CAMP	08/07/2020	38.00	PARK & RECREATI
Total CREATIVE GENIUSES LLC:			38.00	
D & K PRODUCTS				
D & K PRODUCTS	FIELD MARKING PAINT	07/31/2020	96.00	PARK & RECREATI
Total D & K PRODUCTS:			96.00	
DES MOINES METRO OPERA				
DES MOINES METRO OPERA	FY21 CONTRIBUTION	08/04/2020	10,000.00	GENERAL FUND
Total DES MOINES METRO OPERA:			10,000.00	
DESTINY SOFTWARE INC				
DESTINY SOFTWARE INC	AGENDA QUICK HOSTED SERVICES 9/1/20-8	08/01/2020	4,400.00	GENERAL FUND
Total DESTINY SOFTWARE INC:			4,400.00	
DEZUIRK INC				
DEZUIRK INC	VALVE FOR DIGESTER GAS LINE	08/05/2020	378.18	SEWER FUND
Total DEZUIRK INC:			378.18	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	TIRE REPAIR-F3990 KUBOTA MOWER	08/04/2020	17.91	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DOWNEY TIRE PROS:			17.91	
ELECTRONIC ENGINEERING CO				
ELECTRONIC ENGINEERING C	REPAIR RADIO	07/20/2020	176.25	POLICE FUND
ELECTRONIC ENGINEERING C	EQUIPMENT - DUAL ANTENNA	07/13/2020	2,113.72	POLICE FUND
ELECTRONIC ENGINEERING C	REPAIR	07/27/2020	358.95	POLICE FUND
Total ELECTRONIC ENGINEERING CO:			2,648.92	
FORMATION GROUP				
FORMATION GROUP	CH ASSESMENT #10	07/31/2020	2,225.00	CAPITAL PROJECT
Total FORMATION GROUP:			2,225.00	
GAMETIME				
GAMETIME	COIL SPRINGS FOR JUMBO FLYER SPRING	07/31/2020	324.70	PARK & RECREATI
Total GAMETIME:			324.70	
GLENN, JASON & HEATHER				
GLENN, JASON & HEATHER	PAVEMENT FAILURE FROM CITY SEWER PR	07/31/2020	1,375.00	SEWER CAPITAL P
Total GLENN, JASON & HEATHER:			1,375.00	
HECK, CAITLIN				
HECK, CAITLIN	REFUND OF DEPOSIT BUXTON ROOM	08/10/2020	200.00	PARK & RECREATI
Total HECK, CAITLIN:			200.00	
IMU - UTILITIES				
IMU - UTILITIES	UTILITIES	08/01/2020	4,740.36	GENERAL FUND
IMU - UTILITIES	UTILITIES	08/01/2020	53.00	FIRE FUND
IMU - UTILITIES	UTILITIES	08/01/2020	13,025.97	GENERAL FUND
Total IMU - UTILITIES:			17,819.33	
IMWCA				
IMWCA	INSTALLMENT #2	08/01/2020	118.67	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	13.41	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	2,014.77	AMBULANCE FUN
IMWCA	INSTALLMENT #2	08/01/2020	29.59	LIBRARY FUND
IMWCA	INSTALLMENT #2	08/01/2020	506.16	PARK & RECREATI
IMWCA	INSTALLMENT #2	08/01/2020	1,549.42	ROAD USE TAX FU
IMWCA	INSTALLMENT #2	08/01/2020	361.96	SEWER FUND
IMWCA	INSTALLMENT #2	08/01/2020	16.89	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	8.36	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	2,731.92	POLICE FUND
IMWCA	INSTALLMENT #2	08/01/2020	4,194.58	FIRE FUND
IMWCA	INSTALLMENT #2	08/01/2020	1.35	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	160.15	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	21.05	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	24.80	GENERAL FUND
IMWCA	INSTALLMENT #2	08/01/2020	377.84	PARK & RECREATI
IMWCA	INSTALLMENT #2	08/01/2020	582.71	POOL (MEMORIAL)
Total IMWCA:			12,713.63	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITIE	AUGUST 2020 SHARED SERVICES	08/03/2020	5,000.00	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	AUGUST 2020 SHARED SERVICES	08/03/2020	710.50	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	AUGUST 2020 SHARED SERVICES	08/03/2020	710.75	RECYCLING FUND
Total INDIANOLA MUNICIPAL UTILITIES:			6,421.25	
INDOFF INCORPORATED				
INDOFF INCORPORATED	OFFICE SUPPLIES	07/29/2020	114.95	GENERAL FUND
Total INDOFF INCORPORATED:			114.95	
IOWA DIV OF LABOR SERVICES				
IOWA DIV OF LABOR SERVICES	ANNUAL BOILER INSPECTION	07/28/2020	40.00	SEWER FUND
Total IOWA DIV OF LABOR SERVICES:			40.00	
IOWA ECONOMIC DEV AUTHORITY				
IOWA ECONOMIC DEV AUTHOR	PAYMENT #5 FOR IEDA LOAN	08/01/2020	12,467.59	DOWNTOWN REV
IOWA ECONOMIC DEV AUTHOR	INTEREST PAYMENT #5 FOR IEDA LOAN	08/01/2020	378.73	DOWNTOWN REV
Total IOWA ECONOMIC DEV AUTHORITY:			12,846.32	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	SIGN	07/28/2020	77.50	GENERAL FUND
Total IOWA PRISON INDUSTRIES:			77.50	
IOWA WATER MANAGEMENT CO.				
IOWA WATER MANAGEMENT C	WATER MGR LIBRARY	08/01/2020	40.00	LIBRARY FUND
IOWA WATER MANAGEMENT C	WATER MGR MUN BLDG	08/01/2020	150.00	GENERAL FUND
Total IOWA WATER MANAGEMENT CO.:			190.00	
JESS' LOCK AND KEY				
JESS' LOCK AND KEY	DOOR CLOSER - RESTROOMS	07/24/2020	290.00	GENERAL FUND
Total JESS' LOCK AND KEY:			290.00	
JETSURGE				
JETSURGE	RESTROOM AUGERING	07/16/2020	115.00	GENERAL FUND
Total JETSURGE:			115.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	CONTRACTED SERVICES	08/01/2020	2,912.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,912.00	
LACHANCE, DARREN				
LACHANCE, DARREN	REFUND OF BUXTON ROOM RENTAL	08/04/2020	200.00	PARK & RECREATI
LACHANCE, DARREN	REFUND BUXTON ROOM DAMAGE DEPOSIT	08/04/2020	300.00	PARK & RECREATI
Total LACHANCE, DARREN:			500.00	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	OXYGEN	07/27/2020	238.05	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MATHESON TRI-GAS INC:			238.05	
MCCONNELL, DIXIE				
MCCONNELL, DIXIE	REFUND - CLASSES CANCELLED	07/29/2020	109.00	PARK & RECREATI
Total MCCONNELL, DIXIE:			109.00	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	SILICONE SEALANT	07/31/2020	14.08	SEWER FUND
Total MCCOY HARDWARE INC:			14.08	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	CHURCH & COED SB	07/31/2020	140.00	PARK & RECREATI
Total MCINTYRE, CRAIG:			140.00	
MEDTRAK SERVICES				
MEDTRAK SERVICES	411 RX	06/30/2020	86.99	POLICE FUND
MEDTRAK SERVICES	411 RX	07/31/2020	64.67	POLICE FUND
Total MEDTRAK SERVICES:			151.66	
MENARDS				
MENARDS	ADD PARTS FOR POLICE TOILET	07/29/2020	27.48	GENERAL FUND
Total MENARDS:			27.48	
METLIFE - GROUP BENEFITS				
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	231.05	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	185.77	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	86.42	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	20.57	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	20.00-	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	1,444.00	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	89.86	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	403.89	ROAD USE TAX FU
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	818.10	POLICE FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	74.58	FIRE FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	422.61	AMBULANCE FUN
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	161.70	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	259.26	LIBRARY FUND
METLIFE - GROUP BENEFITS	DENTAL	08/04/2020	357.04	SEWER FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	86.42	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	20.57	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	172.84	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	74.58	FIRE FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	422.61	AMBULANCE FUN
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	185.77	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	161.70	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	308.04	LIBRARY FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	941.64	POLICE FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	137.63	SEWER FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	1,438.00	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	231.05	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	89.86	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	06/16/2020	403.89	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total METLIFE - GROUP BENEFITS:			9,209.45	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	HEAT/BUILDING	07/20/2020	15.51	POLICE FUND
Total MID AMERICAN ENERGY CO.:			15.51	
MILLER ELECTRIC SERVICES				
MILLER ELECTRIC SERVICES	REPAIRS TO LIGHTS @ BUXTON PARK	07/23/2020	1,380.51	PARK & RECREATI
MILLER ELECTRIC SERVICES	PUMPS - FIX STARTERS	07/30/2020	247.67	POOL (MEMORIAL)
Total MILLER ELECTRIC SERVICES:			1,628.18	
MINNIS, AUBREY				
MINNIS, AUBREY	REFUND FOR CREDIT ON ACCOUNT	08/05/2020	100.00	PARK & RECREATI
Total MINNIS, AUBREY:			100.00	
MOENCK, HEATH				
MOENCK, HEATH	REFUND - PICKARD SHELTER	08/07/2020	20.00	PARK & RECREATI
Total MOENCK, HEATH:			20.00	
NATIONAL BALLOON CLASSIC				
NATIONAL BALLOON CLASSIC	NBC FY21 CONTRIBUTION	07/30/2020	8,000.00	GENERAL FUND
Total NATIONAL BALLOON CLASSIC:			8,000.00	
NOLASOFT DEVELOPMENT				
NOLASOFT DEVELOPMENT	QUARTERLY FORWARDING	08/01/2020	45.00	GENERAL FUND
Total NOLASOFT DEVELOPMENT:			45.00	
NORTH AMERICAN TRUCK AND TRAILER INC				
NORTH AMERICAN TRUCK AND	HYDRAULIC UNIT AND PUMP	07/13/2020	9,992.41	VEHICLE RESERV
Total NORTH AMERICAN TRUCK AND TRAILER INC:			9,992.41	
O'KEEFE ELEVATOR CO.				
O'KEEFE ELEVATOR CO.	ELEVATOR MAINTENANCE	06/01/2020	318.30	GENERAL FUND
Total O'KEEFE ELEVATOR CO.:			318.30	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	OIL & AIR FILTERS	07/28/2020	52.38	PARK & RECREATI
O'REILLY AUTO PARTS	FUSES FOR POWER PACK	08/10/2020	11.97	SEWER FUND
O'REILLY AUTO PARTS	SUPPLIES	07/17/2020	24.99	POLICE FUND
Total O'REILLY AUTO PARTS:			89.34	
PARK, KRIS				
PARK, KRIS	CHURCH LEAGUE SB & COED LEAGUE SB	07/30/2020	168.00	PARK & RECREATI
Total PARK, KRIS:			168.00	
PELLA PRINTING				
PELLA PRINTING	VENDOR POST IT NOTES	08/05/2020	128.13	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PELLA PRINTING:			128.13	
R & R PRODUCTS INC.				
R & R PRODUCTS INC.	RYAN AERATOR TINES & CLAMPS	07/22/2020	873.60	PARK & RECREATI
Total R & R PRODUCTS INC.:			873.60	
ROTHCHILD, LAURA				
ROTHCHILD, LAURA	REFUND - CLASS CANCELLED	07/29/2020	54.00	PARK & RECREATI
Total ROTHCHILD, LAURA:			54.00	
ROTO-ROOTER PLUMBING & DRAIN SRVC				
ROTO-ROOTER PLUMBING & D	FLOOR DRAIN SERVICE	07/22/2020	180.00	GENERAL FUND
Total ROTO-ROOTER PLUMBING & DRAIN SRVC:			180.00	
SHAWN'S LAWNS				
SHAWN'S LAWNS	411 W 5TH	07/28/2020	177.00	GENERAL FUND
SHAWN'S LAWNS	110 S KENWOOD	07/28/2020	125.00	GENERAL FUND
SHAWN'S LAWNS	INTERSECTION OF IOWA & N L ST	07/28/2020	125.00	GENERAL FUND
SHAWN'S LAWNS	INTERSECTION N L & W JACKSON	07/28/2020	125.00	GENERAL FUND
SHAWN'S LAWNS	END OF CULDESAC AT N L	07/28/2020	125.00	GENERAL FUND
Total SHAWN'S LAWNS:			677.00	
SHULL, DOUG				
SHULL, DOUG	CONTRACTED SERVICES	08/01/2020	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SITEONE LANDSCAPE SUPPLY LLC				
SITEONE LANDSCAPE SUPPLY	HUNTER IRRIGATION CONTROLLER	08/03/2020	389.24	POOL (MEMORIAL)
Total SITEONE LANDSCAPE SUPPLY LLC:			389.24	
SNYDER & ASSOCIATES INC				
SNYDER & ASSOCIATES INC	STREET MASTER PLAN	07/22/2020	1,080.00	STREET CAPITAL
SNYDER & ASSOCIATES INC	AUTUMN RIDGE PLAT 3 REVIEW - REIMBUR	07/27/2020	1,078.00	GENERAL FUND
SNYDER & ASSOCIATES INC	TRAFFIC SIGNAL TIMING UPDATE	07/22/2020	9,947.47	STREET CAPITAL
SNYDER & ASSOCIATES INC	MUNICIPAL ENGINEERING SERVICES - MISC	07/27/2020	1,114.50	GENERAL FUND
SNYDER & ASSOCIATES INC	STREET ISSUES	07/27/2020	210.00	ROAD USE TAX FU
SNYDER & ASSOCIATES INC	DRAINAGE ISSUES	07/27/2020	855.00	STORMWATER UTI
SNYDER & ASSOCIATES INC	SITE PLAN REVIEW	07/27/2020	234.50	GENERAL FUND
SNYDER & ASSOCIATES INC	STORMWATER UTILITY UPDATE	07/22/2020	11,237.75	STORMWATER UTI
Total SNYDER & ASSOCIATES INC:			25,757.22	
STERNQUIST CONST. INC.				
STERNQUIST CONST. INC.	APPLICATION #1 TRAFFIC SIGNAL SYSTEM	08/11/2020	257,212.50	STREET CAPITAL
Total STERNQUIST CONST. INC.:			257,212.50	
STIVERS FORD LINCOLN				
STIVERS FORD LINCOLN	2020 POLICE VEHICLE	08/06/2020	32,932.00	VEHICLE RESERV

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total STIVERS FORD LINCOLN:			32,932.00	
SUPERIOR NETS, LLC				
SUPERIOR NETS, LLC	NETS FOR PICKARD FIELD 4	07/17/2020	2,218.17	PARK & RECREATI
Total SUPERIOR NETS, LLC:			2,218.17	
SWANK MOTION PICTURES INC.				
SWANK MOTION PICTURES INC	STARLIGHT CINEMA - ALADDIN	07/27/2020	465.00	PARK & RECREATI
Total SWANK MOTION PICTURES INC.:			465.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	07/24/2020	17.00	POLICE FUND
Total T.R.M. DISPOSAL LLC:			17.00	
THEISEN'S				
THEISEN'S	GLOVES	07/31/2020	44.97	PARK & RECREATI
THEISEN'S	CABLE AND CLAMPS FOR DECANT	07/31/2020	22.38	SEWER FUND
THEISEN'S	WATER HOSES & HOSE MENDER	08/03/2020	76.47	PARK & RECREATI
Total THEISEN'S:			143.82	
TRINITY - UNITED PRESBYTERIAN CHURCH				
TRINITY - UNITED PRESBYTERI	REFUND FOR AMPHITHEATER CANCELLATI	08/06/2020	160.00	PARK & RECREATI
Total TRINITY - UNITED PRESBYTERIAN CHURCH:			160.00	
TRUENORTH COMPANIES LC				
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.67	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.66	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.66	ROAD USE TAX FU
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.67	SEWER FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.66	POLICE FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.66	FIRE FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.67	LIBRARY FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JUNE 2020	06/26/2020	16.67	PARK & RECREATI
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.83	LIBRARY FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.83	PARK & RECREATI
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.83	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.84	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.84	ROAD USE TAX FU
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.83	SEWER FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.83	POLICE FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING JULY 2020	07/30/2020	20.83	FIRE FUND
Total TRUENORTH COMPANIES LC:			299.98	
UPHDM OCCUPATIONAL MEDICINE				
UPHDM OCCUPATIONAL MEDIC	DRUG SCREEN - FURRY	07/31/2020	591.00	AMBULANCE FUN
UPHDM OCCUPATIONAL MEDIC	DRUG SCREEN - KLEPPE	07/31/2020	272.00	SEWER FUND
Total UPHDM OCCUPATIONAL MEDICINE:			863.00	
VAN WALL EQUIPMENT				
VAN WALL EQUIPMENT	BLADES FOR LANDPRIDE MOWER & FREIG	07/30/2020	226.46	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total VAN WALL EQUIPMENT:			226.46	
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	07/15/2020	478.83	POLICE FUND
Total VERIZON WIRELESS:			478.83	
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 7/9/20 - 8/8/20	08/08/2020	75.00	GENERAL FUND
Total WALLER, RYAN:			75.00	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	114.32	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	769.43	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	336.58	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	1,652.27	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION MISC - GAS CANS	08/05/2020	89.47	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	476.30	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	1,170.67	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	08/05/2020	383.97	SEWER FUND
Total WARREN COUNTY ENGINEER:			4,993.01	
WARREN COUNTY FAIR				
WARREN COUNTY FAIR	FY21 CONTRIBUTION	07/30/2020	2,250.00	GENERAL FUND
Total WARREN COUNTY FAIR:			2,250.00	
WARREN COUNTY OIL				
WARREN COUNTY OIL	LP TANK RENTAL	07/01/2020	39.00	SEWER FUND
WARREN COUNTY OIL	LP TANK RENTAL	07/01/2020	54.00	SEWER FUND
Total WARREN COUNTY OIL:			93.00	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	DOCUMENT 2020-06905	07/31/2020	37.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-07089	07/31/2020	42.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-07090	07/31/2020	42.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-07644	07/31/2020	32.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-07645	07/31/2020	42.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-06906	07/31/2020	37.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-06907	07/31/2020	32.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-06909	07/31/2020	32.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-06910	07/31/2020	37.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-06911	07/31/2020	27.00	GENERAL FUND
WARREN COUNTY RECORDER	DOCUMENT 2020-07088	07/31/2020	42.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			402.00	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	DISPATCH SERVICES 2ND HALF 19/20	07/10/2020	39,800.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			39,800.00	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING RES #10-13011-73004	07/29/2020	20,252.61	RECYCLING FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WASTE MANAGEMENT OF IOW	RECYCLING APT #10-13031-73000	07/29/2020	3,731.58	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			23,984.19	
WELLMARK BLUE CROSS				
WELLMARK BLUE CROSS	HEALTH INSURANCE	08/06/2020	70,103.51	HEALTH INSURAN
Total WELLMARK BLUE CROSS:			70,103.51	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	DUMMPSTER - ACTIVITY CENTER	08/01/2020	35.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - MAC	08/01/2020	45.00	POOL (MEMORIAL)
WIEGERT DISPOSAL CO.	DUMPSTER - SOFTBALL	08/01/2020	140.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - 6 KYBOS	08/01/2020	390.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - PARKS	08/01/2020	195.00	PARK & RECREATI
Total WIEGERT DISPOSAL CO.:			805.00	
WOOSLEY LANDSCAPING & MOWING				
WOOSLEY LANDSCAPING & M	MOWING - PLANT	08/03/2020	1,025.00	SEWER FUND
WOOSLEY LANDSCAPING & M	MOWING - LIFTS	08/03/2020	490.00	SEWER FUND
Total WOOSLEY LANDSCAPING & MOWING:			1,515.00	
Grand Totals:			615,034.73	

City Council: _____

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Information

Subject

Resolution approving transfers for August 2020.

Information

Fiscal Impact

Attachments

Resolution Approving Transfers
August Transfers

RESOLUTION 2020-

RESOLUTION APPROVING MONTHLY TRANSFERS

WHEREAS, the City of Indianola transfers money between funds to meet certain fiduciary obligations; and

WHEREAS, the transfers described on the attached form need to be accomplished for the month of August 2020; and

WHEREAS, the reason for the transfers are stated on the attached form.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Indianola, Iowa that the transfers for August 2020 as described on the attached form are approved.

Passed and approved this 17th day of August 2020.

_____

Kelly B. Shaw, Mayor

ATTEST:

_____

Andrew J. Lent, City Clerk/CFO

FY 2020 Monthly Recurring Transfers

			August 2020
	DEBIT	(CREDIT)	
610-8300-69101	$ 4,667		Transfer Out to General Fund
001-9100-49102		$ 4,667	Transfer In from Sewer PILOT
610-8300-69101	$ 8,667		Transfer Out to Police Fund
011-1100-49101		$ 8,667	Transfer In from Sewer PILOT
610-8300-69615	$ 6,626		Transfer Out to City Manager
001-6150-49615		$ 6,626	Transfer In from Sewer
110-2100-69615	$ 6,626		Transfer Out to City Manager
001-6150-49615		$ 6,626	Transfer In from Streets/RUT
610-8300-69625	$ 2,774		Transfer Out to Human Resourses
001-6250-49625		$ 2,774	Transfer In from Sewer
110-2100-69625	$ 2,774		Transfer Out to Human Resourses
001-6250-49625		$ 2,774	Transfer In from Streets/RUT
610-8300-69170	$ 6,613		Transfer Out to Community Development
001-1700-49170		$ 6,613	Transfer In from Sewer
110-2100-69170	$ 6,613		Transfer Out to Community Development
001-1700-49170		$ 6,613	Transfer In from Streets
001-1700-69621	$ 1,430	CD	Transfer Out Info & Tech
001-6100-69621	$ 1,058	M/C	Transfer Out Info & Tech
001-6150-69621	$ 605	CM	Transfer Out Info & Tech
001-6200-69621	$ 1,867	FIN	Transfer Out Info & Tech
001-6250-69621	$ 605	HR	Transfer Out Info & Tech
011-1100-69621	$ 5,469	PD	Transfer Out Info & Tech
015-1500-69621	$ 1,090	FD	Transfer Out Info & Tech
016-1600-69621	$ 6,176	EMS	Transfer Out Info & Tech
041-4100-69621	$ 3,526	LIB	Transfer Out Info & Tech
042-4200-69621	$ 982	Parks Admin	Transfer Out Info & Tech
042-4300-69621	$ 2,976	Parks	Transfer Out Info & Tech
110-2100-69621	$ 1,928	RUT	Transfer Out Info & Tech
610-8300-69621	$ 1,622	Sewer	Transfer Out Info & Tech
001-6210-49621		$ 29,333	Transfer In--Info & Tech
650-9000-69620	$ 766.92	Storm Sewer	Transfer Out Clerk
610-8300-69620	$ 4,218.25	Sewer	Transfer Out Clerk
670-8400-69620	$ 766.92	Recycling	Transfer Out Clerk
001-6200-49620		$ 5,752	Transfer In City Clerk
110-2100-69823	$ 15,833		Transfer out for Street Lighting
001-2300-49823		$ 15,833	Transfer in for Street Lighting
710-8300-69610	$ 158,333		Transfer Out for Sewer Operations
610-8300-49610		$ 158,333	Transfer In from Sewer Fee Revenue
	$ 254,611	$ 254,611	

Prepared By: Date

Information

Subject

August 3, 2020 Minutes.

Information

Fiscal Impact

Attachments

Minutes

Regular Session – August 3, 2020

The City Council met in regular session at 6:00 p.m. on August 3, 2020, in the City Hall Council Chambers. Mayor Kelly B. Shaw called the meeting to order and on roll call the following members were present: Heather Hulen, John Parker, Bob Kling, Gwen Schroder, Greta Southall, Greg Marchant and Mayor Kelly B. Shaw. Absent: None.

During Public Comment Jonathan Neal, 501 S 1st, and Chris Wolf spoke about the removal of the Indian head logo on City property. Melissa Sonnes, 1208 Lancaster Way, spoke about contacting the Council, the logo and read a statement she received from Michelle Snyder.

Agenda item 5B Claims on the computer printout for August 3, 2020, was pulled on a request by Council Member Hulen. Item 5J – Receive and file the Bravo operating budget for Fiscal Year 21 was pulled on a request from Council Member Kling.

Council Member Southall moved to approve the consent agenda and Parker seconded the motion. In discussion, City Manager Ryan Waller stated the monthly transfers are on the agenda for added transparency and for best business practices. Council Member Parker commended Andrew Lent on his nomination to the ICAP Board. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda was as follows:

- Approval of agenda
- July 20, 2020 Minutes.
- A renewal Class B, Outdoor Service and Sunday Sales Privileges Liquor License for West Hill Brewing Company, located at 219 W Salem Avenue.
- A renewal of a refuse hauling permit for Wiegert Disposal.
- Approval of Pay Application 2 from Williams Brothers Construction, Inc for work at the Water Resource Recovery Facility.
- Resolution 2020-170 approving monthly transfers.
- Third and final consideration of an ordinance amending the City Code for establishment of R-1 single family residential zoning district boundaries on property annexed into the City of Indianola (Peterson annexation).
- Resolution 2020-171 approving and accepting Development Agreements, Easements and Right-of-Way Acquisition for the East Iowa Avenue Paving Project.
- Resolution 2020-172 endorsing appointment to the Iowa Community Assurance Pool Board.

Parker moved and Marchant seconded to approve Item 5B, Claims on the computer printout for August 3, 2020. On roll call, the vote was AYES: Parker, Kling, Schroder, Southall and Marchant. NAYS: None. ABSTAIN: Hulen due to a conflict of interest. Whereas the Mayor declared the motion passed.

It was moved by Southall and seconded by Parker to receive and file Item 5J – Bravo operating budget for Fiscal Year 21. Council Member Kling highlighted Bravo budget items. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

A motion was made by Marchant and seconded by Hulen to approve the nomination of Staci Scheurenbrand to serve on the Hometown Pride Committee from July 1, 2020 – June 30, 2022. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Mayor Shaw thanked the participants, Council Members Southall and Parker and the Indianola Independent Advocate for attending the Mayor's Roundtable on Race and Diversity at West Hill Brewing. There will be a presentation by the Indianola Park Friends on August 5 at 3:30 at Buxton Park to discuss updates to the park. A full presentation will be brought to the Council at a future meeting.

Marchant moved to approve the re-nomination of Jessica Credidio to the Memorial Aquatic Center Commission from July 1, 2020 – June 30, 2023. Council Member Parker seconded the motion. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Kling moved and Parker seconded to approve the second consideration of an ordinance amending Chapter 100 of the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to interest rates in certain connection fee districts. In discussion, City Manager Waller provided the history of the project and how the ordinance will affect developers. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

A motion was made by Kling and seconded by Parker to approve the second consideration of an Ordinance amending Subsection 3 of Section 100.12 of the Code of Ordinances of the City of Indianola, Iowa, by eliminating interest charges associated with connection fees in the Highway 92 West sewer benefited district. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

The first consideration of an ordinance amending the City Code of the City of Indianola, Iowa to repeal the three-hour parking regulations in and around the public Square and add language related to construction parking was introduced on a motion by Parker and seconded by Kling. City Manager Waller reviewed the discussions and recently adopted resolution on parking around the Square. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Marchant introduced Resolution 2020-173 approving a settlement agreement with the Centers for Medicare and Medicaid Services. Council Member Kling seconded the motion to adopt. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

It was moved by Parker and seconded by Kling to approve Resolution 2020-174 approving Amendment Number 1 to the Agreement between the City of Indianola, Iowa and the Young Men's Christian Association of Greater Des Moines, Iowa.

City Manager Waller gave a presentation on the YMCA – City of Indianola 28E Agreement and the proposed amendment. Highlights of the presentation included no tax dollars are spent on the YMCA, rent received is used for maintenance, TIF money pays for the bond, and a listing of all advisory committee members.

Shirley Clark, 403 N Y Street asked questions about the 28E agreement and proposed amendment. Cindy Johnson, 309 N 16th St and Jonathan Neal, 501 S 1st St, spoke in opposition to the approval of the amendment. Jane Whalen, 511 R63 Hwy and Mike Bethke, 704 W Scenic Valley Dr, spoke in favor of the approval of the amendment.

Council Member Kling verified with Waller that no tax dollars have gone into the operation of the YMCA and if the City ran the facility that tax dollars would be used. Mayor Shaw asked Andrew Lent, City Clerk/CFO about the bonds. Waller stated that the YMCA CEO would be providing annual updates to the City Council that would provide an opportunity to review the agreement.

On roll call, the vote was AYES: Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Abstain: Hulen. Whereas the Mayor declared the motion passed.

Robert Endriss of Denman and Co gave a presentation to the Council about the City's upcoming yearly audit.

Indianola Municipal Utilities General Manager, Chris Des Planques, presented an operating report to the City Council. IMU Board Member Mike Rozga also spoke. Highlights of the presentation included billing and account system upgrades, capital projects and debt. Council Member Kling encouraged IMU to make customer service a priority. Council Member Marchant asked about the conversion process, payments to the City and payment processing. IMU stated they are working to correct issues and configure reports for the City. Council Member Parker asked about the fiber roll-out. Council Member Schroder stated community members are requesting that meetings be broadcast on IMU; General Manager Des Planques stated they have focused funds on getting customers; broadcasting meetings on an IMU station has been put on hold until 2022 or 2023.

City Manager, Ryan Waller, led a discussion on the Fire Department's Mutual Aid Agreements. Council directed staff to terminate the current agreement with the Norwalk Fire Department.

Southall moved and Hulen seconded to receive and file correspondence from July 17 and 24, 2020, weekly updates provided by City Manager, Ryan Waller. On roll call, the vote was, AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Kling moved to go into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property at 8:57 p.m. Council Member Parker seconded the motion. On roll call, the vote was, AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

It was moved by Marchant and seconded by Parker to come out of closed session at 9:01 p.m. On roll call, the vote was, AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

No action was taken on items discussed during the closed session.

Meeting adjourned at 9:01 pm on a motion by Southall and seconded by Parker.

_____
Mayor Kelly B. Shaw

ATTEST:

_____
Andrew J. Lent, City Clerk/CFO

Information

Subject

Resolution setting a Public Hearing for September 8, 2020, on Community Development Block Grant Funding for the Indianola Ultraviolet Disinfectant Device Acquisition Project.

Information

A Public Hearing is a requirement of the federal grant program in order to update the public and receive comment on the project.

Fiscal Impact

Attachments

Resolution Setting Hearing

RESOLUTION NO. _____

RESOLUTION SETTING DATE FOR PUBLIC HEARING
ON COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
(INDIANOLA ULTRAVIOLET DISINFECTANT DEVICE ACQUISITION PROJECT)

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

WHEREAS, a public hearing must be held to update the public and receive comment on the project, and

WHEREAS, the Indianola City Council wishes to set 6 PM on Tuesday, September 8, 2020 as the date and time for said public hearing.

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

1. A public hearing is set for 6 PM on Tuesday, September 8, 2020 in the Indianola City Council Chambers, 110 N 1st Street, Indianola to give an update and hear public comment on the Community Development Block Grant program to purchase two UV Disinfectant Devices.

2. The city clerk will publish the attached notice no more than 20 and no less than four days prior to September 8, 2020.

PASSED AND APPROVED by the City Council this 17 day of August, 2020.

_____

Kelly B. Shaw, Mayor

Attest:

_____

Andrew J. Lent, City Clerk/Finance Director

N0TICE OF PUBLIC HEARING ON THE STATUS OF FUNDED ACTIVITIES FOR THE INDIANOLA ULTRAVIOLET DISINFECTANT DEVICE ACQUISITION PROJECT

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

Furthermore, the City of Indianola is seeking to address the housing needs of low-to-moderate person through the following activities:

- Consider a forgivable loan program for safety and repair of exterior elements that could compromise the health and well-being of the occupants, such as roofs, windows, and doors
- Partner with nonprofit agencies to provide residential clean up, maintenance, and repair services
- Create a neighborhood improvement mini-grant program for neighborhood associations to be awarded funds for beatification and improvement projects on public property
- Establish building and site design criteria for multifamily development and major modifications to existing developments
- 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
- Create a mixed use zoning district for the area surrounding downtown and for neighborhoods (Neighborhood Mixed Use) that allows for a combination of residential and limited office or limited retail uses
- Create a mixed use zoning district for transportation nodes and corridors (Community Mixed Use) that allows for medium/ high density residential, office, and commercial use
- Amend the zoning and subdivision regulations to allow for cluster development techniques, particularly for the purpose of preservation of natural areas, provision of parks or open space, or urban agricultural uses
- Evaluate the potential of tiny housing and various cooperative housing models

The City of Indianola plans to undergo the following planned or potential activities to address housing needs:

- Maintain and promote tax abatement for new housing

- Maintain and promote tax abatement for renovations and upgrades to housing
- Reevaluate housing needs to determine if the tax abatement programs continue to be justified in their current form
- Promote mixed-density housing developments (for example, a combination of singlefamily detached and multi-family designed to complement each other)

Public comment is highly encouraged on these items either at the time of the hearing, calling 515-961-9410, or emailing cityclerki@indianolaiowa.gov.

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

_____

Andrew J. Lent, Indianola City Clerk/CFO

Information

Subject

Resolution setting a Public Hearing for September 8, 2020, on Community Development Block Grant Funding for the Indianola Meals Project.

Information

A Public Hearing is a requirement of the federal grant program in order to update the public and receive comment on the project.

Fiscal Impact

Attachments

Resolution Setting Hearing

RESOLUTION NO. _____

RESOLUTION SETTING DATE FOR PUBLIC HEARING

ON COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

(INDIANOLA MEALS PROJECT)

WHEREAS, the City of Indianola has undertaken a Community Development Block Grant (CDBG) funds to work with community organizations to support local restaurants providing meals to families in need , and

WHEREAS, a public hearing must be held to update the public and receive comment on the project, and

WHEREAS, the Indianola City Council wishes to set 6 PM on Tuesday, September 8, 2020 as the date and time for said public hearing.

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

1. A public hearing is set for 6 PM on Tuesday, September 8, 2020 in the Indianola City Council Chambers, 110 N 1st Street, Indianola to give an update and hear public comment on the Community Development Block Grant program to purchase two UV Disinfectant Devices.

2. The city clerk will publish the attached notice no more than 20 and no less than four days prior to September 8, 2020.

PASSED AND APPROVED by the City Council this 17 day of August, 2020.

_____

Kelly B. Shaw, Mayor

Attest:

_____

Andrew J. Lent, City Clerk/Finance Director

N0TICE OF PUBLIC HEARING ON THE STATUS OF FUNDED ACTIVITIES FOR THE

INDIANOLA MEALS PROJECT

Pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, the Indianola City Council will hold a public hearing on September 8, 2020 at 6:00 P.M. at the Indianola City Council Chambers, 110 N 1st Street, Indianola. The purpose of the hearing will be to give the status of the Indianola Meals Project, during which the City intends partner with the Indianola Chamber of Commerce, Helping Hands Food Pantry and Central Iowa Shelter and Services to support small business restaurants and reduce food insecurity in Indianola. The need for this project is critical during this COVID-19 pandemic time period to halt the transmission of the virus. The amount of CDBG funding is $62,700. The entire amount will benefit low- and moderate-income persons within the Indianola public safety service area. No relocation of any person is required for this project. The City of Indianola encourages anyone with comments, questions, or concerns to contact the City of Indianola at cityclerk@indianolaiowa.gov or by calling Indianola City Clerk Andrew Lent at 515-962-5246.

Furthermore, the City of Indianola is seeking to address the housing needs of low-to-moderate person through the following activities:

- Consider a forgivable loan program for safety and repair of exterior elements that could compromise the health and well-being of the occupants, such as roofs, windows, and doors
- Partner with nonprofit agencies to provide residential clean up, maintenance, and repair services
- Create a neighborhood improvement mini-grant program for neighborhood associations to be awarded funds for beatification and improvement projects on public property
- Establish building and site design criteria for multifamily development and major modifications to existing developments
- 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
- Create a mixed-use zoning district for the area surrounding downtown and for neighborhoods (Neighborhood Mixed Use) that allows for a combination of residential and limited office or limited retail uses
- Create a mixed-use zoning district for transportation nodes and corridors (Community Mixed Use) that allows for medium/ high density residential, office, and commercial use
- Amend the zoning and subdivision regulations to allow for cluster development techniques, particularly for the purpose of preservation of natural areas, provision of parks or open space, or urban agricultural uses
- Evaluate the potential of tiny housing and various cooperative housing models

The City of Indianola plans to undergo the following planned or potential activities to address housing needs:

- Maintain and promote tax abatement for new housing

- Maintain and promote tax abatement for renovations and upgrades to housing
- Reevaluate housing needs to determine if the tax abatement programs continue to be justified in their current form
- Promote mixed-density housing developments (for example, a combination of singlefamily detached and multi-family designed to complement each other)

Public comment is highly encouraged on these items either at the time of the hearing, calling 515-961-9410, or emailing cityclerki@indianolaiowa.gov.

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

_____

Andrew J. Lent, Indianola City Clerk/CFO

Information

Subject

A renewal Class C Liquor License and Sunday Sales Privileges for The Zoo, located at 102 West Ashland Avenue.

Information

Council will need to consider approving a renewal Class C Liquor License and Sunday Sales Privileges for The Zoo, located at 102 West Ashland Avenue. The owner is Jesse Forbes. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

A renewal Class E Liquor License for Fareway Stores, located at 1309 W 2nd Avenue.

Information

Council will need to consider approving a renewal Class E Liquor License for Fareway Stores, located at 1309 W 2nd Avenue. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

A renewal Class C Liquor License, Outdoor Service and Sunday Sales Privileges for The Hide Out, located at 204 E Clinton Avenue.

Information

Council will need to consider a renewal Class C Liquor License, Outdoor Service and Sunday Sales Privileges for The Hide Out, located at 204 E Clinton Avenue. The owners are Tina Bush and Michael Bush. All paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

Resolution approving Change Order Number 3 for the Traffic Signal Timing Update Project.

Information

Fiscal Impact

Attachments

Change Order Memorandum
Resolution Approving Change Order
Change Order 3

PUBLIC WORKS

To: Mayor and City Council

CC: Ryan Waller, City Manager and

Andy Lent, City Clerk/CFO

From: Akhilesh Pal, Public Works Director

Date: August 17, 2020

Re: Change Order No. 3 - Traffic Signal System Timing Updates Project

---

The City of Indianola has retained Sternquist Construction to improve the synchronization of all the traffic signals and to reconstruct the pavement on Iowa Avenue, from 1st Street to Jefferson Way. This project is substantially completed, where the grass seeding is the only work remaining for this project. Although the contract for this project has a completion date of July 17, 2020, the seeding placed before this completion period of July 17, 2020 has a poor record of establishing grass. The optimum time to seed grass, as per the Iowa Department of Transportation (DOT) Standard Specifications, is between August 10th and September 30th. Therefore, the recommendation from the consultant engineer with Snyder & Associates is to extend the completion date for this project, from July 17, 2020 to September 4, 2020, to allow the seeding during late summer and within the Iowa DOT specified seeding window. This change order request does not have any financial impact. Staff is recommending the Council to approve Change Order 3, to extend the completion date to September 4, 2020, for the Traffic Signal System Timing Updates Project.

CITY OF INDIANOLA, IOWA

RESOLUTION 2020-

RESOLUTION APPROVING CHANGE ORDER 3 TO
TRAFFIC SIGNAL SYSTEM TIMING UPDATES
PROJECT NO. ICAAP-SWAP-3680(620)—SH-91

WHEREAS, the City of Indianola has undertaken a project to synchronize traffic signals along Highway 65/69 and improve the pavement on Iowa Avenue between Jefferson Way and 1st Street, and

WHEREAS, this project is substantially completed, where the grass seeding is the only work remaining for this project and the contract for this project has a completion date of July 17, 2020, and

WHEREAS, the seeding placed before this completion period of July 17, 2020 has a poor record of establishing grass, and

WHEREAS, the optimum time to seed grass, as per the Iowa Department of Transportation (DOT) Standard Specifications, is between August 10th and September 30th, and

WHEREAS, the attached Change Order 3 is extending the completion date for this project, from July 17, 2020 to September 4, 2020, to allow the seeding during late summer and within the Iowa DOT specified seeding window.

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

1. the attached Change Order 3 for the Traffic Signal System Updates Project is approved and

2. that the Mayor and City Clerk are authorized to sign the Change Order on behalf of the City of Indianola.

Adopted this 17th day of August 2020.

_____
Kelly B. Shaw
Mayor

Attest:

_____
Andrew J. Lent
City Clerk/CFO

IOWA DOT
Form 831240 (08-18)

CHANGE ORDER

For Local Public Agency Projects

No.: 03

Non-Substantial: ☐

Substantial: ☒

Administering Office Concurrence Date

Accounting ID No. (5-digit number): 36590

Project Number: ICAAP-SWAP-3680(620)—SH-91

Contract Work Type: Completion Date Extension

Local Public Agency: City of Indianola

Contractor: Sternquist Construction

Date Prepared: July 29, 2020

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

Construction completion date extension to 09/04/2020.

B - Reason for change:

Seeding placed before original contract completion date (July 17) has a poor record of establishing.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

No-cost change.

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

Per Iowa DOT Standard Specifications, Section 2601.3.C.4.d states that urban seeding shall be completed between August 10th and September 30th.

E - Contract time adjustment: ☒ No Working Days added ☐ Working Days added: _____ ☐ Unknown at this time

Justification for selection:
Completion Date Contract - Completion date extended 7 weeks to 09/04/2020 allowing seeding within approved window.

IOWA DOT
Form 831240 (08-18)

Accounting ID No.(5-digit number):_____

Change Order No.:_____

F - Items included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
			Add Row Delete Row		TOTAL	

G - Items not included in contract:

Participating					For deductions enter as "-x.xx"		
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
			Add Row	Delete Row		TOTAL	

Signatures will be applied through DocExpress.

Information

Subject

Approval of Pay Application No 1 for $257,212.50 from Sternquist Construction for work on the Traffic Signal System Timing Updates Projects.

Information

The payment application includes work completed between June 8 and August 6, 2020, and includes change orders previously approved by Council.

Fiscal Impact

Attachments

Pay Application Letter
Pay Application

August 11, 2020

Akhilesh Pal
City of Indianola
110 North 1st Street
PO Box 299
Indianola, IA 50125

RE: PARTIAL PAYMENT APPLICATION NO. 1
TRAFFIC SIGNAL SYSTEM TIMING UPDATES
PROJECT NO. ICAAP-SWAP-3680(620)—SH-91

Dear Mr. Pal:

Partial Payment Application No. 1 includes work completed between June 8, 2020 and August 6, 2020. Work completed within this window includes excavation, subgrade preparation, paving, traffic signal fiber installation, controller installation, and various other associated items. Remaining work includes temporary erosion control maintenance, seeding, and clean up. Payment for Change Orders previously approved by council are included within Partial Payment Application No. 1.

We recommend payment of ***$257,212.50*** to the Contractor, Sternquist Construction, for work completed through August 6, 2020.

Please contact me should you have any questions on this pay application.

Sincerely,

SNYDER & ASSOCIATES, INC.

Justin Jackson, P.E.

MLA

Enclosure

APPLICATION FOR PARTIAL PAYMENT NO. 1

PROJECT: Traffic Signal System Timing Updates

S&A PROJECT NO.: 119.0606

OWNER: City of Indianola
CONTRACTOR: Sternquist Construction
ADDRESS: 1110 N. 14th Street
Indianola, Iowa 50125
DATE: 8/6/2020

PAYMENT PERIOD: 6/8/2020 to 8/6/2020

1. CONTRACT SUMMARY:

Original Contract Amount:	$ 257,606.85
Net Change by Change Order:	$ 18,896.00
Contract Amount to Date:	$ 276,502.85

CONTRACT PERIOD: TOTAL WORKING DAYS

Original Completion Date:	7/17/2020
Revised Completion Date:	9/4/2020
Added by Change Order:	49
Contract Time Remaining:	29

2. WORK SUMMARY:

Total Work Performed to Date:	$ 270,750.00
Retainage: 5%	$13,537.50
Total Earned Less Retainage:	$ 257,212.50
Less Previous Applications for Payment:	$ -
AMOUNT DUE THIS APPLICATION:	$257,212.50

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

(1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Sternquist Construction
CONTRACTOR

By _____ DATE: 8-11-20

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By _____ DATE: 08/11/2020

5. OWNER'S APPROVAL

_____
OWNER

By _____ DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	EXCAVATION, CLASS 10, WASTE	100	CY	$ 16.00	$ 1,600.00	100		$ 1,600.00
2.	TOPSOIL, STRIP, SALVAGE AND SPREAD	133	CY	35.00	4,655.00	133		4,655.00
3.	COMPACTION WITH MOISTURE AND DENSITY CONTROL	408	CY	13.00	5,304.00	408		5,304.00
4.	RELOCATION OF MAILBOXES	2	EA	275.00	550.00	2		550.00
5.	STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 2 DURABILITY, 8 IN	1,050	SY	95.00	99,750.00	1,050		99,750.00
6.	PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES	1	LS	650.00	650.00	1		650.00
7.	MANHOLE ADJUSTMENT, MINOR	1	EA	2,300.00	2,300.00	1		2,300.00
8.	REMOVAL OF PAVEMENT	1,050	SY	12.00	12,600.00	1,050		12,600.00
9.	REMOVAL OF SIDEWALK	3	SY	90.00	270.00			-
10.	SIDEWALK, P.C. CONCRETE, 4 IN.	3	SY	150.00	450.00			-
11.	DRIVEWAY, P.C. CONCRETE, 6 IN	21	SY	100.00	2,100.00	21		2,100.00
12.	DRIVEWAY, P.C. CONCRETE, 7 IN	54	SY	100.00	5,400.00	54		5,400.00
13.	REMOVAL OF PAVED DRIVEWAY	75	SY	9.00	675.00	75		675.00
14.	REMOVE AND REINSTALL SIGN AS PER PLAN	3	EA	450.00	1,350.00	2		900.00
15.	LOOP DETECTORS	10	EA	1,350.00	13,500.00	10		13,500.00
16.	CONSTRUCTION SURVEY	1	LS	4,950.00	4,950.00	1		4,950.00
17.	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	7	STA	495.00	3,677.85	7		3,465.00
18.	PAINTED SYMBOLS AND LEGENDS, WATERBORNE OR SOLVENT-BASED	2	EA	150.00	300.00	2		300.00
19.	TRAFFIC CONTROL	1	LS	10,000.00	10,000.00	1		10,000.00
20.	MOBILIZATION	1	LS	12,000.00	12,000.00	1		12,000.00
21.	VALVE BOX EXTENSION	1	EA	385.00	385.00	1		385.00
22.	TRAFFIC SIGNAL CONTROLLER	5	EA	7,250.00	36,250.00	5		36,250.00
23.	TRAFFIC SIGNAL CONTROLLER GPS ANTENNA	8	EA	2,500.00	20,000.00	8		20,000.00
24.	FIBER OPTIC CABLE REPAIR	1	LS	12,000.00	12,000.00	1		12,000.00
25.	SEEDING AND FERTILIZING (URBAN)	0.1	AC	27,500.00	2,750.00			-
26.	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.	630	LF	4.00	2,520.00	630		2,520.00
27.	REMOVAL OF PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE	630	LF	1.00	630.00			-
28.	OPEN-THROAT CURB INTAKE SEDIMENT FILTER, EC-602	10	LF	55.00	550.00			-
29.	MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	2	EA	110.00	220.00			-
30.	REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	2	EA	110.00	220.00			-
		TOTAL ORIGINAL CONTRACT =			$ 257,606.85			$ 251,854.00
CHANGE ORDER SUMMARY:								
	CHANGE ORDER 01							
1.	EXCAVATION, CLASS 10, WASTE	205	CY	16.00	3,280.00	205	1	3,280.00
31.	SPECIAL BACKFILL	385	TON	32.00	12,320.00	385	1	12,320.00
		TOTAL CHANGE ORDER AMOUNT:			15,600.00			15,600.00
	CHANGE ORDER 02							
32.	BELOW GRADE EXCAVATION, CLASS 10	103	CY	32.00	3,296.00	103	2	3,296.00
		TOTAL CHANGE ORDER AMOUNT:			3,296.00			3,296.00
		TOTAL CHANGE ORDERS =			$ 18,896.00			$ 18,896.00
		TOTAL CONTRACT & CHANGE ORDERS			$ 276,502.85			$ 270,750.00

Information

Subject

Resolution approving the purchase of a Police vehicle.

Information

The Indianola Police Department had budgeted for a replacement vehicle in FY2020, that, due to COVID-19 complications, had to be moved to FY2021. The low bid for the vehicle came from Stivers Ford-Lincoln, which has the state contract for law enforcement vehicles.

Fiscal Impact

Attachments

Memorandum
Resolution Approving Purchase

CITY OF INDIANOLA EST. 1849

— POLICE DEPARTMENT —

August 6th, 2020

To: Ryan Waller, City Manager

From: Lieutenant Rob Hawkins

CC: Andy Lent, Director of Finance

Re: Patrol vehicle purchase authorization

In line with the Indianola Police Department Fleet Vehicle acquisition and replacement schedule, Indianola Police was approved to purchase two patrol vehicles for the FY20 year. Due to the COVID-19 pandemic, the second patrol vehicle delivery was delayed past the end of the FY20 year. The second patrol vehicle slated for FY20 has arrived at the dealership. We are requesting council approval to purchase and authorize payment for one (1) 2020 Ford Explorer Utility (Designated as Car #202). This vehicle was bid out by Stivers Ford Lincoln in Waukee, Iowa at the Iowa state bid price of $32,932.00.

Approvals:
Finance_____
HR _____
Clerk _____

NVOICE NO. _____

1450 HICKMAN ROAD
WAUKEE, IA 50263
(800)747-2744
WWW.STIVERSFORDIA.COM

Stivers Ford LINCOLN Waukee

CAR INVOICE

Sold To: CITY OF INDIANOLA			Date: 08/06/2020
Address: 110 N 1ST INDIANOLA, IA 50125			
Home Number: N/A	Work Number: N/A	Salesman: RON REESE	2nd Salesman: N/A

[X] NEW [ ] USED	Year: 2020	Make: FORD	Model: EXPLORER	Color: UM/BLACK	Body: UT

Vehicle Ident. or Serial Number: 1FM5K8AB4LGC64389	Key No.:	STOCK: F01439

Balance Owed on Trade-In

,

Payoff
N/A

Finance Company
N/A
Address
N/A
,
First Payment Due 08/06/2020

EQUIPPED AS PER FEDERAL PRICE LABEL

HOLDBACK
N/A
VEHICLE MILES
4
CUSTOMER EMAIL
N/A
FINANCE MANAGER
HOUSE F&I MANAGER

DEALER INSTALLED:
N/A

PAY FROM THIS INVOICE

TOTAL=

PRICE OF CAR	32,932 00
	N/A
	N/A
N/A	N/A
	N/A
EXTRAS	
FACTORY INSTALLED	N/A
DEALER INSTALLED	N/A
DOCUMENTATION FEE	N/A
USE TAX	N/A
LIC/TITLE/LIEN	N/A
TOTAL CASH PRICE	32,932 00
COST OF FINANCING	N/A
DEALER INSTALLED	
TOTAL CASH PRICED	32,932 00
SETTLEMENT	
DEPOSIT	N/A
CASH ON DELIVERY	
USED CAR	
PAYMENTS	
1 AT $ 32,932.00	
AT $	
TOTAL	32,932 00

NO PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE ISSUED WITH THIS TRANSACTION UNLESS HEREIN STATED

City of Indianola

RESOLUTION 2020-

RESOLUTION APPROVING PURCHASE OF POLICE VEHICLE

WHEREAS, the Indianola Police Department had budgeted a replacement vehicle in FY2020 which was moved to FY2021; and

WHEREAS, the Department took bids and found the lowest bid with Stivers Ford-Lincoln in Waukee for the state contract bid of $32,932.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Indianola, Iowa approves the purchase of one (1) 2020 Ford Explorer Utility vehicle for the Indianola Police Department in the amount of $32,932.

Passed and approved this 17th day of August 2020.

APPROVED:

_____

Kelly B. Shaw, Mayor

ATTEST:

_____

Andrew J. Lent, City Clerk/CFO

Information

Subject

Resolution approving agreements for reseeding grass on properties impacted by the 2019 Drainage Improvement Project.

Information

Fiscal Impact

Attachments

Agreement Memorandum
Settlement Agreement
Resolution Approving Agreement

CITY OF INDIANOLA EST. 1849

PUBLIC WORKS

To: Mayor and City Council

CC: Ryan Waller, City Manager and

Andy Lent, City Clerk/CFO

From: Akhilesh Pal, Public Works Director

Date: August 17, 2020

Re: Agreement for reseeding grass on properties impacted by the 2019 Drainage Improvements Project

---

The 2019 Drainage Improvements Project, on Y Street, O Street, S Court, and T Court, has been substantially completed by the construction contractor, TK Concrete, except for some minor clean-up, landscaping, and establishing grass in some of the disturbed areas. Although the contractor met the requirements of this project to complete the seeding during the spring of 2020, the grass has not properly established in some of the disturbed areas. There are four different properties impacted by this project where the grass has not properly established. Staff communicated with these four property owners proposing a project acceptance and settlement agreement to financially compensate them at the same amount that will cost the City to pay the construction contractor for reseeding. Of the four property owners, two of them agreed with the settlement agreement to be compensated for reseeding grass and the remaining two want the construction contractor to re seed their properties. The compensation for the settlement agreement of the two property owners is in the total amount of $4,100. Staff is recommending the Council approve the settlement agreements, for a total amount of $4,100, for reseeding grass on two properties impacted by this construction project.

The contract with TK Concrete will need to be amended later, by council approval, to reseed turf areas on the remaining two properties and install additional erosion protection stone to repair erosion that occurred during the summer rains. It is anticipated the work will be accomplished in late August and the project will be closed out when grass is established in the reseeded areas, which is typically within 60 days of seeding.

PROPERTY OWNER - PROJECT ACCEPTANCE & DAMAGE SETTLEMENT

DATE: **JULY 16, 2020**

County WARREN
Project No. 118.1164
Parcel Owner Donald & Kendra Minks
Parcel No. 17

This Property Owner - Additional Compensation Offer, signed this 24 day of July, 2020, by Donald & Kendra Minks, hereinafter referred to as the "Owner", is hereby accepted for direct payment and/or future reimbursement, by the **City of Indianola**.

This payment is for damages to Owner's property situated at the following address, and/or, in parts of the following real estate, identified as follows: 704 N S Court, in Warren County, State of Iowa.

The damage(s) being compensated for are described as follows:

Compensation for re-seeding of areas disturbed by the City of Indianola 2019 Drainage Improvements. The original seeding completed in the spring of 2020 was considered inadequate. This compensation is paid directly to Owner for their acceptance of the project and to use at their discretion for any additional seeding/grading.

The amount of this compensation is $2,100

Owner's Certification: I am the Owner identified property above, and I do hereby certify that the previously described damage claimed is reasonable, proper and correct. I further certify that this claim is settlement in full for all damages of any kind arising from or relating to the completed seeding of the project.

Owner: Don Minks Dated: 7-24-20

Owner: Kendra Minks Dated: 7-24-20

City of Indianola: _____ Dated: _____

(Name and Title) _____

PROPERTY OWNER - PROJECT ACCEPTANCE & DAMAGE SETTLEMENT

DATE: **JULY 16, 2020**

County WARREN
Project No. 118.1164
Parcel Owner David & Barbara Allen
Parcel No. 14

This Property Owner - Additional Compensation Offer, signed this _____day of_____, 2020, by David & Barbara Allen, hereinafter referred to as the "Owner", is hereby accepted for direct payment and/or future reimbursement, by the **City of Indianola**.

This payment is for damages to Owner's property situated at the following address, and/or, in parts of the following real estate, identified as follows: 705 N S Court, in Warren County, State of Iowa.

The damage(s) being compensated for are described as follows:

Compensation for re-seeding of areas disturbed by the City of Indianola 2019 Drainage Improvements. The original seeding completed in the spring of 2020 was considered inadequate. This compensation is paid directly to Owner for their acceptance of the project and to use at their discretion for any additional seeding/grading.

The amount of this compensation is $2,000

Owner's Certification: I am the Owner identified property above, and I do hereby certify that the previously described damage claimed is reasonable, proper and correct. I further certify that this claim is settlement in full for all damages of any kind arising from or relating to the completed seeding of the project.

Owner: David R. Allen Dated: 7/23/2020

Owner: Barbara S. Allen Dated: 7/23/2020

City of Indianola: _____ Dated: _____

(Name and Title) _____

CITY OF INDIANOLA, IOWA

RESOLUTION NO. _____

RESOLUTION APPROVING AGREEMENTS FOR RESEEDING GRASS ON PROPERTIES IMPACTED BY THE 2019 DRAINAGE IMPROVEMENT PROJECT

WHEREAS, the City of Indianola has contracted TK Concrete to complete the 2019 Drainage Improvements Project ("Project"); and

WHEREAS, this Project is substantially completed, except for some minor clean-up, landscaping and establishing grass in some of the disturbed areas; and

WHEREAS, the contractor met the requirements of this project to complete the seeding during the spring of 2020, but the grass has not properly established in some of the disturbed areas; and

WHEREAS, there are four different properties impacted by this project where the grass has not properly established, of which two of the property owners agreed to a settlement agreement to be compensated for reseeding grass and the remaining two property owners want the construction contractor to re-seed their properties; and

WHEREAS, the total compensation amount of $4,100 for the settlement agreement of the two property owners will be the same amount that the City would pay to the construction contractor for reseeding.

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

1. The settlement agreement for two property owners, to compensate for reseeding grass for a total amount of $4,100, is hereby approved, and

2. That the Mayor and City Clerk are hereby authorized to sign the settlement agreement on behalf of the City of Indianola.

Adopted this 17th day of August 2020.

_____

Kelly B. Shaw
Mayor

Attest:

_____

Andrew J. Lent
City Clerk/CFO

Information

Subject

Third and final consideration of an Ordinance amending Subsection 3 of Section 100.12 of the Code of Ordinances of the City of Indianola, Iowa, by eliminating interest charges associated with connection fees in the Highway 92 West sewer connection fee district.

Information

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. ___

AN ORDINANCE AMENDING SUBSECTION 3, SECTION 100.12, OF THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY ELIMINATING INTEREST CHARGES ASSOCIATED WITH CONNECTION FEES IN THE HIGHWAY 92 WEST SEWER BENEFITED DISTRICT

WHEREAS, the City Council of the City of Indianola, Iowa, enacted Ordinance No. 1305 on September 20, 2004, establishing the Highway 92 West Sewer Benefited Connection Fee District ("District"), pursuant to its authority under Iowa Code section 384.38(3), for purposes of collecting a charge from property owners within the District who make application to connect their properties to the City's Sanitary Sewer Utility; and

WHEREAS, the City has fully satisfied the financing costs for the improvements constructed to benefit certain districts; and

WHEREAS, since the date of enactment, there have been two connections within the District made by the same property owner, for which $16,355.61 in interest was been paid by said owner pursuant to the schedule of compounded interest imposed under Ordinance No. 1305; and

WHEREAS, the carrying costs for the improvements constructed to benefit the District have been paid in full and the City Council finds that the imposition of such costs upon new connections to the Sanitary Sewer Utility no longer serves the intended purpose of the connection fee district ordinance as contemplated when it was enacted; and

WHEREAS, the compounding interest on connection fees within the District has become a deterrent to development within the District; and

WHEREAS, the City Council desires to consider an Ordinance to amend the Code of Ordinances to remove the annual compounded interest imposed on new connections made within the District; and

WHEREAS, because all land within the District is owned by the same owner and no additional connections have been made within the District, all property owners within the District will receive the benefit of this reduction in the connection fees and no property owner will be prejudiced thereby; and

WHEREAS, the connection fee district ordinance shall otherwise remain unchanged; and

WHEREAS, upon due notice to the sole property owner of all property within the District and hearing concerning the proposed amendment to the Highway 92 West Sewer Connection Fee District ordinance, the City Council finds that the general health and welfare of the citizens of the City of Indianola will be benefited by the proposed changes to the Code of Ordinances, and property owner who has previously paid connection fees within the District will be prejudiced.

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

SECTION 1. SECTION MODIFIED. Subsection 3 of Section 100.12, Highway 92 West Sewer Benefited District, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

> 3. A connection charge is hereby established and imposed upon the owners of properties within the Highway 92 West Sewer Benefited District who shall hereafter make application to connect their properties to the sewer as follows:
>
> > A. Subdistrict No. 1. The connection charge for the Highway 92 West Sewer Benefited Subdistrict No. 1 shall be $2,019.79 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.
> >
> > B. Subdistrict No. 2. The connection charge for the Highway 92 West Sewer Benefited Subdistrict No. 2 shall be $2,421.29 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

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

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

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

Passed by the Council the ___ day of _____, ____, and approved this ___ day of _____, ____.

_____
Kelly B. Shaw, Mayor

ATTEST:

_____
Andy Lent, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ___ day of _____, ____.

_____
Andy Lent, City Clerk

Information

Subject

Third and final consideration of an Ordinance amending Chapter 100 of the Code of Ordinances of the City of Indianola, Iowa by amending provisions pertaining to interest rates in certain connection fee districts.

Information

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. ___

AN ORDINANCE AMENDING CHAPTER 100 OF THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA BY AMENDING PROVISIONS PERTAINING TO INTEREST RATES IN CERTAIN CONNECTION FEE DISTRICTS

WHEREAS, the City Council of the City of Indianola, Iowa, has at various times enacted ordinances establishing connection fee districts pursuant to its authority under Iowa Code section 384.38(3), which impose a connection fee on each person who owns property in each of the respective districts who will be served by the City's Sanitary Sewer Utility; and

WHEREAS, the City has fully satisfied the financing costs for the improvements constructed to benefit certain districts; and

WHEREAS, there have been no connections made in the following established connection fee districts since the enactment of the respective districts:

1. Plainview South Trunk Sewer
2. Plainview North Trunk Sewer
3. North Jefferson Way (US Hwy 65/69) Trunk Sewer
4. East Highway 92 Sanitary Sewer
5. Highway 65/69 Sanitary Sewer
6. North Howard Street Sanitary Sewer
7. West Highway 92 Sanitary Sewer

("Undeveloped Districts"); and

WHEREAS, the carrying costs for the improvements constructed to benefit each of the Undeveloped Districts have been paid in full and the City Council finds that the imposition of such costs upon new connections to the Sanitary Sewer Utility no longer serves the intended purpose of each connection fee district ordinance when enacted; and

WHEREAS, the compounding interest on connection fees within the Undeveloped Districts have become a deterrent to development within those areas; and

WHEREAS, the City Council desires to consider an Ordinance to amend the Code of Ordinances to remove the annual compounded interest imposed on new connections made within the Undeveloped Districts; and

WHEREAS, because no connections have been made within the Undeveloped Districts, all property owners within the Undeveloped Districts will receive the benefit of this reduction in the connection fees; and

WHEREAS, the connection fee district ordinances shall otherwise remain unchanged; and

WHEREAS, upon due notice to all property owners of property within the Undeveloped Districts and hearing concerning each of the amendments to each of the connection fee districts herein described as Undeveloped Districts, the City Council finds that the general health and welfare of the citizens of the City of Indianola will be benefited by the proposed changes to the Code of Ordinances.

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

SECTION 1. SECTION MODIFIED. Subsection 3 of Section 100.07, Plainview South Trunk Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

> 3. A connection charge is hereby established and imposed upon the owners of properties within the Plainview South Trunk Sewer Benefited District who shall hereafter make application to connect their properties to the sewer. The connection charge for the Plainview South Trunk Sewer Benefited District shall be $674.64 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

SECTION 2. SECTION MODIFIED. Subsection 3 of Section 100.08, Plainview North Trunk Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

> 3. A connection charge is hereby established and imposed upon the owners of properties within the Plainview North Trunk Sewer Benefited District who shall hereafter make application to connect their properties to the sewer. The connection charge for the Plainview North Trunk Sewer Benefited District shall be $5,390.52 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

SECTION 3. SECTION MODIFIED. Subsection 3 of Section 100.09, North Jefferson Way (US HWY 65/69) Trunk Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

> 3. A connection charge is hereby established and imposed upon the owners of properties within the North Jefferson Way (US Hwy 65/69) Trunk Sewer Benefited District who shall hereafter make application to connect their properties to the sewer as follows:
>
> A. Subdistrict No. 1. The connection charge for Subdistrict No. 1 shall be $5,200.00 for all or any part of Subdistrict No. 1 for which application is hereafter made for connection to the trunk sewer.
>
> B. Subdistrict No. 2. The connection charge for Subdistrict No. 2 shall be $3,688.00 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

C. Subdistrict No. 3. The connection charge for Subdistrict No. 3 shall be $563.00 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

SECTION 4. SECTION MODIFIED. Subsection 5 of Section 100.13, East Highway 92 Sanitary Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

5. There is imposed on all lots within the connection fee district for which a sewer connection fee has not previously been paid, a fee for connection to the sanitary sewer utility. The connection fee shall be equal to that allocation of the original cost of bringing the sanitary sewer utility to the connection fee district on a per acre basis, calculated in accordance with the actual acreage of the lot seeking to connect. The connection fee shall be as follows:

Connections in Fiscal Year	Connection Fee (per acre)
2015/2016 and beyond	$12,887.02

SECTION 5. SECTION MODIFIED. Subsection 3 of Section 100.14, Highway 65/69 Sanitary Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

3. A connection charge is hereby established and imposed upon the owners of properties within the Highway 65/69 Sanitary Sewer Benefited District who shall hereafter make application to connect their properties to the sewer as follows:

A. The connection charge for the Highway 65/69 Sanitary Sewer Benefited Zone 1 shall be $3,672.60 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

B. The connection charge for the Highway 65/69 Sanitary Sewer Benefited Zone 2 shall be $6,106.23 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

C. The connection charge for the Highway 65/69 Sanitary Sewer Benefited Zone 3 shall be $6,524.69 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

D. The connection charge for the Highway 65/69 Sanitary Sewer Benefited Zone 6 shall be $3,672.60 for each acre of property, or prorated for a fraction thereof, for which application is hereafter made for connection to the trunk sewer.

SECTION 6. SECTION MODIFIED. Subsection 3 of Section 100.15, North Howard Street Sanitary Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

3. A connection charge is hereby established and imposed upon the owners of property within the North Howard Street Sanitary Sewer Benefited District who shall hereafter make application to connect their property to the sewer as follows:

A. The connection charge for the North Howard Street Sanitary Sewer Benefited District is $10,148.00 for which application is hereafter made for connection to the sanitary sewer.

SECTION 7. SECTION MODIFIED. Subsection 5 of Section 100.17, West Highway 92 Sanitary Sewer, of the Code of Ordinances of the City of Indianola Iowa, is repealed and the following adopted in lieu thereof:

5. There is imposed on all lots within the connection fee district for which a sewer connection fee (or assessment) has not previously been paid, a fee for connection to the sanitary sewer utility. The connection fee shall be equal to that allocation of the original cost of bringing the sanitary sewer utility to the connection fee district on a per acre basis, calculated in accordance with the actual acreage of the lot seeking to connect. The connection fee shall be $11,492.04 per acre.

SECTION 8. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 9. SEVERABILITY CLAUSE. If any section provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 10. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the ___ day of _____, ____, and approved this ___ day of _____, ____.

_____
Kelly B. Shaw, Mayor

ATTEST:

_____
Andy Lent, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ___ day of _____, ____.

_____
Andy Lent, City Clerk

Information

Subject

Second consideration of an Ordinance amending the City Code of the City of Indianola, Iowa to repeal the three-hour parking regulations in and around the public Square and add language related to construction parking.

Information

City staff has been working with business owners around the Square to discuss parking regulations in and around the Public Square. Based on feedback, new regulations have been proposed. Those regulations include eliminating the three-hour parking limitation and parking regulations for on-street construction.

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. 2020 - _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF INDIANOLA, IOWA TO REPEAL THE THREE-HOUR PARKING REGULATIONS IN AND AROUND THE PUBLIC SQUARE AND ADD LANGUAGE RELATED TO CONSTRUCTION PARKING.

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

Section 1. Parking Limited to Three Hours. The following section be and is hereby amended by deleting the stricken language as follows:

~~71.05 PARKING LIMITED TO THREE HOURS.~~

~~It is unlawful to park any vehicle for a continuous period of more than three hours, between the hours of 8:00 a.m. and 6:00 p.m. on each weekday, except on Sunday or a national holiday, on the public square or on each street intersecting with the public square for a distance of one block from the intersection of the street with the public square.~~

Section 2. Construction Parking Regulations. The following section be and is hereby amended by inserting the underlined language as follows:

71.05 CONSTRUCTION PARKING.

Construction parking shall require a permit for on-street parking. The Police Chief or designee, at the recommendation of the Community Development Department, is authorized to reserve on-street parking spaces for permit related parking. Temporary No Parking signs may be provided by the Police Department and erected by the permittee. Where permit related activity requires parking in excess of what can be provided on street adjacent to the permitted activity, the Police Chief or designee, at the recommendation of the Community Development Department, is authorized to direct and/or reserve parking in alternative locations so as to not disrupt the normal function of on-street parking beyond the area adjacent to the permitted activity.

Section 3. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section 4. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

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

this _____ day of _____, 2020.

_____
Kelly B. Shaw, Mayor

ATTEST:

_____
Andrew J. 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.

_____
Andrew J. Lent, City Clerk

Information

Subject

Resolution authorizing the Public Works Director to approve road closures and approving a right-of-way permit fee.

Information

A new application form has been created for temporary street/lane closures. The application will be taken by Community Development staff and reviewed by the Police, Fire and Public Works Departments and the Building Official. The City Council can approve the attached resolution on an annual basis to authorize the Public Works Director to approve the street/lane closure permits.

Currently, there is no fee established for the street/lane closure permit. Staff has recommended a $25.00 fee for the review process.

Fiscal Impact

Attachments

Memorandum
Application
Resolution

PUBLIC WORKS

To: Mayor and City Council

CC: Ryan Waller, City Manager and

Andy Lent, City Clerk/CFO

From: Akhilesh Pal, Public Works Director

Date: August 17, 2020

Re: Temporary road closure resolution and right-of-way permit fee

---

There are various types of temporary road closures conducted throughout the city. These street or lane closures are initiated either by the City or a private construction contractor to help with the maintenance, repair, or installing new road, sewer, or utility infrastructure. The City staff can require a right-of-way permit for temporary street or lane closure requests, which will abide by section 134 of the City Code. In addition to this requirement for a right-of-way permit, the state code also requires the Council to adopt a resolution for temporary street or lane closures. The staff-recommended temporary road closure resolution will authorize the Public Works Director to close streets for this year's street improvements and emergency closures, when required for public safety and convenience. Staff is also recommending adding a $25.00 fee to process the right-of-way permits. This $25.00 fee will need to be added to the City's fee schedule though approval by Council Resolution. Staff is recommending the Council approves this resolution for these temporary street or lane closures and to approve the $25.00 fee for the right-of-way permits.

APPLICATION FOR TEMPORARY STREET /OR LANE CLOSURE

110 North 1st Street
Indianola, IA 50125
Phone #: 961-9430
Fax #: 961-9402

Check which applies:

☐ STREET CLOSURE ☐ RIGHT-OF-WAY/LANE CLOSURE

☐ TRAILER/DUMPSTER/ STORAGE UNIT ☐ SIDEWALK CLOSURE

Applicant Details

Company Name: _____ Application date: _____

Company Address: _____

Contact Name: _____ Emergency Phone # *(After hours)*: _____

Phone #: (_____) _____ Fax #: (_____) _____

Email Address: _____

Details for street or lane closure:

Exact Location: _____

Check All that applies for this request:

☐ Utility Construction ☐ Sidewalk / Trail Construction ☐ Drainage Improvements

☐ Driveway Construction ☐ Pavement Repairs Maintenance ☐ Other ☐ None of above

Provide details for request: _____

_____

_____

Start date: _____ End date: _____

# of days needed: _____ Including weekends: ☐ Yes ☐ No

All Street and Lane Closures require a site map depicting the exact area to be closed, along with all applicable detour information and proposed signage in accordance with MUTCD guidelines.

Site map included: ☐ Yes ☐ No Detour route map included: ☐ Yes ☐ No

Hold Harmless Clause: The City shall not be liable to applicant's employees, agents, invitees, licensee, visitors, or to any other person, for injury to person or damage to property caused by the negligence or misconduct of user, its agents, servant or employees. The applicant agrees to indemnify and hold harmless the City from any loss, attorney's fees, and expenses or claims arising out of any such damage or injury. The City reserves the right to revoke this application at any time. I do herby agree to all terms and stipulations as listed in this application:

Requested By: _____ _____

Signature Print Name

Office Use Only:	☐ Approved ☐ Denied
Received By: _____	By: _____ _____
Permit Number: _____	Signature Date
Payment Type: _____	
Permit Fee: _____	

A copy of this permit must always be kept on site during the street or lane closure.

CITY OF INDIANOLA, IOWA

RESOLUTION 2020-

RESOLUTION AUTHORIZING THE PUBLIC WORKS DIRECTOR TO APPROVE ROAD CLOSURES AND APPROVING A RIGHT-OF-WAY PERMIT FEE.

WHEREAS, Section 134 of the Code of Ordinances of the City of Indianola requires a right-of-way permit to place, construct, or bury anything in the City right-of-way, which may require a temporary street or lane closure; and

WHEREAS, Iowa Code Section 306.41.1. of the Code of Iowa, provided that "The agency having jurisdiction and control over any highway in the state, or the chief engineer of the agency when delegated by such agency, may temporarily close sections of a highway by formal resolution entered upon the minutes of such agency when reasonably necessary because of construction, reconstruction, maintenance or natural disaster and shall cause to be erected "road closed" signs and partial or total barricades in the roadway at each end of the closed highway section and on the closed highway where that highway is intersected by other highways if such intersection remains open. Any numbered road closed for over forty-eight hours shall have a designated detour route. The agency having jurisdiction over a section of highway closed in accordance with the provisions of this section, or the persons or contractors employed to carry out the construction, reconstruction, or maintenance of the closed section of highway, shall not be liable for any damages to any vehicle that enters the closed section of highway or the contents of such vehicle or for any injuries to any person that enters the closed section of highway, unless the damages are caused by gross negligence of the agency or contractor."

WHEREAS, a fee is needed to process the right-of-way permits; and

WHEREAS, the City Council must approve such fees as included in the fee schedule.

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

1. The Public Works Director be authorized to close City of Indianola Local Roads as necessary with the actual dates of temporary street or lane closure to be determined by the Public Works Director as follows:
    a. For new construction: Any project as described in the approved "City of Indianola Road Construction Program" for 2020 street improvements and any approved supplements thereto.
    b. For emergency closure of any road for repair and maintenance purposes: Any route deemed necessary by the Public Works Director.

2. A fee of $25.00 for processing the right-of-way permits is approved and that the City Clerk is directed to add the charge to the City of Indianola fee schedule.

Adopted this 17th day of August 2020.

_____
Kelly B. Shaw,
Mayor

ATTEST:

_____
Andrew J. Lent
City Clerk/CFO

Information

Subject

Resolution authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of nuisance abatement against property.

Information

Included in the packet is the resolution and notice of filing of assessment of nuisance abatement.

The assessment term is for 10 years. The resolution authorizes publication and filing of the nuisance abatement and mailing of it to property owners.

Per Iowa Code, property owners have the option to pay them (or any portion) within 30 days after the first publication (August 26, 2020) at City Hall at 110 N 1st St.

Fiscal Impact

Attachments

Nuisance Abatement Resolution

Notice of Assessment

RESOLUTION NO. 2020-

A RESOLUTION AUTHORIZING THE CERTIFICATION OF LIENS TO THE WARREN COUNTY TREASURER FOR PURPOSES OF ASSESSING THE COST OF NUISANCE ABATEMENT AGAINST PROPERTY

WHEREAS, those properties listed on the attached Exhibit have unpaid nuisance abatement costs with the City of Indianola; and

WHEREAS, in the event that a property owner fails to make payment within the required notice period the Iowa law allows for a lien to be placed upon that property; and

WHEREAS, a notice has been sent to each property owner requesting payment within 30 days, the deadline for which has now expired; and

WHEREAS, the City now wishes to authorize assessment of a lien against the property for the cost of nuisance abatement.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Indianola hereby authorizes the assessment of a lien against the property listed on the attached Exhibit.

BE IT FURTHER RESOLVED that the City Clerk is authorized to certify said list to the Warren County Treasurer and to publish the list as is required by law.

BE IT FURTHER RESOLVED that all assessments exceeding $500.00 may be paid in up to ten (10) annual installments, to be paid in the same manner and with the same interest rate provided for assessments against benefited property under state law.

Passed and approved the 17th day of August 2020.

_____

Kelly B. Shaw, Mayor

Attest:

_____

Andrew J. Lent, City Clerk/CFO

NOTICE OF FILING OF
ASSESSMENTS FOR NUISANCE ABATEMENT

To the person(s) owning land located within the City of Indianola, Warren County, Iowa, particularly described as follows:

Parcel #	Legal Description	Property Owner	Property Address	Amount	Admin Fee 001-1700-47100	Street 321-2100-47100	Reason	Amount Pd and Date	Receipt #	Amount Unpaid
48240030040	Fairview Lot 4 Blk 3	Linda Hernandez	207 S H	278.05	25.00		Tall weeds and grass			278.05
48120360045	Cheshires Add E ½ Lot 4 Blk 36	Tracy McIntyre	808 W 3rd	268.05	25.00		Junk, debris, and junk vehicle			268.05
48020180080	Indianola Otp E 22 ½' Lot 8 Blk 18	Judy Cashen	109 E Salem	430.55	25.00		Junk and debris			430.55
48560000260	McCord's Sub Div OL 131 Lot 26	Smothers Properties LLC	502 S D Street	186.80	25.00		Junk and debris, tall weeds and grass			186.80
48560000260	Western Heights Add Lot 34	Cheryland D Wilborn	1603 W Detroit	338.05	25.00		Tall weeds and grass			338.05
48615000010	Rolling Hills Sub Div Part 1 Lot 1	Tracey and Shane Reynolds	1906 W Euclid	1444.05	0.00		Junk and debris			1444.05
48771000190	Western Heights Add Plat 2 N Pt Lot 19	Zoe Blackford	610 N N	398.50	25.00		Tall grass and weeds			398.50

Information

Subject

Prior approval on Urban Revitalization Designations.

Information

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

Prior:
1003 E Lincoln Avenue — SFD — Ronda L. Harrey

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

Resolution approving a request for a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola.

Information

Fiscal Impact

Attachments

Plat of Survey Memorandum
Staff Report
Plat of Survey
Resolution Approving Survey

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: August 12th, 2020
Re: Resolution approving a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola

At its August 17th meeting, the City Council will be asked to approve a request from Steven M and Jeri Le Henry 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 August 11th, the Planning and Zoning Commission reviewed this request and, on an 6-0 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 August 17th Council meeting if you have any questions.

Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: August 11, 2020

Agenda Item: 7. B. Consider recommendation on request for approval of a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola.

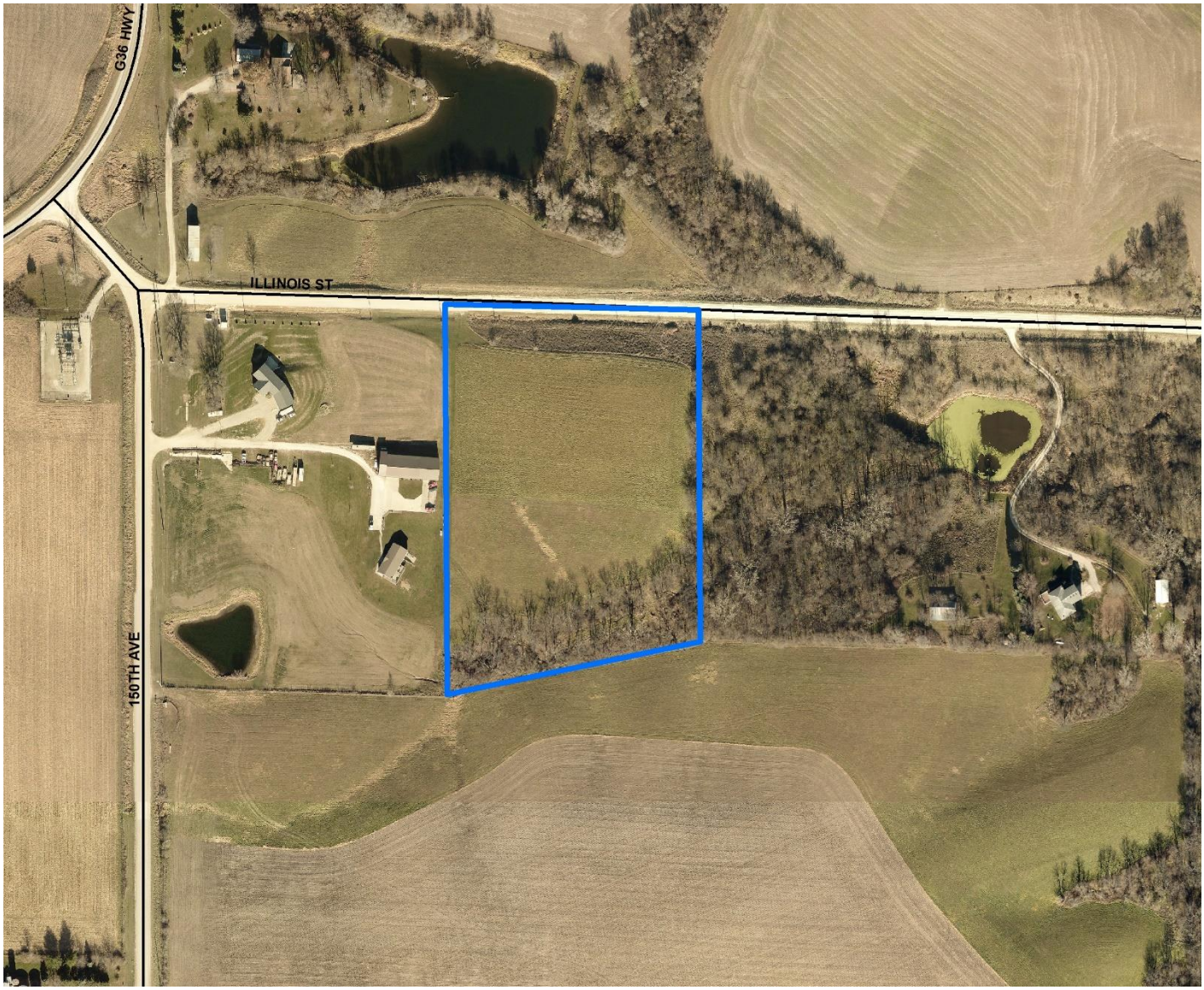
Application Type: Plat of Survey

Applicant: Chad A. Daniels of Daniels Land Surveying

Comprehensive Plan Designation: Agriculture

Application Summary: Request for plat of survey approval to split a 7.51 acre parcel off for a future residential lot.

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

Steven M and Jeri Le Henry currently own a 25.15-acre parcel, which does not contain any buildings. The Henry's propose to sell a 7.51 acre parcel off from this parcel to a buyer who proposes to build a single-family dwelling. As this site is not located within the City of Indianola, but is within two miles of the City, it falls under the review authority of the City. The comprehensive plan calls for this area as agriculture, and it is not withing a growth priority area of the City. Letters were mailed to property owners within 200 feet of this property on July 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.

PLAT OF SURVEY

INDEX LEGEND

LOCATION: NW ¼ OF NW ¼ OF SECTION 21
T 76N, R 23W, WARREN COUNTY, IOWA

OWNER: STEVEN & JERI HENRY
9393 143RD AVE., INDIANOLA IA 50125

SURVEY FOR: (OWNER)

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

SURVEY LEGEND

( ) - Recorded Distance/Bearing
— — — — 40' Road 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 C:

That part of the Northwest Quarter of the Northwest Quarter of Section 21, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, described as follows; Commencing at the Northeast corner of said Northwest Quarter of the Northwest Quarter; thence North 88 degrees 17 minutes 37 seconds West, 272.39 feet along the North line of said Northwest Quarter of the Northwest Quarter to the Northwest corner of a tract of land described on a Quit Claim Deed recorded 2011-6003 and to the Point of Beginning; thence North 88 degrees 17 minutes 37 seconds West, 478.73 feet along said North line to the Northeast corner of a tract of land described on a Warranty Deed recorded 2009-6156; thence South 00 degrees 10 minutes 57 seconds East, 750.00 feet to the Southeast corner of said tract of land described on a Warranty Deed recorded 2009-6156; thence North 76 degrees 45 minutes 24 seconds East, 486.89 feet to the Southwest corner of said tract of land described on a Quit Claim Deed recorded 2011-6003; thence North 00 degrees 12 minutes 04 seconds East, 624.20 feet to the Point of Beginning, having an area of 7.51 Acres including 0.44 Acres of Road Easement.

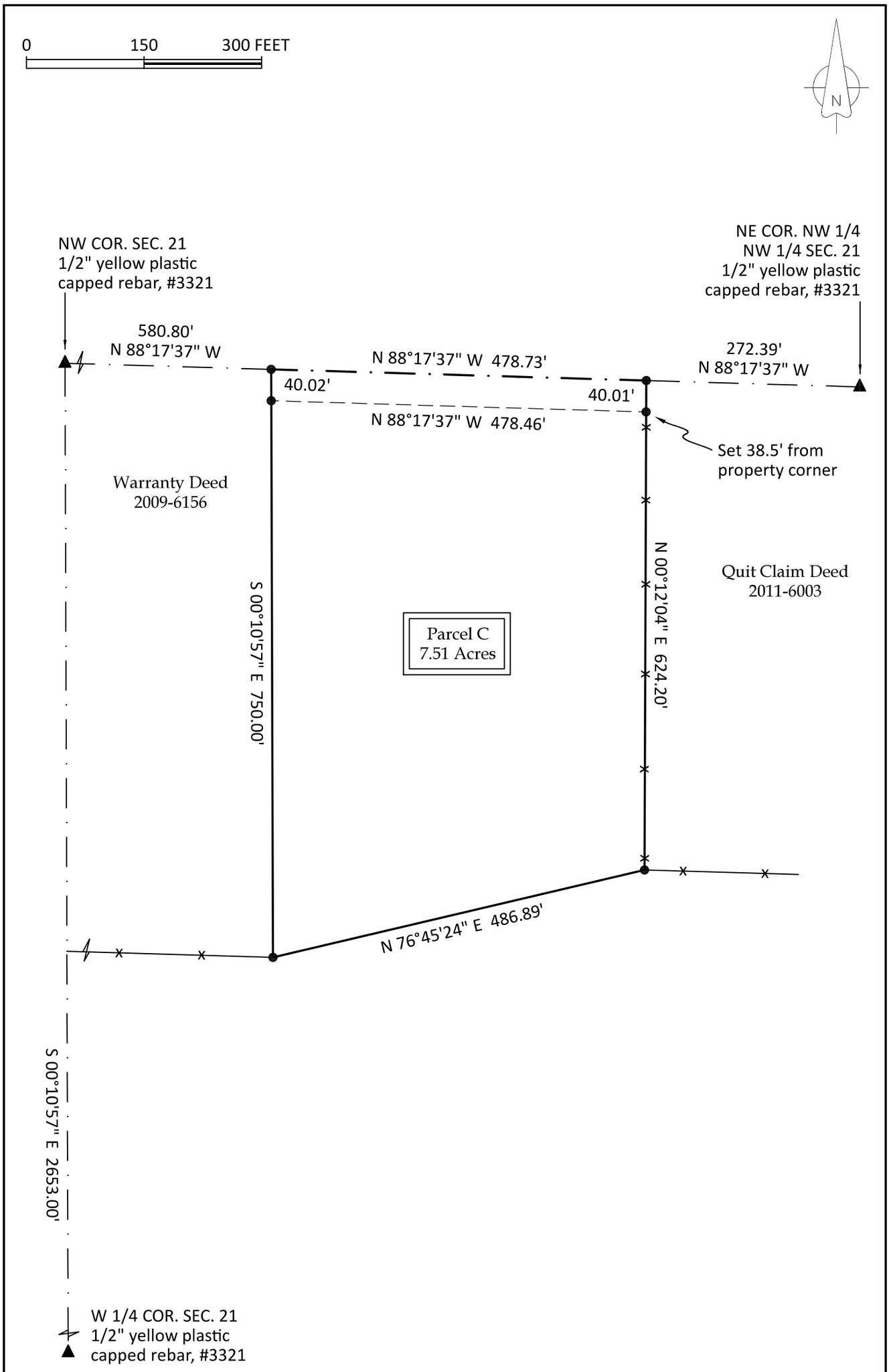
LICENSED LAND SURVEYOR
CHAD A. DANIELS
17532
IOWA

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 _____ 7/24/20
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

PROJ. NO. 1436 | DATE OF SURVEY: 7/24/2020 | PAGE 1 of 2



PROJ. NO. 1436 DATE OF SURVEY: 7/24/2020 PAGE 2 of 2

City of Indianola

RESOLUTION NO. 2020-_____

RESOLUTION APPROVING A REQUEST FOR A PLAT OF SURVEY FOR STEVEN M AND JERI LE HENRY, LOCATED WITHIN TWO MILES OF THE CITY OF INDIANOLA, IOWA

WHEREAS, Chad A. Daniels of Daniels Land Surveying, on behalf of Steven M and Jeri Le Henry, has submitted a Plat of Survey for a parcel of land legally described as:

DESCRIPTION - PARCEL C:

That part of the Northwest Quarter of the Northwest Quarter of Section 21, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, described as follows;
Commencing at the Northeast corner of said Northwest Quarter of the Northwest Quarter; thence North 88 degrees 17 minutes 37 seconds West, 272.39 feet along the North line of said Northwest Quarter of the Northwest Quarter to the Northwest corner of a tract of land described on a Quit Claim Deed recorded 2011-6003 and to the Point of Beginning; thence North 88 degrees 17 minutes 37 seconds West, 478.73 feet along said North line to the Northeast corner of a tract of land described on a Warranty Deed recorded 2009-6156; thence South 00 degrees 10 minutes 57 seconds East, 750.00 feet to the Southeast corner of said tract of land described on a Warranty Deed recorded 2009-6156; thence North 76 degrees 45 minutes 24 seconds East, 486.89 feet to the Southwest corner of said tract of land described on a Quit Claim Deed recorded 2011-6003; thence North 00 degrees 12 minutes 04 seconds East, 624.20 feet to the Point of Beginning, having an area of 7.51 Acres including 0.44 Acres of Road Easement; and

WHEREAS, this Plat of Survey is located in unincorporated Warren County, Iowa, but located withing two miles of the City of Indianola, Iowa; and

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

WHEREAS, on August 11th, 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, Iowa 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, Iowa Code of Ordinances regarding subdivision regulations and the plat of survey have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola, Iowa City Council that the plat of survey submitted to the City of Indianola, Iowa by Chad A. Daniels of Daniels Land Surveying, on behalf of Steven M and Jeri Le Henry is hereby approved.

Passed and approved at Indianola, Iowa this 17th day of August 2020.

_____
Kelly B. Shaw, Mayor

ATTEST:

_____
Andrew J. Lent, City Clerk

Information

Subject

Resolution Accepting Right-of-Way Acquisition for the East Iowa Avenue Paving Project.

Information

Fiscal Impact

Attachments

Acquisition Memorandum
Warranty Deed - Trueblood
Plat
Resolution Accepting ROW

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: August 12, 2020
Re: Resolution Accepting Right-of-Way Acquisition for the East Iowa Avenue Paving Project.

As the City Council is aware, the City is in the process of finalizing the plans and specifications for the East Iowa Avenue Paving Project. Those, plus the form of contract and notice to bidders, is scheduled to be released in late summer of 2020, with a bid opening and potential award of contract in the fall of 2020.

As part of this project, the Council adopted a preliminary assessment schedule on March 2nd, 2020, that identified the possible use of special assessments on five properties. To date, the City has received four (4) signed development agreements as it relates to those special assessments. Additionally, as part of this project, various easements for public utilities, storm sewer and overland flowage, and temporary construction are also needed. All of the necessary easements for this project have been obtained.

The next step in the process is to acquire the right-of-way along East Iowa Avenue which is currently held by easement. Four (4) acquisition plats have been prepared, and three (3) of the deeds for acquisition have been accepted to date. The final deed is on your August 17th agenda for acceptance.

Staff will continue to work with the property owners to secure the remaining development agreement. I will attend the August 17th Council meeting if you have any questions.

110 North 1st Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9430 • indianolaiowa.gov

WARRANTY DEED

(CORPORATE/BUSINESS ENTITY GRANTOR)
THE IOWA STATE BAR ASSOCIATION
Official Form No. 335
Recorder's Cover Sheet

Preparer Information: (Name, address and phone number)
Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266.
Phone: (515) 274-1450

Taxpayer Information: (Name and complete address)
City of Indianola, 110 North 1st Street, Indianola, IA 50125

Return Document To: (Name and complete address)
City of Indianola, Attn: City Clerk
110 North 1st Street, Indianola, IA 50125

Grantors:
Trueblood Farms LLC

Grantees:
City of Indianola

Legal description:

Document or instrument number of previously recorded documents:

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IOWADOCS®

WARRANTY DEED
(CORPORATE/BUSINESS ENTITY GRANTOR)

For the consideration of one Dollar(s) and other valuable consideration, Trueblood Farms LLC, a(n) limited liability company organized and existing under the laws of Iowa does hereby Convey to City of Indianola, an Iowa municipal corporation

the following described real estate in Warren County, Iowa:

A PART OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF PARCEL C AS FILED IN PLAT OF SURVEY INSTRUMENT NUMBER 2018-01472 OF THE WARREN COUNTY RECORDER'S OFFICE; THENCE NORTH 09°00'45" EAST ALONG THE EAST LINE OF SAID PARCEL C, 33.30 FEET TO THE NORTH RIGHT-OF-WAY LINE OF E. IOWA AVENUE; THENCE SOUTH 88°43'55" EAST ALONG SAID NORTH RIGHT-OF-WAY LINE, 573.68 FEET; THENCE SOUTH 00°59'20" WEST, 33.00 FEET TO THE NORTHEAST CORNER OF PARCEL B, AS FILED IN BOOK 2013, PAGE 541 OF THE WARREN COUNTY RECORDER'S OFFICE; THENCE NORTH 88°43'55" WEST ALONG THE SOUTH LINE OF THE NORTH 1/2 OF SAID SOUTHWEST 1/4, A DISTANCE OF 578.33 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.44 ACRES (19,008 S.F.).

No transfer tax. Exempt in accordance with Iowa Code Section 428A.1(2)(2019)

The grantor hereby covenants with grantees, and successors in interest, that it holds the real estate by title in fee simple; that it has good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances, except as may be above stated; and it covenants to Warrant and Defend the real estate against the lawful claims of all persons, except as may be above stated.

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

Dated on _____.

Trueblood Farms LLC, a(n) limited liability company

By _____ By _____

STATE OF IOWA, COUNTY OF _____

This record was acknowledged before me on _____, by _____

as _____

of Trueblood Farms LLC.

_____

Signature of Notary Public

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IowaDocs®

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. NW1/4 SW1/4
& PT. NE1/4 SW1/4
SEC. 20-76-23
REQUESTED BY:
CITY OF INDIANOLA

ACQUISITION PLAT

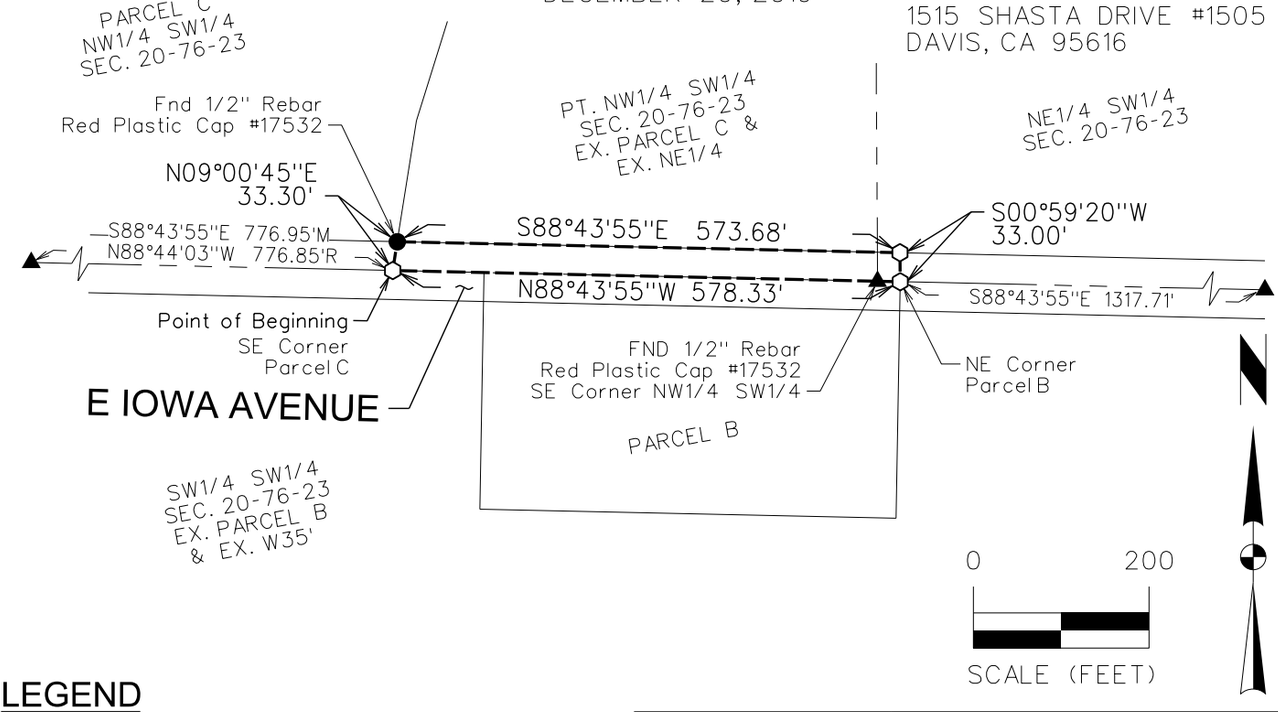
ACQUISITION DESCRIPTION

A PART OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF PARCEL C AS FILED IN PLAT OF SURVEY INSTRUMENT NUMBER 2018-01472 OF THE WARREN COUNTY RECORDER'S OFFICE; THENCE NORTH 09°00'45" EAST ALONG THE EAST LINE OF SAID PARCEL C, 33.30 FEET TO THE NORTH RIGHT-OF-WAY LINE OF E. IOWA AVENUE; THENCE SOUTH 88°43'55" EAST ALONG SAID NORTH RIGHT-OF-WAY LINE, 573.68 FEET; THENCE SOUTH 00°59'20" WEST, 33.00 FEET TO THE NORTHEAST CORNER OF PARCEL B, AS FILED IN BOOK 2013, PAGE 541 OF THE WARREN COUNTY RECORDER'S OFFICE; THENCE NORTH 88°43'55" WEST ALONG THE SOUTH LINE OF THE NORTH 1/2 OF SAID SOUTHWEST 1/4, A DISTANCE OF 578.33 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.44 ACRES (19,008 S.F.).

DATE OF SURVEY
DECEMBER 20, 2019

OWNER
TRUEBLOOD FARMS LLC
1515 SHASTA DRIVE #1505
DAVIS, CA 95616



LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Plastic Cap #19710 (Unless Otherwise Noted)	●	⬡
ROW Rail	H	
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, 2021

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

PARCEL 2
ACQUISITION PLAT

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

SHEET	1 OF 1
PN:	1191077
FLD BK:	PG:
DATE:	01/06/20
PM/TECH:	EDG/JJB

V8IBWHalfWeightPDF.pltcfg
V:\RefLibrary\CADDStandards\WorkSpace\Standards\Printing\Pen_Tables\date.tbl
Snyder

V:\Projects\2019\119.1077.01\DWG\1191077_ACQ2.dgn
3/18/2020
skaiser

City of Indianola

RESOLUTION NO. 2020-_____

RESOLUTION ACCEPTING RIGHT OF WAY ACQUISITION FOR THE EAST IOWA AVENUE PAVING PROJECT

WHEREAS, the City Council of Indianola, Iowa finds it necessary to acquire, by fee title, right-of-way for the East Iowa Avenue Paving Project that is currently held by easement; and

WHEREAS, the City Council believes it to be in the best interest of the City to accept the right-of-way acquisition for purposes of completing said project.

BE IT, THEREFORE, RESOLVED by the City of Indianola, Iowa, that the following are hereby accepted:

1. Trueblood Farms LLC
    a. Warranty Deed for Right-of-Way Acquisition

DATED this 17th day of August 2020.

_____
Kelly B. Shaw, MAYOR

ATTEST:

_____
Andrew J. Lent, CITY CLERK/CFO

Information

Subject

Resolution accepting public improvements and four-year maintenance bonds for sanitary sewer, storm sewer, water and streets, accepting easements, accepting street lots, and approving the Final Plat for Prairie Glynn Plat 2.

Information

Fiscal Impact

Attachments

Prairie Glynn Memorandum
Prairie Glynn Final Plat
Letter from Engineer
Staff Report
Prairie Glynn Resolution

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: August 12th, 2020
Re: Resolution approving a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola

At its August 17th meeting, the City Council will be asked to approve a request from Steven M and Jeri Le Henry 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 August 11th, the Planning and Zoning Commission reviewed this request and, on an 6-0 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 August 17th Council meeting if you have any questions.

110 North 1st Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9430 • indianolaiowa.gov

INDEX LEGEND

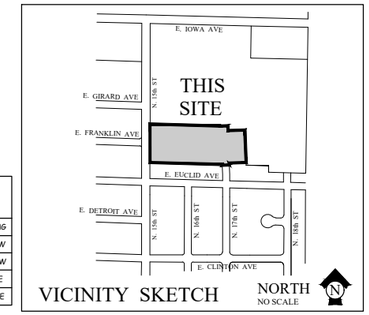
LOCATION : SW 1/4 W 1/4 SEC. 20-76-23
REQUESTOR: DILIGENT GLYNN LLC
PROPRIETOR: DILIGENT GLYNN LLC
SURVEYOR: KEVEN J. CRAWFORD
SURVEYOR COMPANY: COOPER CRAWFORD & ASSOCIATES
475 S 50th ST., STE. 800,
WDM, IA 50023
RETURN TO : KEVEN J. CRAWFORD

NOTES

1. LOT A AND LOT B TO BE DEDICATED TO THE CITY FOR USE AS PUBLIC STREETS AFTER PLAT APPROVAL AND IN CONJUNCTION WITH PLAT RECORDING.
2. INSTALLATION OF PUBLIC SIDEWALK TO OCCUR AT THE TIME OF INDIVIDUAL LOT DEVELOPMENT. SIDEWALKS ARE REQUIRED ON BOTH SIDES OF THE STREET.
3. THIS PLAT HAS AN ERROR OF CLOSURE OF LESS THAN 1 IN 10,000.
4. EACH LOT IN THIS PLAT HAS AN ERROR OF CLOSURE OF LESS THAN 1 IN 5,000.
5. ALL LOT CORNERS SHALL BE SET WITHIN ONE YEAR OF RECORDING.
6. BEARINGS BASED ON AN ASSUMED BEARING.
7. M.P.E.'S SHOWN ON THE PLAT ARE CERTIFIED BY BRAD COOPER, PROJECT ENGINEER.
8. PUBLIC 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.

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C1	088°28'23"	25.00	38.60	24.34	34.88	N44°12'19"W
C2	093°37'21"	25.00	40.85	26.63	36.46	S44°44'49"W
C3	086°22'39"	25.00	37.69	23.47	34.22	S45°15'11"E
C4	091°31'37"	25.00	39.94	25.68	35.82	N45°47'41"E



FINAL PLAT

PRAIRIE GLYNN PLAT 2

OWNER / DEVELOPER

DILIGENT GLYNN LLC
12119 STRATFORD DR.
CLIVE, IA 50325
515-309-0705

ZONING

R3 - MIXED RESIDENTIAL

SETBACKS

FRONT YARD: 25'
REAR YARD: 30'
SIDE YARD: 16' TOTAL, 8' MIN.

UTILITIES

SANITARY SEWER - CITY OF INDIANOLA
WATER - INDIANOLA MUNICIPAL UTILITIES

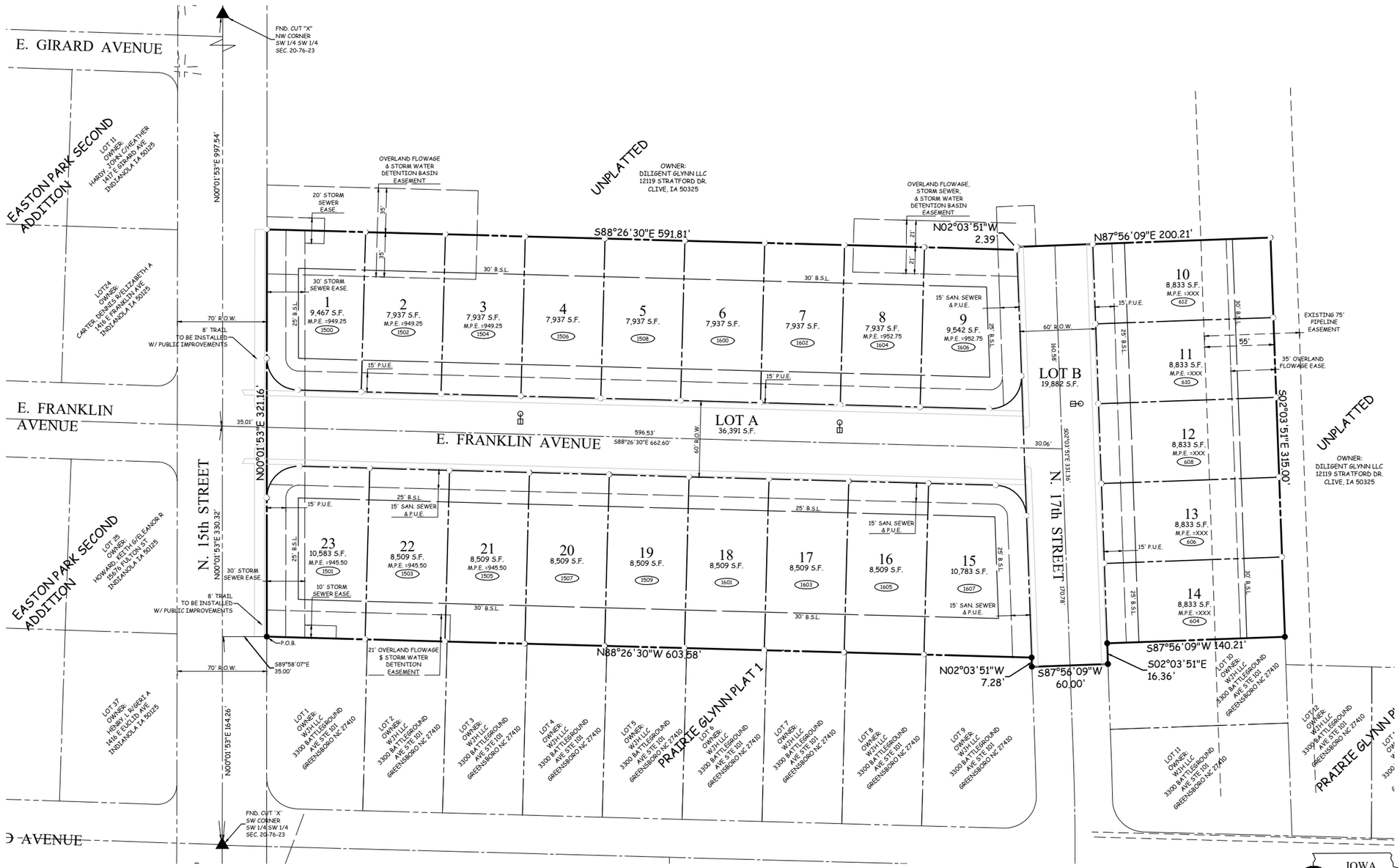
LEGAL DESCRIPTION

A PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., THE CITY OF INDIANOLA, WARREN COUNTY, IOWA, THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M.; THENCE 100°01'53"E, 164.26 FEET ALONG THE EAST LINE OF SAID SECTION 20; THENCE S89°58'07"E, 35.00 TO THE POINT OF BEGINNING, SAID POINT BEING ON THE EAST RIGHT-OF-WAY LINE OF N. 15TH STREET, AS IT IS PRESENTLY ESTABLISHED AND THE NORTHWEST CORNER OF PRAIRIE GLYNN PLAT 1, AN OFFICIAL PLAT, CITY OF INDIANOLA, WARREN COUNTY, IOWA; THENCE N00°01'53"E, 321.16 FEET ALONG SAID EAST RIGHT-OF-WAY LINE; THENCE S88°26'30"E, 591.81 FEET; THENCE N02°03'51"W, 2.39 FEET; THENCE N87°56'09"E, 200.21 FEET; THENCE S02°03'51"E, 272.00 FEET TO THE NORTHEAST CORNER OF PRAIRIE GLYNN PLAT 1; THENCE S87°56'09"W, 140.21 FEET ALONG THE NORTH LINE OF PRAIRIE GLYNN PLAT 1; THENCE S02°03'51"E, 16.36 FEET ALONG SAID NORTH LINE; THENCE S87°56'092, 60.00 FEET ALONG SAID NORTH LINE; THENCE N02°03'51"W, 7.28 FEET ALONG SAID NORTH LINE; THENCE N88°26'30"W, 603.58 FEET ALONG SAID NORTH LINE TO THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 5.875 ACRES MORE OR LESS.

SAID TRACT OF LAND BEING SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.



LEGEND

———	PLAT BOUNDARY
▲	SECTION CORNER
●	FOUND CORNER, AS NOTED
○	SET CORNER 5/8" I.R. W/ YELLOW CAP #13156
I.R.	IRON ROD
G.P.	GAS PIPE
D.	DEEDED DISTANCE
M.	MEASURED DISTANCE
R.	PREVIOUSLY RECORDED DISTANCE
P.U.E.	PUBLIC UTILITY EASEMENT
(3333)	ADDRESS
B.S.L.	BUILDING SETBACK LINE
M.O.E.	MINIMUM OPENING ELEVATION
M.P.E.	MINIMUM PROTECTION ELEVATION
N.R.	NOT RADIAL

CERTIFICATIONS

LICENSED PROFESSIONAL ENGINEER — BRADLEY R. COOPER 12980 — IOWA

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.

BRADLEY R. COOPER, IOWA LICENSE NO. 12980
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021
PAGES OR SHEETS COVERED BY THIS SEAL:
THIS SHEET ONLY

LICENSED PROFESSIONAL LAND SURVEYOR — KEVEN J. CRAWFORD 13156 — IOWA

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.

KEVEN J. CRAWFORD, PLS IOWA LICENSE NO. 13156
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020
PAGES OR SHEETS COVERED BY THIS SEAL:
THIS SHEET ONLY

COOPER CRAWFORD
& ASSOCIATES, L.L.C.
CIVIL ENGINEERS
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

IOWA ONE-CALL 800/292-8989 TOLL-FREE CALL- BEFORE- YOU- DIG

DATE: 4-2-2020
REVISIONS: 5-27-2020

0 20 40
SCALE: 1"=40'

APPROVED: (X-X-2003) INITIALED: XXX AS-BUILT: (X-X-2003)

JOB NUMBER CC 1707

FINAL PLAT
PRAIRIE GLYNN PLAT 2

SHEET 1 OF 1

COOPER CRAWFORD
& ASSOCIATES, L.L.C.
CIVIL ENGINEERS

July 31, 2020

City of Indianola
110 North 1st Street
Indianola, IA

Attn: Charlie Dissell

Re: **PRAIRIE GLYNN PLAT 2**

Dear Charlie,

After reviewing the construction of Prairie Glynn Plat 2, it is my opinion that the plat improvements have been installed in substantial conformance with our approved construction plans. This does not apply to the intersection with 15th Street, which is still under construction due to the fiber optic conflict.

Please call with any questions.

Sincerely,

COOPER CRAWFORD & ASSOCIATES, LLC.

Bradley R. Cooper, P.E.

475 S. 50th St. Suite 800 • West Des Moines, IA 50265 • Voice: (515) 224-1344 • Fax: (515) 224-1345

Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: June 9, 2020

Agenda Item: 7.A. Consider recommendation on request for approval of a Final Plat for Prairie Glynn Plat 2.

Application Type: Final Subdivision Plat

Applicant: Chris Thompson of Cooper Crawford & Associates, LLC

Zoning: R-3, Mixed Residential

Comprehensive Plan Designation: Low Density Residential (2011 Comprehensive Plan)

Application Summary: Request for final plat approval of a 23-lot residential subdivision.

AERIAL MAP

IOWA AVE
15TH ST
GIRARD AVE
FRANKLIN AVE
EUCLID AVE
DETROIT AVE
16TH ST
17TH ST
18TH ST
CLINTON PL
CLINTON AVE
Legend
Boundaries
0
125
250
500 Feet

APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE.

1. A final plat shall be submitted within six (6) months of the approval of the preliminary plat, or such approval shall expire and the preliminary plat shall be resubmitted for approval prior to the preparation of a final plat.
2. Procedures for final plats shall be the same as set out for preliminary plats in Section 170.05 above.
3. Upon approval of the final plat, a certification of approval signed by the Mayor and attested by the Clerk shall be affixed to the original tracing of the final plat and copies of the same filed with the Clerk, County Auditor and County Recorder, along with such other certifications and instruments as may be required by law.
4. Final platting of townhome lots and as built surveys shall be completed and recorded prior to occupancy of the units.

170.10 FINAL PLAT REQUIREMENTS. The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be 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. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
   - **A.** Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one (1) foot in three thousand (3,000) feet.
   - **B.** Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
   - **C.** Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
   - **D.** Accurate metes and bounds description of the boundary.
   - **E.** Street names.
   - **F.** Complete curve notes for all curves included in the plat.
   - **G.** Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
   - **H.** Lot numbers and dimensions.
   - **I.** Accurate locations and descriptions of easements for utilities and any limitations on such easements.
   - **J.** Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
   - **K.** Building lines and dimensions.
   - **L.** The location, type, material and size of all monuments and markers.
   - **M.** The name of the subdivision.
   - **N.** The name and address of the owner and the subdivider.
   - **O.** North point, scale and date.
   - **P.** Certification by a registered land surveyor of the State of Iowa.
   - **Q.** Certification of dedication of streets, easements and other public property.
   - **R.** A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
   - **S.** Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.

ANALYSIS

The request is for final plat approval of a 23-lot residential subdivision. The preliminary plat of this subdivision was approved by the City Council on July 15, 2019, and the final plat matches that preliminary play that was approved. The plat includes an extension of East Franklin Avenue to the east, and North 17th to the north. East Franklin will

terminate at a "T" intersection with North 17th Street, and North 17th Street will terminate in a dead-end on the north end of the development awaiting future development.

Grading and utilities have been completed for this subdivision; however, paving has yet to be completed. As such, City staff has not yet done a final inspection of the improvements. Furthermore, staff is awaiting maintenance bonds for the improvements.

Letters were mailed to property owners within 200 feet of this property on May 29, 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 final plat be approved, as submitted.
2) The City of Indianola Planning and Zoning Commission recommends the final plat be approved, with conditions.
3) The City of Indianola Planning and Zoning Commission recommends the final plat be denied.
4) The City of Indianola Planning and Zoning Commission remands final 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 2, recommending the final plat be approved with the following conditions:

1. The City Council review the recommendation of approval after all improvements have been inspected and approved by staff, and all maintenance bonds have been secured.

City of Indianola

RESOLUTION NO. 2020-_____

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS AND FOUR-YEAR MAINTENANCE BONDS FOR SANITARY SEWER, STORM SEWER, WATER AND STREETS, ACCEPTING EASEMENTS, ACCEPTING STREET LOTS, AND APPROVING THE FINAL PLAT FOR PRAIRIE GLYNN PLAT 2

WHEREAS, a final plat for Prairie Glynn Plat 2 has been submitted to the City of Indianola; and,

WHEREAS, the City of Indianola has jurisdiction of such plats pursuant to the Subdivision Regulation Ordinance of Indianola, Iowa, located in Chapter 170, of the Code of Ordinances, Indianola, Iowa; and,

WHEREAS, the Indianola Planning and Zoning Commission has submitted a recommendation to the City Council which approves the plat subject to the following condition:

1. The City Council review the recommendation of approval after all improvements have been inspected and approved by staff, and all maintenance bonds have been secured.

WHEREAS, existing public utility easements, sanitary sewer and storm sewer overland flowage easements are maintained through this platting process, and

WHEREAS, pursuant to the Code of Ordinances, Indianola, Iowa, Section 170.05(5), the Council must pass a resolution approving or rejecting the final plat, and

WHEREAS, the Council finds that all the requirements of the Code of Ordinances, Indianola, Iowa, regarding subdivision regulations and the final plat for Heritage Hills Plat 10 have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council as follows:

1. All public improvements, including all streets, sanitary sewer, storm sewer and water infrastructure installed as part of the approved construction documents for Prairie Glynn Plat 2 are hereby approved and accepted.

2. No building permits shall be issued on lots within for Prairie Glynn Plat 2 until the final connection of East Franklin Avenue to North 15th Street has been completed and approved by City Staff.

3. All applicable maintenance bonds have been received and are hereby accepted.

4. All easements dedicated to the City of Indianola are hereby accepted.

5. Lots A and B are hereby accepted.

6. All attachments as required by Section 354.11 of the Iowa Code shall be reviewed by staff prior to recordation and then recorded with the final plat.

7. The final plat for Prairie Glynn Plat 2 is hereby approved.

APPROVED this 17th day of August 2020.

_____

Kelly B. Shaw, Mayor

ATTEST:

_____

Andrew J. Lent, City Clerk

Information

Subject

Receive and file the Environmental Scan Presentation.

Information

Fiscal Impact

Attachments

Environmental Scan

CITY OF INDIANOLA EST. 1849

CLERK/FINANCE DEPARTMENT

To: Mayor and Council

From: Andrew J. Lent, City Clerk/CFO

CC: Ryan Waller, City Manager

Date: 17 August 2022

Re: FY2022 Environmental Scan

The purpose of this memo is to provide a precursory outlook on the budget for Fiscal Year (FY) 2022. We have already begun preliminary work on the budget by holding some coordination meetings on the Capital Improvement Plan. Much of the outlook depends on the situation with the COVID-19 virus. It is expected that most economic recovery will occur when a vaccine is developed and issued to the general public. While some speculators have put this roll out at the end of calendar 2020 (midpoint of the 2021 Fiscal Year), it is anticipated a vaccine will not be in widespread use until the beginning of the 2021 calendar year, and perhaps not until the second quarter of that year.

Locally, most indicators have the Indianola city economy in a positive light. Building permits (and that associated valuation) continues to outpace previous year's activity. Additionally, many more housing development plats have been reviewed and approved by Planning and Zoning Commission and City Council. Commercial development also appears to be trending in a positive direction with new commercial sites, such as: Missouri Valley Joint Training Site, Ace Hardware, Peoples Bank Administration Building, Indianola Pediatric Clinic, and Scooter Coffee Drive-Thru, either completed or near completion. While the county courthouse project was delayed, the development of the Downtown Square is now in full swing with other building renovations either in process or completed and engineering beginning on the Square Streetscape project.

Road Use Tax Fund (RUTF) revenue appears to be heading back to normal as the amount of traffic picks up in the area. According to the IDOT website, most traffic count during the first week of August was only 10 percent or lower less than the same week last year. This will mean that, although the City may see a dip in the next few months, RUTF revenues should return to normal. This is a healthy outlook for the RUTF fund as the City also anticipates an increase in the per capita rate due to higher population count following the 2020 Census.

More heavily impacted are the City's cultural and recreation functions; the Public Library, Parks and Recreation, and Aquatic Center. While saving money with no operational expenses, there is

also no revenue. This situation will more likely impact the Parks Department as on-going expenses such as the maintenance of the parks continue, but there are no program fees to assist with these costs. In anticipation, some property tax revenue may need to be shifted from the aquatic center to the Parks Department, but should things proceed well in the COVID-19 recovery, this shift will not be needed in FY2022.

In FY2022, we will continue to implement the recommendations of the public safety staffing study that were adopted by the City Council. The Police Department is currently delaying the two new officers budgeted in FY2021 until a review is completed on the property tax revenue distribution in October. The Fire/EMS Department intends to include three additional fire fighter/paramedics. The department is also submitting a SAFER grant to temporarily assist with these personnel costs for the short term. A decision will need to be made on either implementing these hires immediately or waiting on the results of the SAFER grant application.

In conclusion, provided things go well with the COVID-19 vaccine trails, the economy should turn around in FY2021 with a strong return in FY2022. The outlook is more cautiously optimistic. As we progress with the approved budget calendar, staff will be sure to share updated economic information.

Information

Subject

Resolution approving a letter of support to the Iowa Chapter of the American Planning Association for the nomination of the APA Daniel Burnham Award for a Comprehensive Plan for the Elevate Indianola Comprehensive Plan.

Information

Fiscal Impact

Attachments

Support Letter Memorandum
Mayor Letter
Resolution of Support

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: August 10, 2020
Re: Approval of a letter of support to the Iowa Chapter of the American Planning Association for the nomination of the APA Daniel Burnham Award for a Comprehensive Plan for the Elevate Indianola Comprehensive Plan.

Snyder and Associates, along with the City of Indianola, propose to submit a nomination to the Iowa Chapter of the American Planning Association for the APA Daniel Burnham Award for a Comprehensive Plan for the *Elevate Indianola Comprehensive Plan*. As Council will recall, the *Elevate Indianola Comprehensive Plan* was approved on May 4th, 2020 after an about two-year process which engaged the community through in-person events, an online survey, multiple project management team meetings, and a public open house.

Snyder and Associates and City staff request a letter of support on behalf of the Mayor and City Council for this award. The proposed letter is attached. I will attend your August 17th meeting to answer any questions you may have.

110 North 1st Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9430 • indianolaiowa.gov

Office of the Mayor

August 17, 2020

Ms. Emily Bothell, AICP
American Planning Association Iowa Chapter
2500 W 2nd Avenue, Suite 16
Indianola, IA 50125

RE: Daniel Burnham Award for a Comprehensive Plan – Elevate Indianola Comprehensive Plan

Dear Ms. Bothell:

On behalf of myself and the City Council for the City of Indianola, I am writing to offer our support for the City of Indianola and Snyder & Associates' nomination for the APA Daniel Burnham Award for a Comprehensive Plan for the Elevate Indianola Comprehensive Plan.

This plan engaged our community in several ways such as in-person events, an online survey – reaching over 1,600 participants – multiple project management team meetings, and a public open house. These engagement strategies helped to create a comprehensive plan that is truly unique to our community. The Elevate Indianola Comprehensive Plan demonstrates originality and innovation because it is truly based off the values, needs, and desires of our citizens.

This plan builds off Iowa's Smart Planning Principles and follows planning best practices, making its methodology and implementation of exceptional quality. There are chapters for Land Use and Growth Management, Economic Development, Housing & Neighborhoods, Transportation, Community Services, and the Environment & Sustainability. This plan is accompanied by an effective implementation plan that provides achievable and measurable goals, objectives, and actions giving us explicit direction on achieving the goals created by our citizens. We have already initiated updates to our zoning and subdivision ordinances based upon recommendations in the plan.

We strongly believe that the City of Indianola and Snyder & Associates have created a plan that will serve as a guiding document for that is truly representative of the needs and desires of our community and will serve those needs for years to come.

Regards,

Kelly B. Shaw
Mayor
City of Indianola, Iowa

110 N. First Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9410 •
www.indianolaiowa.gov

City of Indianola

RESOLUTION 2020-

RESOLUTION APPROVING A LETTER OF SUPPORT TO THE IOWA CHAPTER OF THE AMERICAN PLANNING ASSOCIATION FOR THE NOMINATION OF THE APA DANIEL BURNHAM AWARD FOR A COMPREHENSIVE PLAN FOR THE ELEVATE INDIANOLA COMPREHENSIVE PLAN

WHEREAS, City staff and Snyder & Associates engaged in a two-year process to develop a new comprehensive plan; and

WHEREAS, the Elevate Indianola Comprehensive Plan was approved by Council on May 4, 2020; and

WHEREAS, the Plan builds off of Iowa's Smart Planning Principals and follows best planning practices; and

WHEREAS, the American Planning Association's Daniel Burnham Award for a Comprehensive Plan honors planning efforts, leadership, initiatives, and individuals working to make safer, stronger and more just communities.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Indianola does hereby support the City of Indianola and Snyder and Associates' nomination to the American Planning Association National Planning Awards program for the Elevate Indianola Comprehensive Plan.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute a letter of support of the nomination and the City Clerk is hereby authorized to execute the documents necessary to submit the nomination.

_____

Kelly B. Shaw, Mayor

ATTEST:

_____

Andrew J. Lent, City Clerk/CFO

Information

Subject

Resolution approving salaries.

Information

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

Fiscal Impact

Attachments

Resolution Approving Salaries

RESOLUTION 2020-
APPROVING SALARIES

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

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

Alissa Furry, Paramedic, $19.902/hour, effective August 6, 2020;

Paul Dominguez, Paramedic, $19.902/hour, effective July 22, 2020;

Ben Rupe, Field Maintenance Worker, $9.00/hour, effective August 10, 2020.

Passed and approved this 17th day of August 2020.

_____
Kelly B. Shaw, Mayor

ATTEST:

_____
Andrew J. Lent
City Clerk / Finance Director

Information

Subject

City Treasurer's Report

Information

City Council has approved the Treasurer's reports for the City through April 2020. At this time, City staff has completed bank reconciliation through June. As of the publication of this packet, IMU has not provided their numbers for May and June so that the Treasurer's Reports for those months can be completed. July bank reconciliation can be completed once the final IMU numbers are received and the separation between the two entities has been completed.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

Consideration of the nomination of Jo Reynolds to serve on the Hometown Pride Committee from July 1, 2020-June 30, 2022.

Information

Roll call is in order.

Fiscal Impact

Attachments

Reynolds Application
Reynolds Biography

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

Name:	Jo Reynolds				
Street Address:	9856 R63 Hwy				
City:	Indianola	**State:**	IA	**Zip:**	50125
Email:	jo@warrencofair.com				
Home Phone:	[redacted]	**Cell Phone:**	[redacted]	**Work Phone:**	515-961-6687
Gender:	Female	**Age (optional):**	56	**Race (optional):**	White

☐ Board of Adjustment / Appeals	☐ Civil Service Commission	☑ Hometown Pride Committee
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.	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.	meets once a month. The committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2 year terms.
☐ IMU Board of Trustees	**☐ Library Board of Trustees**	**☐ Memorial Aquatic Center Commission**
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.	meets the second 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.	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.
☐ Park & Recreation Commission	**☐ Planning & Zoning Commission**	**☐ Sustainability Committee**
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.	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 9 members who serve 5-year terms. This Commission is appointed by the City Council.	This committee reviews options to become a more "green" community and reduce the city's carbon footprint.

Jo Reynolds Bio

I have lived in Indianola all my life beginning my school career at Whittier Elementary and graduated from Indianola High School. I studied Agricultural Business at Iowa State University.

My husband, Martin, have been married for 36 years. We have three grown children and four beautiful grandchildren and one on the way in a couple weeks.

We live on my family's Century Farm, northwest of Indianola, where we raise corn, soybeans, and hay. We own a 200-head commercial cow/calf operation and sell feeder calves.

My husband and I owned and operated Reynolds Feed Service for 27 years in Indianola until January of 2015 when we sold due to competition from a chain store coming to town.

For 31 years I have owned and been an insurance agent for my Crop and Farm Insurance Agency. (so that I can afford this Fair passion that I have!!)

I am currently and have been the Fair Manager for the Warren County Fair for 21 years. Prior to that I was helping my parents who were managers before me.

I served for 12 years, on the Association of Iowa Fairs SC District Board of Directors and serving as President in 2014. My 12-year term will end in December of 2020.

I currently serve, and have served for 20 years, as the Association of Iowa Fairs SC District Chairman. This involves gathering 16 county fairs from my district for a spring and fall meeting.

I graduated in 2012 from the Institute of Fair Management from the International Association of Fairs and Expositions (IAFE). I am currently enrolled a Leadership Graduate Program and will present my studies in Denver, Colorado in January. I have previously graduated from the Management and Marketing graduate programs in the Institute of Fair Management.

I received my Certified Fair Executive designation from the IAFE in 2013. There are currently only 8 active CFE's in Iowa.

In 2017, I was elected as (IAFE) Zone 5 Director at the annual meeting held in Las Vegas where over 300 fairs from five states vote for the next director. This position allows me to serve on the IAFE Board of Directors representing the states of Iowa, Illinois, Missouri, Nebraska, and Kansas. It is truly an honor to serve on a board with representatives from Australia, Canada, and several other countries.

I am a current member of T.T.T. Chapter FL, Indianola and have held every office during the last 27 years. I have co-chaired the T.T.T. State Convention twice and attended Conventions 23 of 27 years.

I have served on the redistricting committee for the Indianola Schools.

I have a passion for learning so I am constantly reading and try to get involved in as many events as I can while making time for my family and grandkids whom I adore.

Jo Reynolds, CFE, Manager	Jo Reynolds, Agent
Warren County Fair, IA	Bishop Insurance Agency, Inc.
701 West 2nd Avenue	701 West 2nd Avenue
Indianola, Iowa 50125	Indianola, Iowa 50125
515-961-6687 work	515-961-6687 work
[redacted]	
jo@warrencofair.com	jo@bishopinsuranceagency.net

Information

Subject

Consideration of the nomination of Amy Mitchell to serve on the Board of Adjustment/Appeals from July 1, 2020–June 30, 2025.

Information

Fiscal Impact

Attachments

Mitchell Application
Mitchell Resume

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

Name:	Amy Mitchell				
Street Address:	800 North W St.				
City:	Indianola	**State:**	IA	**Zip:**	50125
Email:	[redacted]				
Home Phone:	na	**Cell Phone:**	[redacted]	**Work Phone:**	515-224-2720
Gender:	F	**Age (optional):**		**Race (optional):**	

☑ **Board of Adjustment / Appeals**

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.

☐ **Civil Service Commission**

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.

☐ **Hometown Pride Committee**

meets once a month. The committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2 year terms.

☐ **IMU Board of Trustees**

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.

☐ **Library Board of Trustees**

meets the second 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.

☐ **Memorial Aquatic Center Commission**

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.

☐ **Park & Recreation Commission**

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.

☐ **Planning & Zoning Commission**

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 9 members who serve 5-year terms. This Commission is appointed by the City Council.

☐ **Sustainability Committee**

This committee reviews options to become a more "green" community and reduce the city's carbon footprint.

Amy Mitchell

[redacted]

800 North W Street, Indianola, IA 50125

[redacted]

Employment

PMA Financial (acquired Miles Capital, Inc. March 2020) ***1990-present***

The PMA family of companies provides comprehensive public funds management to thousands of municipalities, school districts, local government investment pools, insurance companies and other institutions across twelve U.S states in various capacities such as fund administrator/accountant, marketer, brokerage and municipal advisory services, public finance and/or investment. PMA has $28 billion in assets under administration and $10 billion in assets under management.

Sr. Vice President, Relationship Manager

Responsible for the delivery of excellent client service for local governments and local government investment pool boards in Iowa and Oklahoma. Offering cash investment options to clients includes working in conjunction with multiple teams across the organization such as investment advisory, marketing, compliance, administration, bank funding, and sales. Taking ownership, listening in order to understand clients' needs, demonstrating organizational skills, and effectively communicating are all skills necessary for excellent delivery.

Managing Director, Head of Government Entities (Miles Capital)

Co-leader of Miles Capital's Executive Committee

Cash Management and Public Fund Services

- Leads Miles Capital's cash management and public fund business which represents $1.6billion AUM
- Responsible for delivering top-notch client service and effective relationship management to Boards and direct clients
- Public fund services offered include investment management, administration, compliance, and sales & marketing for local government investment pools and direct public entities
- Responsible to lead the team in the creation and execution of the strategic business plan through tactical activity working directly with employees across the firm
- Oversight includes creation of sales plans and marketing messages, delivering efficient and accurate administration, providing unquestionable and proactive compliance, ensuring investment management service results are as expected, and continuous product development relative to client and market needs.

Previous roles include Director of Public Fund Services, Administrative Services Manager, and Accountant.

Education and Industry Memberships

Graceland University, BS Business Administration

Iowa Association of Financial Professionals

FINRA Series 7 & 63

Government Finance Officers Association

Key Attributes

Goal and results-driven	Organized	Thoughtful
People person	Energetic	Detail-oriented
Situational leader	Passionate	Effective communicator
Values relationships	Approachable	Productive
Positive	Respectful	Community-oriented

Information

Subject
Zoning Regulation Amendment to Chapter 165

Information

Fiscal Impact

Attachments

Ordinance Change Memorandum
Staff Report
Request

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: August 7th, 2020
Re: An ordinance amending the City Code of the City of Indianola, Iowa, Chapter 165, regarding preschools and childcare centers.

At its meeting on July 20th, the City Council set a public hearing for a zoning regulation amendment to Chapter 165, regarding preschools and childcare centers. At its June 1st meeting, the Indianola City Council directed staff and the Planning and Zoning Commission to explore the possibility of amending the zoning regulations regarding preschools. This request was made to Council by Cheryl Geurts of Indianola Preschool, Inc.

At its meeting on July 14th, the Planning and Zoning Commission reviewed this item and, on an 6-0 vote, recommended amendments to Council related to this request. Attached to this memo is the staff report that was provided to the Planning and Zoning Commission, the request letter from Cheryl Geurts, and the proposed ordinance, with additions underlined, and deletions stricken. I will attend the August 17th Council meeting if you have any questions.

110 North 1st Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9430 • indianolaiowa.gov

Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: July 14, 2020

Agenda Item: 7. A. Consider recommendation on request from Cheryl Geurts of Indianola Preschool, Inc for approval of an amendment to Chapter 165, regarding preschools and childcare centers.

Application Type: Ordinance Amendment

Applicant: Cheryl Geurts of Indianola Preschool, Inc

Application Summary: At its June 1st meeting, the Indianola City Council directed staff and the Planning and Zoning Commission to explore a possible amendment to the regulations regarding preschools and childcare centers. This request was made to Council by Cheryl Geurts of Indianola Preschool, Inc.

APPLICABLE CODE SECTIONS

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

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

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

ANALYSIS

Attached to this staff report is the letter that was presented to the City Council from Cheryl Geurts of Indianola Preschool, Inc requesting a review of the zoning code as it pertains to preschools and childcare centers. More particularly, Ms. Geurts wishes to have preschools allowed in the R-1, Single Family Residential Zoning District by a special exception. Currently, the City of Indianola allows for "private kindergartens and day nurseries" as a permitted principal use in the R-2 (Single and Two- Family), R-3 (Mixed Residential), and R-4 (Multiple-Family Residential) Zoning Districts. Day care centers are allowed as an accessory use in the C-1 (Office Park Commercial) Zoning District, and as a special exception in the C-2 (Highway Commercial) Zoning District.

In review of Section 237A of the Iowa Code, there are generally four (4) different kinds of childcare. As defined in Iowa Code, a "childcare home" means a person or program providing childcare to five or fewer children at any one time that is not registered to provide childcare. A "child development home" means a person or program registered under section 237A.3A that may provide childcare to six or more children at any one time. A "childcare center" means a facility providing childcare or preschool services for seven or more children, except when the facility is registered as a child development home. A "preschool" means a child care facility which provides to children ages three through five, for periods of time not exceeding three hours per day, programs designed to help the children to develop intellectual skills, social skills, and motor skills, and to extend their interest and understanding of the world about them.

In reviewing this request to provide a recommendation, staff determined a modernization of the regulations as they pertain to preschools and childcare centers was necessary to better align the City's code with the Iowa Code. As such, staff proposes to delete the use of private kindergartens and day nurseries from the R-2, R-3 and R-4 zoning districts. Further, staff would recommend adding two new levels of childcare services. The first use would be a childcare home (following the definition of the Iowa Code) that would be allowed as a permitted principal use in the A-1, R-1, R-2, R-3, R-4 and R-6 zoning districts. To be consistent with Iowa Code, we would also recommend adding a definition for childcare home to state "a private residence where childcare is provided to five (5) or fewer children at

any one time and that is not registered with the State of Iowa. (See Chapter 237A.3 of the State Code of Iowa.). The second use would include all other childcare, including preschools, as a special exception in the R-1, R-2, R-3, C-2 and C-3 zoning districts and a permitted principal use in the R-4 and C-4 (class 2) zoning district. Staff proposed to allow these as a permitted principal use in the R-4 district as that district only allows multi-family housing, and in the C-4 as the C-4 district is a planned district, and an overall plan for development would need to be reviewed by the Planning and Zoning Commission and City Council.

The sections of code, and the proposed language of each, are attached with the new language underlined, and the deleted language struck out.

ALTERNATIVES

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

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

RECOMMENDATION

Staff recommends alternative number 1, that the City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be approved, as submitted.

Indianola Preschool, Inc
205 South Howard, Suite B
Indianola, IA 50125
515-961-3798
indianolapreschool@hotmail.com
ww.indianolapreschool.com

May 28, 2020

To whom it may concern:

I am writing on behalf of Indianola Preschool, Inc. with a request for consideration for preschools and child care centers to be allowed to opperate in R1 zoning under a special use permit. We have been searching throughout Indianola for the past several years for a location to relocate our preschool/child care business with no success. We have exhausted our options within the R2, R3, and C2 zoning and would like the opportunity to look at R1 zoned properties. Thank you for your consideration.

Cheryl Geurts, Director

Indianola Preschool, Inc.

Information

Subject

Public Hearing on a zoning regulation amendment to Chapter 165, regarding preschools, schools and churches.

Information

The Mayor will open the Public Hearing on a zoning regulation amendment to Chapter 165, regarding preschools, schools and churches.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

First consideration of an Ordinance amending Chapter 165 of the Code of Ordinances of the City of Indianola, regarding preschools, schools and churches.

Information

Roll call is in order.

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. 2020 - _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, REGARDING PRESCHOOLS AND CHILDCARE CENTERS.

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

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

165.03 DEFINITIONS.

The following terms are defined for use in this chapter:

"Childcare Home: means a private residence where childcare is provided to five (5) or fewer children at any one time and that is not registered with the State of Iowa. (See Chapter 237A.3 of the State Code of Iowa.)

Section 2. 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	

A-1	**AGRICULTURAL**	**A-1**
PERMITTED PRINCIPAL USES AND STRUCTURES	**MINIMUM REQUIRED OFF-STREET PARKING**	
Childcare Home	1 space plus 1 space per employee	

R-1	SINGLE- FAMILY RESIDENTIAL	R-1
PERMITTED PRINCIPAL USES AND STRUCTURES	**MINIMUM REQUIRED OFF-STREET PARKING**	
Childcare Home	1 space plus 1 space per employee	
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: 5. Preschools or other child care, but not including childcare homes, and provided that no operations shall commence in any building nearer than 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 operations shall have one off-street parking stall per employee.		

R-2	SINGLE- AND TWO- FAMILY RESIDENTIAL	R-2
PERMITTED PRINCIPAL USES AND STRUCTURES	**MINIMUM REQUIRED OFF-STREET PARKING**	
6. Childcare Home ~~Private kindergartens and day nurseries~~	1 space plus 1 space per employee	
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: 5. Preschools or other child care, but not including childcare homes, and provided that no operations shall commence in any building nearer than 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 operations shall have one off-street parking stall per employee.		

R-3	MIXED RESIDENTIAL	R-3
PERMITTED PRINCIPAL USES AND STRUCTURES	**MINIMUM REQUIRED OFF-STREET PARKING**	
14. Childcare Home ~~Private kindergartens and day nurseries~~	1 space plus 1 space per employee	
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: 7. Preschools or other child care, but not including childcare homes, and provided that no operations shall commence in any building nearer than 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 operations shall have one off-street parking stall per employee.		

R-4	MULTIPLE FAMILY	R-4
PERMITTED PRINCIPAL USES AND STRUCTURES	**MINIMUM REQUIRED OFF-STREET PARKING**	
11. Childcare Home and other childcare services, including preschools ~~Private kindergartens and day nurseries~~	1 space plus 1 space per employee	

R-6	MOBILE HOME RESIDENTIAL DISTRICT	R-6
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING	
3. Childcare Home	1 space plus 1 space per employee	

C-2	HIGHWAY COMMERCIAL	C-2
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: 2. Preschools or other child care, but not including childcare homes , and provided that no operations shall commence ~~day care centers provided that no preschool or day care center shall commence operations~~ in any building nearer than 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~~ operations shall have one off-street parking stall per employee.		

C-3	GENERAL RETAIL AND OFFICE	C-3
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. Preschools or other child care, but not including childcare homes provided that no ~~preschool~~ operation shall have a front or side yard abutting Highway 65-69 or Highway 92; no ~~preschool~~ operation shall exist within a building fronting the City Square; and no ~~preschool~~ operation shall commence operations in any building nearer than 150 feet to any building wherein there is the sale of beer, wine or liquor for consumption on the premises.		

C-4	PLANNED COMMERCIAL DISTRICT	C-4
CLASS TWO	**MINIMUM REQUIRED OFF-STREET PARKING**	
23. Childcare services, including preschools, but not including childcare homes	1 space plus 1 space per employee	

Section 3. <u>Repealer.</u> All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section 4. <u>Effective Date.</u> This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

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

this _____ day of _____, 2020.

_____

Kelly B. Shaw, Mayor

ATTEST:

_____

Andrew J. 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.

_____

Andrew J. Lent, City Clerk

Information

Subject
Fee Amendment to Chapter 165

Information

Fiscal Impact

Attachments

Fees Memorandum
Staff Report
Proposed Changes

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: August 7th, 2020
Re: An ordinance amending the City Code of the City of Indianola, Iowa regarding various fees.

At its meeting on July 20th, the City Council set a public hearing for a zoning regulation amendment to Chapter 165, regarding various fees. As the Council may recall, at its March 25th meeting, various fees related to applications reviewed by the Community Development Department were amended. This proposed amendment removes those fees from the Code of Ordinances and adds language that notes that fees are determined by the most recently adopted fee schedule by the City Council.

At its meeting on July 14th, the Planning and Zoning Commission reviewed this item and, on an 8-0 vote, recommended amendments to Council related to this request. Attached to this memo is the staff report that was provided to the Planning and Zoning Commission, as well as the proposed language the Commission reviewed. Since that time, a review of the changes was done by Legal Counsel, and alternative language was recommended. The ordinance, with additions underlined, and deletions stricken. The new language is not a substantive change and was done to clarify that the Council needs to adopt the fees by resolution. The new language is shown in the attached ordinance. I will attend the August 17th Council meeting if you have any questions.

110 North 1st Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9430 • indianolaiowa.gov

Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: July 14, 2020

Agenda Item: 7 E. Consider recommendation on request for approval of for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.

Application Type: Ordinance Amendment

Applicant: City of Indianola

Application Summary: At its March 25th meeting, the Indianola City Council amended various fees related to applications reviewed by the Community Development Department. This proposed amendment would remove those fees from the Code of Ordinances and adds language that notes that fees are determined by the most recently adopted fee schedule by the City Council.

APPLICABLE CODE SECTIONS

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

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

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

ANALYSIS

As part of the FY 2021 budget process, various fees related to Community Development were reviewed. During this review, staff researched the amount of staff time involved in reviewing these types of applications and compared each fee to what other communities in the Des Moines Metro, as well as other similar sized cities in Central Iowa, charge. On March 25 of this year, the City Council adopted the FY 2021 schedule of fees, which included an adjustment to various fees charged by Community Development. Since that time, it has been realized that many of those fees are written into the Code of Ordinances. In an effort to not have to amend the Code of Ordinances every time a fee is proposed to be adjusted, Staff is recommending that each fee be taken out of the Code of Ordinances, and replaced with language that notes that fees are determined by the most recently adopted fee schedule by the City Council.

The sections of code, and the proposed language of each, are attached with the new language underlined, and the deleted language struck out.

ALTERNATIVES

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

1) The City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be approved, as submitted.
2) The City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be approved, with changes.
3) The City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be denied.

4) The City of Indianola Planning and Zoning Commission remands the zoning regulation amendment request, back to staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends alternative number 1, that the City of Indianola Planning and Zoning Commission recommends the zoning regulation amendment request be approved, as submitted.

96.02 PERMIT FEE.
There are two classes of building sewer permits:

1. For residential and commercial service; and

2. For service to establishments producing industrial waste.

A permit and inspection fee required by this section shall be determined by the most recently adopted fee scheduled by the City Council~~of $100.00 for a residential or commercial building sewer permit when a "Y" is available in the public sewer for connection of the building sewer, and $200.00 when a "Y" is not available in the public sewer for connection of the building sewer, and $300.00 for an industrial building sewer permit~~ and shall be paid to the City at the time the application is filed. ~~In the event a portion of the sanitary sewer service line is replaced, a permit and inspection fee of $20.00 is required.~~

134.04 RIGHT-OF-WAY INSTALLATION PERMITS.

1. A right-of-way user shall obtain, by application to the Building and Zoning Department, a permit for installation in the City right-of-way whenever the right-of-way user desires to place, construct, or bury anything in the City right-of-way. No permit is required if the Building and Zoning Official determines that the work is routine maintenance. Such application shall be accompanied by:
    a. Written and graphic material that states and shows the particular part of or point on the City right-of-way where placement, construction, or excavation is proposed to occur.
    b. A statement of the beginning and ending dates for the time during which the work is to be done and completed.
    c. Notification to all other registered right-of-way users, the City of Indianola, with facilities (adjacent to/within 30 feet) in the vicinity of the proposed installation or repair work have reviewed the plan for the proposed work and have no objection. So as not to have undue delay, the right-of-way user making application for the permit need only wait ten working days from the time of submitting its plans to the other right-of-way users. Failure by a right-of-way user to respond to Building and Zoning Official such requested plan review within ten days shall constitute an expression of no objection. If there is a dispute between right-of-way users as to location of the respective facilities in a manner reasonably consistent with how various kinds of facilities of each segment of City right-of-way, the Building and Zoning Official shall determine the placement of such facilities in a manner reasonable.
    d. Plans and specifications for the proposed work in such detail as the Building and Zoning Official shall reasonably require to show that the work as proposed conforms to City ordinances, regulations, and policies.
    ~~d.~~e. A fee for a permit required by this section as determined by the most recently adopted fee scheduled by the City Council
2. In making excavations in the City right-of-way, the right-of-way user shall do the work in a manner devised to cause the least possible inconvenience to the public.

3. The right-of-way user shall properly protect, according to safety standards generally accepted at the time that the installation in the City right-of-way occurs, all excavations and obstructions by proper placement of barricades, warning lights, and such other or additional devices in accordance with *The Manual on Uniform Traffic Control Devices*, as circumstances may warrant. If, in the opinion of the Building and Zoning Official, such excavation or obstruction is not properly and safely protected, the Building and Zoning Official shall notify the right-of-way user and the right-of-way user shall comply immediately with the instructions of the Building and Zoning Official. Failure or refusal by the right-of-way user to follow such instructions shall constitute a violation of this section.
4. Any trenches or excavations opened by a right-of-way user in the City right-of-way shall be filled by the right-of-way user. All backfilling in the City right-of-way shall be done in accordance with City specifications.
5. Temporary street surfacing shall be placed in excavations in a City street as soon as the same has been backfilled. Pavements, sidewalks, curbs and gutters, or other portions of streets and public places opened, disturbed, or damaged shall be promptly restored and replaced with like materials at the expense of the right-of-way user and left in as good a condition as before the opening, disturbance, or damage occurred. In the event that like materials for replacement are not available, the Building and Zoning Official may approve the use of an alternative material that is reasonably close in effect to the original material. The Building and Zoning Official will consider and evaluate for approved use, on a case by case basis, such alternative methods that meet standards of good engineering practice.
6. Where a cut or disturbance is made by a right-of-way user to a section of a street or a sidewalk paving, rather than replacing only the area cut, the right-of-way user shall replace the full width of the existing sidewalk or street paving and the full length of the section or sections cut, a section being that area marked by expansion joints or scoring, or as directed by the City.
7. Right-of-way users shall maintain, repair, and keep in good condition for a period of two years following such disturbance all portions of the City street surface disturbed by a right-of-way user.
8. No right-of-way user or any person acting on the right-of-way user's behalf shall commence any non-emergency work on the City right-of-way without five working days' advance notice to the City. In the event of an emergency involving public safety, the Building and Zoning Official may issue the permit orally, but the written documentation of the application for and issuance of the permit shall be completed as soon as practicable after the work has started.
9. Street crossings and sidewalk crossings by right-of-way user facilities shall be bored at those locations where reasonably required by the Building and Zoning Official. Some examples of where such boring may be required are: major streets, new streets, and locations of major events that conflict with construction.
10. No permit shall be issued for the installation of right-of-way user facilities in the City right-of-way unless the right-of-way user has filed with the City a registration statement in accordance with Section 134.02 above.

11. No permit for installation of right-of-way user facilities in the City right-of-way shall be issued by the Building and Zoning Official unless the right-of-way user has paid such installation permit fee as shall be established from time to time by resolution of the City Council.
12. All trees, landscaping and grounds removed, damaged or disturbed as a result of installations by a right-of-way user in the City right-of-way shall be replaced or restored as soon as reasonably possible, unless it is determined by the Building and Zoning Official to be unnecessary or landscaping is in violation of this Code of Ordinances.

135.14 CURB CUTS.

1. Permit Required. It is unlawful for any person to break out or remove a concrete curb along any paved street in the City or to construct a private drive from an unpaved street, without first obtaining a permit therefor from the City. No permit required by this section shall have any force or effect unless approval of the proposed work shall be endorsed on the permit by the Street Superintendent.

2. Fee. The fee for a permit required by this section ~~is $20.00.~~shall be determined by the most recently adopted fee scheduled by the City Council.

3. Paving. In all cases where a permit has been granted pursuant to this section and the concrete curb removed, the driveway shall be paved by concrete extending from the curb to the inside of the existing sidewalk line within 30 days from the removal of the curb with not less than six inches of concrete. If it is shown to the satisfaction of the Street Superintendent that the existing sidewalk has substantially the same strength as six-inch concrete, the paving need only extend to the outside of the sidewalk line. All work is to be done in a workmanlike manner, inspected and approved by the Street Superintendent.

4. Failure to Reconstruct Pavement. If, after 30 days after the breaking out or removal of any concrete curb, the person doing the work fails or refuses to pave the driveway as required by this section, the City shall have the right to do so without notice, and assess the cost thereof as a special tax against the abutting property and collect the tax according to law.

136.07 PERMIT REQUIRED.

No person shall remove, reconstruct, or install a sidewalk unless such person has obtained a permit from the City and has agreed in writing that said removal, reconstruction, or installation will comply with all ordinances and requirements of the City for such work. A written application for such permit shall be filed with the City. The fee for a permit required by this section shall be determined by the most recently adopted fee scheduled by the City Council.

141.03 ISSUANCE OF PERMIT.

The Building Official may, after review and consideration of any application as above required, issue a permit to an applicant. Any such permit issued shall be to plant trees in strict compliance with terms and provisions of this chapter. A copy of the application and plan or drawing as finally approved by the Building Official shall be kept on file in the office of the Building Official. All such permits shall be issued upon the express condition that they may be revoked at any time by the Building Official and that all trees planted pursuant to said permit

may be removed by the City without liability to any person or property for such removal. Further, no such permit shall be issued until the applicant shall have executed and filed with the Building Official an indemnification agreement whereby said applicant agrees to save and hold harmless the City from any and all liability for damage or injury to person or property proximately caused by trees planted, moved or removed pursuant to said permit. All street trees shall be planted within 120 days after approval unless an extension is requested in writing by the applicant and approved by the Building Official. An extension of one year can be granted for good reasons. If the 120 days elapses, a new permit with fee shall be required to plant street trees. The fee for a permit required by this section shall be determined by the most recently adopted fee scheduled by the City Council and ~~A $5.00 fee for each permit~~ shall be paid prior to application approval.

165.33 HEARINGS, APPEALS AND NOTICE.

Appeals to the Board of Adjustment concerning interpretation or administration of this chapter may be taken by any person aggrieved or by any officer or bureau of the governing body of the City affected by any decision of the Administrative Officer. Such appeals shall be taken within a reasonable time, not to exceed 60 days, by filing with the Administrative Officer and with the Board of Adjustment a notice of appeal specifying the grounds thereof. The Administrative Officer shall forthwith transmit to the Board all papers constituting the record upon which the action appealed from was taken. The Board of Adjustment shall fix a reasonable time for the hearing of appeal, give public notice thereof as well as due notice to the parties in interest, and decide the same within a reasonable time. At the hearing any party may appear in person or by agent or attorney. A fee as determined by the most recently adopted fee scheduled by the City Council ~~of $100.00~~ shall be paid to the Administrative Officer at the time the notice of appeals is filed, which the Administrative Officer shall forthwith pay over to the credit of the General Revenue Fund of the City.

165.39 APPLICATION FOR CHANGE OF ZONING DISTRICT BOUNDARIES.

Any person may submit to the Council an application requesting a change in the zoning district boundaries as shown on the official zoning district map. Such application shall be filed with the Administrative Officer accompanied by a fee as determined by the most recently adopted fee scheduled by the City Council ~~of $200.00~~ and shall contain the following information:

1. The legal description and local address of the property.

2. The present zoning classification and the zoning classification requested for the property.

3. The existing use and proposed use of the property.

4. The names and addresses of the owners of all property within 200 feet of the property for which the change is requested.

5. A statement of the reasons why the applicant feels the present zoning classification is no longer valid.

6. A plat showing the locations, dimensions and use of the applicant's property and all property within 200 feet thereof, including streets, alleys, railroads, and other physical features.

7. If the requested zoning change is from A-1 (Agricultural) to any other classification, the application shall contain the number of acres in each soil type for which a rezoning change is requested and the crop suitability rating of each. The soil type and its crop suitability rating shall be determined by the latest cooperative soil survey and accompanying data.

8. Prior to rezoning any property the Planning and Zoning Commission and the City Council shall consider the following relative to orderly regulated development: adequate size and location of public sanitary sewer, adequate size and location of public water and the presence of existing hard surfaced streets. Nothing in this chapter shall be construed to mean the City has any regulatory power for property used for agricultural purposes outside the City limits.

All fees shall be deposited to the General Revenue Fund of the City. Failure to approve the requested change shall not be deemed cause to refund the fee to the applicant.

166.06 ALTERNATE METHOD FOR APPROVAL OF SITE PLAN.

1. If the Director of Community Development does not approve the site plan as presented and the applicant is unable or unwilling to meet the above criteria and specific design standards or provide the information as required, the applicant shall have the option of submitting the site plan to the Planning and Zoning Commission and Council for their review, in accordance with the following provisions: Applicant shall cause to be prepared a site plan for such development and submit a reproducible medium and three copies to the Community Development Department. The site plan shall be accompanied by a cover letter requesting review and approval of said plan and by a receipt from the Clerk's office as proof of payment of the application fee ~~which~~ as determined by the most recently adopted fee scheduled by the City Council. ~~is as follows:~~

~~Site plan review — one acre or less — $ 50.00~~

~~Site plan review — more than one acre — $ 100.00~~

The site plan shall contain all of the information required by Sections 166.03 and 166.04 of this chapter and, in addition, shall contain the following supplemental information:

A. Existing and proposed contours at an interval not to exceed two feet, provided that at least two contours shall be shown.

B. Location, shape, exterior dimensions and number of stories of each existing building to be retained and of each proposed building.

C. A vicinity map at a scale of one inch equals 400 feet or larger, showing the general location of the property.

D. Soil tests and similar information, if deemed necessary by the Director of Community Development to determine the feasibility of the proposed development in relation to the design standards set forth in this chapter.

E. In case of any conflicting requirements between this chapter and any existing ordinance of the City, the more restrictive requirement shall be met.

EXCEPTION: C-1, C-4, R-5 and R-6 zoning restrictions shall apply.

167.14 FEES.
Every applicant for a sign permit shall pay such fee to the Clerk as determined by the most recently adopted fee scheduled by the City Council. ~~in the following amount:~~

~~1. Signs 24 square feet or less - $25.00~~

~~2. Signs over 24 square feet and not more than 100 square feet - $50.00~~

~~3. Signs over 100 square feet - $75.00 plus 20 cents per square foot over 100 square feet.~~

In computing the area of a sign, only one face of a double face sign shall be taken as the area of the sign.

167.22 EXEMPTION; APPLICATION TO COUNCIL.
Whenever, because of unusual circumstances, there are practical difficulties involved in carrying out the provisions of this chapter, the Council may grant a specific exemption for individual situations, provided the Council shall first find that a special and unusual, individual circumstance makes the strict application of this chapter impractical and that the exemption granted with appropriate safeguards is in conformity with the intent and purpose of this chapter. Any person requesting an exemption from the strict application of this chapter may make application to the Council for the granting of such application, provided that:

1. A written application for such an exemption is submitted indicating the section of this chapter from which the applicant requests the exemption and stating the grounds on which it is requested. The application shall be filed with the Clerk and shall be accompanied by a fee as determined by the most recently adopted fee scheduled by the City Council.~~of $30.00.~~

2. No such exemption shall be granted by the Council without a public hearing. Notice thereof shall be given at least four days but no more than 20 days in advance of the hearing by a single publication in a newspaper of general circulation within the City.

3. The Council may grant the exemption with such safeguards as it feels are necessary in order to conform with the intents and purposes of this chapter provided that the Council finds that granting of the exemption will not adversely affect the public interest.

167.23 APPEAL PROCEDURE.
If an applicant is aggrieved by a decision of the administrative officer which involves the interpretation or administration of this chapter said applicant may appeal the decision to the Council, as follows:

1. A written application stating the decision appealed from, the date of the decision and the reason that the applicant feels that the administrative officer was in error shall be filed with the Clerk. The application shall be accompanied by a fee as determined by the most recently adopted fee scheduled by the City Council.~~of $30.00.~~

2. No such appeal shall be granted by the Council without a public hearing. Notice thereof shall be given at least four days, but no more than 20 days in advance of the hearing by a single publication in a newspaper of general circulation within the City.

3. On the filing of an appeal, the administrative officer shall immediately transfer all papers constituting the record to the office of the Clerk for submission to the Council. An aggrieved applicant shall have 60 days within which to appeal the decision of the administrative officer.

167.30 TEMPORARY SIGNS.

1. Permit Required; Duration. Permits for temporary signs, when required, shall authorize the erection of such signs and their maintenance for a period not exceeding 10 days, two times per calendar year. Two consecutive 10-day periods are permissible. Also, permits for temporary signs may be issued for the erection of such signs and their maintenance for two additional three-day periods per calendar year separated by at least one day. Any other section of this chapter notwithstanding, no permit shall be required for a sign which is of a civic, political or religious nature providing they are removed immediately after the event in which the organization is notifying the public.

2. Contents Permitted; Exception. The advertisement contained on any temporary sign shall pertain only to the business, industry or pursuit conducted on or within the premises on which such sign is erected or maintained. This provision shall not apply to signs of civil, political or religious nature.

3. Area; Materials. No temporary sign of combustible material shall in more than one of its dimensions exceed four feet or 100 square feet in area, and such signs in excess of 60 square feet shall be made of rigid materials, that is, of wallboard or other light materials with frames.

4. Projection. No temporary wall sign shall extend over or into any street, alley, sidewalk or other public thoroughfare a distance greater than three inches from the wall upon which it is erected.

5. Obstructing Openings. No temporary sign shall be erected so as to prevent free ingress to or egress from any door, window or fire escape, nor shall such sign be attached to any standpipe or fire escape, nor shall such sign be placed over any wall opening.

6. Attachment. Every temporary sign shall be attached to the wall or the ground with wire, steel cables or other materials acceptable to the administrative officer; and no strings, ropes or wood slats for anchorage or support purposes shall be permitted.

7. Fees. Every applicant for a temporary sign permit shall pay a fee to the Clerk as determined by the most recently adopted fee scheduled by the City Council. ~~follows: $25.00 for the first 10-day period; $5.00 for the second 10-day period; and $25.00 for each 3-day period.~~

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, accompanied by a fee as determined by the most recently adopted fee scheduled by the City Council, and construction shall not be started until the plans and specifications have been approved.

170.36 FEES.

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as determined by the most recently adopted fee scheduled by the City Council.~~of $150.00 and an additional charge of $10.00 for each lot in excess of 10 included within the plat, which shall be credited to the General Fund of the City. Each plat of survey submitted for approval shall be accompanied by a fee of $25.00 which shall be credited to the General Fund of the City. In addition, each final plat submitted for approval shall be accompanied by a fee of $100.00 and an additional charge of $10.00 for each lot in excess of 10 included within the plat, which shall be credited to the General Fund of the City~~.

Information

Subject

Public Hearing for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.

Information

The Mayor will open the Public Hearing for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

First consideration of an Ordinance amending various sections of the Code of Ordinances of the City of Indianola regarding fees.

Information

Roll call is in order.

Fiscal Impact

Attachments

Fee Ordinance

ORDINANCE NO. 2020 - _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF INDIANOLA, IOWA REGARDING VARIOUS FEES.

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:

96.02 PERMIT FEE.

There are two classes of building sewer permits:

1. For residential and commercial service; and

2. For service to establishments producing industrial waste.

A permit and inspection fee required by this section shall be as set by Resolution of the City Council and ~~of $100.00 for a residential or commercial building sewer permit when a "Y" is available in the public sewer for connection of the building sewer, and $200.00 when a "Y" is not available in the public sewer for connection of the building sewer, and $300.00 for an industrial building sewer permit~~ shall be paid to the City at the time the application is filed. ~~In the event a portion of the sanitary sewer service line is replaced, a permit and inspection fee of $20.00 is required.~~

Section 2. The following section be and is hereby amended by inserting the underlined language as follows:

134.04 RIGHT-OF-WAY INSTALLATION PERMITS.

1. A right-of-way user shall obtain, by application to the Building and Zoning Department, a permit for installation in the City right-of-way whenever the right-of-way user desires to place, construct, or bury anything in the City right-of-way. No permit is required if the Building and Zoning Official determines that the work is routine maintenance. Such application shall be accompanied by:

E. A fee for a permit required by this section shall be as set by Resolution of the City Council.

Section 3. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

135.14 CURB CUTS.

2. Fee. The fee for a permit required by this section ~~is $20.00.~~ shall be as set by Resolution of the City Council.

Section 4. The following section be and is hereby amended by inserting the underlined language as follows:

136.07 PERMIT REQUIRED.

No person shall remove, reconstruct, or install a sidewalk unless such person has obtained a permit from the City and has agreed in writing that said removal, reconstruction, or installation will comply with all ordinances and requirements of the City for such work. A written application for such permit shall be filed with the City. The fee for a permit required by this section shall be as set by Resolution of the City Council.

Section 5. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

141.03 ISSUANCE OF PERMIT.

The Building Official may, after review and consideration of any application as above required, issue a permit to an applicant. Any such permit issued shall be to plant trees in strict compliance with terms and provisions of this chapter. A copy of the application and plan or drawing as finally approved by the Building Official shall be kept on file in the office of the Building Official. All such permits shall be issued upon the express condition that they may be revoked at any time by the Building Official and that all trees planted pursuant to said permit may be removed by the City without liability to any person or property for such removal. Further, no such permit shall be issued until the applicant shall have executed and filed with the Building Official an indemnification agreement whereby said applicant agrees to save and hold harmless the City from any and all liability for damage or injury to person or property proximately caused by trees planted, moved or removed pursuant to said permit. All street trees shall be planted within 120 days after approval unless an extension is requested in writing by the applicant and approved by the Building Official. An extension of one year can be granted for good reasons. If the 120 days elapses, a new permit with fee shall be required to plant street trees. The fee for a permit required by this section shall be as set by Resolution of the City Council and ~~A $5.00 fee for each permit~~ shall be paid prior to application approval.

Section 6. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

165.33 HEARINGS, APPEALS AND NOTICE.

Appeals to the Board of Adjustment concerning interpretation or administration of this chapter may be taken by any person aggrieved or by any officer or bureau of the governing body of the City affected by any decision of the Administrative Officer. Such appeals shall be taken

within a reasonable time, not to exceed 60 days, by filing with the Administrative Officer and with the Board of Adjustment a notice of appeal specifying the grounds thereof. The Administrative Officer shall forthwith transmit to the Board all papers constituting the record upon which the action appealed from was taken. The Board of Adjustment shall fix a reasonable time for the hearing of appeal, give public notice thereof as well as due notice to the parties in interest, and decide the same within a reasonable time. At the hearing any party may appear in person or by agent or attorney. A fee as set by Resolution of the City Council ~~of $100.00~~ shall be paid to the Administrative Officer at the time the notice of appeals is filed, which the Administrative Officer shall forthwith pay over to the credit of the General Revenue Fund of the City.

Section 7. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

165.39 APPLICATION FOR CHANGE OF ZONING DISTRICT BOUNDARIES.

Any person may submit to the Council an application requesting a change in the zoning district boundaries as shown on the official zoning district map. Such application shall be filed with the Administrative Officer accompanied by a fee as set by Resolution of the City Council ~~of $200.00~~ and shall contain the following information:

Section 8. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

166.06 ALTERNATE METHOD FOR APPROVAL OF SITE PLAN.

1. If the Director of Community Development does not approve the site plan as presented and the applicant is unable or unwilling to meet the above criteria and specific design standards or provide the information as required, the applicant shall have the option of submitting the site plan to the Planning and Zoning Commission and Council for their review, in accordance with the following provisions: Applicant shall cause to be prepared a site plan for such development and submit a reproducible medium and three copies to the Community Development Department. The site plan shall be accompanied by a cover letter requesting review and approval of said plan and by a receipt from the Clerk's office as proof of payment of the application fee as set by Resolution of the City Council. ~~which is as follows:~~

~~Site plan review — one acre or less — $ 50.00~~

~~Site plan review — more than one acre — $ 100.00~~

Section 9. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

167.14 FEES.

Every applicant for a sign permit shall pay such fee to the Clerk as set by Resolution of the City Council. ~~in the following amount:~~

~~1. Signs 24 square feet or less - $25.00~~

~~2. Signs over 24 square feet and not more than 100 square feet - $50.00~~

~~3. Signs over 100 square feet - $75.00 plus 20 cents per square foot over 100 square feet.~~

In computing the area of a sign, only one face of a double face sign shall be taken as the area of the sign.

Section 10. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

167.22 EXEMPTION; APPLICATION TO COUNCIL.

Whenever, because of unusual circumstances, there are practical difficulties involved in carrying out the provisions of this chapter, the Council may grant a specific exemption for individual situations, provided the Council shall first find that a special and unusual, individual circumstance makes the strict application of this chapter impractical and that the exemption granted with appropriate safeguards is in conformity with the intent and purpose of this chapter. Any person requesting an exemption from the strict application of this chapter may make application to the Council for the granting of such application, provided that:

1. A written application for such an exemption is submitted indicating the section of this chapter from which the applicant requests the exemption and stating the grounds on which it is requested. The application shall be filed with the Clerk and shall be accompanied by a fee as set by Resolution of the City Council. ~~of $30.00.~~

Section 11. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

167.23 APPEAL PROCEDURE.

If an applicant is aggrieved by a decision of the administrative officer which involves the interpretation or administration of this chapter said applicant may appeal the decision to the Council, as follows:

1. A written application stating the decision appealed from, the date of the decision and the reason that the applicant feels that the administrative officer was in error shall be filed with the Clerk. The application shall be accompanied by a fee as set by Resolution of the City Council. ~~of $30.00.~~

Section 12. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

167.30 TEMPORARY SIGNS.

7. Fees. Every applicant for a temporary sign permit shall pay a fee to the Clerk as set by Resolution of the City Council. ~~follows: $25.00 for the first 10-day period; $5.00 for the second 10-day period; and $25.00 for each 3-day period.~~

Section 13. The following section be and is hereby amended by inserting the underlined language as follows:

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, accompanied by a fee as set by resolution of the City Council, and construction shall not be started until the plans and specifications have been approved.

Section 14. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows

170.36 FEES.

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council. ~~of $150.00 and an additional charge of $10.00 for each lot in excess of 10 included within the plat, which shall be credited to the General Fund of the City. Each plat of survey submitted for approval shall be accompanied by a fee of $25.00 which shall be credited to the General Fund of the City. In addition, each final plat submitted for approval shall be accompanied by a fee of $100.00 and an additional charge of $10.00 for each lot in excess of 10 included within the plat, which shall be credited to the General Fund of the City.~~

Section 15. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section 16. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

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

_____

Kelly B. Shaw, Mayor

ATTEST:

_____

Andrew J. 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.

_____

Andrew J. Lent, City Clerk

Information

Subject
Codification Updates

Information
The following three Ordinances the Council is being asked to consider are amendments to the Code of Ordinances of the City of Indianola due to changes in the Code of Iowa that were adopted in the last legislative session.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

First consideration of an Ordinance amending the Code of Ordinances of the City of Indianola, Iowa, pertaining to animal control.

Information

Roll call is in order.

Fiscal Impact

Attachments

Animal Control Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING PROVISIONS PERTAINING TO ANIMAL CONTROL

Be It Enacted by the City Council of the City of Indianola, Iowa:

SECTION 1. SECTION MODIFIED. Section 55.01 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

55.01 DEFINITIONS. The following terms are defined for use in this chapter.

1. "Advertise" means to present a commercial message in any medium, including (but not limited to) print, radio, television, sign, display, label, tag, or articulation.

(Code of Iowa, Sec. 717E.1)

2. "Animal" means a nonhuman vertebrate.

(Code of Iowa, Sec. 717B.1)

3. "Animal shelter" means a facility which is used to house or contain dogs or cats, or both, and which is owned, operated, or maintained by an incorporated humane society, animal welfare society, society for the prevention of cruelty to animals, or other nonprofit organization devoted to the welfare, protection, and humane treatment of such animals.

(Code of Iowa, Sec. 162.2)

4. "At large" means off the premises of the owner and not under the control of a competent person, restrained within a motor vehicle, or housed in a veterinary hospital or kennel. A dog is not at large if it is in the confines of a City-owned off-leash dog park provided that such dog and its handler are at all times in compliance with all the rules for such park.

5. "Business" means any enterprise relating to any of the following:

(Code of Iowa, Sec. 717E.1)

A. The sale or offer for sale of goods or services.

B. A recruitment for employment or membership in an organization.

C. A solicitation to make an investment.

D. An amusement or entertainment activity.

6. "Commercial establishment" means an animal shelter, boarding kennel, commercial breeder, commercial kennel, dealer, pet shop, pound, public auction, or research facility.

(Code of Iowa, Sec. 717.B1)

7. "Fair" means any of the following:

(Code of Iowa, Sec. 717E.1)

A. The annual fair and exposition held by the Iowa State Fair Board pursuant to Chapter 173 of the *Code of Iowa* or any fair event conducted by a fair under the provisions of Chapter 174 of the *Code of Iowa*.

B. An exhibition of agricultural or manufactured products.

C. An event for operation of amusement rides or devices or concession booths.

8. "Game" means a "game of chance" or "game of skill" as defined in Section 99B.1 of the *Code of Iowa*.

(Code of Iowa, Sec. 717E.1)

9. "Injury" means an animal's disfigurement; the impairment of an animal's health; or an impairment to the functioning of an animal's limb or organ, or the loss of an animal's limb or organ.

(Code of Iowa, Sec. 717.B1)

10. "Livestock" means an animal belonging to the bovine, caprine, equine, ovine or porcine species, ostriches, rheas, and emus; farm deer (as defined in Section 170.1 of the *Code of Iowa*); or poultry.

(Code of Iowa, Sec. 717.1)

11. "Owner" means any person owning, keeping, sheltering, or harboring an animal.

12. "Pet" means a living dog, cat, or an animal normally maintained in a small tank or cage in or near a residence, including but not limited to a rabbit, gerbil, hamster, mouse, parrot, canary, mynah, finch, tropical fish, goldfish, snake, turtle, gecko, or iguana.

(Code of Iowa, Sec. 717E.1)

13. "Pound" means a facility for the prevention of cruelty to animals operated by the State, a municipal corporation, or other political subdivision of the State for the purpose of impounding or harboring seized stray, homeless, abandoned, or unwanted dogs, cats, or other animals; or a facility operated for such a purpose under a contract with any municipal corporation or incorporated society.

(Code of Iowa, Sec. 162.2)

14. "Research facility" means any school or college of medicine, veterinary medicine, pharmacy, dentistry, or osteopathic medicine, or hospital, diagnostic or research laboratories, or other educational or scientific establishment situated in the State concerned with the investigation of, or instruction concerning the structure or function of living organisms, the cause, prevention, control, or cure of diseases or abnormal conditions of human beings or animals.

(Code of Iowa, Sec. 162.2)

15. "Veterinarian" means a veterinarian licensed pursuant to Chapter 169 of the *Code of Iowa* who practices veterinary medicine in the State.

(Code of Iowa, Sec. 717.B1)

SECTION 2. SECTION MODIFIED. Section 55.02 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

55.02 ANIMAL NEGLECT.

1. It is unlawful for a person who owns or has custody of an animal and confines that animal to fail to provide the animal with any of the following conditions for the animal's welfare:

(Code of Iowa, Sec. 717B.3)

A. Access to food in an amount and quality reasonably sufficient to satisfy the animal's basic nutrition level to the extent that the animal's health or life is endangered.

B. Access to a supply of potable water in an amount reasonably sufficient to satisfy the animal's basic hydration level to the extent that the animal's health or life is endangered. Access to snow or ice does not satisfy this requirement.

C. Sanitary conditions free from excessive animal waste or the overcrowding of animals to the extent that the animal's health or life is endangered.

D. Ventilated shelter reasonably sufficient to provide adequate protection from the elements and weather conditions suitable for the age, species, and physical condition of the animal so as to maintain the animal in a state of good health to the extent that the animal's health or life is endangered. The shelter must protect the animal from wind, rain, snow, or sun and have adequate bedding to provide reasonable protection against cold and dampness. A shelter may include a residence, garage, barn, shed, or doghouse.

E. Grooming, to the extent it is reasonably necessary to prevent adverse health effects or suffering.

F. Veterinary care deemed necessary by a reasonably prudent person to relieve an animal's distress from any of the following:

(1) A condition caused by failing to provide for the animal's welfare as described in this section.

(2) An injury or illness suffered by the animal causing the animal to suffer prolonged pain and suffering.

2. This section does not apply to any of the following:

A. A person operating a commercial establishment under a valid authorization issued or renewed under Section 162.2A of the *Code of Iowa*, or a person acting under the direction or supervision of that person, if all of the following apply:

(1) The animal, as described in Subsection 1, was maintained as part of the commercial establishment's operation.

(2) In providing conditions for the welfare of the animal, as described in Subsection 1, the person complied with the standard of care requirements provided in Section 162.10A[1] of the *Code of Iowa*, including any applicable rules adopted by the Department of Agriculture and Land Stewardship applying to: (i) a State licensee or registrant operating pursuant to Section 162.10A[2a] or [2b] of the *Code of Iowa*; or (ii) a permittee operating pursuant to Section 162.10A[2c] of the *Code of Iowa*.

B. A research facility if the research facility has been issued or renewed a valid authorization by the Department of Agriculture and Land Stewardship pursuant to Chapter 162 of the *Code of Iowa*, and performs functions within the scope of accepted practices and disciplines associated with the research facility.

SECTION 3. SECTION MODIFIED. Section 55.04 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

55.04 ABANDONMENT OF CATS AND DOGS. It is unlawful for a person who owns or has custody of a cat or dog to relinquish all rights in and duties to care for the cat or dog. This section does not apply to any of the following:

(Code of Iowa, Sec. 717B.8)

1. The delivery of a cat or dog to another person who will accept ownership and custody of the cat or dog.

2. The delivery of a cat or dog to an animal shelter or that has been issued or renewed a valid authorization by the Department of Agriculture and Land Stewardship under Chapter 162 of the *Code of Iowa*.

3. A person who relinquishes custody of a cat at a location in which the person does not hold a legal or equitable interest, if previously the person had taken custody of the cat at the same location and provided for the cat's sterilization by a veterinarian.

SECTION 4. SECTION ADDED. Chapter 55 of the Code of Ordinances of the City of Indianola, Iowa, is amended by adding a new Section 55.18 which is hereby adopted to read as follows:

55.18 TAMPERING WITH A RABIES VACCINATION TAG. It is unlawful to tamper with a rabies vaccination tag.

(Code of Iowa, Sec. 351.45)

1. A person commits the offense of tampering with a rabies vaccination tag if all of the following apply:

   A. The person knowingly removes, damages, or destroys a rabies vaccination tag as described in Section 351.35 of the *Code of Iowa*.

   B. The rabies vaccination tag is attached to a collar worn by a dog, including as provided in Sections 351.25 and 351.26 of the *Code of Iowa*.

2. This section shall not apply to an act taken by any of the following:

   A. The owner of the dog, an agent of the owner, or a person authorized to take action by the owner.

   B. A peace officer.

   C. A veterinarian.

   D. An animal shelter or pound.

SECTION 5. SECTION ADDED. Chapter 55 of the Code of Ordinances of the City of Indianola, Iowa, is amended by adding a new Section 55.19 which is hereby adopted to read as follows:

55.19 TAMPERING WITH AN ELECTRONIC HANDLING DEVICE. It is unlawful to tamper with an electronic handling device.

(Code of Iowa, Sec. 351.46)

1. A person commits the offense of tampering with an electronic handling device if all of the following apply:

   A. The person knowingly removes, disables, or destroys an electronic device designed and used to maintain custody or control of the dog or modify the dog's behavior.

B. The electronic device is attached to or worn by the dog or attached to an item worn by the dog, including (but not limited to) a collar, harness, or vest.

2. This section shall not apply to an act taken by any of the following:

A. The owner of the dog, an agent of the owner, or a person authorized to take action by the owner.

B. A peace officer.

C. A veterinarian.

D. An animal shelter or pound.

SECTION 6. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 7. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.
Passed by the Council on the _____ day of _____, _____, and approved this _____ day of _____, _____.

_____
Mayor

ATTEST:

_____
City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, _____.

_____
City Clerk

Information

Subject

First consideration of an Ordinance amending the Code of Ordinances of the City of Indianola, Iowa, pertaining to tobacco use.

Information

Roll call is in order.

Fiscal Impact

Attachments

Tobacco Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING PROVISIONS PERTAINING TO TOBACCO USE

Be It Enacted by the City Council of the City of Indianola, Iowa:

SECTION 1. SECTION MODIFIED. Section 46.02 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

46.02 CIGARETTES AND TOBACCO. It is unlawful for any person under 21 years of age to smoke, use, possess, purchase, or attempt to purchase any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes. Possession of tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes by an individual under 21 years of age shall not constitute a violation of this section if the individual under 21 years of age possesses the tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes as part of the person's employment and said person is employed by a person who holds a valid permit under Chapter 453A of the *Code of Iowa* or who lawfully offers for sale or sells cigarettes or tobacco products.

(Code of Iowa, Sec. 453A.2)

SECTION 2. SECTION MODIFIED. Section 121.07 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

121.07 PERSONS UNDER LEGAL AGE. A person shall not sell, give, or otherwise supply any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes to any person under 21 years of age. The provision of this section includes prohibiting person under 21 years of age from purchasing tobacco, tobacco products, alternative nicotine products, vapor products, and cigarettes from a vending machine. If a retailer or employee of a retailer violates the provisions of this section, the Council shall, after written notice and hearing, and in addition to the other penalties fixed for such violation, assess the following:

1. For a first violation, the retailer shall be assessed a civil penalty in the amount of $300.00. Failure to pay the civil penalty as ordered under this subsection shall result in automatic suspension of the permit for a period of 14 days.

2. For a second violation within a period of two years, the retailer shall be assessed a civil penalty in the amount of $1,500.00 or the retailer's permit shall be suspended for a period of 30 days. The retailer may select its preference in the penalty to be applied under this subsection.

3. For a third violation within a period of three years, the retailer shall be assessed a civil penalty in the amount of $1,500.00 and the retailer's permit shall be suspended for a period of 30 days.

4. For a fourth violation within a period of three years, the retailer shall be assessed a civil penalty in the amount of $1,500.00 and the retailer's permit shall be suspended for a period of 60 days.

5. For a fifth violation within a period of four years, the retailer's permit shall be revoked.

The Clerk shall give 10 days' written notice to the retailer by mailing a copy of the notice to the place of business as it appears on the application for a permit. The notice shall state the reason for the contemplated action and the time and place at which the retailer may appear and be heard.

(Code of Iowa, Sec. 453A.2, 453A.22 and 453A.36[6])

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

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

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

_____
Mayor

ATTEST:

_____
City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, _____.

_____
City Clerk

Information

Subject

First consideration of an Ordinance amending the Code of Ordinances of the City of Indianola, Iowa, pertaining to standard penalty.

Information

Roll call is in order.

Fiscal Impact

Attachments

Standard Penalty Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING PROVISIONS PERTAINING TO STANDARD PENALTY

Be It Enacted by the City Council of the City of Indianola, Iowa:

SECTION 1. SECTION MODIFIED. Section 1.14 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

1.14 STANDARD PENALTY. Unless another penalty is expressly provided by this Code of Ordinances for violation of any particular provision, section, or chapter, any person failing to perform a duty required by this Code of Ordinances or otherwise violating any provision of this Code of Ordinances or any rule or regulation adopted herein by reference shall, upon conviction, be subject to a fine of at least $105.00 but not to exceed $855.00, and shall specifically exclude imprisonment.

(Code of Iowa, Sec. 364.3[2] and 903.1[1a])

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

_____
Mayor

ATTEST:

_____
City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, _____.

_____
City Clerk

Information

Subject

Update and possible direction regarding Capital Improvement Program (CIP) planning.

Information

The City Manager will provide an update on the CIP planning and ask for direction on the project.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

Receive and file correspondence from July 31 and August 7, 2020 weekly updates from City Manager, Ryan Waller.

Information

Roll call to receive and file correspondence is in order.

Fiscal Impact

Attachments

Waller's Weekly 0730
August 17 Draft
September 8 Draft
Waller's Weekly 0807
August 17 Draft Agenda
September 8 Draft Agenda

Jackie Raffety

From: Ryan Waller
Sent: Thursday, July 30, 2020 11:25 AM
To: Ryan Waller
Subject: Waller's Weekly 7.30.2020
Attachments: Sept 8 draft agenda.pdf; Aug 17 Draft Agenda.pdf

Good afternoon, all.

I hope this finds you well. Below and attached, please find the items that comprise this week's update email (a day earlier than normal). As a reminder, these updates may also be found on the City's website, as well as in the City Council meeting packets. Please feel free to share this with others and please do not hesitate to contact me with any questions regarding these or other City related matters.

Have a wonderful rest of the week and weekend!

Ryan

Ryan J. Waller
City Manager
City of Indianola

August 3rd City Council Meeting – The City Council will meet on Monday, August 3rd for its regular meeting. The agenda and comprehensive 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 and a Zoom Webinar (login information may be found in the meeting packet).

Parking Lot Maintenance – Streets Division Staff will be cleaning and/or painting various municipal parking lots in the vicinity of the town Square. Work is scheduled to begin Tuesday, August 4th and will continue until August 12th (weather permitting). Additional details may be found on the City's website at http://indianolaiowa.gov/CivicAlerts.aspx?AID=1641 and on our social media outlets.

Industrial Park Street/Drainage Work – Streets Division Staff will be performing street and drainage improvements on North 14th Street in the City's Industrial Park. The work is scheduled to begin the week of August 3rd and is expected to be completed within three to five days (weather permitting). Information on this work has been mailed to impacted businesses and posted on the City's website and social media outlets.

Traffic Signal Timing – The new timing for the traffic signals along State highways 65/69 and 92 is expected to be completed by the end of this week. This work will improve traffic flow along these corridors and will have a positive environmental impact through the reduction of vehicle

idling. Seeding of the area disturbed as a result of the reconstruction of Iowa Avenue will be completed by the first week of September.

Budget Presentation Document – The budget presentation document has been submitted to the Government Finance Officers Association for consideration of the Distinguished Budget Award. This award program, which began in 1984, was established to recognize budget documents that adhere to established best practices on fiscal stewardship and transparency. The City has received this award for the last three consecutive years (the only three times in the City's history)! Thank you to our team for their hard work on this important document. The budget presentation document may be viewed on the City's website at http://indianolaiowa.gov/DocumentCenter/View/11474/Indianola-FY2021-Budget-Presentation-Document.

Upcoming City Council Agendas – Attached, please find documents containing anticipated agenda items for the August 17th and September 8th upcoming meetings. These are working drafts. Agendas are published on the City's website the Thursday prior to a scheduled City Council meeting.

August 17, 2020
Draft Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Treasurer's Report
- Third consideration of an Ordinance Amending Chapter 100 of the Code of Ordinances of the City of Indianola, Iowa by Eliminating Interest Charges Associated with Connection Fees in Certain Connection Fee Districts.
- Third consideration of an Ordinance Amending Subsection 3 of Section 100.12 of the Code of Ordinances of the City of Indianola, Iowa, by Eliminating Interest Charges Associated with Connection Fees in the Highway 92 West Sewer Connection Fee District.
- Second consideration of an ordinance amending the city code of the City of Indianola, Iowa to repeal the three-hour parking regulations in and around the public Square and add language related to construction parking.
- Public Hearing on a zoning regulation amendment to Chapter 165, regarding preschools, schools and churches.
- First consideration of an Ordinance amending zoning regulations to Chapter 165, regarding preschools, schools and churches.
- Public **H**earing for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.
- First consideration for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.
- Environmental Scan Presentation
- First consideration of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to standard penalty
- First consideration of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to tobacco use
- First consideration of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to animal control
- Change order number 3 for ICAAP Project
- Resolution approving transfers
- Resolution approving a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola.
- Resolution authorizing the certification of liens to the Warren Co Treaurer for purposes of assessing the cost of nuisance abatement against property.
- Resolution approving purchase of Police vehicle.

Study Session Draft Agenda

- Update and direction regarding the Square Streetscape Project, including traffic flow.

September 8, 2020
Draft Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Resolution approving contract for pool steps and slide repair
- Resolution approving quote for Wellness Center exterior crack repairs
- Second consideration of an Ordinance amending zoning regulations to Chapter 165, regarding preschools, schools and churches.
- Second consideration for various amendments, including zoning regulation amendments to Chapter 165, regarding fees.
- Third consideration of an ordinance amending the city code of the City of Indianola, Iowa to repeal the three-hour parking regulations in and around the public Square and add language related to construction parking.
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- Second consideration of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to tobacco use
- Second consideration of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to animal control
- Hearing and determination of a vicious animal

Jackie Raffety

From: Ryan Waller
Sent: Friday, August 7, 2020 10:47 AM
To: Ryan Waller
Subject: Waller's Weekly 8.7.2020
Attachments: Aug 17 Draft Agenda.pdf; Sept 8 draft agenda.pdf

Good morning, all.

I hope this finds everyone well, healthy and safe. Below and attached are the items that make up this week's update. As a reminder, past updates may be found on the City's website at http://indianolaiowa.gov/845/Wallers-Weekly-Update-2020 and in the City Council meeting packets. If there are any questions regarding these or other City related items, please let me know.

Have a great weekend!

Ryan

Ryan J. Waller
City Manager
City of Indianola

State Highways 65/69 and 92 – If you have driven along State Highways 65/69 or 92 lately the City Team hopes you noticed the improved synchronization of the traffic signals. The new timing for these traffic signals was completed last week as part of the City's project to reconstruct a portion of Iowa Avenue. This work, which was partially funded by a grant, is expected to be completed by the first week of September when seeding of the disturbed area is performed. Thank you to the community for the patience during this important project!

Grant Awarded - As previously reported, the City, Helping Hand, the Indianola Chamber and Central Iowa Shelter Services began exploring a possible partnership to compete for Federal grant dollars available to support restaurants impacted by the COVID-19 pandemic. Thank you to Councilwoman Schroder who made this connection after initially being contacted by a representative from the Central Iowa Shelter Services about this opportunity. The City Council endorsed this partnership (July 6th council meeting) and authorized the submission of a grant application seeking $62,700 (July 20th council meeting). On Thursday, August 6th notification was received announcing the application was successful, and the City was awarded the full request. The program is expected to begin on Monday, August 10th. Details will be advertised on the City's website and social media outlets.

Code Updates – Following the adoption of the updated Comprehensive Master Plan (*Elevate Indianola*), at its meeting on July 20th the City Council appointed an advisory committee to begin

work on an overall review and updating process of outdated City Codes. This is being done to ensure the City's regulations align with and promote the community's vision established by *Elevate Indianola*. The kick-off meeting with the advisory committee took place earlier this week with a focus on the City's Zoning Code, Plantings in Parking Code (street trees), Sign Code, Site Planning Code, and Subdivision Code. At this meeting, the committee discussed the purpose, scope and timeline of the updates, as well as issues with the current codes, goals of the updates, and they formulated a list of community stakeholders that should be consulted as part of the update process. Updates will be provided as this major project continues to progress.

Square Streetscape Project – Last year, a committee of community stakeholders presented a recommendation to the City Council on the overall design and layout of the Square Streetscape. This design, which was approved by the City Council in 2019 and ultimately received an award from the American Planning Association (Iowa Chapter), included the recommendation for two-way traffic around the Square. As the City's engineers on this project (Bolton and Menk) work towards the 30% design mark, confirmation on prior direction from the City Council regarding the traffic pattern around the Square, and on Howard and Buxton Streets, is needed. At its Study Session on August 17th, the City Council will receive a presentation on various components of a conversion to two-way traffic. While a formal decision on one-way vs two-way will not be made on August 17th, the direction received will begin the process of completing necessary studies, preparing necessary ordinance changes, and will give direction to the design team on the Square Streetscape Project.

Industrial Park Street/Drainage Work – Streets Division Staff completed the street and drainage improvements on North 14th Street in the City's Industrial Park. Work began on Monday, August 3rd and was completed within two days. The project required 123 hours of labor and 80 tons of rock for the pavement edge shoulders. The drainage ditches in the vicinity were also reshaped to improve the storm water run-off, which should address some of the concerns regarding standing water in the area.

Parking Lot Maintenance – Streets Division Staff will continue cleaning and/or painting of various municipal parking lots in the vicinity of the town Square. Work began earlier this week and will continue until August 12th (weather permitting). Additional details may be found on the City's website at http://indianolaiowa.gov/CivicAlerts.aspx?AID=1641 and on our social media outlets.

South Kenwood Drive Repairs – Crews from the Streets Division and Water Pollution Control began repair work on failing sanitary sewer manholes and pavement sections on the 300-400 block of South Kenwood Drive. To date crews have used a total of 16 hours of labor and 9 cubic yards of concrete to repair the 350 square feet of pavement. Information regarding this work may be found on the City's social media outlets.

COVID Expenses – Earlier this week, Governor Reynolds announced that communities would be eligible for certain expense incurred as a result of the COVID-19 pandemic. While staff continue to monitor the necessary requirements to submit for reimbursement, much of the necessary work has already been completed. This is all thanks to foresight of the City's finance team and cooperation of our operating departments. As we learn more, additional updates and possible City Council agenda items will be planned and provided accordingly.

Census – Indianola's Census response rate is currently at 71.8% and continues to outpace the same for the Nation and the State. Reminder postcards have been sent to households who had not yet responded. This will be the final mailing before census takers begin visiting non-responding households in the next few weeks. If you have not already responded to the Census, and to avoid a visit to your home by a census taker, please respond online (https://2020census.gov/en/ways-to-respond/responding-online.html) or by phone (844-330-2020) to ensure our community doesn't lose out on critical funding for roads, schools and other vital services.

Meeting Presentation – Information contained in the presentation provided during the August 3rd City Council meeting regarding the City's 28 E agreement with the YMCA may be found on the City's website here. As noted in the presentation there are no tax dollars that support the operations of the YMCA and none of the rent paid to the City is used to make bond payments for the building.

Building Permit Report – The Community Development Department released its July 2020 building permit report this week. The City issued 24 permits in July, 11 of which were for new homes. In comparing 2020 to 2019 there have been 12 more permits (124 vs 112) this year with 58 of the issued permits for new homes (48 new home permits in 2019). The total value of permitted construction is $14,171,787 compared to $9,514,218 in 2019. If you are interested in being placed on the emailing list for these reports, please contact Community Development at 961-9430.

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August 17, 2020
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- Hearing and determination of a vicious animal

Information

Subject

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

Information

Roll call to go into closed session is in order.

Fiscal Impact

Attachments

No file(s) attached.