



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

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public comment
5. Consent
 - A. Approval of agenda
 - B. **Page 4** December 16, 2019, Minutes
 - C. **Page 9** Second consideration of an amendment to Chapter 165 of zoning codes regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations. (Planning & Zoning approved unanimously on November 12, 2019.)
 - D. **Page 27** Second consideration for a request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al. to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District. (Planning and Zoning approved unanimously on November 12, 2019.)
 - E. **Page 39** Second consideration of an amendment to Chapter 165 of zoning codes regarding breweries. (Planning & Zoning approved unanimously on November 12, 2019.)
 - F. **Page 50** Approval of change order number one for 2019 Drainage Improvements (S & T Courts) in the amount of \$5,091.15 for a revised contract amount of \$154,891.15.
 - G. **Page 54** Approval of change order number one for Emergency Storm Sewer Repairs (Norwalk Ready Mix Plant) in the amount of \$18,625.00 for a revised contract amount of \$66,525.00.
 - H. **Page 60** Final acceptance and payment of retainage for the Emergency Storm Sewer Improvements Project (Norwalk Ready Mix Plant) in the amount of \$3326.25 as submitted by TK Concrete.

- I. **Page 65** Resolution approving Storm Sewer Easements for the Emergency Storm Sewer Repairs Project (Norwalk Ready Mix Plant).
 - J. **Page 81** Final acceptance and payment of retainage for the West 3rd Avenue Sanitary Sewer Improvements Project in the amount of \$11,275.97 as submitted by Vanderpool Construction.
 - K. **Page 85** Final approval of applications for Urban Revitalization Designation.
 - L. **Page 86** Resolution Approving Salaries.
 - M. **Page 88** Claims on the computer printout for January 6, 2020.
6. Council Reports
- A. **Page 103** Discussion and direction regarding appointing representation to Boards and Commissions and other committees.
 - B. **Page 111** Consider re-nominations of Amy Duncan, Clark Ridlen and Taylor Litchkey to the Hometown Pride Committee for a two-year term, effective January 1, 2020, to December 31, 2022.
7. Mayor's Report - Kelly B. Shaw
- A. **Page 124** Consider re-nomination of Joel Hoger to the Park and Recreation Commission for a term from January 1, 2020, through January 1, 2023.
 - B. Community Update
8. Public Consideration
- A. New Business
 - 1. **Page 129** Resolution authorizing a Professional Service Agreement with Hydro-Klean, LLC for the Sewer Manhole Rehabilitation in an amount of \$22,951.00.
 - 2. **Page 143** Resolution authorizing a Professional Service Agreement with SAK Construction to perform the Sewer Mains and Lateral Rehabilitation Lining Project for a total amount of \$127,890.00.
 - 3. **Page 153** Resolution setting a date (January 21, 2020) as a public hearing for the Quail Meadows 3 Lift Station.
9. Other Business
- A. **Page 161** City Manager's Report -- Ryan Waller
 - 1. **Page 162** Budget Presentation provided by Andy Lent, Finance Director/City Clerk.
 - 2. **Page 163** Update regarding the Missouri Valley Project and the extension of Iowa Avenue.

3. **Page 165** Receive and file correspondence from December 13, 20 and 27, weekly updates from City Manager, Ryan Waller.

B. **Page 253** Enter into closed session pursuant to Iowa Code section 20.17(3) to discuss labor negotiations.

10. Adjourn

Meeting Date: 01/06/2020

Subject

December 16, 2019, Minutes

Information

Fiscal Impact

Attachments

191216 Minutes

REGULAR SESSION – DECEMBER 16, 2019

Judge Mark Schlenker administered the oath of office to Council Members Heather Hulen, John Parker Jr., and Gwen Schroder.

The City Council met in regular session at 6:00 p.m. on December 16, 2019, in the City Hall Council Chambers. Mayor Pro Tem, Shirley Clark called the meeting to order and on roll call the following members were present: Shirley Clark, Bob Kling, Greg Marchant, John Parker and Greta Southall. Absent: Joe Gezel and Mayor Kelly B Shaw.

Council Member Marchant moved, and Kling seconded to approve the following resolution entitled, “RESOLUTION RECOGNIZING THE SERVICE OF JOE GEZEL AS INDIANOLA CITY COUNCILMAN.” Question was called for and on voice vote, the Mayor Pro Tem declared the motion carried unanimously. The complete resolution may be viewed at City Hall.

Council Member Marchant moved, and Kling seconded to approve the resolution recognizing the service of City Clerk, Diana Bowlin. Question was called for and on voice vote, the Mayor Pro Tem declared the motion carried unanimously. The complete resolution may be viewed at City Hall.

The meeting was opened for Public Comment. Rene Staudacher of 10782 Grimes St, Indianola, spoke against the Water Resource Recovery Facility location.

Lindsay Offenburger, 1003 E Madison Ave, Indianola commented that the Water Resource Recovery Facility plans were not in the packet; City Attorney, Doug Fulton, stated that Council could not respond to public comment at this time on the agenda.

Council member Southall moved to approve the consent agenda and Parker seconded the motion. On roll call the vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion carried unanimously. The consent agenda was as follows:

Approval of agenda.

December 2, 2019, Minutes.

Application – A renewal Class “C” Liquor License, Outdoor Area and Sunday Sales Privilege for the Indianola Country Club

Approval of an increase in refuse residential rates for TRM Disposal to be effective January 1, 2020

Approval of Civil Service Commission list of applicants certified eligible for the position of Paramedic/Firefighter in the Fire Department effective December 5, 2019 – December 5, 2020, subject to passing all other requirements

Approval of change order number two in an amount of \$366.00 for the West Third Avenue Sanitary Sewer Improvements

Receive and file the EMS report for September and October 2019

Resolution No. 2019-237 approving salaries (the complete resolution may be viewed at the City Clerk’s Office)

REGULAR SESSION – DECEMBER 16, 2019 (continued)

Claims on the computer printout for December 16, 2019

A motion was made by Kling and seconded by Parker to approve the following resolution entitled, “RESOLUTION APPOINTING THE CITY FINANCIAL OFFICER AS CITY CLERK.” On roll call the vote was, AYES: Parker, Kling, Southall and Marchant. NAYS: Clark. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion passed and the following resolution duly adopted.

RESOLUTION NO. 2019-238
RESOLUTION APPOINTING THE CITY FINANCIAL OFFICER AS CITY CLERK

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

Mayor Pro Tem Clark administered the oath of office to Andrew Lent as City Clerk effective January 1, 2020.

Marchant moved and Parker seconded to table the approval of the following re-nomination of Amy Duncan, Clark Ridlen and Taylor Litchkey to the Hometown Pride Committee for a two-year term, effective January 1, 2020 – December 31, 2022, until the new Council takes office. On roll call the vote was, AYES: Parker, Kling, Southall and Marchant. NAYS: Clark. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion passed.

The following resolution entitled, “RESOLUTION RECOGNIZING THE SERVICE OF SHIRLEY CLARK AS INDIANOLA CITY COUNCIL WOMAN” was approved on a motion by Southall and seconded by Kling. Question was called for and on voice vote, the Mayor Pro Tem declared the motion carried unanimously. The complete resolution may be viewed at City Hall.

Marchant moved and Parker seconded to table the approval of the re-nomination of Joel Hoger to the Park and Recreation Commission for a two-year term, effective January 1, 2020 – January 1, 2023 until the new Council takes office. On roll call the vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Jim Rassmussen, HR Green, gave an update on the WRRF, including estimates of costs. Joe Frankl, HR Green, also spoke.

A public hearing was held to review an application for a State Revolving Fund (SRF) Loan for the 2019 Indianola Water Resource Recovery Facility Project (WRRF). No oral or written objections were offered.

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2019 Indianola Water Resource Recovery Facility, the Mayor Pro Tem called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost at 6:38 pm. Lindsay Offenburger, 1003 E Madison Ave, Indianola objected to approval of the resolution due to plans not being in the packet. City Manager, Ryan Waller, noted that notice was given that the plans are located in the City Clerk’s office for review.

Council Member Marchant introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST", for the 2019 Indianola Water Resource Facility, and moved that it be adopted. Council Member Kling seconded the motion to adopt. The roll was called, and the

REGULAR SESSION – DECEMBER 16, 2019 (continued)

vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the following resolution duly adopted:

RESOLUTION NO. 2019-239
RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND ESTIMATE OF COST
for the 2019 Indianola Water Resource Facility

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

A public hearing and first consideration of an amendment to Chapter 165 of zoning codes regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations was held at 6:40 pm. There were no objections either oral or written. It was moved by Southall and seconded by Kling to approve the first consideration of this amendment. On roll call the vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion carried unanimously. Council Member Marchant commented that he appreciates the Planning and Zoning Commission's work on this, and Kling added that City staff work is also appreciated.

A public hearing and first consideration of an amendment to Chapter 165 of zoning codes regarding breweries was held at 6:41 pm. There were no objections either oral or written. A motion was made by Southall and seconded by Parker to approve the first consideration of this amendment. On roll call the vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

A public hearing and first consideration of a request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al. to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District was held at 6:43 pm. There were no objections either oral or written. Stacy Crow spoke on wanting to add more camping to this area of the state. Council Member Clark asked if there would be storm shelters; Crow affirmed they would be in the restrooms. Council Member Southall asked what else would be allowed on that property by rezoning this area. Community and Economic Development Director, Charlie Dissell answered that only farming or camping will be allowed. Kling moved and Parker seconded to approve the first consideration of this rezoning request. On roll call the vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Council was asked to consider two requests from Kading Properties, LLC for site plan approval of Cavitt Creek Condominiums I, a residential development on a lot exceeding one (1) acre, between 1404 and 1500 North 9th Street and for site plan approval of Cavitt Creek Condominiums II, a residential development on a lot exceeding one (1) acre, west of 1500 North 9th Street. Community and Economic Development Director, Charlie Dissell provided a review of the requests as well as the Planning and Zoning Commission's recommendations. Council Member Marchant asked if the traffic impact study results were for both lots; Dissell affirmed it is. Dissell recommended that Council table a vote until staff can review information provided today by Kading Properties, LLC. Council Member Kling moved to postpone consideration of the requests by Kading Properties until January 6, 2020. Parker seconded. Chris Pose, attorney for Kading Properties, asked that Council wait until the January 21, 2020, Council Meeting to give everyone time to respond. Kling amended his motion to January 21, 2020. Parker seconded the motion. On roll call the vote was, AYES: Clark, Parker, Kling, Southall and Marchant. NAYS: None. ABSENT: Gezel.

REGULAR SESSION – DECEMBER 16, 2019 (continued)

Discussion regarding the building code updates and timeline was led by Community and Economic Development Director, Charlie Dissell.

A request from local churches regarding waiving Brush Facility fees for a community clean up event was provided by City Manager, Ryan Waller. Council directed staff to waive fees for this event.

City Manager, Ryan Waller, asked Council Members to review their schedules for any conflicts with March 16, 2020, Council Meeting.

A motion was made by Southall and seconded by Kling to receive and file correspondence of the weekly updates dated November 27 and December 6, 2019, from Ryan Waller, City Manager. Question was called for and on voice vote, the Mayor Pro Tem declared the motion carried unanimously.

Council Member Clark commented that she has enjoyed serving on City Council.

Meeting adjourned at 6:58 p.m. on a motion by Parker and seconded by Marchant.

Shirley Clark, Mayor Pro Tem

Diana Bowlin, City Clerk

Meeting Date: 01/06/2020

Subject

Second consideration of an amendment to Chapter 165 of zoning codes regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations. (Planning & Zoning approved unanimously on November 12, 2019.)

Information

Second consideration to amend Chapter 165 of zoning codes (packet) regarding Bed and Breakfasts, Boardinghouse and Short-term Rental regulations (Planning & Zoning approved unanimously on November 12, 2019).

Fiscal Impact

Attachments

B&B Changes
Bed & Breakfast Info
Ordinance BB



Community Development

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515-961-9430 • comdev@indianolaiowa.gov

Staff Report

Planning and Zoning Commission

Date of Meeting: November 12, 2019

Agenda Item: 6.A. Consider zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations

Application Type: Zoning Regulation Amendment

Applicant: City of Indianola

Application Summary: At its July 15 meeting, the Indianola City Council requested that staff and the Planning and Zoning Commission explore the possibility of separating the current boardinghouse/bed and breakfast definition and formulate recommendations to the Council. At its August 13 and October 8 meetings, the Planning and Zoning Commission remanded this amendment back to staff for future reviews on the impacts of all zoning districts

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 the Commission will recall, at its May meeting, several changes to the bed and breakfast regulations were brought forward to clean up some inconsistencies in the code. This action, which was recommended for approval by the Commission, was ultimately denied by the Council upon its second reading. Prior to the second reading of the Council, a neighborhood petition was submitted to the City requesting that the Council reject the proposed amendments recommended for approval by the Commission, to separately define the terms boarding house and bed and breakfast, to codify that only bed and breakfast are allowed in the R-1 zoning district, and to further strengthen the provisions for a special exception that allows bed and breakfast in the R-1 zoning district with requirements that would include short term stays only, retain current parking requirements, and add a requirements for an on-site resident owner/manager.

At its July 15 meeting, the Indianola City Council requested that staff and the Planning and Zoning Commission explore the possibility of separating the current boardinghouse/bed and breakfast definition and formulate recommendations to the Council. Staff is proposing changes to code that would separate these two terms in the definitions. Staff is also further providing analysis and considerations on the petition provided by the neighborhood.

The proposed separation of the two terms is done to limit the length of a stay at a bed and breakfast to a short term of no more than 31 days. Chapter 8 of City Code, relating to hotel-motel tax, states that the tax imposed does not apply to the gross receipts from the renting of a room, apartment or sleeping quarters while rented by the same person for a period of more than thirty-one (31) consecutive days. By limiting the length of stay to no more than 31 days for a bed and breakfast, this assures that the transient guests staying in a bed and breakfast would be required to pay a 7% tax, like what is required for a transient guest stay at a hotel or motel. A boardinghouse would have no limitations to the number of days and would be allowed for a longer period. However, a boardinghouse would require the length of stay be for a definitive period.

Staff has also reviewed the requests of the neighborhood petition, as well as the wishes of the property owner that was the subject of the proposed code changes reviewed by the Commission at its May meeting. It is of note that

currently the R-1 district only allows for bed and breakfasts through the approval of a Special Exception by the Board of Adjustment. However, the current issue is that bed and breakfast and boarding houses share the same definition, making them interchangeable. By the proposal to separate them into their own definitions, this should satisfy the neighborhood petition to make sure only bed and breakfast are allowed in the R-1 zoning district. Furthermore, by the definition proposed for bed and breakfasts, the stays allowed would be limited to 31 days. As the petition has requested no changes be made to the current parking requirements that were installed into the Code in 2004, staff is proposing to keep the parking requirements for bed and breakfast in the R-1 the same.

Regarding the request to add a requirement that a bed and breakfast require an on-site resident owner/manager, staff is proposing that these types of facilities would be owner- or manager-occupied transient lodging establishments. The neighborhood also had requested at the July 1 Council meeting that the requirement limiting a bed and breakfast in the R-1 zoning district to property located within 600 feet of the Simpson College Campus bounded by Clinton Avenue, E Street, Girard Avenue and Buxton Street, or the lot size is 3 acres or more, be removed, and that bed and breakfasts be allowed in all R-1 Zoning districts. Staff agrees this limitation should be removed, and bed and breakfast be allowed to be reviewed by the Board of Adjustment on a case by case basis. Additionally, staff would propose again that the requirement limiting the occupancy in the R-1 zoning district for a bed and breakfast to four guest units be removed, and that the Board of Adjustment be allowed to review occupancy limitations on a case by case basis.

Additionally, based on feedback received from the public and the Planning and Zoning Commission at its August 13 meeting, staff has taken a broader look at bed and breakfasts and boardinghouses across all zoning districts, the effect that short-term rentals, such as Airbnb and Vrbo, may have on the City, and what other like towns with colleges are doing with all these uses. Currently, bed and breakfasts are allowed by special exception in the R-1 district, and by right in the R-3, R-4 and R-5. As the occupancy requirements on bed and breakfasts is proposed to be removed from the definition and determined by the Board of Adjustment on a case by case basis, staff is proposing to allow a bed and breakfast in districts that allow for single-family dwelling and two-family dwellings to be permitted by a special exception. This would include adding bed and breakfast into the R-2 district and changing them from a permitted use to a special exception in the R-3 district. If the Planning and Zoning Commission would rather these be allowed by right in any of the R-1, R-2 or R-3 districts, staff would recommend occupancy limits be set to protect the character of lower density residential areas. Furthermore, to protect the character of R-3 districts which allow single-family and two-family dwellings, staff is recommending boarding houses also be reviewed as a special exception in the R-3. Staff is proposing no changes to the R-4, since this district already allows high density multi family residential, and R-5, as this district requires a PRD plan be submitted which would review allowable uses on each lot.

At its meeting on October 8, the Planning and Zoning Commission requested a requirement for bed and breakfast to include the provision of a breakfast being served, that boarding houses require an on-site manager and clarification on and the meals and lodging provision of a boardinghouse. These have all been included in the current version of the proposed code amendment.

Staff is also proposing to add a definition for short-term rentals, which would include online booking platforms such as Airbnb and Vrbo. Short-Term Rental is proposed to be defined as a dwelling unit, managed by the property owner or a property management company, for short-term lodging. Note that this definition would not require the owner or manager to occupy the unit, unlike a bed a breakfast. A Short-Term Rental is proposed to be limited to limited to four (4) or fewer guestrooms with no more than two (2) adults per bedroom and with no meals provided to guests. For the purposes of this term, a guest is a person who rents a room in a short-term rental establishment for no more than 31 consecutive days. Staff is proposing that short term rentals be allowed by right in the R-1, R-2, R-3, R-4 and R-5 zoning districts.

The proposed changes are attached, with insertions shown in red and underlined, and deletions shown in red and struck-out. This includes a table showing the uses, the zoning districts they would be permitted in, and how they would be permitted. The research that was conducted on what other like towns with colleges are doing with these uses is also included with this staff report.

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.

6. ~~“Boardinghouse/bed and breakfast” means a building other than a hotel where, for compensation and by arrangement, meals and lodging are provided for two (2) or fewer family(ies) that are overnight guests and where no food is served to the general public.~~

“Bed and Breakfast” means an owner- or manager-occupied transient lodging establishment, generally in a single-family dwelling or detached guesthouses, primarily engaged in providing overnight or otherwise temporary lodging for the general public. Meals shall be provided to overnight guests and shall include at least breakfast. For the purposes of this term, a guest is a person who rents a room in a bed and breakfast establishment for no more than 31 consecutive days.

“Boardinghouse” means an owner- or manager-occupied building other than a motel or hotel, and other than a building containing an apartment(s), where, for compensation and by prearrangement for definite periods, meals and lodging are provided to overnight guests.

“Short-Term Rental” means a dwelling unit, managed by the property owner or a property management company, for short-term lodging. A Short-Term Rental shall be limited to four (4) or fewer guestrooms with no more than two (2) adults per bedroom. Meals shall not be provided to guests. For the purposes of this term, a guest is a person who rents a room in a short-term rental establishment for no more than 31 consecutive days.

SPECIAL EXCEPTION USES AND STRUCTURES (R-1, SINGLE-FAMILY RESIDENTIAL, R-2 SINGLE AND TWO-FAMILY RESIDENTIAL & R-3 MIXED RESIDENTIAL)

4. ~~Bed and Breakfast, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) occupancy is limited to four guests units (e.g. families, couples or individuals) shall be determined through the approval process of the special exception; (c) required off-street parking shall be one space for each guest unit and two spaces for the resident; (d) signage is limited to a maximum of three square feet mounted flush to the building; (e) require 10 day written notification to property owners within 200’ of the proposed location before Board of Adjustment hearing; and (ef) no meals served to people other than overnight guests.; and (g) the entire property is either located within 600 feet of the Simpson College Campus bounded by Clinton Avenue, E Street, Girard Avenue and Duxton Street, or the lot size is 3 acres or more.~~

SPECIAL EXCEPTION USES AND STRUCTURES (R-3 MIXED RESIDENTIAL)

4. Boardinghouse, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) occupancy shall be determined through the approval process of the special exception; (c) required off-street parking shall be one space for each guest unit and two spaces for the resident; (d) signage is limited to a maximum of three square feet mounted flush to the building; and (e) no meals served to people other than overnight guests.

		Bed and Breakfast	Boardinghouse	Short-term Rental	Hotel/Motel	Campground
A-1	Agricultural	P				
A-2	Mixed Agricultural					p*
R-1	Single-Family Residential	SE		P		
R-2	Single- and Two-Family Residential	SE		P		
R-3	Mixed Residential	<u>P SE</u>	<u>P SE</u>	<u>P</u>		
R-4	Multiple-Family [Residential]	P	P	P		
R-5	Planned Residential	p**	p**	<u>p**</u>		
R-6	Mobile Home Residential					
C-1	Office Park Commercial District				SE	
C-2	Highway Commercial				P	A***
C-3	General Retail and Office				P	
C-4	Planned Commercial District				p****	p****
M-1	Limited Industrial					
M-2	General Industrial					

P= Permitted Principle Use

A= Accessory Use
SE= Special Exception

* Allowed with special requirements

** Allowed if shown on PRD Plan

***Allowed as an Assesory Use to a hotel/motel

****Allowed as a Class 2 Plan

“Bed and Breakfast” means an owner- or manager-occupied transient lodging establishment, generally in a single-family dwelling or detached guesthouses, primarily engaged in providing overnight or otherwise temporary lodging for the general public and may provide meals to overnight guests. For the purposes of this term, a guest is a person who rents a room in a bed and breakfast establishment for no more than 31 consecutive days.

“Boardinghouse” means a building other than a motel or hotel, and other than a building containing an apartment(s), where, for compensation and by prearrangement for definite periods, meals or lodging are provided to overnight guests.

“Short-Term Rental” means a dwelling unit, managed by the property owner or a property management company, for short-term lodging. A Short-Term Rental shall be limited to four (4) or fewer guestrooms with no more than two (2) adults per bedroom. Meals shall not be provided to guests. For the purposes of this term, a guest is a person who rents a room in a short-term rental establishment for no more than 31 consecutive days.

- **Fairfield, Iowa** (Maharishi University of Management)

"Bed and breakfast inn" means a private single-family residence where lodging and meals are provided for transient guests on a short-term basis, in which the host or hostess resides and in which no more than four guest rooms are available for rent and which, while it may advertise and accept reservations, does not hold itself to the public to be a restaurant, hotel or motel, does not require reservations and serves food only to overnight guests.

"Boardinghouse" means a private single-family dwelling other than a hotel or restaurant where lodging and meals are provided for compensation for guests who are not family members of the owners or occupant.

The establishment of a bed and breakfast inn and boardinghouse is permitted in some residential districts when authorized by the board of adjustment (special exception).

The authorized bed and breakfast inn shall have a maximum of four units available for rent. No guest room (unit) shall be occupied by more than four persons at one time.

The authorized boardinghouse shall have a maximum of six units available for rent. No guest unit shall be occupied by more than two persons at one time.

The maximum length of stay in a bed and breakfast inn shall be limited to no more than seven consecutive nights.

There is no maximum length of stay imposed on either boardinghouses or rooming houses.

- **Decorah, Iowa** (Luther College)

"Bed and breakfast home" means a private residence which provides lodging and meals for guests, in which the host and/or hostess resides, and in which no more than five guest families are lodged at the same time, and which, while it may advertise and accept reservations, does not present itself to the public as a boarding house, rooming house, domiciliary hostel, group home, restaurant, hotel or motel, does not require reservations, and serves food only to overnight guests. Bed and breakfast homes are limited to no more than five guest rooms. Allowed as a home occupation.

"Bed and breakfast inn" means a building having nine or fewer guest rooms, equipped, used, advertised or presented to the public as an inn, hotel, motel, motor inn or place where sleeping accommodations are furnished and food service for the general public is allowed. Allowed in commercial

Boarding Houses are allowed in R-3

- **Grinnell, Iowa** (Grinnell College)

“Boardinghouse” means a building other than a hotel, where for compensation, meals and/or lodging are provided for four (4) or more persons, but not exceeding ten (10) persons. Only allowed in R-3 Multifamily Residential.

- **Mount Pleasant, Iowa** (Iowa Wesleyan University)

Bed and breakfast home: A private residence which provides lodging and meals for guests, in which the host or hostess resides and in which no more than four (4) guest families are lodged at the same time and which, while it may advertise and accept reservations, does not hold itself out to the public to be a restaurant, hotel or motel, does not require reservations and serves food only to overnight guests. Allowed through a home occupation permit.

Bed and breakfast inn: A building having nine (9) or fewer guest rooms, equipped, used, advertised, or presented to the public as an inn, hotel, motel, motor inn, or place where sleeping accommodations are furnished and food service for the general public is allowed. Allowed through a home occupation permit.

Boardinghouse: A building, other than a hotel or motel, where, for compensation, meals or lodging and meals are provided for four (4) or more persons. Allowed in R-3.

- **Mount Vernon, Iowa** (Cornell College)

Bed and Breakfast- A lodging service that provides overnight or short-term accommodations to guests or visitors, usually including provision of breakfast. Conditional Use in ag. and residential districts. Permitted use in High Density Residential and Commercial.

- **Orange City** (Northwestern College)

Bed & Breakfast Inn: A private, owner-occupied housing unit which provides up to four sleeping rooms for rent to the general public. The only meal to be provided to guests is breakfast, and it shall only be served to those taking lodging in the facility. Individual units which are designed to be rented shall contain no cooking facilities. Special exception in R-1. Permitted use in C-1.

BOARDING OR LODGING HOUSE: A building other than a hotel, where for compensation and by arrangement, lodging is provided for three (3) or more persons. Allowed by special exception in R-1 and R-2.

- **Oskaloosa, Iowa** (William Penn University)

Bed and Breakfast. A lodging service that provides overnight or short-term accommodations to guests or visitors, usually including provision of breakfast. Bed and breakfasts are usually located in large residential structures that have been adapted for this use. For the purpose of this definition, bed and breakfasts are always owned and operated by the resident owner or

resident manager of the structure, include no more than eight units, and accommodate each guest or visitor for no more than seven consecutive days during any one-month period. Conditional use in Residential, Permitted use in Commercial.

- **Pella, Iowa** (Central College)

Bed and Breakfast- a lodging service that provides overnight or short-term accommodations to guests or visitors, usually including provision of breakfast. Bed and breakfasts are usually located in large residential structures that have been adapted for this use. For the purpose of this definition, bed and breakfasts are always owned and operated by the resident owner or resident manager of the structure, include no more than three (3) units, and accommodate each guest or visitor for no more than seven (7) consecutive days during any one-month period. Allowed as a permitted use in most zoning districts.

Boarding House – a lodging service that provides long-term accommodations to guest or visitors. Boarding houses are usually located in large residential structures that have been adapted for this use. For the purpose of this definition, boarding houses are always owned and operated by the resident owner or resident manager of the structure, include no more than three (3) units, and accommodate each guest or visitor for a period longer than seven (7) consecutive days during any one-month period. Allowed as a permitted use in A-1 and R-3, but as a special use in the Rural Residential district

- **Sioux Center, Iowa** (Dordt University)

BED & BREAKFAST ESTABLISHMENT: A Private, owner-occupied housing unit which provides up to five (5) sleeping rooms for rent to the general public. Meals shall only be served to those taking lodging in the facility and the owners and employees of the operation. Individual units which are designed to be rented shall contain no cooking facilities. Allowed by Special exception in R-2, Permitted use in R-3.

- **Storm Lake, Iowa** (Buena Vista University)

Bed and Breakfast A lodging service that provides overnight or short-term accommodations to guests or visitors, usually including provision of breakfast. Bed and breakfasts are usually located in large residential structures that have been adapted for this use. For the purpose of this definition, bed and breakfasts are always owned and operated by the resident owner of the structure, include no more than ten units, and accommodate each guest or visitor for no more than 7 consecutive days during any one-month period. Conditional Use in Residential, Permitted in Commercial/ Institutional.

Bed and Breakfasts permitted in the CBD District must provide any sleeping facility only on levels above street level except that units specifically designed and reserved for occupancy by handicapped people may be located on the street level.

Bed and Breakfasts in Residential districts shall be limited to no more than 4 individual units for stay. Garbage/recycling services and storage of materials associated with the bed and breakfast shall be contained within a garage or fully enclosed accessory structure.

Boarding House for Students: A boarding house for students is a residential facility providing housing for students who are enrolled in any public, private or parochial school, vocational schools, college or university together with any necessary support staff.

Boarding House for Students A building other than a motel or hotel where, for compensation and by prearrangement for definite periods of time, a room is used or intended to be used for living or sleeping but not used for cooking or eating purposes.

Boarding House for student's conditional use in residential, permitted use in Institutional

- **Waverly, Iowa** (Wartburg College)

The term "boarding house" shall mean a residential building where, in addition to lodging, meals are furnished to three or more tenants, provided such house does not regularly furnish meals to the public. No building defined pursuant to this chapter as a hotel shall be considered a boarding house. Allowed as a special use in R-2

Also allows for Sororities, fraternities, and lodging houses.

November 7, 2019

Planning and Zoning Commission
City Hall 110 North 1st Street
Indianola, Iowa 50125

RE: Zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouses, and Short Term Rental regulations

Planning and Zoning Commissioners:

Thank you for your time, attention and consideration of this ongoing matter.

For the sake of this correspondence, the R-1, single family dwelling zoning area, will be the focus, specifically Bed and Breakfast would be allowed by Special Exception only, Boardinghouses would not be permitted, and Short Term Rental permitted as Principle use. Please know it is understood this potential change would affect all zoning areas.

Three items of interest were noted during the October Planning and Zoning Commission meeting.

1. Conversation reflecting the idea that duty lie in governing for 80% of the population, not 20%.
2. How these regulations would be monitored, regulated and thus enforced.
3. Discussion regarding how to manage the number of guest allowed per site.

The following is offered for consideration -

1. *Conversation reflecting the idea that duty lie in governing for 80% of the population, not 20% —*

Will 80% of the population currently living in the R-1 zoning district in Indianola, Iowa truly benefit from having a Bed and Breakfast or Short Term Rental in their single family dwelling neighborhoods?

Research cited by Community Development Director, Charlie Dissell, stating 1 Bed and Breakfast and 6 AirBnb's in Indianola proper, less than 1% of residential homes, as well as statements in the agenda for the October meeting referencing the desires of one 600 ft area

north of Simpson College R-1 neighborhood and one property owner, a property owner of whom has since sold the stated property and no longer resides in Indianola or Iowa, would suggest this change to zoning regulations would benefit not the majority of the city, but the minority.

Is this truly governing for the 80%? Or would the 80% be better served by not allowing Bed and Breakfasts or Short Term Rentals in R-1 at all?

2. How these regulations would be monitored, regulated and thus enforced.

City officials have stated on numerous occasions, the monitoring and enforcement of this code, by the city, would be virtually impossible and the monitoring of these establishments would fall on neighbors, of which, would then be required to 'prove' noncompliance.

Citizens tasked to regulate and monitor each other, working under the stated understanding that city officials either cannot, or will not, enforce regulated zoning code. Neighbors pitted against neighbors. City officials criticized and accused. Negative feelings spread, community culture changed.

Is it worth it? Is this change in regulation that benefits less than 1% of the population, a change that cannot clearly or easily be regulated or enforced, a change that will cause conflict between citizens in neighborhoods, as well as between citizens and city officials, worth it?

An excellent question, is it not?

As is the mystifying question of why a governing body would adopt a regulation knowing there is virtually no way to regulate or enforce said regulation.

However, living under no illusion that these questions will change the outcome or minds of any involved, the following is offered for consideration —

If this change in regulation to Chapter 165 is to take effect, please include stipulation for specific procedures needed for enforcement. Empower neighborhoods with policies and procedures clearly stating what will be required as "proof" of violation to the zoning code, so that when it happens, as it most certainly will, enforcement of compliance can be achieved.

Whether that is written complaints signed by a majority of the surrounding neighbors, photos, police reports, date and timed stamped documentation, whatever it takes, please include the tools needed along side the verbiage of the adopted changes.

If setting those citizens interested in operating Bed and Breakfasts or Short Term Rentals up for success is the desire in adopting this zoning regulation change, then set the remaining citizens up for success as well with the proper tools to protect their homes, lifestyles and neighborhoods from the disruption Bed and Breakfasts and Short Term Rentals could ultimately cause, i.e., additional noise and commotion, disrupted parking, potential service animals or pets.

3. Discussion regarding how to manage the number of guest allowed per site.

Perhaps the key to this issue lies not in determining the number of rooms, or off street parking spaces, or number of guests allowed in a property, but could be more easily 'controlled' by decreasing the number of nights allowed spent in a dwelling.

As stated in the previously provided information pertaining to other college towns, the time limit for some was held to "no more that seven consecutive nights in a one month period".

Truly this solves many issues. When neighbors know a seven night limit is in place, they are more likely to be more cooperative with extra noise, disrupted parking, potential service animals or pets, because it is a relatively short period of time. Especially when compared to the previously stated 31 days.

Limiting the duration of a stay to "no more than seven consecutive nights in a one month period" could prove to be more easily monitored, regulated and enforced by the city and/or proved by the neighbors. As well as prevent the longer term occupancy of road workers or construction crews with oversized work vehicles requiring extra parking that has been a voiced concern of citizens.

Events in Indianola, of which may warrant the need for a Bed and Breakfast or Short Term Rental, typically do not last more than 7 days/nights, i.e., National Balloon Classic, Warren County Fair, Simpson College and Indianola Homecoming celebrations, Log Cabin Days, weddings or graduation celebrations. Even overflow from Des Moines for the Iowa State Fair or State Tournaments would not require more than a 7 day/night period.

All events where a plan for an increase in visitors to all areas of Indianola is expected and already in place. Thus, additional occupants in Bed and Breakfasts or Short Term Rentals less noticeable than an additional occupant(s) residing in a dwelling for up to 31 days.

Respectfully submitted ~

ORDINANCE NO. 2019 - _____

AN ORDINANCE TO SEPARATE THE DEFINITIONS OF BOARDINGHOUSE AND BED AND BREAKFAST AND ADD A DEFINITION OF SHORT-TERM RENTAL IN CHAPTER 165 OF THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA AND TO MAKE ADDITIONAL AMENDMENTS TO CLARIFY THE DIFFERENCES BETWEEN BOARDINGHOUSE, BED AND BREAKFAST AND SHORT-TERM RENTAL, AND WHICH IS ALLOWED IN WHICH ZONING DISTRICT

WHEREAS, the Planning and Zoning Commission, after notice and a hearing in accordance with the law, have recommended to the City Council that the definitions of Boardinghouse and Bed and Breakfast be separated, a definition of short-term rental be added, and to clarify the different requirements of those definitions and which is allowed in which zoning district; and

WHEREAS, on the 16th day of December 2019, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to make the following amendments.

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

Section 1: That the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting Chapter 165.03.6 in its entirety and replacing it with the following:

“Bed and Breakfast” means an owner- or manager-occupied transient lodging establishment, generally in a single-family dwelling or detached guesthouses, primarily engaged in providing overnight or otherwise temporary lodging for the general public. Meals shall be provided to overnight guests and shall include at least breakfast. For the purposes of this term, a guest is a person who rents a room in a bed and breakfast establishment for no more than 31 consecutive days.

“Boardinghouse” means an owner- or manager-occupied building other than a motel or hotel, and other than a building containing an apartment(s), where, for compensation and by prearrangement for definite periods, meals and lodging are provided to overnight guests.

“Short-Term Rental” means a dwelling unit, managed by the property owner or a property management company, for short-term lodging. A Short-Term Rental shall be limited to four (4) or fewer guestrooms with no more than two (2) adults per bedroom. Meals shall not be provided to guests. For the purposes of this term, a guest is a person who rents a room in a short-term rental establishment for no more than 31 consecutive days.

Section 2: The remaining paragraphs 165.03.7 through 165.03.55 shall be re-numbered consecutively.

Section 3: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by deleting Paragraph 165.09 R-1 Special Exception Uses and Structures 4 in its entirety and inserting in lieu thereof the following:

4. Bed and Breakfast, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) occupancy shall be determined through the approval process of the special exception; (c) required off-street parking shall be one space for each quest unit and two spaces for the resident; (d) signage is limited to a maximum of three square feet mounted flush to the building; (e) no meals served to people other than overnight guests.

Section 4: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by adding Paragraph 165.09 R-2 Special Exception Uses and Structures 4 in its entirety and inserting the following:

4. Bed and Breakfast, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) occupancy shall be determined through the approval process of the special exception; (c) required off-street parking shall be one space for each quest unit and two spaces for the resident; (d) signage is limited to a maximum of three square feet mounted flush to the building; (e) no meals served to people other than overnight guests.

Section 5: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by adding Paragraph 165.09 R-3 Special Exception Uses and Structures 6 in its entirety and inserting following:

4. Bed and Breakfast and Boardinghouse, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) occupancy shall be determined through the approval process of the special exception; (c) required off-street parking shall be one space for each quest unit and two spaces for the resident; (d) signage is limited to a maximum of three square feet mounted flush to the building; (e) no meals served to people other than overnight guests.

Section 6: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by adding Section 165.09, Schedule of District Regulations, subsection R-1 (7) in its entirety and inserting the following:

R-1 SINGLE-FAMILY RESIDENTIAL R-1	
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
7. Short-term Rental	1 space per unit

Section 7: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by adding Section 165.09, Schedule of District Regulations, subsection R-2 (8) in its entirety and inserting the following:

R-2 SINGLE- AND TWO-FAMILY RESIDENTIAL R-2	
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
8. Short-term Rental	1 space per unit

Section 8: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by adding Section 165.09, Schedule of District Regulations, subsection R-3 (19) in its entirety and inserting the following:

R-3 MIXED RESIDENTIAL R-3	
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
19. Short-term Rental	1 space per unit

Section 9: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by adding Section 165.09, Schedule of District Regulations, subsection R-4 (16) in its entirety and inserting the following:

R-4 MULTIPLE FAMILY R-4	
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
16. Short-term Rental	1 space per unit

Section 10: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 11: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Meeting Date: 01/06/2020

Subject

Second consideration for a request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al. to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District. (Planning and Zoning approved unanimously on November 12, 2019.)

Information

Council will need to vote on the second consideration for a request (packet) from Stacy Crow on behalf of Lyelca Of Warren Co Et Al. to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District. (Planning and Zoning approved unanimously on November 12, 2019.)

Fiscal Impact

Attachments

Lyelca
Ordinance re campground



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: November 12, 2019

Agenda Item: 7.C. Consider request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.

Application Type: Rezoning

Applicant: Stacy Crow on behalf of Lyelca Of Warren Co Et Al

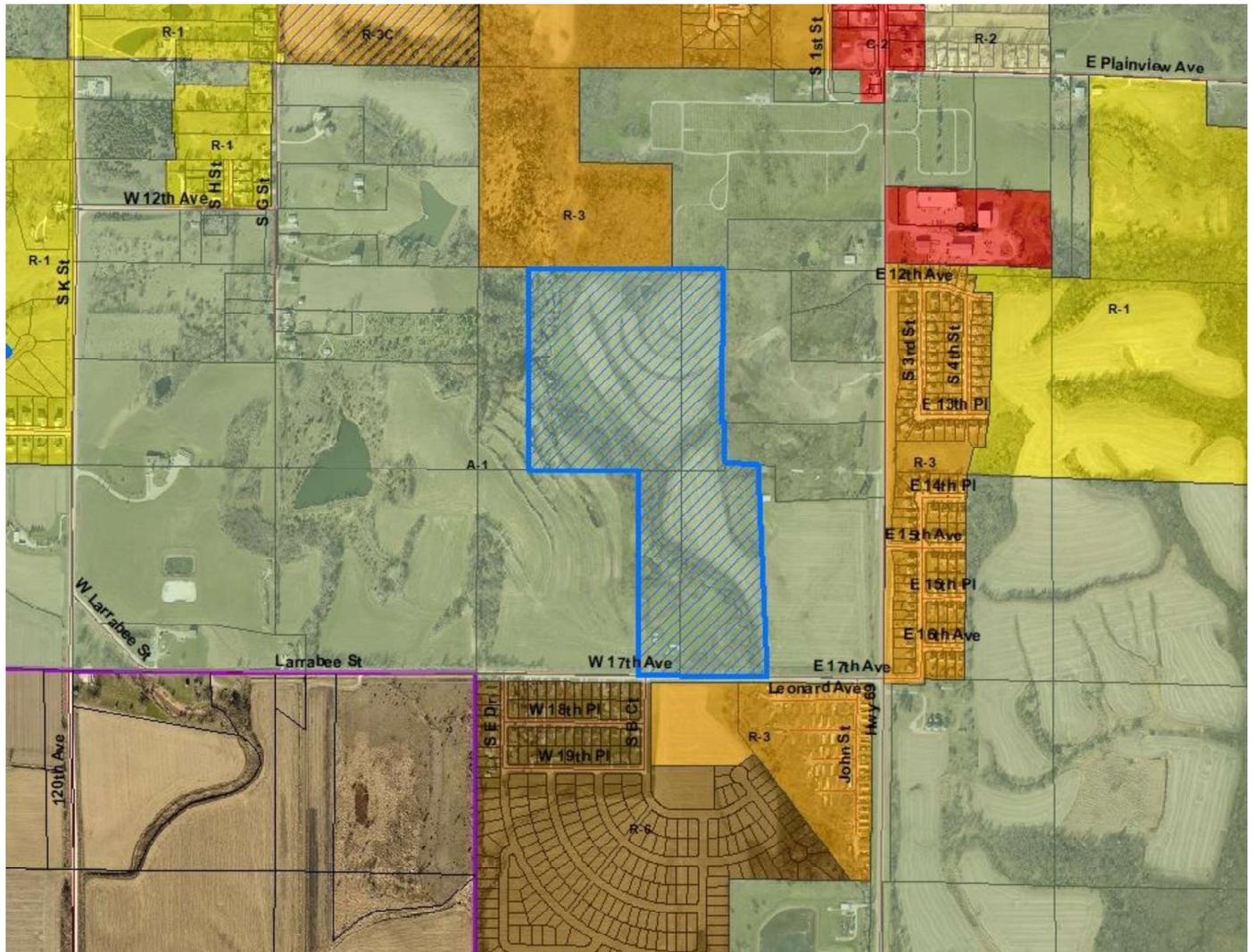
Property Owner: Lyelca Of Warren Co Et Al

Current Zoning: A-1, Agricultural

Comprehensive Plan Designation: Low Density Residential and Mixed Residential

Application Summary: Request for to rezone approximately 65 acres of land currently located part in A-2, Mixed Agricultural for a proposed campground.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

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.

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 of two hundred dollars (\$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 two hundred (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 two hundred (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.

ANALYSIS

The proposed rezoning is being requested to facilitate a future campground. On October 3, City staff held a preapplication meeting for the proposed development. A conceptual sketch was presented which showed a campground that included 118 RV sites, eight (8) cabins, and an area for tent camping.

There are two (2) sanitary sewer lines that run from the northwest corner of the area proposed to be rezoned, along the east side of the creek, and down to the south plant lift station. Both of those lines have the capacity to serve this proposed development. Additionally, there are two (2) water mains that run on the north side of East 17th Avenue, which have the capacity to serve this area.

West 17th Avenue is paved for about 200' past South Jefferson Way before it turns to gravel. The last traffic counts staff could find from the Iowa DOT show that there are about 300 ADT on this section of road. Based off what staff could find, it appears that campgrounds produce no more than three (3) trips per day, per unit. It is estimated that the additional traffic generated by this land use on West 17th Street would not rise to the level of needing paving, but any additional development in this area may cause West 17th Street to cross that threshold.

As this change is from A-1 (Agricultural) to A-2 (Mixed Agricultural), the application does contain the number of acres in each soil type for which a rezoning change is requested and the crop suitability rating of each, which is attached.

A notification sign was placed along West 17th Street on October 31, 2019, and notification letters were sent out to property owners within 200' on November 1, 2019.

If the rezoning were to be approved, the proposed development would be subject to all site plan requirements of the City of Indianola.

ALTERNATIVES

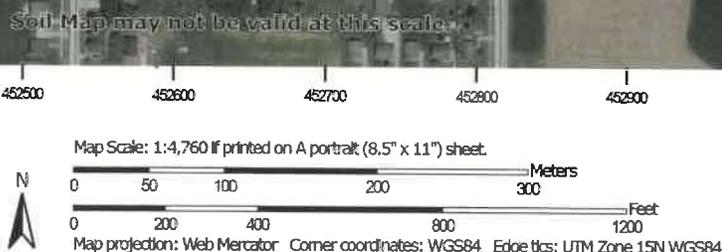
The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the rezoning request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the rezoning request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the rezoning request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the rezoning 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.

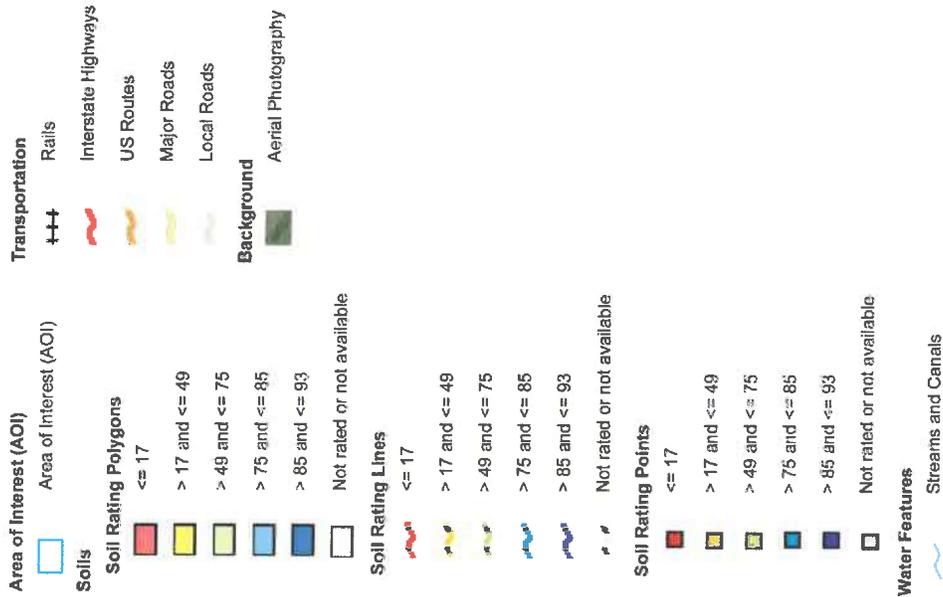
RECOMMENDATION

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

Iowa Com Suitability Rating CSR2 (IA)—Warren County, Iowa
(Indianola Campground Rezone CSR)



MAP LEGEND



MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL:
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Warren County, Iowa
 Survey Area Data: Version 24, Sep 12, 2019

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 26, 2012—Sep 28, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Iowa Corn Suitability Rating CSR2 (IA)

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
8B	Judson silty clay loam, dissected till plain, 2 to 5 percent slopes	93	2.9	4.8%
54	Zook silty clay loam, 0 to 2 percent slopes, occasionally flooded	67	16.3	26.5%
76C2	Ladoga silt loam, dissected till plain, 5 to 9 percent slopes, eroded	75	1.8	2.9%
76D2	Ladoga silt loam, 9 to 14 percent slopes, eroded	49	3.4	5.5%
185E2	Bauer silt loam, 14 to 18 percent slopes, moderately eroded	8	8.1	13.1%
273C	Olmitz loam, 5 to 9 percent slopes	85	6.6	10.7%
370C	Sharpsburg silty clay loam, 5 to 9 percent slopes	81	3.9	6.4%
592D2	Mystic silt loam, 9 to 14 percent slopes, moderately eroded	6	8.4	13.7%
792D2	Armstrong loam, 9 to 14 percent slopes, moderately eroded	7	3.9	6.3%
822D2	Lamoni silty clay loam, 9 to 14 percent slopes, eroded	10	0.6	1.0%
980B	Gullied land-Ely-Colo complex, 2 to 5 percent slopes	42	4.7	7.6%
993E2	Armstrong-Gara loams, 14 to 18 percent slopes, moderately eroded	17	0.7	1.2%
T370B	Sharpsburg silty clay loam, terrace, 2 to 5 percent slopes	91	0.1	0.1%
W	Water		0.1	0.2%
Totals for Area of Interest			61.6	100.0%

Description

This attribute is only applicable to soils in the state of Iowa. Corn suitability ratings (CSR2) provide a relative ranking of all soils mapped in the State of Iowa according to their potential for the intensive production of row crops. The CSR2 is an index that can be used to rate the potential yield of one soil against that of another over a period of time. Considered in the ratings are average weather conditions and frequency of use of the soil for row crops. Ratings range from 100 for soils that have no physical limitations, occur on minimal slopes, and can be continuously row cropped to as low as 5 for soils that are severely limited for the production of row crops.

When the soils are rated, the following assumptions are made: a) adequate management, b) natural weather conditions (no irrigation), c) artificial drainage where required, d) no frequent flooding on the lower lying soils, and e) no land leveling or terracing. The weighted CSR2 for a given field can be modified by the occurrence of sandy spots, local deposits, rock and gravel outcrops, field boundaries, and noncrossable drainageways. Even though predicted average yields will change with time, the CSR2 values are expected to remain relatively constant in relation to one another over time.

Rating Options

Aggregation Method: No Aggregation Necessary

Tie-break Rule: Higher

ORDINANCE NO. 2019 - _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, FOR A CAMPGROUND FROM A-1 AGRICULTURAL ZONING DISTRICT TO A-2 MIXED AGRICULTURAL ZONING DISTRICT

WHEREAS, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the zoning from A-1 Agricultural Zoning District to A-2 Mixed Agricultural Zoning District for the following described property:

A PARCEL OF LAND IN THE NE1/4 AND SE1/4 OF SECTION 36, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5th P.M., WARREN COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 1005 FEET OF THE SW1/4 NE1/4 OF SAID SECTION 36

AND

THE EAST 277 FEET OF THE NW1/4 SE1/4 OF SAID SECTION 36

AND

ALL THAT PART OF THE SE1/4 NE1/4 OF SAID SECTION 36 LYING WEST OF PARCEL 'P', AN OFFICIAL PARCEL RECORDED IN INSTRUMENT NUMBER 2015-6904 AT THE WARREN COUNTY RECORDER'S OFFICE AND LYING WEST OF THE TRACT OF LAND RECORDED IN IRREGULAR PLAT BOOK 2A, PAGE 11 OF 76-24 AT THE WARREN COUNTY RECORDER'S OFFICE

AND

ALL THAT PART OF THE SE1/4 NE1/4 AND THE NE1/4 SE1/4 OF SAID SECTION 36 LYING WEST OF THE FOLLOWING DESCRIBED LINE: BEGINNING AT A POINT THAT IS 220 FEET EAST OF THE SE CORNER OF SAID TRACT OF LAND RECORDED IN IRREGULAR PLAT BOOK 2A, PAGE 11 OF 76-24 AT THE WARREN COUNTY RECORDER'S OFFICE; THENCE SOUTHERNLY TO A POINT THAT IS 576 FEET EAST OF THE SW CORNER OF SAID NE1/4 SE1/4, AND EXCEPTING THEREFROM ALL SAID TRACT RECORDED IN IRREGULAR PLAT BOOK 2A, PAGE 11 OF 76-24 AT THE WARREN COUNTY RECORDER'S OFFICE.

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

Section 1: That the zoning is amended from A-1 Agricultural Zoning District to A-2 Mixed Agricultural Zoning District for the following real property:

A PARCEL OF LAND IN THE NE1/4 AND SE1/4 OF SECTION 36, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5th P.M., WARREN COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 1005 FEET OF THE SW1/4 NE1/4 OF SAID SECTION 36

AND

THE EAST 277 FEET OF THE NW1/4 SE1/4 OF SAID SECTION 36

AND

ALL THAT PART OF THE SE1/4 NE1/4 OF SAID SECTION 36 LYING WEST OF PARCEL 'P', AN OFFICIAL PARCEL RECORDED IN INSTRUMENT NUMBER 2015-6904 AT THE WARREN COUNTY RECORDER'S OFFICE AND LYING WEST OF THE TRACT OF LAND RECORDED IN IRREGULAR PLAT BOOK 2A, PAGE 11 OF 76-24 AT THE WARREN COUNTY RECORDER'S OFFICE

AND

ALL THAT PART OF THE SE1/4 NE1/4 AND THE NE1/4 SE1/4 OF SAID SECTION 36 LYING WEST OF THE FOLLOWING DESCRIBED LINE: BEGINNING AT A POINT THAT IS 220 FEET EAST OF THE SE CORNER OF SAID TRACT OF LAND RECORDED IN IRREGULAR PLAT BOOK 2A, PAGE 11 OF 76-24 AT THE WARREN COUNTY RECORDER'S OFFICE; THENCE SOUTHERNLY TO A POINT THAT IS 576 FEET EAST OF THE SW CORNER OF SAID NE1/4 SE1/4, AND EXCEPTING THEREFROM ALL SAID TRACT RECORDED IN IRREGULAR PLAT BOOK 2A, PAGE 11 OF 76-24 AT THE WARREN COUNTY RECORDER'S OFFICE.

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____
Third reading: _____
Publication Date: _____

Meeting Date: 01/06/2020

Subject

Second consideration of an amendment to Chapter 165 of zoning codes regarding breweries. (Planning & Zoning approved unanimously on November 12, 2019.)

Information

Second consideration for an amendment to Chapter 165 of zoning codes regarding breweries. (Planning & Zoning approved unanimously on November 12, 2019.)

Fiscal Impact

Attachments

Breweries

Ordinance for Microbreweries



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: November 12, 2019

Agenda Item: 7.B. Consider zoning regulation amendment to Chapter 165, regarding breweries.

Application Type: Zoning Regulation Amendment

Applicant: Into Brewing LLC

Application Summary: At its October 7 meeting, the Indianola City Council directed staff and the Planning and Zoning Commission to explore the possibility of amending the regulations regarding limited manufacturing and processing in the C-3 General Retail and Office Districts as it pertains to breweries. This request was made to Council by Into Brewing LLC.

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 Into Brewing LLC requesting a change be made to the current zoning. As the letter points out, the City's current zoning ordinance does not have a definition or use for breweries, and staff is currently classifying the use of a brewery as 'Limited Manufacturing and Processing' subject to the following conditions:

1. All manufacturing and processing uses shall be wholly contained within a building with no exterior storage and shall not create offensive noise, odor, vibration or electrical interference.
2. The total number of employees shall be limited to thirty-five (35).
3. Products to be manufactured or processed shall be cameras and other photographic equipment, counter top appliances, electronic devices, pharmaceuticals, radios, novelties, toys and similar products in size and character.
4. Maximum allowable floor space shall be 10,000 square feet.
5. Products manufactured and/or processed must be sold retail on the same site. The minimum retail area shall be 10% of the total floor area.

As Into Brewing LLC points out, staff determined the use of a brewery to fall in a use of "similar products in size and character". The letter goes on to describe a conflict with how the Iowa Alcoholic Beverages Division has issues with the requirement of number 5. While the applicant proposes a good alternative, staff is of the opinion that because of the rising popularity of microbreweries across the country, that the City add a definition of microbrewery to our zoning ordinance.

The following definition is proposed:

Brewery, Micro means a business that brews beers, ales, and/or similar beverages on-site for distribution, retail or wholesale, on or off-premises, and produces no more than ten thousand (10,000) barrels of beer or ale annually. A Microbrewery may include a tasting room for consumption on-premises.

As staff always does, we researched municipalities across the metro and of other like size communities in the State, and that research is included with this staff report. While not many jurisdictions have moved to directly define microbreweries, the ones we were able to find are attached to this staff report and is how the proposed definition was derived. Staff would propose microbreweries be allowed in the C-2, Highway Commercial, C-3 General Retail and Office, and C-4 Planned Commercial Districts (as a Class One).

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.

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

**P= Permitted
Principle Use**

**A= Accessory Use
SE= Special
Exception**

*Allowed as a Class 1 Plan

"Brewery, Micro" means a business that brews beers, ales, and/or similar beverages on-site for distribution, retail or wholesale, on or off-premises, and produces no more than ten thousand (10,000) barrels of beer or ale annually. A Microbrewery may include a tasting room for consumption on-premises.

Linn County:

Distillery or brewery means not only the premises where liquor or spirits are distilled, beer is brewed or similar alcoholic beverage is manufactured, but in addition, means a person owning, representing, or in charge of such premises and the operations conducted there, including the blending and bottling or other handling.

Sergeant Bluff:

BREWERY shall mean an industrial use that brews ales, beers, meads and/or similar beverages on site. Breweries are classified as a use that manufactures more than 10,000 barrels of beverage (all beverages combined) annually.

Pella:

Brewery, Micro - A business that brews beers, ales, and/or similar beverages on-site. This definition requires the manufacturing and packaging of beer, ales, and/or similar beverages to be the principal use and produces no more than ten thousand (10,000) barrels of beer or ale annually. The area used for brewing, including bottling and kegging, shall not exceed fifty percent (50%) of the commercial floor space. By definition, a microbrewery may include the preparation and retail sale of food and beverages as an accessory use. No class C liquor license (LC) will be allowed in conjunction with the microbrewery; having such license will classify the establishment as a "cocktail lounge" for the purposes of this definition.

Burlington:

Brewery, Micro - A facility for the production and packaging of malt beverages of low alcoholic content for distribution, retail or wholesale, on or off-premises; with a capacity of not more than ten thousand (10,000) barrels per year. The development may include other uses such as standard restaurant, bar, or live entertainment as otherwise permitted in the zoning district.

Brew Pub - A restaurant which includes the brewing of beer as an accessory use. The brewing operation processes water, malt, hops, and yeast into beer or ale by mashing, cooking, and fermenting. By definition, these establishments produce no more than ten thousand (10,000) barrels of beer or ale annually.

Davenport:

Micro-Brewery. A facility for the production and packaging of malt beverages of alcoholic content for wholesale distribution, with a capacity of less than 15,000 barrels per year and may include a tasting room for consumption on premises. A tasting room allows customers to taste/consume products manufactured on site and purchase beverages manufactured on site and related items. Brewery facilities that exceed this capacity are considered light or general industrial uses.

Micro-Distillery. A facility for the production and packaging of alcoholic spirits in quantities not to exceed twelve 12,000 gallons per year and may include a tasting room for consumption on-premises. A tasting room allows customers to taste/consume products manufactured on site and purchase beverages manufactured on site and related items. Distillery facilities that exceed this capacity are considered light or general industrial uses.

Micro-Winery. A facility for the production and packaging of any alcoholic beverages obtained by the fermentation of the natural contents of fruits or vegetables, containing sugar, including such beverages when fortified by the addition of alcohol or spirits, in quantities not to exceed 25,000 gallons per year and may include a tasting room for consumption on-premises. A tasting room allows customers to taste/consume products manufactured on site and purchase beverages manufactured on site and related items. Wineries that exceed this capacity are considered light or general industrial uses.



Community Development

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

REZONING APPLICATION

Local Address(es): NW CORNER OF S. JEFFERSON WAY & W. 17TH AVENUE
Legal Description of Area: SEE PLAN
Present Zoning: A-1 AGRICULTURAL
Zoning Requested: A-2 MIXED AGRICULTURE
Existing Use: FARM & TIMBER
Proposed Use: CAMP GROUND

A statement of the reasons why the applicant feels the present zoning classification is no longer valid.
MUST BE CHANGED TO ALLOW DEVELOPMENT.

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. Please attach plat.

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.

The undersigned affirmatively states that the special conditions and circumstances set out above did not result from the actions of the applicant and that the granting of this variance would not confer on the applicant and special privilege that is denied by this ordinance to other lands, structures or buildings in the same district.

Dated this 25 day of OCTOBER, 20 19.

Stacey E. Crow
Applicant Signature

PROPERTY OWNER:
 TELCA OF WARREN COUNTY ET AL
 3475 HIGH MEADOWS LANE
 GAINES, IA 50041
 ATTN: STACY GIBB
 mgibb@telca.com
 503.327.1741

SITE PLAN PREPARED BY:
 CIVIL ENGINEERING CONSULTANTS, INC.
 2400 84th STREET SE
 DES MOINES, IA 50322
 515.276.4884

LAND USE:
 EXISTING, PARK AND OTHER
 PROPOSED, CAMPGROUND

LEGAL DESCRIPTION:
 A PARCEL OF LAND IN THE NE1/4 AND SE1/4 OF
 SECTION 36, TOWNSHIP 16 NORTH RANGE 24 WEST OF
 THE 5th P.M., WARREN COUNTY, IOWA THAT IS MORE
 PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 1000 FEET OF THE SW1/4 NE1/4 OF SAID
 SECTION 36

AND

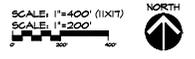
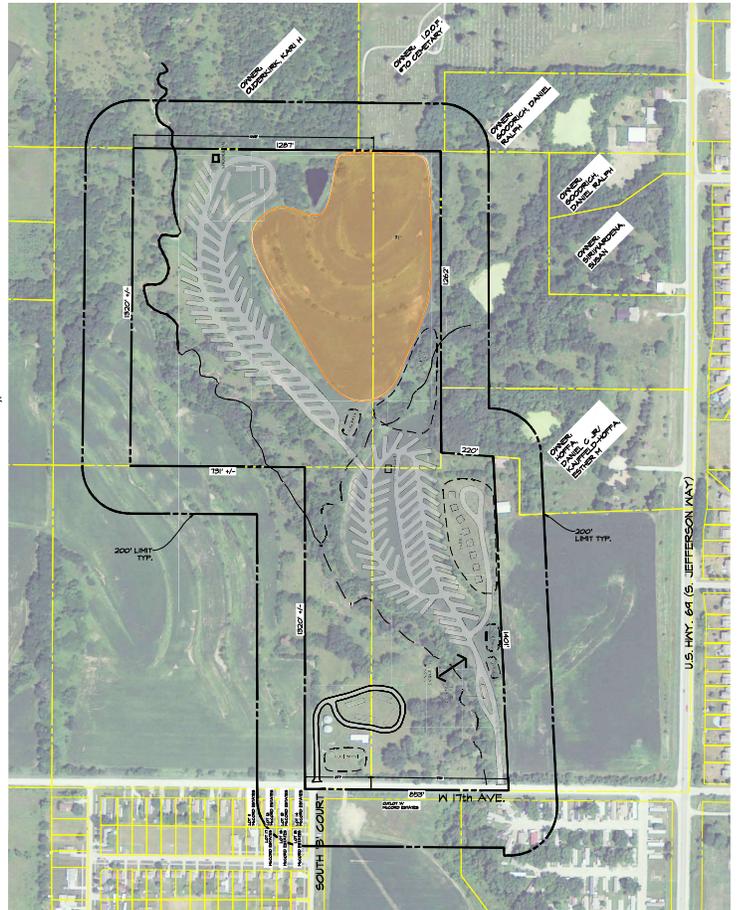
THE EAST 277 FEET OF THE NE1/4 SE1/4 OF SAID
 SECTION 36

AND

ALL THAT PART OF THE SE1/4 NE1/4 OF SAID SECTION
 36 LYING WEST OF PARCEL "P" AN OFFICIAL PARCEL
 RECORDED IN INSTRUMENT NUMBER 005494 AT THE
 WARREN COUNTY RECORDER'S OFFICE AND LYING
 WEST OF THE TRACT OF LAND RECORDED IN
 IRREGULAR PLAT BOOK 2A, PAGE 8 OF '86-24 AT THE
 WARREN COUNTY RECORDER'S OFFICE

AND

ALL THAT PART OF THE SE1/4 NE1/4 AND THE NE1/4
 SE1/4 OF SAID SECTION 36 LYING WEST OF THE
 FOLLOWING DESCRIBED LINE, BEGINNING AT A POINT
 THAT IS 200 FEET EAST OF THE SE CORNER OF SAID
 TRACT OF LAND RECORDED IN IRREGULAR PLAT BOOK
 2A, PAGE 8 OF '86-24 AT THE WARREN COUNTY
 RECORDER'S OFFICE, THENCE SOUTHWESTLY TO A POINT
 THAT IS 750 FEET EAST OF THE SW CORNER OF SAID
 NE1/4 SE1/4 AND EXCEPTING THEREFROM ALL SAID
 TRACT RECORDED IN IRREGULAR PLAT BOOK 2A,
 PAGE 8 OF '86-24 AT THE WARREN COUNTY
 RECORDER'S OFFICE.



CAMPGROUND
 INDIANOLA, IA
REZONING SKETCH

CEC
 Civil Engineering Consultants, Inc.
 2400 84th Street, Unit 12, Des Moines, Iowa 50322
 515.276.4884 Fax: 515.276.7084 mail@cecinc.com

DATE	DESCRIPTION	BY	CHKD
OCTOBER 26, 2011	REVISED	N	
		B	
		DIA	
		CSJ	

DATE OF SURVEY: _____
 DESIGNED BY: _____
 DRAWN BY: _____

SHEET _____ OF _____
 A182B

ORDINANCE NO. 2019 - _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, ZONING REGULATION PROCEDURES, BY AMENDING PROVISIONS OF THE ZONING ORDINANCE REGARDING MICROBREWERIES

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

SECTION 1. Section 165.03, Definitions, is hereby amended by adding the following definition:

56. “Brewery, Micro” means a business that brews beers, ales, and/or similar beverages on-site for distribution, retail or wholesale, on or off-premises and produces no more than ten thousand (10,000) barrels of beer or ale annually. A Microbrewery may include a tasting room for consumption on-premises as defined in Iowa Code Section 123.3(16).

SECTION 2. Section 165.09, Schedule of District Regulations, is hereby amended by adding the following to subsection C-2 (45):

C-2	HIGHWAY COMMERCIAL	C-2
PERMITTED PRINCIPAL USES AND STRUCTURES		MINIMUM REQUIRED OFF-STREET PARKING
45. Microbrewery		See Special Requirements Below

SECTION 3. Section 165.09, Schedule of District Regulations, is hereby amended by adding the following to subsection C-3 (27):

C-3	GENERAL RETAIL AND OFFICE	C-3
PERMITTED PRINCIPAL USES AND STRUCTURES		
27. Microbrewery		

SECTION 4. Section 165.09, Schedule of District Regulations, is hereby amended by adding the following to subsection C-4 (23):

C-4	GENERAL RETAIL AND OFFICE	C-4
PLANNED COMMERCIAL DISTRICT – CLASS 1		

23. Microbrewery		
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SECTION 5. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6. This ordinance shall be effective upon its passage, approval and publication as provided by law.

PASSED and approved this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 01/06/2020

Subject

Approval of change order number one for 2019 Drainage Improvements (S & T Courts) in the amount of \$5,091.15 for a revised contract amount of \$154,891.15.

Information

Approval of change order number one for 2019 Drainage Improvements (S & T Courts) in the amount of \$5,091.15 for a revised contract amount of \$154,891.15. Change order number one (packet) includes the increase in cost for a larger diameter, improvements to a basin, stabilization efforts and restoration and seeding activities.

Fiscal Impact

Attachments

Change Order No 1



December 13, 2019

Ryan Waller
City of Indianola
110 North 1st Street
PO Box 299
Indianola, IA 50125

RE: CHANGE ORDER 1
2019 DRAINAGE IMPROVEMENTS PROJECT
SNYDER & ASSOCIATES PROJECT NO. 118.1164

Dear Mr. Waller,

Enclosed for your consideration and approval is Change Order No. 1 for the above captioned project. Change Order No. 1 adjusts the contract for four conditions encountered during construction. First, a buried private roof drain outlet was encountered in the outlet basin south of T Court and to provide a positive outlet for the encountered tile, the basin was expanded, increasing project scope to include clearing and grubbing, grading, 24 feet of subdrain, .85 ton of macadam stone and seeding area. Second, a plan error showed the storm sewer diameter as 15 inches, and it was discovered to be 18 inches. Change Order No. 1 includes the increase in cost for the larger diameter, and Snyder & Associates, Inc. paid for the restocking expense associated with the change. Third, the contract is adjusted to installed quantities for an underrun of excavation and Class D revetment for S Court outlet, for an overrun of Class B revetment for the O Street Channel stabilization. Fourth, due to the unprecedented precipitation in October, project completion was delayed beyond the fall open seeding dates and the contract completion date is proposed to be extended to May 1, 2020 to allow restoration and seeding activities to be accomplished in the spring open seeding timeframe.

As shown in the attached documents, the proposed alterations produce a net increase of \$5,091.15 to the original contract amount of \$149,800.00; resulting in an updated figure of \$154,891.15. In order to bring these changes into the contract between the City of Indianola and TK Concrete, it is Snyder & Associates' recommendation that a change order be enacted in the amount of \$5,091.15 and the completion date adjusted to May 1, 2020.

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'D. N. Moeller', is written over the typed name.

David N. Moeller, P.E.
President

MLA

Enclosure

CHANGE ORDER NO. 1

OWNER: City of Indianola

PROJECT: 2019 Drainage Improvements Project
S&A PROJECT #: 118.1164

To: TK Concrete
Contractor
1608 Fifield Road
Address
Pella, IA 50219
City, State, Zip

You are directed to make the following changes in this contract:

1. Description of change to be made:

- 2.1: Clearing and grubbing additional 0.02 AC within basin south of T Court.
- 2.2: Reconciling contract with as-built quantity.
- 4.1: Removal of 15" RCP south of T Court from contract.
- 4.3: Removal of 24" Apron from contract southeast of S Court.
- 4.5: Additional subdrain installed within basin south of T Court.
- 9.1: Seeding, fertilizing, and mulching of additional 0.02 AC within basin south of T Court.
- 9.2: Reconciling contract with as-built quantity.
- 9.3: Reconciling contract with as-built quantity.
- 12.1: Grading basin south of T Court from U Street storm outlet to existing basin outlet consistent with contract item 2.2.
- 12.2: Installation of 18" RCP extending storm sewer outlets from S and T Court consistent with SUDAS bid item 4010-108-A-1.
- 12.3: Installation of 18" RCP apron on S Court storm sewer extension consistent with SUDAS bid item 4010-108-B-0.
- 12.4: Installation of 0.85 tons of Macadam Stone (Iowa DOT Gradation 13) at the outlet of a private roof drain system and the U Street storm sewer outlet w/itching the basin south of T Court.

2. Reason for Change:

- 2.1, 4.5, 9.1, 12.1, & 12.4: Additional improvements to basin south of T Court, improving existing drainage pattern and erosion.
- 4.1, 12.2, & 12.3: Larger pipe and apron required to extend S Court and T Court storm sewer.
- 2.2: Splash basin at outlet south of S Court not excavated to plan elevation.
- 4.3: 24" Apron in reusable condition following removal from existing RCP.
- 9.2: Quantity adjustment for O Street channel toe stabilization.
- 9.3: Quantity adjustment for S Court outlet and Y Street outlet basins.

3. Settlement for the cost of making the change shall be as follows:

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
2.1.	Clearing and Grubbing	0.02	EA	\$15,000.00	\$300.00
2.2.	Earthwork	-0.06	LS	\$20,000.00	-\$1,200.00
4.1.	Storm Sewer, Trenched, RCP, 15"	-54	LF	\$125.00	-\$6,750.00
4.3.	Pipe Apron, RCP, 24"	-1	EA	\$2,500.00	-\$2,500.00
4.5.	Subdrain, PVC, 6"	24	LF	\$20.00	\$480.00
9.1.	Hydraulic Seeding, Seeding, Fertilizing, and Mul	0.02	AC	\$10,000.00	\$200.00
9.2.	Rip Rap, Class B	5	TON	\$90.00	\$450.00
9.3.	Rip Rap, Class E	-26	TON	\$80.00	-\$2,080.00
12.1.	Additional Excavation	1	LS	\$2,975.00	\$2,975.00
12.2.	Storm Sewer, Trenched, RCP, 18"	54	LF	\$176.71	\$9,542.34
12.3.	Pipe Apron, RCP, 18"	1	EA	\$3,218.81	\$3,218.81
12.4.	Macadam Stone	0.85	TON	\$535.29	\$455.00
TOTAL					\$5,091.15

4. This change order will result in a net change in the contract completion time of 5 days and a net change in the cost of the project of \$5091.15 divided as follows:

	<u>Contract Amount</u>	<u>Contract Completion Date</u>
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	<u>\$149,800.00</u>	<u>October 18, 2019</u>
Change due to this C.O. (+ or -)	<u>\$5,091.15</u>	<u>5</u>
Totals including this C.O.:	<u>\$154,891.15</u>	<u>October 23, 2019</u>

The change described herein is understood, and the terms of settlement are hereby agreed to:

TK Concrete
CONTRACTOR

By _____

DATE: _____

Snyder & Associates, Inc
ENGINEER

By  _____

DATE: 12-23-19

City of Indianola
OWNER

By _____

DATE: _____

Meeting Date: 01/06/2020

Subject

Approval of change order number one for Emergency Storm Sewer Repairs (Norwalk Ready Mix Plant) in the amount of \$18,625.00 for a revised contract amount of \$66,525.00.

Information

Approval of change order number one for Emergency Storm Sewer Repairs (Norwalk Ready Mix Plant) in the amount of \$18,625.00 for a revised contract amount of \$66,525.00. Change order number one (packet) includes the removal of additional trees, removal of existing corrugated metal pipe, installation of additional pipe and pavement, surface restoration and removal of a concrete wall.

Fiscal Impact

Attachments

Change Order No 1



December 23, 2019

Ryan Waller
City of Indianola
110 North 1st Street
P.O. Box 299
Indianola, IA 50125

RE: CHANGE ORDER NO. 1
PARTIAL PAYMENT APPLICATION NO. 1
FINAL ACCEPTANCE
EMERGENCY STORM SEWER REPAIRS
SNYDER & ASSOCIATES PROJECT NO. 119.0039

Dear Mr. Waller:

Change Order No. 1 reconciles all contract quantities to match work completed in the field. The extents of the failing corrugated metal pipe (CMP) extended beyond the known limits, and increased contract quantities for tree removal, pipe removal and installation, pavement removal and installation, required the removal of a concrete wall section. Enclosed are two images of the existing conditions. Image 1 shows the poor connection and rusted interior. Image 2 shows the extent of rust and corrosion of the bottom of the pipe that was removed. Original contract work included replacement of 40 ft of pipe however, upon exposing the existing pipe it was found to be failing and compressed into an oblong shape and a poor connection to the existing 48" CMP in good condition was observed. These changes total **\$18,625.00** and bring the total contract amount to **\$66,525.00**.

Partial Payment Application No. 1 includes work completed between November 18, 2019 and December 20, 2019. Work completed within this window includes excavation, pipe removal, pipe installation, paving, and all other contract operations.

All work within the contract is complete in substantial compliance with the plans and specifications as of December 20, 2019.

We recommend approval of the accompanying Change Order No. 1 payment of **\$63,198.75** to the contractor, TK Concrete, for work completed through December 20, 2019. Retainage in the amount of **\$3,326.25** may be released after 30 days if no claims are on file.

Ryan Waller
City of Indianola
December 23, 2019
Page 2 of 4

Please contact me should you have any questions.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "D. N. Moeller", written over the printed name.

David N. Moeller, P.E.
President

MLA

Enclosures



Image 1: Existing 48" CMP Deteriorated Condition



Image 2: Existing 48" CMP Deteriorated Condition

CHANGE ORDER NO. 1

OWNER: City of Indianola

PROJECT: Emergency Storm Sewer Repairs
S&A PROJECT #: 119.0039

To: TK Concrete
Contractor
1608 Fifield Road
Address
Pella, IA 50219
City, State, Zip

You are directed to make the following changes in this contract:

1. Description of change to be made:

- 1: Removal of additional trees outside west and north yard walls.
- 3 & 4: Removal of existing corrugated metal pipe CMP and installation of additional 36" RCP.
- 7 & 8: Removal and installation of additional PCC pavement.
- 9: Exclusion of surface restoration from contract.
- 11: Removal of a section of the north cast-in-place concrete yard wall.

2. Reason for Change:

- 1, 3, 4, 7, 8, &
- 11: Limits of failing corrugated metal pipe extended beyond known limits, requiring addition removal and installation of materials.
- 9: Seasonal restrictions on performing seeding work.

3. Settlement for the cost of making the change shall be as follows:

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1.	Tree Removal and Disposal	1	EA	\$575.00	\$575.00
3.	Storm Sewer, Trenched, RCP, 36"	44	LF	\$200.00	\$8,800.00
4.	Removal of Storm Sewer, CMP, 48"	44	LF	\$25.00	\$1,100.00
7.	PCC Pavement	85	SY	\$75.00	\$6,375.00
8.	Pavement Removal, PCC	85	SY	\$15.00	\$1,275.00
9.	Surface Restoration	-1	LS	\$1,750.00	-\$1,750.00
11.	Yard Wall Removal	1	LS	\$2,250.00	\$2,250.00
TOTAL					\$18,625.00

4. This change order will result in a net change in the contract completion time of 0 days and a net change in the cost of the project of \$18625.00 divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$47,900.00	December 20, 2019
Change due to this C.O. (+ or -)	\$18,625.00	0
Totals including this C.O.:	\$66,525.00	December 20, 2019

The change described herein is understood, and the terms of settlement are hereby agreed to:

TK Concrete
CONTRACTOR

By _____

DATE: _____

Snyder & Associates, Inc.
ENGINEER

By 

DATE: 12-23-19

City of Indianola
OWNER

By _____

DATE: _____

Meeting Date: 01/06/2020

Subject

Final acceptance and payment of retainage for the Emergency Storm Sewer Improvements Project (Norwalk Ready Mix Plant) in the amount of \$3326.25 as submitted by TK Concrete.

Information

In your packet is a copy of the Final Payment Application Retainage for the Emergency Storm Sewer Repairs Project (Norwalk Ready Mix Plant) and can be released and paid to the Contractor thirty (30) days after Final Acceptance as long as there are no claims against the project. The retainage amount is \$3,326.25 as submitted by TK Concrete.

Fiscal Impact

Attachments

Retainage



December 23, 2019

Ryan Waller
City of Indianola
110 North 1st Street
P.O. Box 299
Indianola, IA 50125

RE: CHANGE ORDER NO. 1
PARTIAL PAYMENT APPLICATION NO. 1
FINAL ACCEPTANCE
EMERGENCY STORM SEWER REPAIRS
SNYDER & ASSOCIATES PROJECT NO. 119.0039

Dear Mr. Waller:

Change Order No. 1 reconciles all contract quantities to match work completed in the field. The extents of the failing corrugated metal pipe (CMP) extended beyond the known limits, and increased contract quantities for tree removal, pipe removal and installation, pavement removal and installation, required the removal of a concrete wall section. Enclosed are two images of the existing conditions. Image 1 shows the poor connection and rusted interior. Image 2 shows the extent of rust and corrosion of the bottom of the pipe that was removed. Original contract work included replacement of 40 ft of pipe however, upon exposing the existing pipe it was found to be failing and compressed into an oblong shape and a poor connection to the existing 48" CMP in good condition was observed. These changes total **\$18,625.00** and bring the total contract amount to **\$66,525.00**.

Partial Payment Application No. 1 includes work completed between November 18, 2019 and December 20, 2019. Work completed within this window includes excavation, pipe removal, pipe installation, paving, and all other contract operations.

All work within the contract is complete in substantial compliance with the plans and specifications as of December 20, 2019.

We recommend approval of the accompanying Change Order No. 1 payment of **\$63,198.75** to the contractor, TK Concrete, for work completed through December 20, 2019. Retainage in the amount of **\$3,326.25** may be released after 30 days if no claims are on file.

Ryan Waller
City of Indianola
December 23, 2019
Page 2 of 4

Please contact me should you have any questions.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "D. N. Moeller", written over the printed name.

David N. Moeller, P.E.
President

MLA

Enclosures

APPLICATION FOR PARTIAL PAYMENT NO. 1

PROJECT: Emergency Storm Sewer Repairs

S&A PROJECT NO.:

119.0039

OWNER: City of Indianola
CONTRACTOR: TK Concrete
ADDRESS: 1608 Fifield Road
Pella, IA 50219
DATE: 12/23/2019

PAYMENT PERIOD: 11/18/2019
to 12/20/2019

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 47,900.00
Net Change by Change Order: \$ 18,625.00
Contract Amount to Date: \$ 66,525.00

CONTRACT PERIOD: COMPLETION DATE

Original Contract Date: 11/18/2019
Original Contract Completion Date: 12/20/2019
Original Contract Time: 32
Contract Time to Date: 32
Time Used to Date: 32
Contract Time Remaining: 0

2. WORK SUMMARY:

Total Work Performed to Date: \$ 66,525.00
Retainage: 5% \$3,326.25
Total Earned Less Retainage: \$63,198.75
Less Previous Applications for Payment: -
AMOUNT DUE THIS APPLICATION: \$63,198.75

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

CONTRACTOR

By _____ DATE: _____

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.

ENGINEER

By  DATE: 12-23-19

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.	Tree Removal and Disposal	6	EA	\$ 575.00	\$ 3,450.00	6		\$ 3,450.00
2.	Excavation, Class 10	90	CY	45.00	4,050.00	90.0		4,050.00
3.	Storm Sewer, Trenched, RCP, 36"	40	LF	200.00	8,000.00	40.0		8,000.00
4.	Removal of Storm Sewer, CMP, 48"	40	LF	25.00	1,000.00	40		1,000.00
5.	Concrete Collar, 36"	1	EA	2,500.00	2,500.00	1		2,500.00
6.	Manhole, 72", SW-401	1	EA	14,000.00	14,000.00	1		14,000.00
7.	PCC Pavement	85	SY	75.00	6,375.00	85		6,375.00
8.	Pavement Removal, PCC	85	SY	15.00	1,275.00	85		1,275.00
9.	Surface Restoration	1	LS	1,750.00	1,750.00	1		1,750.00
10.	Mobilization	1	LS	5,500.00	5,500.00	1		5,500.00
TOTAL ORIGINAL CONTRACT =					\$ 47,900.00	\$ 47,900.00		
CHANGE ORDER SUMMARY:								
1.	Tree Removal and Disposal	1	EA	575.00	575.00	1	1	575.00
3.	Storm Sewer, Trenched, RCP, 36"	44	LF	200.00	8,800.00	44	1	8,800.00
4.	Removal of Storm Sewer, CMP, 48"	44	LF	25.00	1,100.00	44	1	1,100.00
7.	PCC Pavement	85	SY	75.00	6,375.00	85	1	6,375.00
8.	Pavement Removal, PCC	85	SY	15.00	1,275.00	85	1	1,275.00
9.	Surface Restoration	-1	LS	1,750.00	(1,750.00)	-1	1	(1,750.00)
11.	Yard Wall Removal	1	LS	2,250.00	2,250.00	1	1	2,250.00
TOTAL CHANGE ORDERS =					\$ 18,625.00	\$ 18,625.00		
TOTAL CONTRACT								
& CHANGE ORDERS					\$66,525.00	\$ 66,525.00		

Meeting Date: 01/06/2020

Subject

Resolution approving Storm Sewer Easements for the Emergency Storm Sewer Repairs Project (Norwalk Ready Mix Plant).

Information

Council will need to consider approving a Resolution Approving Storm Sewer Easements for the Emergency Storm Sewer Repairs (Norwalk Ready Mix Plant). In your packet is the Resolution and Easements.

Fiscal Impact

Attachments

Resolution Approving Easements
Easements for Emergency Repairs

RESOLUTION NO. 2020-

**A RESOLUTION APPROVING STORM SEWER
EASEMENT AGREEMENTS**

WHEREAS, the City of Indianola is in need of certain easements in order to complete the Emergency Storm Sewer Repairs; and

WHEREAS, the City Council believes it to be in the best interest of the City to approve and accept the easement agreements for purposes of completing said project.

BE IT, THEREFORE, RESOLVED by the City of Indianola, Iowa, that the Easement Agreements from Norwalk Ready Mix and George M. and Barbara E. Palmer in the forms attached hereto as Exhibits, are hereby approved and accepted.

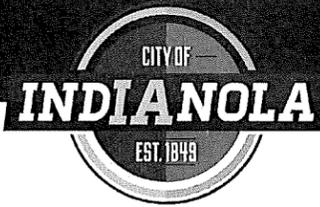
BE IT FURTHER RESOLVED that the Mayor and the City Clerk, if required by the easement agreements, are hereby authorized to execute said Agreements on behalf of the City of Indianola, Iowa.

DATED this 6 day of January 2020.

Kelly B. Shaw, MAYOR

ATTEST:

Andy Lent, CITY CLERK



COMMUNITY DEVELOPMENT

TEMPORARY CONSTRUCTION EASEMENT

Norwalk Ready-Mixed Concrete, hereinafter called "Grantor", in exchange for valuable consideration receipt of which is hereby acknowledged, do hereby grant to the City of Indianola, hereinafter called "Grantee", the right to install, repair, replace, remove, and use the temporary construction easement together with the right of ingress and egress thereto over real estate legally described as:

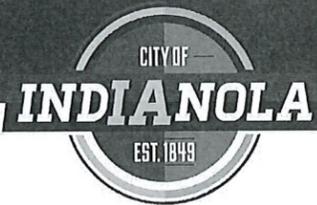
A PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF OUTLOT 73, AUDITORS OUTLOTS OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M.; THENCE DUE EAST 85.00 FEET; THENCE DUE NORTH TO A POINT BEING ON THE SOUTH RIGHT OF WAY LINE OF VACATED C. B. AND Q RAILROAD EXCEPT LYING 12.50 FEET ON EITHER SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT SAID SOUTHEAST CORNER OF OUTLOT 73, AUDITOR'S OUTLOTS OF SECTION 30; THENCE NORTHERLY ALONG THE EAST LINE OF SAID OUTLOT 73, A DISTANCE OF 44.82 FEET TO THE POINT OF BEGINNING; THENCE NORTH 51°09'36" EAST, 20.35 FEET; THENCE NORTH 40°14'40" EAST, 79.26 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF THE VACATED C.B. & O. RAILROAD AND TO THE POINT OF TERMINUS.

Said temporary construction easement contains 0.20 acres (8,647 S.F.)





COMMUNITY DEVELOPMENT

Grantor shall have the right to use said strip for purposes not inconsistent with the Grantee's full enjoyment of the rights hereby created.

During the construction of the said Storm Sewer which shall be completed by 12/31/2019, said City of Indianola, shall have the right to enter in, upon, onto and use the real estate described above for the construction of said project.

Dated this 10th day of December 2019.

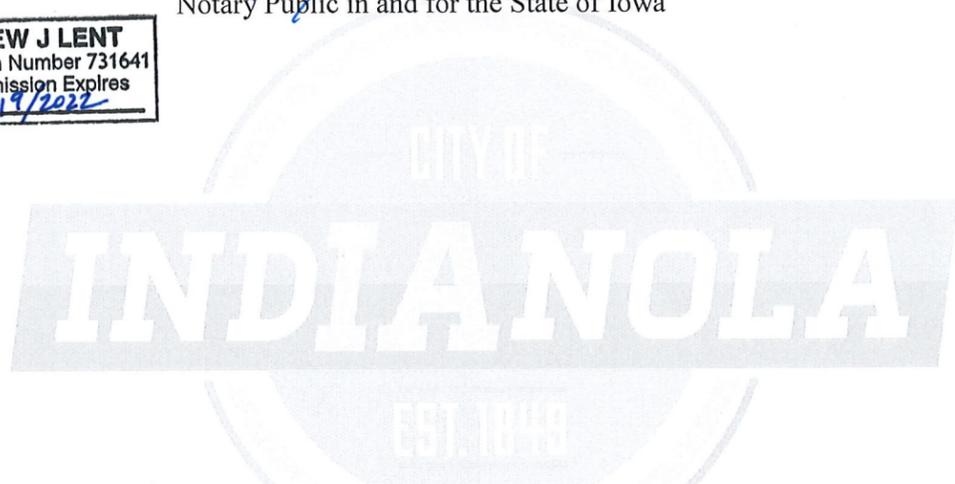
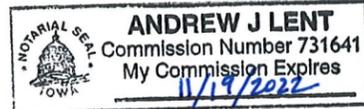
[Signature]

Expiration date of easement December 31, 2019.

STATE OF IOWA, WARREN COUNTY, ss:

On this 10 day of DECEMBER, 2019, before me, the undersigned, a Notary Public in and for said County and State, personally appeared Todd Borkender To me known to be the identical person(s) named in and who executed the within and foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

[Signature]
Notary Public in and for the State of Iowa



WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

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

STORM SEWER EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, Norwalk Ready-Mixed Concrete, of the City of Indianola, County of Warren, State of Iowa, hereinafter referred to as "Grantor", in consideration of the sum of one dollar (\$1.00), and other valuable consideration, in hand paid by the City of Indianola, Iowa, receipt of which is hereby acknowledged, do hereby sell, grant and convey unto the City of Indianola, Iowa, a municipal corporation, in the County of Warren, State of Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement under, through, and across the real estate shown on exhibit A and described as:

AREA "A"

A PART OF THE SOUTH 1/2 OF OUTLOT 73, AUDITOR'S OUTLOTS OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA, LYING 12.50 FEET ON EITHER SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE SOUTHEAST CORNER OF SAID OUTLOT 73; THENCE NORTHERLY ALONG THE EAST LINE OF SAID OUTLOT 73, A DISTANCE OF 44.82 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 51°09'36" WEST, 70.10 FEET TO THE SOUTH LINE OF SAID OUTLOT 73 AND TO THE POINT OF TERMINUS.

AREA "B"

A PART OF THE NORTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA, LYING 12.50 FEET ON EITHER SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE SOUTHEAST CORNER OF OUTLOT 73, AUDITOR'S OUTLOTS OF SECTION 30; THENCE NORTHERLY ALONG THE EAST LINE OF SAID OUTLOT 73, A DISTANCE OF 44.82 FEET TO THE POINT OF BEGINNING; THENCE NORTH 51°09'36" EAST, 20.35 FEET; THENCE NORTH 40°14'40" EAST, 79.26 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF THE VACATED C.B. & O. RAILROAD AND TO THE POINT OF TERMINUS.

Said permanent easement contains 0.10 acres (4,109 S.F.). Area "A" = 0.04 acres (1,619 S.F.), and Area "B" = 0.06 Acres (2,490 S.F.).

That the above described easement is granted unto the City of Indianola, Iowa, for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

STORM SEWER

including the construction of private subdrains within the Easement Area, provided however that the City shall not be responsible for the maintenance of said subdrains.

1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.
2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.
3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.
4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area.
5. Drainage Obstructions. The City shall have the right, but not the obligation, to remove drainage obstructions from easement areas.

6. Embankments. The property owners shall be responsible for maintenance of all embankments, including repair of any damage due to erosion, within all Storm Sewer easements or private yards.

7. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor for property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement. Grantor agrees to indemnify and hold City, its employees, agents and representatives harmless against any loss, damage, injury or any claim or lawsuit for loss, damage or injury arising out of or resulting from the negligent or intentional acts or omissions of Grantor or its employees, agents or representatives.

8. Easement Benefit. This Easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees.

9. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.

10. Consent and Subordination of Mortgage Holder(s). By signing this Agreement, the undersigned lender, its successors and assigns consents to the terms of this easement agreement and hereby subordinates its interest in the Easement Area to the interest of the City and its successors and assigns.

11. Approval by City Council. This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this Easement by the City Clerk.

That the Grantor does hereby covenant with the said Grantee, and successor-in-interest, that said Grantor holds said real estate by title and fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be herein stated; that said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be herein stated.

IN WITNESS WHEREOF, we have hereunto affixed our hands this 13th day of

December, 2014.

Norwalk Ready-Mixed Concrete

By: *Todd B. Clark*

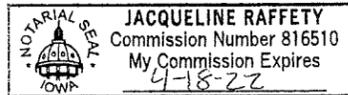
STATE OF IOWA)

) ss:

COUNTY OF WARREN)

On this 13th day of December, 2014, before me, a Notary Public in and for said county, personally appeared Todd Schlander, to me personally known, who being by me duly (sworn or affirmed) did say that he is the President of said corporation, that said instrument was signed on behalf of the said corporation by authority of its Board of Directors; and, that said Todd Schlander, as such Vice President, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by him voluntarily executed.

Jacqueline Raffety
Notary Public in and for the State of Iowa



ACCEPTANCE BY CITY

STATE OF IOWA)
) ss:
COUNTY OF WARREN)

I, Andrew J. Lent, City Clerk of the City of Indianola, Iowa, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City Council of said City by Resolution No. _____, passed on the ____ day of _____, 20__, and this certificate is made pursuant to authority contained in said Resolution.

Signed this ____ day of _____, 20__.

Andrew J. Lent, City Clerk of the City of Indianola, Iowa

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 NE1/4 NW1/4
 SEC. 30-76-23
 REQUESTED BY:
 CITY OF INDIANOLA

EASEMENT PLAT

STORM SEWER EASEMENT DESCRIPTION

AREA "A"

A PART OF THE SOUTH 1/2 OF OUTLOT 73, AUDITOR'S OUTLOTS OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA, LYING 12.50 FEET ON EITHER SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE SOUTHEAST CORNER OF SAID OUTLOT 73; THENCE NORTHERLY ALONG THE EAST LINE OF SAID OUTLOT 73, A DISTANCE OF 44.82 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 51°09'36" WEST, 70.10 FEET TO THE SOUTH LINE OF SAID OUTLOT 73 AND TO THE POINT OF TERMINUS.

AREA "B"

A PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA, LYING 12.50 FEET ON EITHER SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE SOUTHEAST CORNER OF OUTLOT 73, AUDITOR'S OUTLOTS OF SECTION 30; THENCE NORTHERLY ALONG THE EAST LINE OF SAID OUTLOT 73, A DISTANCE OF 44.82 FEET TO THE POINT OF BEGINNING; THENCE NORTH 51°09'36" EAST, 20.35 FEET; THENCE NORTH 40°14'40" EAST, 79.26 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF THE VACATED C.B. & O. RAILROAD AND TO THE POINT OF TERMINUS.

AREA SUMMARY

AREA "A"= 0.04 ACRES (1,619 S.F.)
 AREA "B"= 0.06 ACRES (2,490 S.F.)
 GROSS AREA= 0.10 ACRES (4,109 S.F.)

OWNER

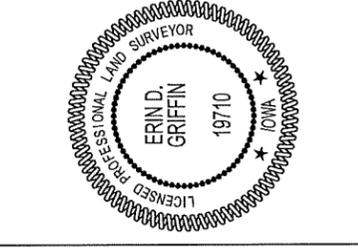
NORWALK READY-MIXED CONCRETE
 700 E. CLINTON AVENUE
 INDIANOLA, IA 50125

DATE OF SURVEY

OCTOBER 24, 2019

LEGEND

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



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

Erin D. Griffin, PLS
 License Number 19710
 My License Renewal Date is December 31, 2019
 Pages or sheets covered by this seal:
 Sheets 1 & 2 of 2

NORWALK READY MIX DRAINAGE REPAIRS

STORM SEWER EASEMENT



SNYDER
 & ASSOCIATES

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

V:\Projects\1918\1918_0038\019\Projects\NRM Drainage Repair\A\ADD\PARSEL_2_EAS.dwg
 11/14/2019
 EDR:PN

DATE: 11/12/19
 PM/TECH: EDG/SGK

SHEET 1 OF 2
 PN: 119.0039
 FLD BK: 783 PG: 79

EASEMENT PLAT

MCVEY TRAIL (VACATED CB&O RAILROAD)

Pt. Outlot 74

S10' Outlot 74 &
N1/2 Outlot 73
Auditor's Outlots
Sec. 30-76-23

E166'
S1/2 Outlot 73

E CLINTON AVENUE

N60' Outlot 72

Point of Terminus
Area "B"

N40°14'40"E 79.26'

12.5' 12.5'

N51°09'36"E

S31°09'36"W 70.10'

44.82'

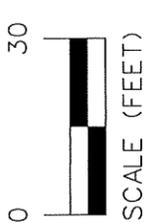
Point of Beginning

SE Corner
Outlot 73

Point of Terminus
Area "A"

Pt. NE1/4 NW1/4
Sec. 30-76-23

25' Storm Sewer Easement



**NORWALK READY MIX DRAINAGE REPAIRS
STORM SEWER EASEMENT**



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

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Snyder

SHEET 2 OF 2
PN: 119.0039
FLD BK: 783 PG: 79
DATE: 11/12/19
PW/TECH: EDG/SGK

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

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

STORM SEWER EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, George M. and Barbara E. Palmer, of the City of Indianola, County of Warren, State of Iowa, hereinafter referred to as "Grantor", in consideration of the sum of one dollar (\$1.00), and other valuable consideration, in hand paid by the City of Indianola, Iowa, receipt of which is hereby acknowledged, do hereby sell, grant and convey unto the City of Indianola, Iowa, a municipal corporation, in the County of Warren, State of Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement under, through, and across the real estate shown on exhibit A and described as:

A PART OF THE NORTH 1/2 OF OUTLOT 73, AUDITOR'S OUTLOTS OF SECTION 30, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA, LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE SOUTHEAST CORNER OF SAID NORTH 1/2 OF OUTLOT 73; THENCE 18.09 FEET WEST ALONG THE SOUTH LINE OF SAID NORTH 1/2 OF OUTLOT 73 TO THE POINT OF BEGINNING; THENCE NORTHEASTERLY TO A POINT ON THE EAST LINE OF SAID OUTLOT 73, BEING 14.79 FEET NORTH OF SAID SOUTHEAST CORNER OF THE NORTH 1/2 OF OUTLOT 73 AND THE POINT OF TERMINUS.

Said permanent easement contains 134 S.F.

That the above described easement is granted unto the City of Indianola, Iowa, for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

STORM SEWER

including the construction of private subdrains within the Easement Area, provided however that the City shall not be responsible for the maintenance of said subdrains.

1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.

2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.

3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.

4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area.

5. Drainage Obstructions. The City shall have the right, but not the obligation, to remove drainage obstructions from easement areas.

6. Embankments. The property owners shall be responsible for maintenance of all embankments, including repair of any damage due to erosion, within all Storm Sewer easements or private yards.

7. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor for property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement. Grantor agrees to indemnify and hold City, its employees, agents and representatives harmless against any loss, damage, injury or any claim or lawsuit for loss, damage or injury arising out of or resulting from the negligent or intentional acts or omissions of Grantor or its employees, agents or representatives.

8. Easement Benefit. This Easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees.

9. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.

10. Consent and Subordination of Mortgage Holder(s). By signing this Agreement, the undersigned lender, its successors and assigns consents to the terms of this easement agreement and hereby subordinates its interest in the Easement Area to the interest of the City and its successors and assigns.

11. Approval by City Council. This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this Easement by the City Clerk.

That the Grantor does hereby covenant with the said Grantee, and successor-in-interest, that said Grantor holds said real estate by title and fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be herein stated; that said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be herein stated.

IN WITNESS WHEREOF, we have hereunto affixed our hands this 11th day of

December, 2019.



George M. Palmer
George M. Palmer

Barbara E. Palmer
Barbara E. Palmer

STATE OF IOWA)
) ss:
COUNTY OF WARREN)

On this 11 day of December, 2019, before me the undersigned, a Notary Public in and for said State, personally appeared **George M. Palmer** and **Barbara E. Palmer**, to me known to be the persons named in and who executed the foregoing instrument to which this is attached; and acknowledged that they executed the instrument as their voluntary act and deed.

Jacqueline Raffety
Notary Public in and for the State of Iowa

ACCEPTANCE BY CITY

STATE OF IOWA)
) ss:
COUNTY OF WARREN)

I, Andrew J. Lent, City Clerk of the City of Indianola, Iowa, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City Council of said City by Resolution No. _____, passed on the ____ day of _____, 20__, and this certificate is made pursuant to authority contained in said Resolution.

Signed this ____ day of _____, 20__.

Andrew J. Lent, City Clerk of the City of Indianola, Iowa

Meeting Date: 01/06/2020

Subject

Final acceptance and payment of retainage for the West 3rd Avenue Sanitary Sewer Improvements Project in the amount of \$11,275.97 as submitted by Vanderpool Construction.

Information

In your packet is a copy of the Final Payment Application No 4 for Retainage and Final Acceptance from Vanderpool Construction Inc for the West 3rd Avenue Sanitary Sewer Improvement Project. Final payment application No 4 is for the payment of the retainage and can be released and paid to the Contractor thirty (30) days after Final Acceptance as long as there are no claims against the project. The retainage amount is \$11,275.97 as submitted by Vanderpool Construction.

Fiscal Impact

Attachments

W 3rd Final Payment



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

▷ HRGREEN.COM

December 13, 2019

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

Re: W. 3RD AVENUE SANITARY SEWER IMPROVEMENTS
Final Acceptance
Contractor's Final Application #4 for Retainage

Dear Rick:

Attached is an electronic copy of the Final Payment Application No. 4 for Retainage and Final Acceptance from Vanderpool Construction Inc. for the W. 3rd Avenue Sanitary Sewer Improvements project. Hard Copies have been placed in the mail.

The Owner's Statement of Final Completion and Owner's Acceptance of the Work (i.e. Final Acceptance) is enclosed per SUDAS Section 1090 paragraph 1.08, C – Acceptance and Final Payment, which confirms the work has been completed in substantial accordance to the contract documents. The Final Acceptance establishes the four (4) year maintenance period, sets the final contract amount and sets the date at which retainage can be released.

Final Payment Application No. 4 is for the payment of the retainage and can be released and paid to the Contractor thirty (30) days after Final Acceptance as long as there are no claims against the project. If there are any claims on file at the end of the thirty (30) calendar day period, the Jurisdiction shall continue to retain a sum less than or equal to double to the total amount of all claims on file from the unpaid funds and release and pay the remaining balance to the Contractor.

We have reviewed Final Payment Application No. 4 and recommend payment for retainage in the amount of \$11,275.97 as submitted by Vanderpool Construction. Please execute the final acceptance and pay application and distribute copies to all parties.

Sincerely,
HR Green, Inc.

Brandon L. Mickelson, P.E.
Project Engineer

Cc: Jackie Raffety, Administrative Clerk
File

Enclosures

J:\2019\190251\Construction\Closeout\ltr-121319-Indianola W 3rd Avenue_Vanderpool_Acceptance Letter.docx

TO (OWNER): City of Indianola
110 N. 1st St.
Indianola, IA 50125

PROJECT: Indianola 3rd Avenue Sewer

APPLICATION NO: 4
PERIOD TO: 12/13/19

DISTRIBUTION
TO:
- OWNER
- ARCHITECT
- CONTRACTOR

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

VIA (ARCHITECT):
ARCHITECTS
PROJECT NO:

CONTRACT FOR: _____ CONTRACT DATE: 7/16/2019

CONTRACTOR'S APPLICATION FOR PAYMENT

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

- 1. ORIGINAL CONTRACT SUM \$ 224,949.00
- 2. Net Change by Change Orders \$ 570.50
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 225,519.50
- 4. TOTAL COMPLETED AND STORED TO DATE \$ 225,519.50

5. RETAINAGE:

- a. 5.00% of Completed Work \$ 0.00
 - b. 0.00% of Stored Material \$ 0.00
- Total retainage (Line 5a + 5b) \$ 0.00

6. TOTAL EARNED LESS RETAINAGE \$ 225,519.50
(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$ 214,243.53

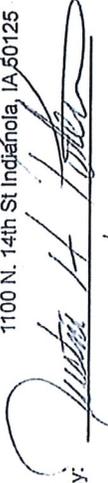
8. CURRENT PAYMENT DUE \$ 11,275.97

9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6) \$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	3,250.00	-2,679.50
Total approved this Month		
TOTALS	3,250.00	-2,679.50
NET CHANGES by Change Order	570.50	

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

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

By:  Date: 12/13/19

State of: _____

County of: _____

Subscribed and Sworn to before me this _____ Day of _____ 20____

Notary Public: _____

My Commission Expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED..... \$ 11,275.97

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

ENGINEER:
ARCHITECT:

By:  Date: 12/13/19

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

STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF WORK

PROJECT: W. 3rd Avenue Sanitary Sewer Improvements

OWNER: City of Indianola
110 N. 1st St., Indianola, IA 50125

ENGINEER: HR Green, Inc., 5525 Merle Hay Road, Suite 200, Johnston, Iowa 50131

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

I, the undersigned Engineer of the above designated project, do hereby state that:

1. The construction provided for pursuant to Contract Documents including all approved amendments and Change Orders, hereafter called the Work between the Owner and Contractor has been completed and to the best of my knowledge and belief, is in substantial compliance with the provisions of the Contract Documents.
2. The four (4)-year guarantee and maintenance requirement of the contract, secured by the Performance and Maintenance Bonds, shall become effective as of December 4, 2019, which is the date of Acceptance.
3. The final payment authorized hereto and made a part hereof is a complete and accurate summary of the Work performed in accordance with the Contract Documents.
4. The total cost of the Work as completed is: \$225,519.50

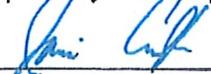
I recommend, under the provisions of the Contract documents, that the Work be accepted and that the final payment be made.

HR Green, Inc.

By 
Brandon Mickelson, P.E.

Date 12/13/2019

Accepted By Vanderpool Construction Inc.

By 
Jamie Crubaugh

Date 12/12/19

Accepted By City of Indianola

By _____
Kelly B. Shaw, Mayor

Date _____

Meeting Date: 01/06/2020

Subject

Final approval of applications for Urban Revitalization Designation.

Information

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

Final

Bryan and Ashley Bussanmas - 1109 S K St - SFD

Davison, LLC - 308 E 1st Ave - Commercial

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 01/06/2020

Subject

Resolution Approving Salaries.

Information

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

- Michelle Snyder, Police Clerical, from R2-2 \$15.999/hour to R2-3 \$16.794/hour, effective December 22, 2019.
 - Joe Holaday, Parks Tech 1, from R18-1 \$40,737.41/year to R18-2 \$42,774.39/year, effective January 19, 2019.
-

Fiscal Impact

Attachments

Resolution Approving Salaries

**RESOLUTION 2020-
APPROVING SALARIES**

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

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

Michelle Snyder, Police Clerical, from R2-2 \$15.999/hour to R2-3 \$16.794/hour, effective December 22, 2019.

Joe Holaday, Parks Tech 1, from R18-1 \$40,737.41/year to R18-2 \$42,774.39/year, effective January 19, 2019.

Passed and approved on the 6 day of January 2019.

Kelly B. Shaw, Mayor

ATTEST:

Andy Lent, City Clerk

Meeting Date: 01/06/2020

Subject

Claims on the computer printout for January 6, 2020.

Information

Fiscal Impact

Attachments

Vendor Report 010620

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
2 THE TOP				
2 THE TOP	FD TEAM CHARTER	09/10/2019	330.00	FIRE FUND
2 THE TOP	TEAM CHARTER DEVELOPMENT	12/12/2019	330.00	SEWER FUND
Total 2 THE TOP:			660.00	
ACME TOOLS				
ACME TOOLS	HANGER AND COVER FOR NEW GENERATO	12/17/2019	72.98	SEWER FUND
Total ACME TOOLS:			72.98	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	RESPOND TO FOLLOW UP REGARDING TIF	12/23/2019	270.00	GENERAL FUND
AHLERS & COONEY P.C.	MEET WITH CLIENT REGARDING SPECIAL A	12/23/2019	240.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			510.00	
AIR-CON MECHANICAL CORP.				
AIR-CON MECHANICAL CORP.	ACTIVITY CENTER DIFFUSER REPLACEMEN	12/09/2019	536.33	PARK & RECREATI
AIR-CON MECHANICAL CORP.	QTR AGREEMENT	12/20/2019	1,252.75	GENERAL FUND
AIR-CON MECHANICAL CORP.	ACTIVITY CENTER MAINTENANCE CONTRA	12/20/2019	417.75	PARK & RECREATI
Total AIR-CON MECHANICAL CORP.:			2,206.83	
ALLSUP, PAT				
ALLSUP, PAT	CELL PHONE - DECEMBER	12/12/2019	50.00	POLICE FUND
Total ALLSUP, PAT:			50.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/16/2019	43.51	GENERAL FUND
AMAZON CAPITAL SERVICES	RETURN OF LAPTOP BATTERY (ELECTRIC)	12/04/2019	67.99	GENERAL FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/19/2019	310.24	GENERAL FUND
AMAZON CAPITAL SERVICES	WIRELESS PRINTER, INK & RECHARGEABL	11/22/2019	280.42	FIRE FUND
AMAZON CAPITAL SERVICES	iPAD CASE AND CHARGING CABLE	11/22/2019	20.97	GENERAL FUND
AMAZON CAPITAL SERVICES	CHARLIE BROWN CD - LIGHT UP THE SQUA	11/22/2019	14.99	PARK & RECREATI
AMAZON CAPITAL SERVICES	REPLACEMENT LAPTOP BATTERY (ELECTRI	12/04/2019	83.98	GENERAL FUND
AMAZON CAPITAL SERVICES	OFFICE ORGANIZATION SUPPLIES	12/04/2019	112.15	GENERAL FUND
AMAZON CAPITAL SERVICES	860 EVO 500 GB SSD	12/04/2019	57.99	GENERAL FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	11/20/2019	99.82	GENERAL FUND
Total AMAZON CAPITAL SERVICES:			956.08	
AMERICAN SOCIETY OF COMPOSERS				
AMERICAN SOCIETY OF COMP	LICENSE AGREEMENT	12/26/2019	363.00	GENERAL FUND
Total AMERICAN SOCIETY OF COMPOSERS:			363.00	
APEX PROPERTY SERVICES				
APEX PROPERTY SERVICES	ABATEMENT 610 N N	12/19/2019	370.00	GENERAL FUND
APEX PROPERTY SERVICES	ABATEMENT 208 S D ST	12/26/2019	2,040.00	GENERAL FUND
Total APEX PROPERTY SERVICES:			2,410.00	
ASE IOWA LLC				
ASE IOWA LLC	FAMILY SWEETHEART DANCE: FEB 8, 2020	11/11/2019	395.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total ASE IOWA LLC:			395.00	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW - ABANDONED	10/29/2019	165.00	POLICE FUND
AUBERT'S TOWING	TOW - ABANDONED	11/18/2019	175.00	POLICE FUND
Total AUBERT'S TOWING:			340.00	
AUTOMATIC DOOR GROUP INC				
AUTOMATIC DOOR GROUP INC	REPAIR LATCH ON SOUTH SIDE INTERIOR D	11/30/2019	159.95	GENERAL FUND
Total AUTOMATIC DOOR GROUP INC:			159.95	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	PLAQUE	12/13/2019	59.00	GENERAL FUND
Total BOB'S CUSTOM TROPHIES:			59.00	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	NUISANCE ABATEMENT	11/25/2019	75.00	GENERAL FUND
BRICK GENTRY P.C.	GENERAL LEGAL & LITIGATION	11/25/2019	690.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICES	11/25/2019	4,545.00	GENERAL FUND
BRICK GENTRY P.C.	GENERAL LEGAL & LITIGATION	11/25/2019	1,110.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL FEES - PD PROSECUTIONS	11/25/2019	240.00	GENERAL FUND
BRICK GENTRY P.C.	UNION NEGOTIATIONS	11/25/2019	543.75	POLICE FUND
BRICK GENTRY P.C.	UNION NEGOTIATIONS	11/25/2019	63.75	PARK & RECREATI
BRICK GENTRY P.C.	UNION NEGOTIATIONS	11/25/2019	153.75	ROAD USE TAX FU
BRICK GENTRY P.C.	UNION NEGOTIATIONS	11/25/2019	63.75	SEWER FUND
BRICK GENTRY P.C.	LEGAL SERVICES	11/25/2019	1,110.00	WWTP FACILITY C
Total BRICK GENTRY P.C.:			8,595.00	
BUHROW, LUKE				
BUHROW, LUKE	CELL PHONE 11/09/19-12/08/19	12/17/2019	50.00	POLICE FUND
Total BUHROW, LUKE:			50.00	
CELLULAR ADVANTAGE INC				
CELLULAR ADVANTAGE INC	UPGRADE 2 PHONES AND CASE	12/10/2019	307.49	SEWER FUND
CELLULAR ADVANTAGE INC	PHONE CASE	12/11/2019	38.99	SEWER FUND
Total CELLULAR ADVANTAGE INC:			346.48	
CENTRAL IOWA PEST CONTROL SRVCS				
CENTRAL IOWA PEST CONTRO	EXTERMINATOR	12/17/2019	150.00	GENERAL FUND
Total CENTRAL IOWA PEST CONTROL SRVCS:			150.00	
CENTRAL PUMP & MOTOR LLC				
CENTRAL PUMP & MOTOR LLC	REPAIR PLANT RAW PUMP 2	12/09/2019	5,731.77	SEWER FUND
Total CENTRAL PUMP & MOTOR LLC:			5,731.77	
CENTURYLINK				
CENTURYLINK	PHONE	12/22/2019	54.43	GENERAL FUND
CENTURYLINK	PHONE	11/22/2019	54.43	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CENTURYLINK:			108.86	
CINTAS CORPORATION				
CINTAS CORPORATION	NEW AED PADS	10/11/2019	82.05	SEWER FUND
CINTAS CORPORATION	EYE DROPS	12/18/2019	3.50	PARK & RECREATI
CINTAS CORPORATION	SAFETY EQUIPMENT	12/18/2019	50.22	ROAD USE TAX FU
CINTAS CORPORATION	NEW AED PADS	12/27/2019	19.63	SEWER FUND
Total CINTAS CORPORATION:			155.40	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	DECK SCREWS, TREATED 2X4-12'	12/19/2019	41.33	PARK & RECREATI
CIRCLE B CASHWAY	BALLAST, DOOR SWEEP, SELF-LEVELING C	12/23/2019	55.23	PARK & RECREATI
CIRCLE B CASHWAY	SELF LEVELING CAULKING	12/23/2019	43.50	PARK & RECREATI
CIRCLE B CASHWAY	SELF LEVELING CAULKING	12/23/2019	43.50	PARK & RECREATI
Total CIRCLE B CASHWAY:			183.56	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES, TOTAL N SEWER PLANT, DEMAN	11/30/2019	9,434.71	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	11/30/2019	8,123.48	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - RATE CORRECTION	11/30/2019	9,348.81	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - RATE CORRECTION	11/30/2019	3,292.13	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES PICKARD	11/30/2019	699.74	PARK & RECREATI
Total CITY OF INDIANOLA - UTILITY:			30,898.87	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	REPAIRS ON STIHL POLE PRUNER	12/12/2019	194.29	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			194.29	
CONTINENTAL RESEARCH CORP				
CONTINENTAL RESEARCH CO	HAND CLEANER	12/03/2019	172.69	PARK & RECREATI
Total CONTINENTAL RESEARCH CORP:			172.69	
CONVERGINT TECHNOLOGIES LLC				
CONVERGINT TECHNOLOGIES	ACCESS CONTROL INSTALLATION	10/09/2019	2,314.03	VEHICLE RESERV
CONVERGINT TECHNOLOGIES	INTERVIEW ROOM CAMERA CHANGE	11/12/2019	688.77	VEHICLE RESERV
Total CONVERGINT TECHNOLOGIES LLC:			3,002.80	
CR SERVICES				
CR SERVICES	TRASH BAGS & ROLL TOWELS	12/30/2019	127.61	PARK & RECREATI
Total CR SERVICES:			127.61	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	VEH REPAIR	11/18/2019	180.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEH REPAIR	11/26/2019	180.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEH REPAIR	11/27/2019	430.25	POLICE FUND
CRAIG'S AUTOMOTIVE	VEH REPAIR	11/27/2019	20.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEH SERVICE	12/03/2019	200.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			1,010.25	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	12/20/2019	26.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			26.00	
DES MOINES AREA COMM COLLEGE				
DES MOINES AREA COMM COL	CEH'S	12/10/2019	15.00	FIRE FUND
Total DES MOINES AREA COMM COLLEGE:			15.00	
DES MOINES REGISTER MEDIA				
DES MOINES REGISTER MEDIA	AFR	11/20/2019	172.18	GENERAL FUND
DES MOINES REGISTER MEDIA	PH AMEND ZONING	11/20/2019	36.14	GENERAL FUND
DES MOINES REGISTER MEDIA	CC MIN 111819	11/20/2019	250.92	GENERAL FUND
DES MOINES REGISTER MEDIA	PH SRF LOAN	11/20/2019	36.66	SEWER REVENUE
DES MOINES REGISTER MEDIA	BUDGET AMENDMENT	11/20/2019	96.85	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1623	11/20/2019	55.62	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1624	11/20/2019	40.76	GENERAL FUND
DES MOINES REGISTER MEDIA	CC MIN 110419	11/20/2019	287.83	GENERAL FUND
DES MOINES REGISTER MEDIA	PH AMEND CHP 165	11/20/2019	38.19	GENERAL FUND
DES MOINES REGISTER MEDIA	PH REZONING	11/20/2019	58.18	GENERAL FUND
Total DES MOINES REGISTER MEDIA:			1,073.33	
ELDER CORPORATION				
ELDER CORPORATION	BRUSH GRINDING FY20	12/23/2019	20,000.00	GENERAL FUND
Total ELDER CORPORATION:			20,000.00	
ELECTRONIC ENGINEERING CO				
ELECTRONIC ENGINEERING C	RADIO INSTALL #35	12/09/2019	277.08	ROAD USE TAX FU
Total ELECTRONIC ENGINEERING CO:			277.08	
EMC FIRE				
EMC FIRE	11C eFORCE 2.0 GENESIS	10/04/2019	4,782.62	VEHICLE RESERV
EMC FIRE	11C eFORCE 2.0 GENESIS	10/04/2019	4,512.38	FIRE FUND
Total EMC FIRE:			9,295.00	
FAREWAY STORE				
FAREWAY STORE	SPECIAL FRIENDS DANCE - VEG. OIL FOR P	12/13/2019	2.28	PARK & RECREATI
Total FAREWAY STORE:			2.28	
FORMATION GROUP				
FORMATION GROUP	CITY HALL ASSESSMENT FOLLOW UP	11/30/2019	2,237.50	GENERAL FUND
Total FORMATION GROUP:			2,237.50	
GALLS LLC				
GALLS LLC	UNIFORMS ORTLUND	11/22/2019	387.04	POLICE FUND
GALLS LLC	UNIFORMS - STEWART	01/25/2019	101.18	POLICE FUND
GALLS LLC	UNIFORMS - ORTLUND	11/27/2019	288.34	POLICE FUND
GALLS LLC	UNIFORMS - STEWART	11/27/2019	324.95	POLICE FUND
GALLS LLC	UNIFORMS - MARSHALL	11/29/2019	14.90	POLICE FUND
GALLS LLC	UNIFORMS - MARSHALL	12/05/2019	41.03	POLICE FUND
GALLS LLC	UNIFORMS	12/06/2019	77.30	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
GALLS LLC	UNIFORMS	12/06/2019	77.30	AMBULANCE FUN
GALLS LLC	UNIFORMS - ORTLUND	12/10/2019	391.26	POLICE FUND
GALLS LLC	UNIFORMS - ORTLUND	12/11/2019	210.74	POLICE FUND
GALLS LLC	UNIFORMS	12/12/2019	104.00	POLICE FUND
GALLS LLC	UNIFORMS	12/16/2019	51.90	AMBULANCE FUN
GALLS LLC	UNIFORMS	12/16/2019	309.20	AMBULANCE FUN
GALLS LLC	UNIFORMS	12/16/2019	77.30	AMBULANCE FUN
GALLS LLC	UNIFORMS	12/16/2019	495.64	AMBULANCE FUN
GALLS LLC	UNIFORMS	12/16/2019	251.68	AMBULANCE FUN
GALLS LLC	UNIFORMS	12/27/2019	41.50	AMBULANCE FUN
GALLS LLC	UNIFORMS - MARSHALL	11/25/2019	249.99	POLICE FUND
GALLS LLC	UNIFORMS - STEWART	12/03/2019	107.93	POLICE FUND
Total GALLS LLC:			3,603.18	
GARRETT, JIM & CATHY				
GARRETT, JIM & CATHY	OVERPAYMENT - EMS	12/26/2019	110.49	AMBULANCE FUN
Total GARRETT, JIM & CATHY:			110.49	
GRAINGER INC				
GRAINGER INC	HONDA GENERATOR	12/12/2019	4,054.16	SEWER FUND
Total GRAINGER INC:			4,054.16	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	FIRST QTR FY20 28E PAYMENT	12/12/2019	17,260.88	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			17,260.88	
HAWKEYE TRUCK EQUIPMENT				
HAWKEYE TRUCK EQUIPMENT	LED STROBE #2	11/01/2019	350.00	ROAD USE TAX FU
HAWKEYE TRUCK EQUIPMENT	SNOW PLOW FOR #2	12/04/2019	6,850.00	ROAD USE TAX FU
Total HAWKEYE TRUCK EQUIPMENT:			7,200.00	
HAWKINS, ROB				
HAWKINS, ROB	CELL PHONE 11/26/19 - 12/25/19	12/23/2019	50.00	POLICE FUND
Total HAWKINS, ROB:			50.00	
HEIMAN FIRE EQUIPMENT				
HEIMAN FIRE EQUIPMENT	2.5" TO 1.5" CONNECTORS	12/05/2019	56.96	FIRE FUND
HEIMAN FIRE EQUIPMENT	HANDLE & ROLL PIN	12/12/2019	75.95	FIRE FUND
Total HEIMAN FIRE EQUIPMENT:			132.91	
HOA SOLUTIONS INC				
HOA SOLUTIONS INC	SCREEN CONNECT HSOTING	12/26/2019	400.00	SEWER FUND
Total HOA SOLUTIONS INC:			400.00	
HR GREEN INC				
HR GREEN INC	W 3RD AVE SEWER ENG FEES	12/26/2019	1,421.00	SEWER CAPITAL P
HR GREEN INC	QUAIL MEADOWS 3 LIFT STATION ENG	12/26/2019	11,280.00	SEWER CAPITAL P
HR GREEN INC	ON CALL SERVICES	12/25/2019	3,286.58	SEWER CAPITAL P

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HR GREEN INC:			15,987.58	
HY-VEE				
HY-VEE	BIOMETRIC SCREENING	11/30/2019	45.00	POLICE FUND
HY-VEE	BIOMETRIC SCREENING	12/06/2019	90.00	POLICE FUND
HY-VEE	COOKIES FOR TUNES & TREATS	12/10/2019	41.91	PARK & RECREATI
HY-VEE	COOKIES FOR TUNES & TREATS ACCAPPEL	12/19/2019	23.94	PARK & RECREATI
Total HY-VEE:			200.85	
INDIANOLA MECHANICAL LLC				
INDIANOLA MECHANICAL LLC	ACTIVITY CENTER TOILET REPAIRS - 3	12/17/2019	869.99	PARK & RECREATI
Total INDIANOLA MECHANICAL LLC:			869.99	
INDOFF INCORPORATED				
INDOFF INCORPORATED	PAPER - COLORED	09/30/2019	29.75	FIRE FUND
INDOFF INCORPORATED	THREE HOLE PUNCH	12/11/2019	14.88	ROAD USE TAX FU
Total INDOFF INCORPORATED:			44.63	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	DEVICE PAYMENT WITH PAPER CUT & CONN	12/20/2019	3,260.60	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	PARKS - COLOR PRINTING	12/20/2019	.45	PARK & RECREATI
INFOMAX OFFICE SYSTEMS IN	OFFICE SUPPLIES	12/10/2019	158.28	GENERAL FUND
Total INFOMAX OFFICE SYSTEMS INC.:			3,419.33	
IOWA LEAGUE OF CITIES				
IOWA LEAGUE OF CITIES	6 IA MUNICIPAL POLICY LEADER'S HANDBO	12/31/2019	240.00	GENERAL FUND
Total IOWA LEAGUE OF CITIES:			240.00	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	12/11/2019	334.80	SEWER FUND
Total IOWA ONE CALL:			334.80	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	SIGNAGE - TRAIL RULES	11/26/2019	38.00	PARK & RECREATI
Total IOWA PRISON INDUSTRIES:			38.00	
JAKES LAWN & LANDSCAPING LLC				
JAKES LAWN & LANDSCAPING	WEST EUCLID SOD	12/17/2019	4,900.00	CAPITAL PROJECT
Total JAKES LAWN & LANDSCAPING LLC:			4,900.00	
KIESLER POLICE SUPPLY INC				
KIESLER POLICE SUPPLY INC	AMMUNITION	08/19/2019	1,197.00	POLICE FUND
Total KIESLER POLICE SUPPLY INC:			1,197.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - JAN 2019	12/20/2019	2,912.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total KIYA KODA HUMANE SOCIETY:			2,912.00	
KNUTSON TREE SERVICE				
KNUTSON TREE SERVICE	ASH TREE REMOVAL	12/19/2019	12,350.00	PARK & RECREATI
Total KNUTSON TREE SERVICE:			12,350.00	
LENT, ANDREW				
LENT, ANDREW	LENT-MILEAGE-AHLERS MTG AND FINANCE	12/19/2019	58.46	GENERAL FUND
Total LENT, ANDREW:			58.46	
LOU'S GLOVES INC				
LOU'S GLOVES INC	LATEX GLOVES	12/09/2019	228.00	SEWER FUND
Total LOU'S GLOVES INC:			228.00	
MACHINE SHED				
MACHINE SHED	MEALS - ILEA - \$1,849 X3	12/13/2019	5,547.00	POLICE FUND
Total MACHINE SHED:			5,547.00	
MACQUEEN EQUIPMENT				
MACQUEEN EQUIPMENT	SPRING KEEPER FOR JETTER	12/17/2019	60.60	SEWER FUND
Total MACQUEEN EQUIPMENT:			60.60	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	SUPPLIES	11/18/2019	3.41	POLICE FUND
MCCOY HARDWARE INC	48" T8 LIGHT BULBS	12/10/2019	100.56	PARK & RECREATI
MCCOY HARDWARE INC	WIRE STRIPPER, WIRE CONNECTOR	12/11/2019	24.62	PARK & RECREATI
MCCOY HARDWARE INC	BALLAST FOR LIGHT	12/12/2019	19.79	PARK & RECREATI
MCCOY HARDWARE INC	SHOP SUPPLIES	12/18/2019	11.45	ROAD USE TAX FU
MCCOY HARDWARE INC	BRACKETS AND HARDWARE	12/19/2019	26.01	SEWER FUND
Total MCCOY HARDWARE INC:			185.84	
MCCOY, MELISSA				
MCCOY, MELISSA	WELLNESS - NOV	12/13/2019	21.10	GENERAL FUND
Total MCCOY, MELISSA:			21.10	
MEDTRAK SERVICES				
MEDTRAK SERVICES	411 RX	11/15/2019	64.70	POLICE FUND
MEDTRAK SERVICES	411 RX	11/30/2019	37.31	POLICE FUND
Total MEDTRAK SERVICES:			102.01	
MENARDS				
MENARDS	RAILROAD TIES, 148PC CRESCENT TOOL S	12/18/2019	134.96	PARK & RECREATI
Total MENARDS:			134.96	
METRO WASTE AUTHORITY				
METRO WASTE AUTHORITY	LEAF PICKUP	11/27/2019	148.77	GENERAL FUND
METRO WASTE AUTHORITY	LEAF PICKUP	11/27/2019	153.70	GENERAL FUND
METRO WASTE AUTHORITY	WASTE	12/16/2019	277.20	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total METRO WASTE AUTHORITY:			579.67	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	05931-25003 N HWY 65/69 ENTRANCE SIGN	12/16/2019	12.80	GENERAL FUND
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	12/16/2019	128.23	GENERAL FUND
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	12/16/2019	81.85	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	12/16/2019	45.10	SEWER FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	11/18/2019	977.36	GENERAL FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	12/18/2019	68.06	SEWER FUND
MID AMERICAN ENERGY CO.	UTILITIES	12/18/2019	132.98	FIRE FUND
MID AMERICAN ENERGY CO.	UTILITIES	12/18/2019	12.77	FIRE FUND
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	12/18/2019	352.57	PARK & RECREATI
MID AMERICAN ENERGY CO.	UTILITIES	12/18/2019	64.51	POLICE FUND
Total MID AMERICAN ENERGY CO.:			1,876.23	
MID-STATES ORGANIZED CRIME				
MID-STATES ORGANIZED CRIM	MEMBERSHIP	12/19/2019	150.00	POLICE FUND
Total MID-STATES ORGANIZED CRIME:			150.00	
MIRACLE RECREATION EQUIPMENT				
MIRACLE RECREATION EQUIP	BELT SWINGS, TOT SWINGS	12/09/2019	584.24	PARK & RECREATI
Total MIRACLE RECREATION EQUIPMENT:			584.24	
NAPA AUTO PARTS				
NAPA AUTO PARTS	AIR FILTER FOR F150	12/27/2019	12.52	SEWER FUND
NAPA AUTO PARTS	AIR FILTER FOR F150 - EXCHANGE	12/27/2019	.27-	SEWER FUND
Total NAPA AUTO PARTS:			12.25	
NATIONAL PEN CO LLC				
NATIONAL PEN CO LLC	INK PENS	11/22/2019	253.15	FIRE FUND
Total NATIONAL PEN CO LLC:			253.15	
OMNISITE				
OMNISITE	YEARLY WIRELESS SERVICE	12/20/2019	276.00	SEWER FUND
Total OMNISITE:			276.00	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	HYDRAULIC HOSE FOR BREAKER	12/20/2019	135.98	ROAD USE TAX FU
O'REILLY AUTO PARTS	WIX OIL FILTERS & ANTIFREEZE	12/30/2019	29.87	PARK & RECREATI
O'REILLY AUTO PARTS	SUPPLIES	12/03/2019	30.47	POLICE FUND
O'REILLY AUTO PARTS	CAR WASH SOAP, IGNITION SWITCH, AIR FIL	12/10/2019	53.54	PARK & RECREATI
O'REILLY AUTO PARTS	AIR FILTERS	12/10/2019	32.62	PARK & RECREATI
O'REILLY AUTO PARTS	RETURN IGNITION SWITCH CREDIT TO ACC	12/11/2019	21.99-	PARK & RECREATI
O'REILLY AUTO PARTS	IGNITION SWITCH - SIMPLICITY MOWER	12/11/2019	27.99	PARK & RECREATI
Total O'REILLY AUTO PARTS:			288.48	
PATRICK, MICHELE				
PATRICK, MICHELE	MILEAGE	12/18/2019	80.04	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PATRICK, MICHELE:			80.04	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	WELD EAR FOR DRAG	12/30/2019	14.00	PARK & RECREATI
Total PIERCE BROTHERS REPAIR:			14.00	
PINE VALLEY INSPECTIONS/CONSULTING LLC				
PINE VALLEY INSPECTIONS/CO	PLAN REVIEWS	12/22/2019	175.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			175.00	
PITNEY BOWES				
PITNEY BOWES	QUARTERLY RENTAL	12/11/2019	153.57	GENERAL FUND
Total PITNEY BOWES:			153.57	
PROSCREENING LLC				
PROSCREENING LLC	DRIVING RECORDS	12/15/2019	48.00	ROAD USE TAX FU
Total PROSCREENING LLC:			48.00	
RAY'S WINDOW CLEANING				
RAY'S WINDOW CLEANING	ACTIVITY CENTER WINDOW CLEANING	12/26/2019	60.00	PARK & RECREATI
Total RAY'S WINDOW CLEANING:			60.00	
RELIABLE MAINTENANCE CO.				
RELIABLE MAINTENANCE CO.	MONTHLY CLEANING	12/04/2019	1,317.00	PARK & RECREATI
RELIABLE MAINTENANCE CO.	SUPPLIES	12/04/2019	219.00	PARK & RECREATI
Total RELIABLE MAINTENANCE CO.:			1,536.00	
SECRETARY OF STATE				
SECRETARY OF STATE	NOTARY	12/13/2019	30.00	POLICE FUND
Total SECRETARY OF STATE:			30.00	
SHER, BRIAN				
SHER, BRIAN	WELLNESS - NOV	12/13/2019	15.00	POLICE FUND
SHER, BRIAN	WELLNESS - OCT	12/13/2019	15.00	POLICE FUND
Total SHER, BRIAN:			30.00	
SHOTTENKIRK FORD OF INDIANOLA				
SHOTTENKIRK FORD OF INDIA	OIL CHANGE F150	12/27/2019	52.45	SEWER FUND
Total SHOTTENKIRK FORD OF INDIANOLA:			52.45	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	12/20/2019	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SMITH'S COLLISION CENTER				
SMITH'S COLLISION CENTER	REPAIR RIGHT FRONT FENDER & REPLACE	12/27/2019	976.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SMITH'S COLLISION CENTER:			976.00	
SOUTH CENTRAL IOWA LANDFILL				
SOUTH CENTRAL IOWA LANDFI	TRASH FROM CLEANING SHOP	12/19/2019	23.00	ROAD USE TAX FU
Total SOUTH CENTRAL IOWA LANDFILL:			23.00	
STETSON BUILDING PRODUCTS INC				
STETSON BUILDING PRODUCT	LIME FOR GRIT AND SOLIDS	12/18/2019	69.68	SEWER FUND
Total STETSON BUILDING PRODUCTS INC:			69.68	
SUPERIOR INDUSTRIAL EQUIPMENT				
SUPERIOR INDUSTRIAL EQUIP	BLUE SOLID PUMP & 8X6 FLANGED REDUC	12/06/2019	449.39	CAPITAL PROJECT
Total SUPERIOR INDUSTRIAL EQUIPMENT:			449.39	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT #673 TRASH FROM CLEAN UP OF SH	12/17/2019	280.90	ROAD USE TAX FU
T.R.M. DISPOSAL LLC	ACCT 1506	12/24/2019	85.00	GENERAL FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	12/24/2019	82.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	12/24/2019	54.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			501.90	
THEISEN'S				
THEISEN'S	BALLAST FOR LIGHTS	12/12/2019	65.98	PARK & RECREATI
THEISEN'S	CAUTION TAPE	12/12/2019	6.99	PARK & RECREATI
THEISEN'S	SHOP VAC & BULBS	12/13/2019	166.36	ROAD USE TAX FU
THEISEN'S	ICE RINK EQUIPMENT - SHOVELS, HOSE NO	12/16/2019	45.96	PARK & RECREATI
THEISEN'S	DAWN SISH SOAP, CONST. ADHESIVE	12/18/2019	12.98	PARK & RECREATI
THEISEN'S	MOTOR OIL, DEF DIESEL FLUID	12/18/2019	67.84	PARK & RECREATI
THEISEN'S	SHOP SUPPLIES	12/20/2019	16.98	ROAD USE TAX FU
Total THEISEN'S:			383.09	
TK CONCRETE INC				
TK CONCRETE INC	PAY APP #1 EMERGENCY DRAINAGE REPAI	12/23/2019	63,198.75	STORMWATER UTI
TK CONCRETE INC	PAY #3 2019 DRAINAGE IMPROVEMENTS	12/23/2019	14,631.09	STORMWATER UTI
TK CONCRETE INC	RETAINAGE EMERGENCY DRAINAGE REPAI	12/23/2019	3,326.25	STORMWATER UTI
Total TK CONCRETE INC:			81,156.09	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	CONTRACT	12/01/2019	100.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			100.00	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES -3	12/12/2019	69.80	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE	12/12/2019	28.41	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2	12/12/2019	87.59	SEWER FUND
Total U.S. CELLULAR:			185.80	
VAN WALL EQUIPMENT				
VAN WALL EQUIPMENT	NEW JD 5090M TRACTOR, 540M LOADER, 6'	12/06/2019	68,769.52	VEHICLE RESERV

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
VAN WALL EQUIPMENT	OIL FOR NEW GENERATOR	12/13/2019	10.23	SEWER FUND
Total VAN WALL EQUIPMENT:			68,779.75	
VANDERPOOL CONSTRUCTION				
VANDERPOOL CONSTRUCTION	3RD AVE SEWER RETAINAGE	12/13/2019	11,275.97	SEWER FUND
Total VANDERPOOL CONSTRUCTION:			11,275.97	
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	12/15/2019	411.96	POLICE FUND
Total VERIZON WIRELESS:			411.96	
WARREN COUNTY AUDITOR				
WARREN COUNTY AUDITOR	ELECTION 11/5/19	11/05/2019	4,501.06	GENERAL FUND
Total WARREN COUNTY AUDITOR:			4,501.06	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	55.21	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	1,359.32	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	532.18	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	2,150.51	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	361.67	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - VANS	12/04/2019	57.83	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	2,378.77	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	12/04/2019	621.71	SEWER FUND
Total WARREN COUNTY ENGINEER:			7,517.20	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	PRISONER FEES	12/16/2019	1,620.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			1,620.00	
WASTE SOLUTIONS OF IA				
WASTE SOLUTIONS OF IA	PORTABLE TOILET	12/04/2019	85.00	GENERAL FUND
Total WASTE SOLUTIONS OF IA:			85.00	
WELLS FARGO CCER				
WELLS FARGO CCER	WM SUPERCENTER #1491Drinks for employe	11/01/2019	24.10	GENERAL FUND
WELLS FARGO CCER	BAKER & TAYLOR - BOOKS65021- CD	11/04/2019	14.69	LIBRARY FUND
WELLS FARGO CCER	PAYPAL SPRINGERPRO63100- Pest Control	11/04/2019	79.00	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491 SE2Returned 400 W Fog	11/04/2019	14.44	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDCertificate paper for	11/05/2019	22.38	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM LD8MA8W73 AMZN65022- DV	11/05/2019	62.90	LIBRARY FUND
WELLS FARGO CCER	COAST TO COAST COMPUTER P65070- Print	11/05/2019	159.98	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491zone snacks	11/04/2019	35.88	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Halloween Supplies for 2020	11/04/2019	51.05	PARK & RECREATI
WELLS FARGO CCER	BAKER & TAYLOR - BOOKS65022- DVDs	11/04/2019	141.28	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM UB8XD64X3 AMZN65070- com	11/06/2019	8.49	LIBRARY FUND
WELLS FARGO CCER	LUCKYGUNNER.COMTax charged and credite	11/07/2019	92.75	POLICE FUND
WELLS FARGO CCER	OTC BRANDS INCDucks for 2020 Halloween	11/07/2019	44.36	PARK & RECREATI
WELLS FARGO CCER	LUCKYGUNNER.COMFirearms ammo for new	11/05/2019	1,511.78	POLICE FUND
WELLS FARGO CCER	WAL-MART #1491Cellebrite phone cable	11/05/2019	23.42	POLICE FUND
WELLS FARGO CCER	THEISENS #21Oil dry	11/05/2019	69.90	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMZN MKTP US FT8K26GL3J Section re-org	11/07/2019	67.32	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM RV6A85QQ3 AMZN65020- Mag	11/07/2019	20.00	LIBRARY FUND
WELLS FARGO CCER	USPS PO 1843650625Friends of the Library - p	11/08/2019	110.00	LIBRARY SPECIAL
WELLS FARGO CCER	THE UPS STORE #6682shipping charger for M	11/05/2019	24.05	AMBULANCE FUN
WELLS FARGO CCER	BAKER & TAYLOR - BOOKS65020- books	11/06/2019	2,295.90	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM BF0FK6RN3library office suppli	11/06/2019	5.29	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	36.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	63.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	81.00	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM AMZN.COM/BILL65022- price p	11/07/2019	.03-	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US 6F4800UW365060- office sup	11/07/2019	14.43	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM IV6252SV365024- Friends exp	11/07/2019	14.79	LIBRARY SPECIAL
WELLS FARGO CCER	RECORDED BOOKS65020- Ebook	11/08/2019	32.50	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US 4L45W0GU3 AMKeytags	11/08/2019	11.80	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	34.99	LIBRARY FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Rehab refreshments f	11/08/2019	87.41	FIRE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491office supplies	11/08/2019	119.09	POLICE FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	17.99	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	107.99	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- Ebook	11/08/2019	65.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Eaudio book	11/08/2019	65.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Audiobook subscri	11/08/2019	500.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- Ebook	11/08/2019	55.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Eaudio book	11/08/2019	95.00	LIBRARY FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271City Employee Engag	11/11/2019	108.46	GENERAL FUND
WELLS FARGO CCER	RADWELL INTERNATIONALQuail Lift Station c	11/11/2019	210.22	SEWER FUND
WELLS FARGO CCER	AMAZON.COM HV1732QV3library program ex	11/11/2019	36.28	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	35.99	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	31.50	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	40.50	LIBRARY FUND
WELLS FARGO CCER	GOVERNMENT FINANCE OFFICFirst Timers R	11/11/2019	25.00	GENERAL FUND
WELLS FARGO CCER	OTC BRANDS INCCandy Canes for Light up th	11/11/2019	25.83	PARK & RECREATI
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	11/11/2019	600.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Books on CD	11/08/2019	26.99	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65020- Ebook	11/08/2019	55.00	LIBRARY FUND
WELLS FARGO CCER	RECORDED BOOKS65021- Eaudio book	11/08/2019	95.00	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM 803DV8KG3 AMZN65022- DVD	11/12/2019	43.98	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM 2P64V7933 AMZN65022- DVD	11/12/2019	17.99	LIBRARY FUND
WELLS FARGO CCER	TRM DISPOSAL64090- trash removal	11/12/2019	97.00	LIBRARY FUND
WELLS FARGO CCER	OREILLY AUTO PARTS 337Fuse holder and wir	11/11/2019	13.98	AMBULANCE FUN
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	11/11/2019	600.00	LIBRARY FUND
WELLS FARGO CCER	SQ BACK ALLEY SMOKEmployee Engagemen	11/11/2019	353.64	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491Windshield Wiper Fluid	11/13/2019	8.68	PARK & RECREATI
WELLS FARGO CCER	ALIEXPRESSofficer recorders	11/13/2019	51.18	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Office Supplies, Pe	11/14/2019	53.92	PARK & RECREATI
WELLS FARGO CCER	PSN INDIANOLA UTILITIES63710- Utilities	11/11/2019	94.46	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US H03X35XR3 AMFamily progra	11/12/2019	13.98	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US KY0HR9XB3 AMlibrary books,	11/12/2019	105.43	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Christmas Decorati	11/14/2019	107.98	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US N07NI4193 AMlibrary material	11/14/2019	47.94	LIBRARY FUND
WELLS FARGO CCER	MENARDS DES MOINES IAOffice tool kit	11/18/2019	29.99	LIBRARY FUND
WELLS FARGO CCER	AMSTERDAM PRNT & LITHO50 Ceramic Mugs	11/13/2019	407.20	GENERAL FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Window Shade for	11/13/2019	9.94	SEWER FUND
WELLS FARGO CCER	WAL-MART #1491Refill Tape for a Dymo Letra	11/13/2019	12.63	PARK & RECREATI
WELLS FARGO CCER	NEPELRAMembership renewal	11/18/2019	215.00	GENERAL FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Misc. office supplie	11/18/2019	69.49	LIBRARY FUND
WELLS FARGO CCER	EB IAPELRA WINTER CONConference	11/18/2019	50.00	GENERAL FUND
WELLS FARGO CCER	BESTBLANKSShelf markers	11/14/2019	270.34	LIBRARY SPECIAL

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	HY-VEE INDIANOLA 1271Cookies for Lunch an	11/14/2019	11.97	PARK & RECREATI
WELLS FARGO CCER	MERCY MEDICAL 00015776Sodium Bicarb, Su	11/14/2019	170.20	AMBULANCE FUN
WELLS FARGO CCER	CMNTY FOUNDATION OF GREABRAVO - Cou	11/20/2019	155.25	GENERAL FUND
WELLS FARGO CCER	CMNTY FOUNDATION OF GREABRAVO - CM	11/20/2019	155.25	GENERAL FUND
WELLS FARGO CCER	IOWA LEAGUE OF CITIESLent MLA Registratio	11/20/2019	80.00	GENERAL FUND
WELLS FARGO CCER	MESSICKS - ECOMMERCECutting Edges or BI	11/18/2019	304.40	PARK & RECREATI
WELLS FARGO CCER	GOTPRINT.COMIce rink banner printing	11/18/2019	165.05	PARK & RECREATI
WELLS FARGO CCER	SOCIETYFORHUMANRESOURCEMembership	11/18/2019	209.00	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US 9E67M8QB3 AMKeyboard an	11/20/2019	33.99	LIBRARY FUND
WELLS FARGO CCER	CNM OUTDOOR EQUIPMENTLeaf blower for	11/20/2019	500.00	FIRE FUND
WELLS FARGO CCER	DELUXE65070- IPL pens	11/20/2019	103.06	LIBRARY FUND
WELLS FARGO CCER	APPLE.COM/BILLiAnnotate for Council Ward 3	11/19/2019	10.69	GENERAL FUND
WELLS FARGO CCER	JIMMY JOHNS # 1091Lunch for interview com	11/19/2019	37.40	FIRE FUND
WELLS FARGO CCER	CKE MISHMASH EATS AND SWEFriends of th	11/20/2019	100.00	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US UQ7L487Y3 AMFamily progra	11/21/2019	26.98	LIBRARY SPECIAL
WELLS FARGO CCER	DLH GRAFXUniform winter hats for department	11/21/2019	209.34	FIRE FUND
WELLS FARGO CCER	AMZN MKTP US P36H72E03 AMFamily progra	11/21/2019	14.86	LIBRARY SPECIAL
WELLS FARGO CCER	IOWA LEAGUE OF CITIESMLA Registration for	11/20/2019	190.00	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM PK7EB3Z23 AMZN65022- DVD	11/20/2019	48.91	LIBRARY FUND
WELLS FARGO CCER	BOBS CUSTOM TROPHIES INCFamily progra	11/20/2019	7.50	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US T68OD1353 AM63100- weath	11/20/2019	54.42	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US T68OD1353 AM65022- DVDs	11/20/2019	65.05	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US KJ32S3QX3 AMFamily progra	11/21/2019	46.31	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US VM3PM0C0365070- DVD cas	11/22/2019	31.99	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US 823729LR365070- book tape	11/22/2019	39.71	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM O12BX3T43 AMZNFamily progr	11/22/2019	30.77	LIBRARY SPECIAL
WELLS FARGO CCER	WAL-MART #1491Tablecloths, Napkins and Pla	11/22/2019	42.43	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514Carb cleaner and paint	11/25/2019	21.27	FIRE FUND
WELLS FARGO CCER	UBER TRIPAccidentally charged City card for t	11/25/2019	21.90	GENERAL FUND
WELLS FARGO CCER	UBER TRIPAccidentally charged City card for t	11/25/2019	14.34	GENERAL FUND
WELLS FARGO CCER	TST FUNARO SLunch for assessors for full-tim	11/25/2019	52.50	FIRE FUND
WELLS FARGO CCER	AMERESCO SOLAR LLCRegulator 12 AMP 12	11/22/2019	99.00	POLICE FUND
WELLS FARGO CCER	INDOFF INCORPORATEDOffice supplies	11/22/2019	110.11	AMBULANCE FUN
WELLS FARGO CCER	CNM OUTDOOR EQUIPMENTfuel line Engine	11/25/2019	3.75	FIRE FUND
WELLS FARGO CCER	CNM OUTDOOR EQUIPMENTCarb parts for e	11/25/2019	28.73	FIRE FUND
WELLS FARGO CCER	COOL BASILMetro Finance Officer Meeting	11/25/2019	13.69	GENERAL FUND
WELLS FARGO CCER	UBER TRIPAccidentally charged City card for t	11/25/2019	20.01	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US KZ4AO1B73SShelf markers	11/25/2019	28.00	LIBRARY SPECIAL
WELLS FARGO CCER	WAL-MART #1491Family programs	11/25/2019	15.00	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM RB8444HH3 AMZN65020- Boar	11/26/2019	40.74	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US OZ52P03A365070- weather r	11/26/2019	2.99	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM 4G6749IE3 AMZN65022- DVDs	11/26/2019	14.99	LIBRARY FUND
WELLS FARGO CCER	MOOD PANDORAHold music	11/27/2019	26.95	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US TZ2TF6Z23 AMFamily progra	11/25/2019	11.14	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US 2M9RA97U3 AMFamily progra	11/25/2019	29.98	LIBRARY SPECIAL
WELLS FARGO CCER	NAPA PARTS 0000514Def for ambulances	11/26/2019	47.80	AMBULANCE FUN
WELLS FARGO CCER	CPR SAVERS & FIRST AIDCPR manakins and	11/26/2019	3,197.81	AMBULANCE FUN
WELLS FARGO CCER	BOOT BARN #282Ricks clothing allowance	11/29/2019	43.32	SEWER FUND
WELLS FARGO CCER	AMZN MKTP US VF0ZQ6K33Friends of the Lib	11/29/2019	319.86	LIBRARY SPECIAL
WELLS FARGO CCER	ADOBE ACROPRO SUBSmonthly charge for pr	11/29/2019	14.99	POLICE FUND
WELLS FARGO CCER	THE HOME DEPOT #2107Tools for shop	11/29/2019	43.73	SEWER FUND
WELLS FARGO CCER	SQ COMEDIAN COMPANDeposit for comedia	11/29/2019	200.00	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM AG31D4MI3 AMZN65022- DVD	11/01/2019	19.99	LIBRARY FUND
WELLS FARGO CCER	ADOBE ACROPRO SUBSmonthly charge for pr	11/01/2019	14.99	POLICE FUND
WELLS FARGO CCER	TRM DISPOSAL64090- trash removal	11/01/2019	97.00	LIBRARY FUND
WELLS FARGO CCER	ADOBE CREATIVE CLOUDmonthly software su	11/01/2019	52.99	PARK & RECREATI
WELLS FARGO CCER	BOUND TREE MEDICAL LLCEMS Supplies - S	11/01/2019	1,539.34	AMBULANCE FUN
WELLS FARGO CCER	AED SUPERSTOREAED replacement pads	11/27/2019	160.55	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WELLS FARGO CCER:			19,183.05	
WESTSIDE MUFFLER & REPAIR				
WESTSIDE MUFFLER & REPAIR	TIRES FOR F150	12/31/2019	591.77	SEWER FUND
Total WESTSIDE MUFFLER & REPAIR:			591.77	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	DUMPSTER @ SHOP & KYBO @ DAYTON	12/31/2019	175.00	PARK & RECREATI
Total WIEGERT DISPOSAL CO.:			175.00	
WINNER'S CIRCLE				
WINNER'S CIRCLE	PLAQUE	12/18/2019	37.50	GENERAL FUND
Total WINNER'S CIRCLE:			37.50	
ZONES LLC				
ZONES LLC	PR - ALL IN ONE	11/21/2019	947.41	VEHICLE RESERV
ZONES LLC	SRO DELL LAPTOP LATTITUDE LAPTOP	11/05/2019	1,817.00	VEHICLE RESERV
ZONES LLC	D-LINK 52-PORT SWITCH	11/25/2019	675.95	VEHICLE RESERV
ZONES LLC	BACKUP-SERVER	12/12/2019	10,583.43	VEHICLE RESERV
Total ZONES LLC:			14,023.79	
Grand Totals:			391,809.79	

City Council: _____

Meeting Date: 01/06/2020

Subject

Discussion and direction regarding appointing representation to Boards and Commissions and other committees.

Information

In your packet is a memo regarding appointing representation to boards and commissions and other committees as well as a listing of all current members and term ending dates.

Fiscal Impact

Attachments

B&C Memo



— City Clerk/Finance Department —

To: Mayor and City Council

From: Jackie Raffety, Deputy City Clerk

CC: Ryan Waller, City Manager

Andy Lent, Finance Director/City Clerk

Date: January 6, 2020

Re: Boards and Commissions

Pursuant to City Council policy, please find attached, as Exhibit A, a listing of boards and commissions members, including the expiration date of their appointments. Exhibit B is a list of terms that expired in 2019 and Exhibit C is a list of terms that expire in 2020. The last attachment (Exhibit D) is a list of miscellaneous appointees that require attention for the upcoming year. Direction is requested on the applicable appointments. Once direction is received, Staff will process accordingly.

Additionally, Staff is looking for direction on term dates. Currently, there is no standardization on the beginning term date for boards and commissions. There have been prior City Council discussions about having terms, where not dictated by State Code, begin on July 1. The benefit of this would be to provide incoming councils the opportunity to review appointments prior to their first official meeting, as well as line up with the City's fiscal year.

If Council wishes to have all terms begin on July 1, shorter appointments could be made until June 30 followed by the full term where there are no specified dates in City Code. For appointments that have a specific timeframe in City Code, an amendment to each ordinance is required.

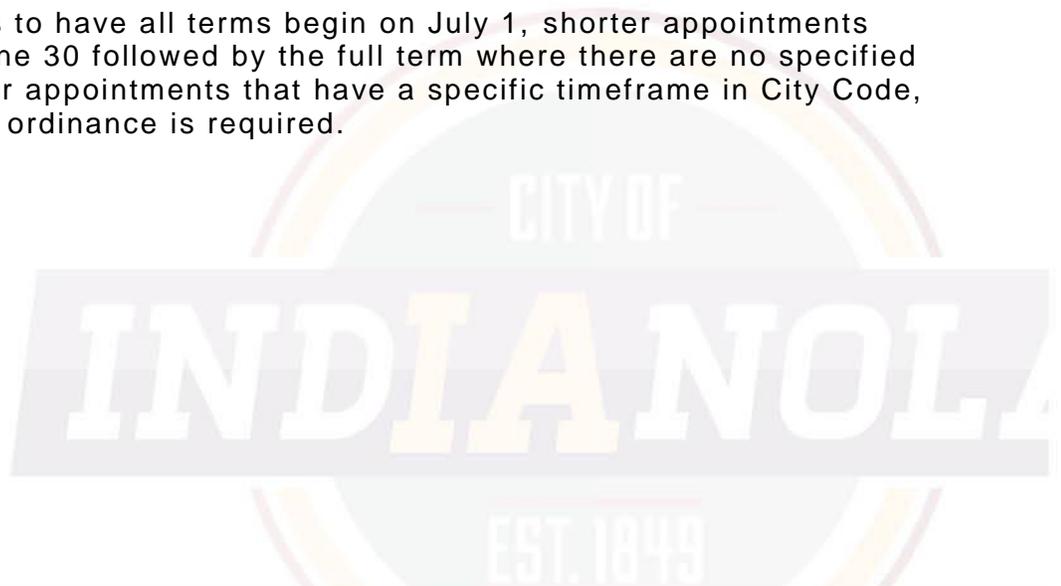


Exhibit A

Board/Commission	Term Length	Term Begin Date	Term End Date	Name
Board of Adjustment/ Board of Appeals	5 years	1-Jan	12/31/19	Marty Miller
		1-Jan	12/31/2020	James Sullivan
		1-Jan	12/31/2021	Wes Sharp
		1-Jan	12/31/2022	Rene Soldwisch
		1-Jan	12/31/2023	Bill Mettee
Civil Service Commission	4 years	April 1 per Iowa Code	4/2/2022	Stephen Stark
		April 1 per Iowa Code	4/2/2022	Kerri Przbylski
		April 1 per Iowa Code	4/2/2023	Jason Trotter
Hometown Pride Committee	2 years	1-Jan	12/31/2019	Lisa Harms
		1-Jan	12/31/2019	Amy Duncan
		1-Jan	12/31/2019	Terry Pauling
		1-Jan	12/31/2019	Shirley Clark
		1-Jan	12/31/2019	Clark Ridlen
		1-Jan	12/31/2019	Taylor Litchkey
		1-Jan	12/31/2020	Emmett Konrad
		1-Jan	12/31/2020	Jenn Pfeifer-
		1-Jan	12/31/2020	Malaney
		1-Jan	12/31/2020	Steve Armstrong
IMU Board of Trustees	6 years	1-Jan	12/31/2020	Monica Thompson
		1-Jan	12/31/2020	Brianna Vaughn
		1-Jan	12/31/2020	Deb White
		2-Jan	1/2/2020	Deb White
		2-Jan	1/2/2021	Jim McClymond

			2-Jan	1/2/2022	Lesley Forbush
			2-Jan	1/2/2023	Adam Voigts
			2-Jan	1/2/2024	Mike Rozga
Library Board	6 years		1-Jul	7/1/2020	Jim Lee
			1-Jul	7/1/2020	Pat Hicks
			1-Jul	7/1/2021	Betsy Freese
			1-Jul	7/1/2021	Thomas Smith
					Andrew
			1-Jul	7/1/2021	Brittingham
			1-Jul	7/1/2024	Colleen Willmott
			1-Jul	7/1/2024	Cyd Dyer
Memorial Bldg Commission	3 years		1-Jul	7/1/2022	Don Babcock
			1-Jul	7/1/2022	Bob Greener
			1-Jul	7/1/2022	Don Sandy
			1-Jul	7/1/2020	Jessica Credidio
			1-Jul	7/1/2021	Roy Shanks
Park & Recreation Commission	3 years		1-Jan	1/1/2020	Joel Hoger
			1-Jan	1/1/2020	Drew Brazie
			1-Jan	1/1/2021	Kate Walton
			1-Jan	1/1/2021	Kerry Koonce
			1-Jan	1/1/2022	Kathy Turnball
					Christopher
			1-Jan	1/1/2022	Goodale
Planning & Zoning Commission	5 years	Feb 1 by Ordinance		2/1/2020	Jeromy Pribil
			1-Feb	2/1/2020	Erin Freeberg
			1-Feb	2/1/2021	Becky Needles
			1-Feb	2/1/2021	Ron Fridley
			1-Feb	2/1/2022	Josh Rabe

		1-Feb	2/1/2022	Sarah Ritchie
		1-Feb	2/1/2023	Bob Ormsby
		1-Feb	2/1/2023	Joe Butler
		1-Feb	2/1/2024	Al Farris
		1-Feb	2/1/2024	Misty Soldwisch
Sustainability Committee	none	none		Al & Kathy Farris Anita Christiansen Art Sathoff David Sholes Deb Downey Esther Hoffa Jess Guthrie Jim Mikulanec Joe Weinman Jon Vernon Kathy Magruder Margaret Vernon Mike May Rachel Gocken Ron Lorenz Ron Warnet Steve Gray

Terms expired in 2019

Board/Commission	Term End Date	Name
Board of Adjustment/ Board of Appeals	12/31/2019	Marty Miller
Hometown Pride Committee	12/31/2019	Lisa Harms
	12/31/2019	Amy Duncan
	12/31/2019	Terry Pauling
	12/31/2019	Shirley Clark
	12/31/2019	Clark Ridlen
	12/31/2019	Taylor Litchkey

Terms that expire in 2020

Board/Commission	Term End Date	Name
Park & Rec Commission	1/1/2020	Joel Hoger
	1/1/2020	Drew Brazie
IMU Board of Trustees	1/2/2020	Deb White
Planning and Zoning Commission	2/1/2020	Jeromy Pribil
	2/1/2020	Erin Freeberg
Library Board	7/1/2020	Jim Lee
	7/1/2020	Pat Hicks
Memorial Bldg Commission	7/1/2020	Jessica Credidio
	7/1/2020	Roy Shanks
Board of Adjustment/ Board of Appeals	12/31/2020	James Sullivan
Hometown Pride Committee	12/31/2020	Emmett Konrad
		Jenn Pfeifer-
	12/31/2020	Malaney
	12/31/2020	Steve Armstrong
		Monica
	12/31/2020	Thompson
	12/31/2020	Brianna Vaughn

Exhibit D

Others

Bravo

CIRPTA

Des Moines MPO

Greater Des Moines
Convention Center

Investment Committee

Landfill Board

Mayor Pro Tem

Metro Advisory

YMCA Steering Committee

Meeting Date: 01/06/2020

Subject

Consider re-nominations of Amy Duncan, Clark Ridlen and Taylor Litchkey to the Hometown Pride Committee for a two-year term, effective January 1, 2020, to December 31, 2022.

Information

Council will need to consider the re-nomination of Amy Duncan, Clark Ridlen and Taylor Litchkey to the Hometown Pride Committee (packet), effective January 1, 2020, to December 31, 2022.

Roll call is in order.

Fiscal Impact

Attachments

Amy Duncan App
Clark Ridlen App
Litchkey app
Taylor Litchkey resume



OFFICE OF CITY CLERK
 DEC 9 2019
 INDIANOLA, IOWA

CITY OF INDIANOLA
 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. Interested residents must complete this form and submit it to the City Clerk at 110 N. 1st Street.

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.

Name: Amy Duncan			
Street Address: 611 W. Ashland Ave.	City: Indianola	State: Iowa	Zip: 50125
E-Mail: akduncan@me.com			
Phone Home:	Cell: 515-250-3698	Work:	
Gender: F	Age (Optional):	Race (Optional):	

Please attach a Resume or Bio

- **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.

- **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 first Tuesday of the month at 5:30 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures and rooms and personnel. The Board consists of seven members serving 6-year terms.

- **Park and 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 10 members who serve 5-year terms. This Commission is appointed by the City Council.

- **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.

- **Sustainability Committee** – This committee reviews options to become a more “green” community and reduce the city’s carbon footprint.

- **Hometown Pride Committee** – meets once a month. This committee helps rural Iowa communities restore pride by improving their local image and appearance resulting in enhanced economic and cultural vitality of the community. It is a long term (up to five years) program of consistent technical and leadership assistance to citizens in building stronger and more sustainable places to live.

- **Transportation Advisory Group (TAG)** – meets a minimum of twice a year. This committee meets with a larger group to discuss opportunities where HIRTA can best serve the transportation needs of the community.

Inactive Boards and Commissions:

- Indianola Fine Arts & Community Beautification Commission
- Indianola Commission on Substance Abuse & Risk Behavior
- Indianola Senior Citizen Commission
- Indianola Non-Judicial Human Relations Commission
- Cable & Communications Commission
- Indianola Commission on Youth Affairs

Please submit this form along with your resume or bio to:

Email: dbowlin@indianolaiowa.gov

or

Mail:
Indianola City Hall
Attn: Diana Bowlin, City Clerk
110 N. 1st Street
Indianola, Iowa 50125

AMY DUNCAN

515.250.3698

Indianola, Iowa 50125

[linkedin.com/in/amyduncan1](https://www.linkedin.com/in/amyduncan1)

akduncan@me.com
@aduncan611

ONLINE EDITOR AND PUBLISHER

Community-oriented small business operator. Excellent written and verbal communication skills and the ability to work independently while collaborating with coworkers and key stakeholders inside and outside of an organization.

EXPERIENCE

INDIANOLA INDEPENDENT ADVOCATE

2018-CURRENT

Publisher and editor

Create online community news site to provide hyperlocal news to a specific geographic area.

- Launch online newspaper serving Indianola, Iowa, with locally written and edited news.
- Market online newspaper, building an audience of more than 700 paid subscribers, 55,000 monthly page views and more than 1,000 subscribers to a daily email newsletter since launch in January of 2019
- Supervise a staff of seven freelance writers, photographers and advertising salespeople
- Identify, write and publish news stories of community interest.

DES MOINES REGISTER

2003 – 2018

Weekly newspapers.

Vice President

Coordinated smooth publication of group of weekly newspapers owned by Des Moines Register Media/Gannett, ensuring the group produced high quality weekly publications on time and at a profit.

- Gathered and analyzed information from a variety of sources and developed plan to consolidate nine weekly newspapers to six and implemented the plan when approved.
- Generated \$3.4 million in annual revenue with 27% profit margin on print and digital advertising sales in 2017. Increased online traffic by 15% YOY and online revenue by 54% in 2017.
- Built relationships with local organizations to develop community-focused advertising vehicles that effectively marketed businesses to key audiences and generated revenue for the newspapers.
- Represented company on community-oriented boards and organizations that drove growth and development in our markets.

RECORD-HERALD

2000 – 2018

and INDIANOLA TRIBUNE/ALTOONA HERALD-MITCHELLVILLE INDEX

Publisher and Editor

Collaborated with reporters, photographers, proofreaders, as well as designers and other corporate team members to produce quality print weekly newspapers on strict deadlines. Updated web sites and digital content daily to promote and draw attention to content. Supervised freelance writers and photographers, negotiated fees and ensured timely publication and payments.

- Redesigned two newspapers to narrower web widths and supervised simultaneous redesigns of both products to achieve cost savings while increasing appeal to readers. Restructured workflow to shift to a larger neighboring production facility that provided more efficient and less expensive printing options.
- Earned seven Iowa Newspaper Association awards for editorials and articles on topics of local interest and significance.

EDUCATION

Masters of Arts in Journalism – Drake University, Des Moines, Iowa

Bachelor of Arts in Journalism – Drake University, Des Moines, Iowa

TECHNICAL SKILLS

Competent with Microsoft Office, Outlook, InDesign and other computer programs, use iMovie and iPhone to shoot and edit video. Able to master industry specific software programs as needed.

VOLUNTEER EXPERIENCE

Indianola Project Graduation/Post Prom Chair 2017 – 2018
Raised \$15,000 per year for two years for alcohol-free events at Indianola high school. Coordinate committee of 15 parent volunteers to plan safe, enjoyable, substance free events.

Des Moines Metro Opera (DMMO) Capital Campaign Committee Member 2016 – 2018
Raised more than \$1 million to renovate Indianola's Carnegie library into long-term home for DMMO.

Simpson Guild Board Member and Chair/Piccadilly Auction 2015 – 2018
Coordinate annual fundraising event that earns more than \$30,000 for college non-profit.

Indianola Community Youth Foundation 2010 – 2012
Provided communications support to raise \$1 million to launch and operate a community youth facility.

Iowa Newspaper Association President 2009 – 2010
Led 15-member volunteer board through strategic planning process. Chaired search committee in successful effort to identify and hire executive director.

Indianola Rotary Member (served as President in 2009) 1995 – Present

LaunchPad365 Board Member 1990 – Present
Helped organization evolve from an economic development group buying and selling land to an entrepreneurial support organization.

AWARDS

Iowa Newspaper Association Better Newspaper Contests, multiple years
Awarded first place for excellence in editorial writing in 2015, 2014, 1992, 1990, 1989. Between 2014 and 2018, led the Indianola and Altoona newspaper teams to 34 writing and design awards.

Master Editor/Publisher Award, Iowa Newspaper Association, February 2010
Honorees have worked hard, thought soundly, influenced unselfishly, and lived honorably.

Distinguished Service Award, Iowa Newspaper Association, February 2004
Honored for contributions to the newspaper profession and their communities. Winners contributed greatly to his or her newspaper, and to his or her community and/or the newspaper industry in general.



OFFICE OF CITY CLERK

DEC 9 2019

INDIANOLA, IOWA

CITY OF INDIANOLA
VOLUNTEER APPLICATION FORM
TO SERVE ON A CITY BOARD AND COMMISSION

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Name: Clark A. Ridlen			
Street Address: 104 N 9th Street	City: Indianola	State: IA	Zip: 50125
E-Mail: caridlen@gmail.com			
Phone Home: cell	Cell: 515-418-5389	Work: 515-962-1400	
Gender: Male	Age (Optional):	Race (Optional): White	

Please attach a Resume or Bio

- **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.

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Email: dbowlin@indianolaiowa.gov

or

Mail:
Indianola City Hall
Attn: Diana Bowlin, City Clerk
110 N. 1st Street
Indianola, Iowa 50125

Clark Andrew Ridlen

104 N 9th Street
Indianola, IA 50125

(515) 418-5389
caridlen@gmail.com

Summary of Qualifications

- Great skills in networking
- Worked 12 years in the field of banking and 9 years in lending
- Can work independently as well as a team member
- Motivated, dependable, and flexible
- Strong computer and office equipment skills, and ability to navigate the internet/intranet

Work Experience

Peoples Bank, Indianola, IA

January 2017-present

Loan Specialist II

- Assist customers inquiring about consumer, home equity, commercial, and agricultural loans.
- From application, I do all of the underwriting and processing, then hand it off to the processors to input the loan for booking.
- Over the last two years, I have booked over 215 loans. Due to the volume, my knowledge continues to grow on the loan side.

City State Bank, Martensdale, IA

July 2010-January 2017

Branch Manager

- Assist customers with inquiries about their accounts, loans, and be proactive with solutions to any issues.
- Maintain a goal to make at least 1 cold call each week, and make every referred call to prospective clients
- Supervised ten employees on the teller line and in new accounts
- Completed and accurately put together loan documents required for processing a loan application for commercial, agricultural, and consumer loans.

City State Bank, Grimes/Norwalk, IA

November 2006-June 2010

Teller/New Accounts Representative

- Maintain good customer relationships, & refer to other bank areas as indicated
- Educate customers about offered bank products, and make suggestions on which products might be most beneficial to their needs
- Open new checking, savings, and CD accounts, following bank policies/procedures

Education

Dallas Center-Grimes High School, Grimes, IA
Graduated with high school diploma: May 27, 2005

Des Moines Area Community College, Ankeny, IA
Criminal Justice Major
August 2005 - May 2008

University of Northern Iowa, Cedar Falls, IA
Finance Major
August 2008 - December 2009

Community Involvement

- Member of **Independent Order of Odd Fellows**, Lodge #70, Indianola, IA from May of 2013 to present. I was the vice president of Lodge #70 from January 2014 to January 2015, after which, I won the vote to become president/noble grand, which is my current position. I am responsible for leading the Odd Fellows meeting each week. Over the last two years, I was involved in presenting the Dollars for Scholars award to a high school graduate, as well.
- Have helped several times per year at the **Indianola Food Bank**, which is held at the Warren County administration building.

References

Melody Johnson, Sales Development Consultant, Merchant Training Team for Wells Fargo
Indianola, IA (515) 557-1279

John Davis, Consumer Compliance UW for Wells Fargo, West Des Moines
Norwalk, IA 50211 (515)669-1864

Thomas Selgrade, Selgrade Construction & Radon Testing and Mitigation
Indianola, IA 50125 (515)991-9543

Patrick O'Meara, VP of Lending, Peoples Bank
Indianola, IA 50125 (515)962-1400



CITY OF INDIANOLA
VOLUNTEER APPLICATION FORM
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Name: Taylor Litchkey			
Street Address: 10952 Ray St.	City: Indianola	State: Iowa	Zip: 50125
E-Mail: nehringta@aol.com			
Phone Home:	Cell: 515-681-5726	Work:	
Gender: female	Age (Optional): 25	Race (Optional): white	

Please attach a Resume or Bio

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Email: dbowlin@indianolaiowa.gov

or

Mail:

Indianola City Hall
Attn: Diana Bowlin, City Clerk
110 N. 1st Street
Indianola, Iowa 50125

Taylor Ann Litchkey
10952 Ray Street Indianola, IA 50125
litchkeyta@gmail.com
(515) 681-5726

Education:

Simpson College, Indianola, Iowa

Degree obtained: Bachelors Degree

Graduation date: April 2016

Focus: English, Human Resources

Des Moines Area Community College, Des Moines, Iowa

Degree obtained: Associates Degree

Graduation date: December 2014

Focus: General Studies

Indianola High School, Indianola, Iowa

Degree obtained: High School Diploma

Graduation date: May 2013

Focus: General Studies

Honors:

Simpson College

- Vice President of Programming for C.E.O, 2016
- Published in the 2016 edition of *Sequel*
- Participated in the 2015 March to End the Isms Walk
- Member of Enactus 2015 school year

Indianola High School

- Honor roll 2010-2013
- Lettered academically 2010-2011
- Lettered in dance 2011

Work Experience:

Indianola Community Youth Foundation, Director, 2019-present

- Handles daily operations of ICYF office including but not limited to: phone calls, mail, finances
- Prepares social media posts and events
- Plans & executes events, fundraisers, and open gym
- Writes grants and fundraises for organization

Peoples Bank, Branch Manager, 2017-2018

- Maintained branch security, vendors, equipment, supplies, and cleaning
- Answered telephones and customer questions/complaints (teller, new accounts, & loans)
- Practiced customer service skills through verbal and written communication
- Had knowledge of bank computer systems and Microsoft Office products

Peoples Bank, Teller, 2013-2017

- Answered telephones to help and direct customers
- Practiced customer service skills while taking care of customer's banking needs
- Had knowledge of the banks different computer systems and Microsoft Office products
- Counted change correctly and balanced drawer at the end of my shift

Activities:

Warren County Leadership Institute, Student, 2017

- Collaborated with others on a group project
- Learned about the community and leadership skills
- Organized a community event about trees
- Utilized business/networking skillset

Collegiate Entrepreneurs' Organization, Vice President of Programming, 2015-2016

- Helped plan events for the organization and coordinate speakers
- Showed leadership by working with others as a team
- Learned business practices while being innovative
- Helped with projects that benefit Simpson students and the community of Indianola

Community Involvement:

- Indianola Hometown Pride, Social Media Manager, 2019-present
- Warren County Leadership Institute, Board Member, 2017-2019
- Milo Country Christmas Committee, Treasurer & Volunteer, 2017-2019
- Milo Food Pantry, Volunteer, 2017-2018
- Indianola Public Library, Volunteer, 2011-2013
- Redeemer Lutheran Church, Volunteer, 2008-2017

References

Alicia Abner
123 North Buxton Street
Indianola, Iowa 50125
(515)-681-1661

Rachel Gocken
17746 140th Avenue
Indianola, Iowa 50125
(515)-961-1067

Danielle Meuzelaar
506 South Freeman
Indianola, Iowa 50125
(757)-509-2105

Kevin Miller
1309 West 2nd Avenue
Indianola, Iowa 50125
(515)-961-5643

Rebecca Prescott
400 East Iowa Avenue
Indianola, Iowa 50125
(515)-451-1417

Mark Timmerman
1109 East Euclid Avenue
Indianola, Iowa 50125
(515)-961-9550

Sara Weber
400 East Iowa Avenue
Indianola, Iowa 50125
(515)-962-1400

Meeting Date: 01/06/2020

Subject

Consider re-nomination of Joel Hoger to the Park and Recreation Commission for a term from January 1, 2020, through January 1, 2023.

Information

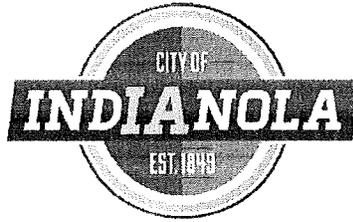
Council will need to consider the re-nomination of Joel Hoger to the P&R Commission (packet). His term will be from January 1, 2020 through January 1, 2023.

Roll call is in order.

Fiscal Impact

Attachments

Hoger App



OFFICE OF CITY CLERK

OCT 14 2019

INDIANOLA, IOWA

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Name: Joel Hoger			
Street Address: 900 N. B St	City: Indianola	State: IA	Zip: 50125
E-Mail: hogerj@hotmail.com			
Phone Home: 515-669-1064	Cell: 515-669-1064	Work:	
Gender: male	Age (Optional): 43	Race (Optional):	

Please attach a Resume or Bio

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or

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Indianola, Iowa 50125

Joel Hoger

CAREER PROFILE

Results-oriented mathematician, educator, and community leader with 12 years of experience leveraging strengths in problem solving, customer service, quality assurance, and training.

EDUCATION

Bachelor of Arts in Mathematics: Simpson College, Indianola, IA

- Graduated Magna Cum Laude

RELEVANT SKILLS

- Performed daily checks for accuracy on, looking for discrepancies in solutions and processes on student assessments
- Analyzed and interpreted student achievement data on standardized tests
- Achieved a high level of customer service through successful communication with parents via e-mail, phone, and in-person conferencing
- Collaborated with students, fellow teachers, and administrators to ensure student achievement scores are accurate and up to date, and grading practices are in compliance with district and special education guidelines
- Successfully completed 4.5 weeks of Wells Fargo training in the role of Research/Remediation Associate
- Developed a strong aptitude in navigating CORE and analyzing purchase contracts, applicant, property, and loan information as they pertain to changed circumstance validation tasks

WORK EXPERIENCE

- *Research/Remediation Associate:* Wells Fargo, Des Moines, IA | July 2019-Present
- *High School Math Teacher:* Interstate 35 Schools, Truro, IA | August 2015-Present
- *Adjunct Math Professor:* Simpson College, Indianola, IA | August 2012-December 2014
- *Stay at Home Parent:* Hoger Family | May 2006-August 2015
- *High School Math Teacher:* West Des Moines Schools, West Des Moines, IA | August 2005-May 2006
- *High School Math Teacher:* Chariton Community Schools, Chariton, IA | August 1999-May 2005

ADDITIONAL SKILLS AND ACCOMPLISHMENTS

Data Processing and Analysis

- Sorted data and evaluated algorithms using Excel while mentoring teams competing in a data analytics competition
- Served as Public Library Foundation board treasurer from 2015-2018, paying board expenses, depositing income, keeping detailed records of all transactions, and generating monthly and annual financial reports using Quicken and Excel
- Performed the duties of treasurer for the Friends of the Indianola Public Library Foundation (2015-2018), with responsibilities that included paying board expenses, depositing income, keeping detailed records of all transactions, and generating monthly and annual financial reports for a yearly budget of approximately \$12,000
- Recorded student assessment scores with a high degree of accuracy using a specialized spreadsheet program

Compliance

- Designed and administered state-compliant programs for children ages birth to 5 in Warren County while serving as vice-chairman of the Warren County Empowerment Board
- Originated and executed strategic plans for the Warren County Empowerment Board, resulting in a three-year unconditional re-designation status (2007 and 2010)
- Appointed to the Indianola Parks and Recreation Board, where I currently serve as elected board chairman, whose duty is to provide oversight for the expenditure of over \$1.3 in funding from the city of Indianola to be used for department funding
- Created and administered assessments that are accommodating to IEP's and 504 plans for special needs students
- Developed, implemented, and executed new 6-12 math curriculum in compliance with the Common Core
- Distributed state funding for children 0-5 to programs that fit within State of Iowa programming parameters
- Developed strategic plans for the Empowerment Board that resulted in an unconditional re-designation status

Communication

- Nominated for a Presidential Award for Excellence in Mathematics and Science Teaching (2019)
- Facilitated the hiring of the new Executive Director as a member of the 4R Kids Personnel Committee
- Meet quarterly with Parks and Recreation Director to review programming and discuss future goals
- Corresponded daily with students verbally, via e-mail, and in writing
- Utilized online systems to communicate course expectations, students' assessments, and course deadlines

Teamwork

- Collaboratively created new bi-laws for the 4R Kids Early Childhood Iowa Board (2010-2011) as a member of the Infrastructure Committee
- Co-taught daily an algebra course in cooperation with special education teachers
- Developed relevant and meaningful goals and objectives as a member of a content-specific professional learning community
- Hired a new Executive Director for the 4R Kids Board as a member of the Personnel Committee
- Designed new 4R Kids bylaws as a member of the Infrastructure Committee
- Trained and motivated undergraduate students to lead weekly lab sessions

COMMUNITY LEADERSHIP

Indianola Parks and Recreation Board | 2017-Present

Indianola Public Library Foundation | 2012-Present

4 R Kids Early Childhood Iowa Board | 2010-2011

Warren County Empowerment Board | 2008 –2011

Meeting Date: 01/06/2020

Subject

Resolution authorizing a Professional Service Agreement with Hydro-Klean, LLC for the Sewer Manhole Rehabilitation in an amount of \$22,951.00.

Information

Council will need to approve a Resolution authorizing a Professional Service Agreement with Hydro-Klean, LLC for the Sewer Manhole Rehabilitation in an amount of \$22,951.00.

Roll Call is in order.

Fiscal Impact

Attachments

Sewer Manhole Memo
Resolution - Sewer Manholes
Agreement for Manhole Project
Hydro-Klean Bid
Insurance Requirements



WATER POLLUTION CONTROL

To: Honorable Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves

Date: December 19, 2019

Re: Sewer Manhole Rehabilitation

Mayor and City Council,

I received 3 quotes from contractors for the repair of 10 manholes. The quotes are as follows:

Contractor	Cost
Hydro-Klean	\$22,951.00
Rehab Systems Inc	\$24,780.00
Dependable Maintenance Systems	\$32,040.00

The associated cost above consists of 10 manholes being sealed to reduce Inflow & Infiltration (I&I) in the collection system.

I recommend awarding the contract for rehabbing the sanitary sewer manholes to Hydro-Klean for \$22,951.00.

Funds will come out of the \$250,000.00 set aside annually for Collection System Repairs. Of the \$250,000.00 I have \$70,000.00 set aside for Manhole Repairs.

Due to the importance of lining more sewer mains this year, it was decided to only do 10 manholes instead of the approximate 20 manholes we do each year. The excess \$47,000 will be added to the sewer main lining project.

Sincerely,

Rick Graves WPC Supt.

RESOLUTION NO. 2020-_____
RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH HYDRO-KLEAN, LLC FOR THE
SEWER MANHOLE REHABILITATION PROJECT

WHEREAS, the City Indianola, Iowa, is in need of engaging a company to provide Sewer Manhole Rehabilitation for the City (hereinafter referred to as “Services”); and

WHEREAS, the City of Indianola, Iowa, has solicited proposals for said Services; and

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Hydro-Klean, LLC of Des Moines, Iowa to perform the Services; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Hydro-Klean, LLC in the form attached as Exhibit “A”.

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

1. The Professional Services Agreement with Hydro-Klean, LLC in an amount of \$22,951.00 for the Sewer Manhole Rehabilitation is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 6th day of January 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andy Lent, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 6th day of January 2020, by and between the CITY OF INDIANOLA, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY" and Hydro-Klean, LLC of Des Moines, IA hereinafter referred to as "SERVICE PROVIDER" for \$22,951.00 for the Sewer Manhole Rehabilitation.

WHEREAS, the CITY is in need of Sewer Manhole Rehabilitation, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

WHEREAS, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "B" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

2. SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set forth in Exhibit "C."

3. This Agreement may be terminated by either party for cause or by CITY for convenience upon fourteen (14) days' written notice by the terminating party to the other party of such termination in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

4. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understanding concerning the subject matter of this Agreement that are not contained in this document.

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

"CITY":

CITY OF INDIANOLA

By: _____
Kelly B. Shaw, Mayor

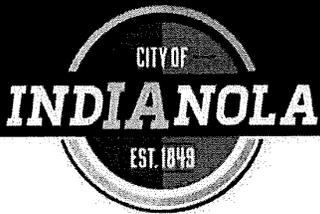
Attest: _____
Andy Lent, City Clerk

"SERVICE PROVIDER":

By: _____

Name: _____

Title: _____



OFFICE OF CITY CLERK

DEC 19 2019

WATER POLLUTION CONTROL

INDIANOLA, IOWA
Time: 11 AM Initials: JR

Request for Quotes for Sewer Manhole Rehabilitation by a Lining Process

Contractor Name: Hydro-Klean, LLC

Address: 333 NW 49th Place Des Moines, IA 50313

Phone #: 515-283-0500

Email: jlomp@hydro-klean.com

Price each manhole repair accordingly.

Work needs to be completed by May 22, 2020 to receive full payment. Liquidated Damages may occur at a cost of \$200.00/day.

Contractor to verify depths of manholes and proper product to use before quoting.

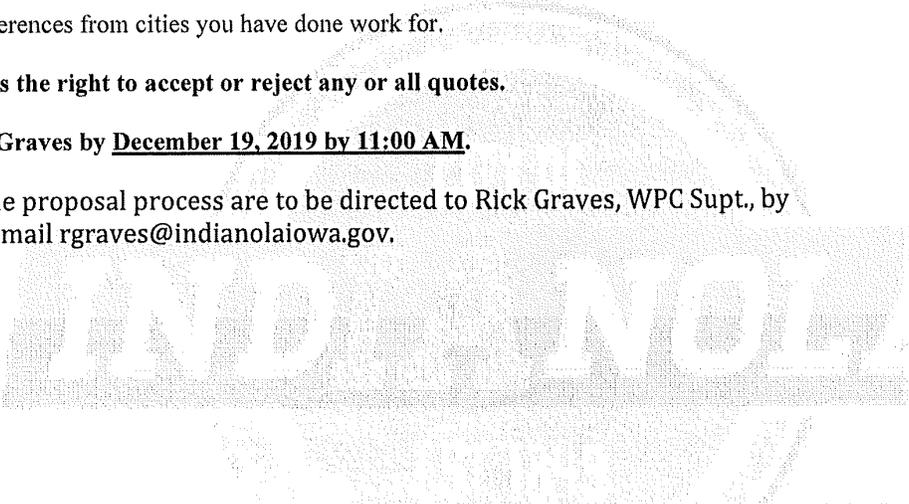
Contractor to set up bypass pumping, if necessary.

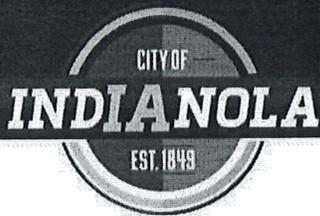
City requires 3 professional references from cities you have done work for.

The City of Indianola reserves the right to accept or reject any or all quotes.

Quotes are due back to Rick Graves by December 19, 2019 by 11:00 AM.

Any questions regarding the proposal process are to be directed to Rick Graves, WPC Supt., by calling (515)961-9416 or email rgraves@indianolaiowa.gov.





— WATER POLLUTION CONTROL —

Any Questions: Call Rick Graves 515-577-2444

	Area	Manhole #	Depth	Cost \$
1	2002 E 2 nd along bike trail	E222	29'	\$4,077.25
2	E 2 nd along bike trail-corner of field	E221	13'	\$1,706.25
3	2406 N Jefferson Way	1000	11'	\$1,443.75
4	2913 N Jefferson Way	1009	14'	\$1,837.50
5	1000 W Clinton Ave	134	9'	\$1,181.25
6**	1600 E 2 nd Ave	E210	11'	\$3,727.50
7**	1600 E 2 nd Ave	E220	16'	\$5,040.00
8	8 th St & Iowa Ave intersection	525	8'	\$1,050.00
9	300 N 10 th St	513	13'	\$1,706.25
10	1506 W Salem Ave	96	9'	\$1,181.25

Total Cost: \$22,951.00

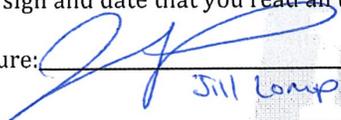
Item # 6 and 7 have heavy hydrogen sulfide damage and will require more than just a cementitious coating. Please note that in your bid.

Maps are included that shows the locations of the manholes.

Before bidding it is highly recommended that you inspect all manholes associated with this project.

The City of Indianola reserves the right to accept or reject any or all quotes.

Please sign and date that you read all the documents associated with this project:

Signature:  Date: 12/10/2019



Project References

Minnesota Department of Transportation (I-35 Drainage Structures)
Subcontracted thru New Look Contracting – David Mitchell 612-
221-6248

Davenport, Iowa (Sanitary Sewer Rehab)
Subcontracted thru Save Our Sewers, Inc. - Brad Steenhoek 319-
530-8662

La Crosse, WI (Sanitary and Storm Sewer Manhole Rehab)
Steve Asp 608-790-2372

Quadex-Dynastone/GeoKrete

Customer References

Partial Client Listing

MN CUSTOMERS	CONTACT	PHONE #
Apple Valley	Cory Breitung	952-790-7176
Askov	Steve Hayes	320-838-3616
Becker	Dave Pesola	763-261-5855
Browerville	Chuck Buhl	320-594-2201
Brownton	Mark Streich	320-583-6284
Burnsville	Linda Mullen	952-292-5577
Chanhassen	Kevin Crooks	612-490-7776
Chatfield	Darryl Haner	507-867-4321
Circle Pines	Rich Lavell	763-784-5898
Clearbrook	Danny Ulrich	218-776-3213
Cold Spring	Paul Hoeschen	320-685-3524
Columbia Heights	Lauren McClanahan	763-706-3600
Dalton	David Schroeder	218-589-8734
Dawson	Brent Powers	320-212-5174
Eagan	Charlie Borash	651-675-5222
Excelsior	Dave Wisdorf	952-474-5233
Fairmont	Butch Hybbert	507-238-9461
Faribault	Mike Glende	507-334-7427
Finlayson	John Mikrot	218-390-1606
Fridley	Jon Haukaas	763-571-3450
Glencoe	Gary Schreifels	320-510-0366
Henning	Ben Oseien	218-583-2402
International Falls	Rich Christie	218-283-9484
Isle	Jason Minenko	320-676-3163
Lake City	Dave Finley	651-345-5383
Lake Shore	Jim Thomes	218-851-4938
Lancaster	Tom Sebenaler	218-762-6471

Lauderdale	Dave Hinrichs	651-792-7661
Le Center	Pat Kaderlik	507-357-4450
Le Sueur	Brian Skok	507-665-6401
Lexington	Jim Fischer	763-784-6849
Lino Lakes	Tim Hilleshiem	651-248-7333
Lyle	Wayne Frank	507-325-2311
Maple Grove	Jim Sadler	763-494-6377
Marshall	Bob VanMoer	507-530-3044
Miltona	Pat Riedel	218-943-1501
Minneapolis	Sean Oberg	612-673-5629
Mora	Mike Kroon	763-219-7305
MSP/MAC Airport	Tim Fox	612-725-6165
New Brighton	Bill graham	651-638-2112
Nisswa	Mike Wagner	218-963-4444
North Branch	Cory Bergerson	651-277-0640
North Mankato	Brad Swanson	507-381-6603
Norwood Young America	Todd Karels	612-616-8674
Oakdale	Shawn Nelson	651-730-2740
Osakis	Ron Kleinschmidt	320-859-2240
Pelican Rapids	Brent Frazier	218-863-6571
Pine Island	Mark Swarthout	507-356-8545
Pine River	Mike Hansen	218-587-2440
Prinsburg	Nolan Slagter	320-978-8081
Prior Lake	Craig Eldred	952-447-9800
Richfield	Robert Hintgen	612-221-6166
Rochester	Mike Glenzinski	507-328-2442
Sandstone	John Mikrot	218-390-1606
Savage	Andy Weldon	612-490-8831
South St. Paul	Mark Hodel	651-554-3214
Spring Grove	Paul Morken	507-498-5221
St. Cloud	Tim Hewitt	320-492-8644
St. Francis	Paul Teicher	763-235-2304
St. Peter	Pete Moulton	507-934-0670
Stephen	Brian Christensen	218-478-4135
Stewartville	Mark Stevens	507-533-4781
Stillwater	Nick Chaves	651-2754103

Stockton	Chad Larson	507-689-2005
Thief River Falls	Wayne Johnson	218-681-2943
TKDA	Paul Blum	651-292-4467
Vermillion	Brian Mann	651-437-8163
Wabasha	Dave Vosen	651-565-3818
Waconia	Doug Bode	612-760-1799
Wahkon	Chris Weinreich	320-495-3441
Warroad	Dana Klos	218-386-1454
Waverly	Jim Weitalla	612-290-9112
West St. Paul	Duane Schneider	651-552-4161
Willmar	Tom Templer	320-235-4913
Woodbury	Wayne Thisius	651-714-3720
Zumbrota	Rick Lohmann	507-732-7318

ATTACHMENT C

STANDARD INSURANCE REQUIREMENTS

1. GENERAL

The SERVICE PROVIDER shall protect itself and the CITY OF INDIANOLA throughout the duration of the Agreement by purchasing and maintaining insurance, as indicated below. Said insurance shall be provided by an insurance company(ies), “admitted” and “nonadmitted” to do business in the State of Iowa, having no less than an A. M. Best Rating of “B+.” All policies shall be written on a per occurrence basis, not a claims-made basis. SERVICE PROVIDER shall submit Certificates of Insurance or other evidence of coverage, as provided in paragraph 2.F below, confirming coverage prior to the Agreement execution or commencement of work and/or services included in this Agreement.

2. INSURANCE REQUIREMENTS

A. WORKER’S COMPENSATION & EMPLOYER’S LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Worker’s Compensation Insurance, including *Employer’s Liability Coverage*, in accordance with all applicable statutes of the State of Iowa. The coverage limits shall include \$500,000 each accident for Bodily Injury by Accident, \$500,000 each accident for Bodily Injury by Disease, and \$500,000 policy limit for Bodily Injury by Disease.

B. COMMERCIAL GENERAL LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Commercial General Liability insurance on a per occurrence basis with limits of liability not less than \$2,000,000 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (a) Contractual Liability, (b) Premises and Operations, (c) Products and Completed Operations, (d) Independent Contractors Coverage, (e) Personal and Advertising Injury and (f) deletion of Explosion, Collapse and Underground (XCU), where applicable.

Coverage shall be no less comprehensive and no more restrictive than the coverage provided by a standard form Commercial General Liability Policy (ISO CG 0001, Ed 07/98 with standard exclusions “a” through “o” or any subsequent ISO equivalent or a non-ISO equivalent form).

C. AUTOMOBILE LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Automobile Liability Insurance with limits of liability of not less than \$2,000,000 per occurrence combined

single limit including Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- D. UMBRELLA/EXCESS INSURANCE: The General Liability and Automobile Liability Insurance requirements above may be satisfied with a combination of primary and Umbrella/Excess Insurance. The Umbrella/Excess Insurance shall also be written on a per occurrence basis.
- E. SUBCONTRACTORS: The SERVICE PROVIDER shall require that any of its agents and subcontractors who perform work and/or services pursuant to the provisions of this Agreement meet the same insurance requirements as are required of the Party. The option of self-insurance is not extended to subcontractors.
- F. PROOF OF INSURANCE: The SERVICE PROVIDER shall provide to the CITY OF INDIANOLA proof that all required insurance or coverage is in force by submitting to the CITY OF INDIANOLA a Certificate(s) of Insurance utilizing the latest version of the ACORD form. The form(s) of proof of insurance or coverage shall specify the title of the Agreement.

3. WAIVER OF SUBROGATION

- A. WAIVER OF SUBROGATION: To the fullest extent permitted by law, SERVICE PROVIDER hereby releases the CITY OF INDIANOLA including its elected and appointed officials, agents, employees and volunteers and others working on their behalf from and against any and all liability or responsibility to the SERVICE PROVIDER or anyone claiming through or under the SERVICE PROVIDER by way of subrogation or otherwise, for any loss for which the SERVICE PROVIDER has agreed to defend, indemnify and hold harmless the CITY OF INDIANOLA as provided in the Agreement to which this Attachment A is included and made part thereof. This provision shall be applicable and in full force and effect only with respect to loss or damage occurring during the time of this Agreement. The SERVICE PROVIDER policies of insurance shall contain a clause or endorsement to the effect that such releases shall not adversely affect or impair such policies or prejudice the right of the SERVICE PROVIDER to recover thereunder.

Meeting Date: 01/06/2020

Subject

Resolution authorizing a Professional Service Agreement with SAK Construction to perform the Sewer Mains and Lateral Rehabilitation Lining Project for a total amount of \$127,890.00.

Information

In your packet is a Resolution authorizing a Professional Services Agreement with SAK Construction to perform the Sewer Main Lining and Lateral Lining Projects for a total amount of \$127,890.

Roll call is in order.

Fiscal Impact

Attachments

- Memo - Lining Project
 - Resolution for Lining Project
 - Agreement for Lining Project
 - SAK Construction Bid
 - Insurance Requirements
-



WATER POLLUTION CONTROL

To: Honorable Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves

Date: December 20, 2019

Re: Sewer Main Lining / Lateral Lining

Mayor and City Council,

As part of the \$250,000 that is budgeted for maintenance on the collection system, I have identified 10 sewer mains totaling 2,380' and 50 laterals that need to be repaired by lining them. The RFP was posted on the Iowa League of Cities website and the city website. I received 4 quotes for performing the Sewer Main Lining and 4 quotes for the Lateral Lining. The prices are as follows:

Sewer Main Lining	
SAK Construction	\$66,640.00
ACCUJET LLC	\$67,211.20 Bid Voided - Turned in Late
Municipal Pipe & Tool	\$72,444.50.00
Visu-Sewer	\$76,755.00
Lateral Lining	
SAK Construction	\$61,250.00
United Pipe Renewal	\$100,750.00 2' Lateral liners
United Pipe Renewal	\$104,500.00 5' Lateral liners
Central Iowa Televising	\$132,500.00

My recommendation is to hire SAK Construction to perform the Sewer Main Lining at a cost of \$66,640.00 and to perform the Lateral Lining portion for \$61,250.00.

Total cost = \$127,890.00

Sincerely,

Rick Graves - WPC Supt.

RESOLUTION NO. 2020-_____
RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH SAK CONSTRUCTION FOR THE
SEWER MAIN LINING AND LATERAL LINING PROJECT

WHEREAS, the City Indianola, Iowa, is in need of engaging a company to provide Sewer Main and Lateral Lining for the City (hereinafter referred to as “Services”; and

WHEREAS, the City of Indianola, Iowa, has solicited proposals for said Services; and

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage SAK Construction of O’Fallon, Missouri to perform the Services; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with SAK Construction in the form attached as Exhibit “A”.

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

1. The Professional Services Agreement with SAK Construction in an amount of \$66,640 for the Sewer Main Lining and \$61,250 for the Lateral Lining is in the public interest of the citizens of the City of Indianola and is hereby approved.

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

PASSED this 6th day of January 2020.

Kelly B. Shaw, Mayor

ATTEST:

Andy Lent, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 6th day of January 2020, by and between the CITY OF INDIANOLA, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY" and SAK Construction of O'Fallon, Missouri hereinafter referred to as "SERVICE PROVIDER" for the Sewer Main Lining in an amount of \$66,640.00 and Lateral Lining Project in an amount of \$61,250.00.

WHEREAS, the CITY is in need of a Sewer Main Lining and Lateral Lining Project, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

WHEREAS, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "B" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out of injury or

damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

2. SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set forth in Exhibit "C."

3. This Agreement may be terminated by either party for cause or by CITY for convenience upon fourteen (14) days' written notice by the terminating party to the other party of such termination in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

4. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understanding concerning the subject matter of this Agreement that are not contained in this document.

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

"CITY":

CITY OF INDIANOLA

By: _____
Kelly B. Shaw, Mayor

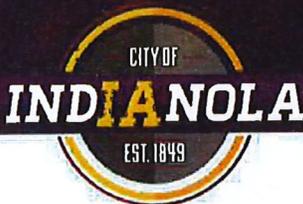
Attest: _____
Andy Lent, City Clerk

"SERVICE PROVIDER":

By: _____

Name: _____

Title: _____



November 13, 2019

WATER POLLUTION CONTROL

Request for Quotes for Sewer Mains and Lateral Rehabilitation by Lining

The Request for Proposal is listed below in accordance with each pipe section for Main Lining and number of laterals to line. See Engineers Specs along with notes listed below before sending quote. Bid accordingly, you may bid on both projects listed below or just one:

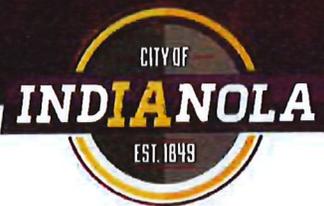
Contractor Name: SAK Construction, LLC
 Address: 864 Hoff Road, O'Fallon, MO 63366
 Phone #: 636.385.1000
 Email: bidcippc@sakcon.com

AB 11:30 pm
 OFFICE OF CITY CLERK
 DEC 19 2019
 INDIANOLA, IOWA

	Area	Manhole #'s	Pipe Size	Length of Pipe	Laterals to Line **
1	West 4 th Ave	614 - 615	8"	408'	7
2	West Boston Ave	99 - 98	8"	254'	6
3	West Salem Ave	91 - 92	8"	152'	1
4	West Salem Ave	92 - 93	8"	177'	1
5	West Salem Ave	93 - 94	8"	248'	5
6	West Clinton Ave	83 - 101	8"	297'	6
7	North O Street	464 - 80	8"	38'	0
8	West Salem Ave	740 - 652	8"	337'	6
9	West Detroit Ave	421 - 420	8"	248'	5
10	West Detroit Ave	422 - 421	8"	221'	5
11*	West Detroit Ave	423 - 422	8"	Laterals Only	5
12*	North O Street	79 - 464	8"	Laterals Only	3

* #11 and #12 - The lateral connections will need the edges brushed and lateral lining completed.

** Lateral liners will be a minimum 20" in length. If you quote longer than minimum length, note the total length of your liner. City will review the cost comparison between the different lengths.

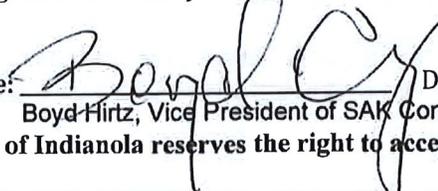


WATER POLLUTION CONTROL

Please list the cost for each line segment below:

- 1) MH 614 to MH 615 \$ 11,424.00 Cost for Lateral Lining \$ 8,575.00
 - 2) MH 99 to MH 98 \$ 7,112.00 Cost for Lateral Lining \$ 7,350.00
 - 3) MH 91 to MH 92 \$ 4,256.00 Cost for Lateral Lining \$ 1,225.00
 - 4) MH 92 to MH 93 \$ 4,956.00 Cost for Lateral Lining \$ 1,225.00
 - 5) MH 93 to MH 94 \$ 6,944.00 Cost for Lateral Lining \$ 6,125.00
 - 6) MH 83 to MH 101 \$ 8,316.00 Cost for Lateral Lining \$ 7,350.00
 - 7) MH 464 to MH 80 \$ 1,064.00 No Laterals to Line
 - 8) MH 740 to MH 652 \$ 9,436.00 Cost for Lateral Lining \$ 7,350.00
 - 9) MH 421 to MH 420 \$ 6,944.00 Cost for Lateral Lining \$ 6,125.00
 - 10) MH 422 to MH 421 \$ 6,188.00 Cost for Lateral Lining \$ 6,125.00
 - 11) MH 423 to MH 422 Cost for Lateral Lining \$ 6,125.00
 - 12) MH 79 to MH 464 Cost for Lateral Lining \$ 3,675.00
- Total Cost \$ 66,640.00 Total Cost \$ 61,250.00

Please sign and date that you read all the documents associated with this project:

Signature:  Date: December 20, 2019
 Boyd Hirtz, Vice President of SAK Construction, LLC
 The City of Indianola reserves the right to accept or reject any or all quotes.

ATTACHMENT C

STANDARD INSURANCE REQUIREMENTS

1. GENERAL

The SERVICE PROVIDER shall protect itself and the CITY OF INDIANOLA throughout the duration of the Agreement by purchasing and maintaining insurance, as indicated below. Said insurance shall be provided by an insurance company(ies), “admitted” and “nonadmitted” to do business in the State of Iowa, having no less than an A. M. Best Rating of “B+.” All policies shall be written on a per occurrence basis, not a claims-made basis. SERVICE PROVIDER shall submit Certificates of Insurance or other evidence of coverage, as provided in paragraph 2.F below, confirming coverage prior to the Agreement execution or commencement of work and/or services included in this Agreement.

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A. WORKER’S COMPENSATION & EMPLOYER’S LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Worker’s Compensation Insurance, including *Employer’s Liability Coverage*, in accordance with all applicable statutes of the State of Iowa. The coverage limits shall include \$500,000 each accident for Bodily Injury by Accident, \$500,000 each accident for Bodily Injury by Disease, and \$500,000 policy limit for Bodily Injury by Disease.

B. COMMERCIAL GENERAL LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Commercial General Liability insurance on a per occurrence basis with limits of liability not less than \$2,000,000 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (a) Contractual Liability, (b) Premises and Operations, (c) Products and Completed Operations, (d) Independent Contractors Coverage, (e) Personal and Advertising Injury and (f) deletion of Explosion, Collapse and Underground (XCU), where applicable.

Coverage shall be no less comprehensive and no more restrictive than the coverage provided by a standard form Commercial General Liability Policy (ISO CG 0001, Ed 07/98 with standard exclusions “a” through “o” or any subsequent ISO equivalent or a non-ISO equivalent form).

C. AUTOMOBILE LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Automobile Liability Insurance with limits of liability of not less than \$2,000,000 per occurrence combined

single limit including Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- D. UMBRELLA/EXCESS INSURANCE: The General Liability and Automobile Liability Insurance requirements above may be satisfied with a combination of primary and Umbrella/Excess Insurance. The Umbrella/Excess Insurance shall also be written on a per occurrence basis.
- E. SUBCONTRACTORS: The SERVICE PROVIDER shall require that any of its agents and subcontractors who perform work and/or services pursuant to the provisions of this Agreement meet the same insurance requirements as are required of the Party. The option of self-insurance is not extended to subcontractors.
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3. WAIVER OF SUBROGATION

- A. WAIVER OF SUBROGATION: To the fullest extent permitted by law, SERVICE PROVIDER hereby releases the CITY OF INDIANOLA including its elected and appointed officials, agents, employees and volunteers and others working on their behalf from and against any and all liability or responsibility to the SERVICE PROVIDER or anyone claiming through or under the SERVICE PROVIDER by way of subrogation or otherwise, for any loss for which the SERVICE PROVIDER has agreed to defend, indemnify and hold harmless the CITY OF INDIANOLA as provided in the Agreement to which this Attachment A is included and made part thereof. This provision shall be applicable and in full force and effect only with respect to loss or damage occurring during the time of this Agreement. The SERVICE PROVIDER policies of insurance shall contain a clause or endorsement to the effect that such releases shall not adversely affect or impair such policies or prejudice the right of the SERVICE PROVIDER to recover thereunder.

Meeting Date: 01/06/2020

Subject

Resolution setting a date (January 21, 2020) as a public hearing for the Quail Meadows 3 Lift Station.

Information

Council will need to consider a Resolution to set a Public Hearing on January 21, 2020, on the plans, specs and form of contract and taking of bids for the Quail Meadows 3 Lift Station and Sewer Improvements.

In your packet is the Notice of Public Hearing, Notice to Bidders and Resolution. The complete plans, specs and form of contract may be viewed at City Hall during normal office hours.

Fiscal Impact

Attachments

QM3 Memo

Notice of Public Hearing - QM 3

Notice to Bidders

Resolution setting hearing



WATER POLLUTION CONTROL

To: Honorable Mayor and City Council
CC: Ryan J. Waller, City Manager
From: Rick Graves
Date: December 31, 2019
Re: Quail Meadows 3 Lift Station & Sewer Improvements

Mayor and City Council,

Quail Meadows is located on the north side of E Hillcrest Ave west of the bike trail. With development being planned north of Quail Meadows the current lift station will be relocated northwest (see map). The new lift station will serve the existing Quail Meadows development as well as the area marked on the second map.

The Project will consist of the Construction of a new lift station with wet well, dry well, pumps, valves, piping, electrical, relocated generator, instrumentation, controls, grading, and fencing. A 6" force main exits the dry well and flows to new downstream 8" gravity sewer. An existing lift station will be decommissioned, and the wet well will be converted to a manhole to allow flow to connect to sewer that will flow to new lift station.

Sincerely,

Rick Graves WPC Supt.

New Lift Station



Current Lift Station





1201 1202 1203

1204

1149

1148

1102

1069

E Trail Ridge Ave

N 3rd Ln

N 4th St

1147

1103

1070

E Scenic Valley Ave

1146

1145

1143

1071

N 6th St

1072

1144

1142

1141

1073

644N

643N

642N

E Hillcrest Ave

644N

643N

642N

N 7th St

643N

642N

1020

1019

1022

E121

626N

625N

624N

641N

E Trail Ridge Pl

Summit Pl

E127

632N

627N

628N

1012

1018

1017

E123

632N

631N

629N

1205

1013

1014

1015

E124

E126

631N

629N

E Scenic Valley Ave

1174

1173

1172

639N

630N

627N

156

637N

638N

635N

634N

619N

512N

N 14th St

N 9th St

**NOTICE OF PUBLIC HEARING ON PROPOSED
PLANS AND SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE
QUAIL MEADOWS 3 LIFT STATION & SEWER IMPROVEMENTS
CITY OF INDIANOLA, IOWA**

Notice is Hereby Given: That at 6:00 P.M., at the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125 on January 21, 2020, the City Council of the City of Indianola, Iowa (The "City") will hold a public hearing on the proposed plans and specifications, form of contract and estimate of cost (the "Contract Documents") for the proposed Quail Meadows 3 Lift Station & Sewer Improvements (the "Project").

The Project shall consist of:

Construction of a new lift station with wet well, dry well, pumps, valves, piping, electrical, relocated generator, instrumentation, controls, grading, and fencing. A 6" force main exits the dry well and flows to new downstream 8" gravity sewer. An existing lift station will be decommissioned, and the wet well will be converted to a manhole to allow flow to connect to sewer by others and flow to new lift station.

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

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

Andy Lent
City Clerk

NOTICE TO BIDDERS
QUAIL MEADOWS 3 LIFT STATION & SEWER IMPROVEMENTS
CITY OF INDIANOLA, IOWA

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvement as stated below must be filed before 10:00 A.M. on January 28, 2020 in the Office of the City Clerk, City Hall, 110 N. 1st Street, Indianola, IA 50125.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 10:00 A.M. on January 28, 2020 in the Office of City Clerk, City Hall, 110 N. 1st Street, Indianola, IA 50125 for consideration by the City Council of City of Indianola, Iowa at its meeting on February 3, 2020 at 6:00 P.M. The City of Indianola, Iowa reserves the right to reject any and all bids.

The City of Indianola, Iowa, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Time for Commencement and Completion of Work. Work on the improvement shall commence within 10 days of the date specified on the Notice to Proceed. Notice to Proceed shall be no later than February 13, 2020, work shall be fully completed on or before November 30, 2020. Damages in the amount of Five Hundred & 00/100 Dollars (\$500.00) per day will be assessed for each day the work remains incomplete.

Bid Security. Each bidder shall accompany its bid with bid security, as defined in Section 26.8 of the Iowa Code in an amount equal to five (5) percent of the total amount of the bid.

Contract Documents. Copies of the Plans and Specifications for this project may be obtained from HR Green, Inc., 5525 Merle Hay Rd., Ste. 200, Johnston, Iowa 50131, Ph: 515-278-2913 or e-mail request to kmuhlena@hrgreen.com. Plans and Specifications are available at no cost.

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement. A public hearing will be held by the City Council of the City of Indianola, Iowa on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 6:00 P.M. on January 21, 2020 in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125.

Preference of Products and Labor. Preference shall be given to domestic construction materials by the contractor, subcontractors, material, men, and suppliers in performance of the contract and, further, by virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

Sales Tax Exemption Certificates. The bidder shall not include sales tax in the bid. The City of Indianola, Iowa will distribute tax exemption certificates and authorization letters to the Contractor and all subcontractors who are identified. The Contractor and subcontractor may make copies of the tax exemption certificates and provide a copy to each supplier providing construction materials. These tax exemption certificates and authorization letters are applicable only for this specific project under the Contract.

General Nature of Public Improvement. The project consists of Construction of a new lift station with wet well, dry well, pumps, valves, piping, electrical, relocated generator, instrumentation, controls, grading, and fencing. A 6" force main exits the dry well and flows to new downstream 8" gravity sewer. An existing

lift station will be decommissioned, and the wet well will be converted to a manhole to allow flow to connect to sewer by others and flow to new lift station.

This Notice is given by authority of the City of Indianola, Iowa

Andy Lent, City Clerk
City of Indianola, Iowa

RESOLUTION NO. 2020-

RESOLUTION SETTING DATE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE QUAIL MEADOWS 3 LIFT STATION & SEWER IMPROVEMENTS

WHEREAS, the City Council of the City of Indianola, Iowa (the “City”) desires to relocate the Quail Meadows lift station; and

WHEREAS, the project will consist of the construction of a new lift station with wet well, dry well, pumps, valves, piping, electrical, relocated generator, instrumentation, controls, grading and fencing. A 6” force main exits the dry well and flows to new downstream 8” gravity sewer. An existing lift station will be decommissioned, and the wet well will be converted to a manhole to allow flow to connect to sewer by others and flow to new lift station.; and

WHEREAS, a public hearing upon the proposed plans, specs, form of contract and estimate of cost should be held and a time and place for hearing thereon should be fixed.

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

1. That a public hearing be held by the Indianola City Council on the proposed plans, specs, form of contract and estimate of cost at the Indianola City Hall, 110 N 1st Street, Indianola, Iowa, at 6:00 p.m. on January 21, 2020, at which time the City Council will consider any objections to the proposed amendment and will hear all interested persons.

2. That the Mayor and Clerk be and hereby are authorized and instructed to give Notice of said public hearing, as required by law.

PASSED AND APPROVED THIS 6 DAY OF JANUARY 2020.

Kelly B. Shaw, Mayor

Andy Lent, City Clerk

Meeting Date: 01/06/2020

Subject

City Manager's Report -- Ryan Waller

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 01/06/2020

Subject

Budget Presentation provided by Andy Lent, Finance Director/City Clerk.

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 01/06/2020

Subject

Update regarding the Missouri Valley Project and the extension of Iowa Avenue.

Information

Charlie Dissell, Community and Economic Development Director, will provide an update regarding the Missouri Valley Project and the extension of Iowa Avenue.

Fiscal Impact

Attachments

Iowa Ave Assessments



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: January 2, 2020
Re: Update regarding the Missouri Valley Project and the extension of Iowa Avenue.

At your January 6th meeting, Staff will be presenting an update on the Missouri Valley Journeyman Apprentice Training Center (MVJATC) project and the Iowa Avenue paving project. As you are aware, Missouri Valley JATC hosts 3,000 electric linemen apprentices each year at their current facilities across seven states in the upper Midwest. MVJATC is in the process of building a new 50,000 square foot building in Indianola, valued at over \$10 Million, to combine all their facilities into one location here in Indianola.

As has been previously presented to Council, for this new location to be viable, paving the portion of Iowa Avenue in front of this new facility is necessary to help provide access. The paving would include a new 1,400-foot-long, 31-foot-wide street, complete with utilities. Current engineering opinion of probable project costs estimate this project to be just under \$1.5 Million, with \$240,000 of those costs being engineering and administration. Staff has worked to secure a grant to help pay for ½ of the project costs, minus engineering and administration, which if awarded, would be just under \$630,000. Staff is awaiting final awarding of the grant, but all indications to date have been positive. If awarded, the leftover costs would be just under \$870,000.

To assist with costs for this project, and in accordance with adopted City Policy, City Staff is working with the City Engineer and the City's Bond Council at reviewing special assessments. Special assessments are charges to owners of real property by a governmental agency for street, sewer, water, or drainage improvements that benefit their property. City Council Policy states that, on non-paved streets, the City will use special assessments on all eligible construction costs up to a 31' back to back road to the adjoining property owners. The assessment will be based on the benefited area, and not all project costs may be assessable.

The first step for the City Council on a project that uses special assessments is to adopt a resolution of necessity. The City Council, with the aid of City staff, will then determine the boundary of the benefited area, the eligible project costs that may be assessed, which properties are assessed and the amount of each assessment. Once the project is complete, the City Council would adopt all final assessments.

At its January 21 meeting, the City Council will be asked to adopt a resolution on the preliminary plans and specifications of this project, a resolution of necessity and a resolution setting a public hearing on February 18 regarding the special assessments.

I will be attending the January 6th Council meeting if you have any questions.

Meeting Date: 01/06/2020

Subject

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

Information

Roll call is in order.

Fiscal Impact

Attachments

Waller's Weekly 12/13/19
Order for default judgement
Contractor Invite
Current Project 1213
Code Enforcement 1213
Building Permits 1213
Utility Notification
Draft Agenda Jan 6
Draft Agenda Jan 21
Draft Agenda Jan 9
Waller's Weekly 12/20/19
010920 Agenda
FY21 Budget Prioritization Slides
Code Enforcement 1220
Building Permits 122019
Project Update 122019
Jan 6 Draft Agenda
Jan 21 Draft Agenda
Waller's Weekly 12/27/19
Memo - Shared Services
Code Enforcement 1227
Building Permits 122719
Current Projects 1227
Draft Agenda Jan 6
Draft Agenda January 21

Jackie Raffety

From: Ryan Waller
Sent: Friday, December 13, 2019 4:32 PM
To: Ryan Waller
Subject: Waller's Weekly 12.13.19
Attachments: 19.12.06.Order for Default Judgment.PDF; Contractor Invite.pdf; Curent Projects Update-Dec 13.pdf; Code Enforcement- Dec 13.pdf; 2019 Building Permits-Dec13.pdf; Utility Notification_Code Changes.pdf; Draft January 6, 2020 Agenda.pdf; Draft January 21, 2020 Agenda.pdf; Draft January 9, 2020 Agenda.pdf

Good afternoon, all.

I hope this finds everyone well. Below and attached are the items comprising this week's update email. If there are any questions, please let me know. I hope you all have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Water Resource Recovery Facility (WRRF) Project – Earlier today, the City received notification that the Iowa Department of Natural Resources has issued the construction permit for the new WRRF.

Workers Compensation Insurance – The City received positive news regarding our workers compensation (work comp) insurance renewal. Our current “MOD” factor is currently .86 and our renewal is trending at .79. Work comp premiums are calculated using a modification “MOD” rate and is determined by industry classification and claims history. The industry average is 1.0. For example, a company with a MOD rate of 1.25 will pay **25%** higher premiums than the average company does and a company with a MOD rate of 0.80 will pay **20%** less per dollar than average. This is a direct reflection on our team’s commitment to safety. Congratulations and thank you to the entire team!

Building Code Updates - As previously noted, one of the items outlined in the City’s strategic plan was to review and evaluate current building codes and look at updating to the most recent version of those codes. City staff has been working to review the recommendations of the Central Iowa Code Consortium, and is now seeking public feedback on the proposed changes. As part of this process, all City and IMU utilities were also notified of the proposed changes by e-

mail and asked to comment. That e-mail is attached. The website where the public is able to review the proposed changes can be found at: <https://www.indianolaiowa.gov/841/Code-Updates>. Staff will provide a brief overview during Monday's City Council meeting.

Contractors/Developers Breakfast – As part of the building code update, staff will once again be hosting a contractors/developers breakfast this year to discuss the proposed changes, and update on other coming changes in 2020. That breakfast is scheduled for Thursday, January 16, 2020 starting at 7:00 AM at the Indianola Activity Center. An invite that was mailed out today is attached.

Comprehensive Plan Adoption - As you are aware, the City is in the process of updating its Comprehensive Plan. Remaining in our contract with the consultant who assisted in updating the Comprehensive Plan is a joint meeting with the City Council and the Planning and Zoning Commission where the consultant will present the draft plan, answer questions and seek feedback from the Commission and Council. While a meeting date has not been set for the joint meeting yet, staff and the consultant are hoping to have the meeting sometime after the new year. Please be looking for future communication as we try to find a day that works best for all. The draft documents remain on the project website at www.elevateindianola.com.

911 North C Street - As you may recall, back in October the City filed a municipal infraction for the property at 911 North C Street. As the property owner did not file an answer with the Court on the matter, the City filed an application for default judgement. On December 6, the Court issued a judgement that the property owner is to abate the nuisance within 30 days, and if not completed within that time, the City is authorized to abate and correct the violations and assess the cost of such onto the property. The order of default judgement is attached.

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

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

IN THE IOWA DISTRICT COURT IN AND FOR WARREN COUNTY

THE CITY OF INDIANOLA, IOWA,	Case No. INCICV038208
Plaintiff,	
vs.	
JON W. BACKSTROM 911 N. C Street P.O. Box 375 Indianola, IA 50125,	ORDER FOR DEFAULT JUDGMENT
Defendant.	

On this date, this matter comes before the Court pursuant to Plaintiff, the City of Indianola, Iowa's, Written Application for Default Judgment pursuant to Iowa Rule of Civil Procedure 1.972 and Iowa Code section 364.22(7). Having reviewed the pleadings and affidavits of service on file in the above-captioned matter, the Court finds as follows:

1. The Court has jurisdiction over the parties and the subject matter of this above-captioned action.
2. Plaintiff filed a Civil Citation for Municipal Infraction in the above-captioned matter on October 18, 2019.
3. Defendant, Jon W. Backstrom, was personally served with the Civil Citation for Municipal Infraction on October 21, 2019.
4. An Affidavit of Service for Defendant was filed on October 22, 2019.
5. Pursuant to Iowa Rule of Civil Procedure 1.303(1), Defendant had twenty (20) days from the date of service in which to appear, move or answer.
6. Defendant has not appeared, moved, answered, or filed or served any other responsive pleading in this matter.

7. Defendant's failure to do so constitutes a default. See Iowa R. Civ. P. 1.971(1).

8. Plaintiff is entitled to the relief requested in the Civil Citation for Municipal Infraction, and judgment should be entered. See Iowa Code § 364.22(7) ("If the person named in the citation is served as provided in this section [364.22] and fails without good cause to appear in response to the civil citation, judgment shall be entered against the person cited.").

9. The Defendant owns property locally known as 911 N. C Street, Indianola, Iowa, and legally described as:

Lot One (1), Block Sixteen (16), College Addition to the City of Indianola, Warren County, Iowa.

10. From April 17, 2018 and continuing to the present, Defendant violated Indianola Code of Ordinances Chapter 51 by storing, accumulating, or allowing to remain on his property junk, debris, and yard waste, and violated Indianola Code of Ordinances Chapter 163 by maintaining or allowing to permit dangerous and unsafe buildings.

11. The aforementioned constitutes violations of the Indianola Code of Ordinances Chapters 50, 51, and 163, which are municipal infractions. See Indianola Code § 4.01.

12. On June 29, 2018, Defendant was provided a Notice of Nuisance and Demand for Abatement, by certified mail. See Petition Exhibit 1.

13. On January 7, 2019, Defendant was provided an updated property inspection report setting forth the continued deficiencies with the property. See Petition Exhibit 2.

14. On April 5, 2019, Defendant was provided a Notice of Dangerous or Unsafe Building. See Petition Exhibit 3.

15. Subsequent to the Notice of Dangerous or Unsafe Building, Plaintiff tried to work with Defendant to abate the issues with the property through phases.

16. On August 21, 2019, Defendant was provided a Revised Notice of Dangerous or Unsafe Building setting forth the initial abatement phase. See Petition Exhibit 4.

17. Defendant failed to perform this initial abatement phase.

18. To date, Defendant has failed to abate the violations as required by law.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that Plaintiff's Written Application for Default Judgment against Defendant, Jon W. Backstrom, is GRANTED.

IT IS FURTHER ORDERED that Defendant shall abate the nuisance, to wit: remove the junk and make the repairs to the siding, trim, fascia, windows, roofing and front porch as described in prior notices and pleadings filed herein.

IT IS FURTHER ORDERED that Defendant shall abate the nuisances within thirty (30) days of the date of this Order. If Defendant fails to abate his violations of the Ordinances within thirty (30) days, the City of Indianola, Iowa, is authorized to abate and correct the violations, and the City's costs for abatement or correction of the violations shall be entered as a personal judgment against the Defendant, and assessed against the Defendant's property where the violations occurred.

IT IS FURTHER ORDERED that Defendant is enjoined from further violating the Indianola City Code of Ordinances.

IT IS FURTHER ORDERED that Defendant pay a civil penalty in the amount of Five Hundred Dollars (\$500.00), as provided in Section 4.03(1)(A) of the Indianola City Code of Ordinances, and judgment is hereby entered for the civil penalty against the Defendant.

IT IS FURTHER ORDERED that Defendant shall pay the court costs herein.

Defendant is notified that pursuant to Iowa Code section 364.22(10)(b) if Defendant willfully violates the terms of this Order, Defendants may be found in contempt of court.

SO ORDERED.



State of Iowa Courts

Type: ORDER FOR JUDGMENT

Case Number **Case Title**
INCICV038208 THE CITY INDIANOLA V. JON W. BACKSTROM

So Ordered

A handwritten signature in black ink, appearing to read 'B Greiner', written over a horizontal line.

Brendan Greiner, District Associate Judge
Fifth Judicial District of Iowa

Electronically signed on 2019-12-06 15:21:25 page 5 of 5



December 13, 2019

COMMUNITY DEVELOPMENT

«NAME»
«COMPANY»
«ADDRESS»
«CITY», «STATE» «ZIP»

The purpose of this letter is to invite you to the 2nd Annual Indianola Contractors/Developers Breakfast Meeting on **Thursday, January 16, 2020 from 7:00 AM to 8:00 AM**. This meeting will take place at the **Indianola Activity Center, located at 2204 West 2nd Avenue**.

The focus of this meeting is to share some items concerning the department, but more importantly to solicit your input. During this meeting, we will discuss proposed updates to the City's building, fire, mechanical, electrical, plumbing, and fuel gas codes, as well as proposed additions of liquefied petroleum gas codes, energy conservation codes, and property maintenance codes. These codes have all been reviewed by the Central Iowa Code Consortium, and recommendations for local amendments have been made. For information on the proposed code updates, please visit: <https://www.indianolaiowa.gov/841/Code-Updates>

We will also discuss proposed updates to the City's fee schedule for various permit and development applications. As our department looks to build their budget for the next upcoming fiscal year, increases in various permits and development applications are proposed.

To RSVP for this meeting, please contact the Indianola Community Development Department at (515) 961-9430 or by e-mail at comdev@indianolaiowa.gov. We ask that you please **RSVP by Monday, January 13, 2020**.

If you are unable to attend the meeting, and would like to discuss any of these items further or provide comments, please do not hesitate to contact me at (515) 962-5276 or at cdissell@indianolaiowa.gov.

Sincerely,

Charlie E. Dissell, AICP
Director of Community & Economic Development
City of Indianola



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: December 13, 2019
Subject: Current Projects Update

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

- **Wal-Mart (1500 North Jefferson Way)**
 - Building Permit application and plans submitted on October 29 for a remodel of this building.
 - Building plans approved on November 7
 - Awaiting final valuation and contractor information before permit can be issued.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**
 - Staff held a preapplication meeting on a proposed campground on October 3
 - A rezoning petition was submitted on October 25 for a proposed campground
 - The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
 - The City Council will hold a public hearing on the request at its December 16 meeting.
- **Cabin Coffee (910 East 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
 - Developer closed on the property on November 22.
- **Scooters Coffee (1112 North Jefferson Way)**
 - Site plan and building permit were submitted on October 9.
 - Site plan comments returned to applicant on November 4.
 - Updated site plan submitted on November 18.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site plan and stormwater management plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)
 - Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plex's, for a total of 126 units.

- Site plan and stormwater management plan comments were returned to the applicant on June 20.
- Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council.
- Revised site plans for Cavitt Creek Condominiums I were submitted on June 28.
- Revised site plans for Cavitt Creek Condominiums II were submitted on July 10.
- Kading Properties hosted a neighborhood meeting on July 16.
- Revised site plan comments were returned on July 26.
- Revised site plans for both sites were submitted on July 31.
- Revised site plan comments were returned on August 6.
- These items were reviewed by Planning and Zoning Commission Meeting at its September 10 meeting.
- The Planning and Zoning Commission recommended the site plans be denied at its September 10th meeting.
- The City Council denied the site plan at its September 16 meeting.
- New and Revised site plans have been submitted.
- Site plan comments returned to applicant on October 29.
- Revised site plans submitted on November 11.
- Revised site plan comments were returned on November 20.
- Revised site plan submitted on November 21.
- Revised site plan comments were returned on November 27.
- The Planning Commission recommended approval, with conditions, of Cavitt Creek I and recommended denial of Cavitt Creek II.
- The City Council will review these items at its December 16 meeting.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.

- City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
- A revised site plan was submitted on May 20.
- Revised comments were returned on June 4.
- A second revised site plan was submitted on June 11.
- Site Plan was approved on June 11.
- Building permit application was submitted on June 14.
- Building permit comments were returned on July 2.
- Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
- Building permit application submitted on August 2
- Staff meet with the contractor on August 23 to discuss building/inspection process.
- Fire review comments returned to applicant on September 23.
- Response to fire review comments received on October 29.
- Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
 - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.
 - The existing Mudslingers Coffee Shop would remain.
 - A code review was submitted to the City for review by the architect on July 29.
 - The City returned comments on that code review on July 31.
 - Engineer inquired about site plan approval process on August 23.
 - Site plan submitted on September 5.
 - Initial comments on the site plan were returned on September 19.
 - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
 - Revised site plan submitted on October 4.
 - Building Permit application and plans submitted on October 14.
 - 2nd review comments on the site plan were returned on October 17.

- Building permit comments returned on October 18.
- Revised building permit plans received on October 23.
- Revised site plan submitted on October 25.
- Variance request for parking was approved by the Board of Adjustment on November 6.
- Site plan approved and building permit issued on November 7.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff met with property owner on May 23 to discuss financial assistance options.
 - Building permit application applied for on June 14.
 - Building permit comments were returned on June 25.
 - Groundwork on the site has begun.
 - Building Permit was issued on August 15.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20.
 - Site plan comments returned on October 18.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.
 - A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.

- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule it to have the new lift station designed by this fall, bid of by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18th meeting.
- Construction plans were submitted on December 2.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.
 - Comments on construction plans returned on September 11.
 - Revised construction plans were submitted on September 18
 - Construction plans were approved on October 8.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.
 - Building permits for north side issued on May 23.
 - Site development is taking place and work is progressing.

- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.
 - Staff meet with developer on November 14 to outline utility installs and final approvals.



Community Development

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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	12/18/2019	
Open	11/20/2019	Furniture on curb	610 North N Street	12/3/2019	12/9/2019	Door hanger left on 12/3. Letter sent to Property owner on 12/9. Contact abatement contractor.	12/18/2019	
Open	12/4/2019	Trash piled up throughout property.	208 South D Street	12/4/2019	12/6/2019	Letter sent to Property owner on 12/6.	12/18/2019	
Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.	12/18/2019	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated.	12/18/2019	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	12/18/2019	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale.	12/18/2019	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	12/18/2019	
Open	11/19/2019	Trash next to front door and in back yard.	405 West 17th	12/3/2019	12/3/2019	Door hanger left on 12/3. Spoke with Corey Miller and established a date of 12/27/2019 to have junk and debris cleaned up.	12/30/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas. Spoke with Chad Keller on 12/6/2019. He said both houses will be torn down by January 1st, 2020.	1/1/2020	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas. Spoke with Chad Keller on 12/6/2019. He said both houses will be torn down by January 1st, 2020.	1/1/2020	
Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. Work has commenced on west side of house. Will check regularly.	1/1/2020	



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Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	On December 6, the Court issued a judgement that the property owner is to abate the nuisance within 30 days, and if not completed within that time, the City is authorized to abate and correct the violations and assess the cost of such onto the property.	1/6/2020	
Open		Unsafe Building	407 West 1st Ave	12/11/2019	12/11/2019	House caught fire over thanksgiving weekend 11/28/2019. Inspected house on 12/11/2019 to determine extent of damage and see if the structure can be saved. Unfortunately the structure cannot be saved and must be torn down. Sent letter to property owner on 12/11/2019 ordering the house to be demolished by January 20th, 2020.	1/21/2020	
Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Closed	10/22/2019	Tall grass/Weeds	1603 West Detroit	10/23/2019	10/24/2019	Sent Letter 10/24/2019. Abated on 11/19/2019		11/19/2019
Closed		Trash piled up between garage and fence on the east side of the property.	912 West Detroit	12/3/2019	12/9/2019	Door hanger left on 12/3. Letter sent to Property owner on 12/9.		12/12/2019
Closed	11/4/2019	Mattress on curb	806 North J	11/5/2019	11/5/2019	Owner called and said she purchased tags for it to be picked up by trash company and it will be gone by Monday 11/11/19		11/12/2019



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Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalied Date	VALUE
1	1/3/2019	Brandon Fredricks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145



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19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie LoVan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		11/21/2019	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000
38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966
39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000



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41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling		11/11/2019	\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling		11/12/2019	\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690
57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500



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64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling		10/29/2019	\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling			\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500
79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000
80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		11/8/2019	\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100



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87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling		TEMP CO 11/20/2019	\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Fetters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling		Temp CO 11/26/2019	\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500
101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0
102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage		11/26/2019	\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000



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107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling		11/8/2019	\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	11/13/2019	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			\$10,270,000
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776		\$800,000
121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbell Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Residential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000



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132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisan Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	10/22/2019	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	11/7/2019	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commercial			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000
146	10/21/2019	Phil Delong	1110 S R	GWA Intl	Alteration - Solar Array			\$12,000
147	10/21/2019	Betty Curtis	210 N Jefferson	Rick Gwinn	Alteration - repair front porch			\$1,000
148	10/21/2019	Rick Gwinn	909 N J	Rick Gwinn	Addition - Shed			\$4,500
149	10/22/2019	Kyle Overton	1109 E Iowa	Beardmore Construction	Repair - Deck			\$2,600
150	10/22/2019	Mandy Lundberg	1407 E Clinton	John Peters	Alteration Covering stoop with wood decking			\$500
151	10/22/2019	Katherine Schrum	400 N 17th	Adam Middleswart	Alteration - Basement finish			\$6,000
152	10/28/2019	GroundBreaker Homes	1503 11th Way	Ground Breaker Homes	Single Family Dwelling	4,523		\$250,000
153	10/28/2019	Shelly(Bevard)Spooner	509 S Freeman	John Gideon	Replacement - shed			\$40,000
154	IR	Wal Mart	1500 N Jefferson Way	TBD	Remodel - commercial			TBD
155	11/5/2019	Dan Grabil	308 S Freeman	John Peters	Addition-Front porch			\$3,000



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156	11/26/2019	Erin Freeberg	103 N Buxton	Ryan Cambron	Remodel - commercial			\$105,000
157	11/11/2019	Thomas Smith	102 E Salem	Brad Butler	DEMO			
158	11/11/2019	Derek Garrett	802 E Ashland	Midwest Construction	Addition-deck			\$4,000
159	11/14/2019	Norm Crawford	505 W 1st	Gold Dome Building	Addition-garage			\$13,000
160	12/4/2019	Happe Homes	690 N N	Happe Homes	Single Family Dwelling	1492		\$242,503
161	12/5/2019	Rich Clarke	1007 N Buxton	Haus Roofing	Repair-deck			\$10,000
162	12/13/2019	Michael Ward	2500 W Euclid	Michael Ward	Finishing basement			\$10,000

Charlie Dissell

From: Charlie Dissell
Sent: Thursday, December 12, 2019 3:30 PM
To: Chris DesPlanques; Mike Metcalf; Lou Elbert; Kurt Ripperger; Rick Graves
Cc: Ryan Waller; Tim Little
Subject: Upcoming Review of Proposed Code Updates

The reason for this e-mail is to make sure that our utilities are aware of changes being proposed to our building related codes as some of these items may directly affect your departments. As you may recall from our discussions during our development review meetings or in the update emails, the City is in the process of proposing various updates/additions to our building related codes. These include the City's building, fire, mechanical, electrical, plumbing, fuel gas codes, liquefied petroleum gas codes and energy conservation codes. In doing this, we have reviewed the recommendations of the Central Iowa Code Consortium, who has been focused on local government collaboration with communities in the Des Moines metro area. Additionally, we are also looking at recommending adoption of property maintenance codes. More information on the Central Iowa Code Consortium, including their recommendations, can be found here: <https://www.capitalcrossroadsvision.com/lgc/cicc/>.

As part of this process, over the next week or so we are going to be kicking off a public review portion of the code updates and additions that will go through January 27. The website that we will ask the public to review to provide feedback on the updates/additions can be found here: <https://www.indianolaiowa.gov/841/Code-Updates>. As mentioned on that site, all current and proposed code books are on file and may be viewed in the Community Development Department.

As part of this process, and similar to what we did last year, we will be hosting a Contractors/Developers breakfast on Thursday, January 16 at 7:00 AM at the Activity Center, and you are all invited. After that, our goal is to present the proposed Code updates/additions to the City Council at its Study Session on January 21 (Tuesday due to MLK Holiday). If we continue to keep on the proposed schedule from there, Council would review this with three (3) readings, and would have their final reading on March 2, and we would propose an effective date of March 30 for the new codes.

If you could please review the proposed updates and provide any feedback you have, it would be appreciated. If you have any questions on these items, please do not hesitate to contact me.

Thanks!

Charlie E. Dissell, AICP
Director of Community & Economic Development
City of Indianola
110 North 1st Street
Indianola, Iowa 50125
O- (515) 962-5276
cdissell@indianolaiowa.gov

January 6, 2020
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Second consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Second consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Second consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Resolution approving a professional service agreement for the manhole rehabilitation lining process
- Resolution approving a professional service agreement for the sewer mains and lateral rehabilitation lining project
- Discussion and direction regarding appointing representation to the following committees:
 - Central Iowa Regional Transportation Alliance (CIRTPA)
 - Des Moines Area Metropolitan Planning Organization (MPO)
 - Landfill Board
 - YMCA Advisory Board
 - BRAVO
 - Board of Adjustments
 - Park & Rec Commission
 - Hometown Pride
- Appointment to Board of Trustees
- Pay application, change order, and acceptance for Norwalk Emergency stormwater project
 - Acceptance of easements
- Budget Presentation
- Quail Meadows 3 Lift Station
 - Resolution approving Plans and Specs
 - Resolution setting February 17th as a public hearing for the lift station

January 21, 2020
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- 2019 Indianola Water Resource Recovery Facility
 - Designation of apparent low bidder
 - Resolution setting February 3rd as a public hearing on Clean Water SRF Loan Agreements
- Final consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Final consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Final consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Amendment to Snyder ESA for ICAAP project
- Treasurer's Reports (Sept)
- Receive and file Memorial Aquatic Center Annual Report
- Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Consider request from Kading Properties LLC for site plan approval of Cavitt Creek Condominiums I, a residential development on a lot exceeding one (1) acre, between 1404 and 1500 North 9th Street.
- Consider request from Kading Properties LLC for site plan approval of Cavitt Creek Condominiums II, a residential development on a lot exceeding one (1) acre, west of 1500 North 9th Street.
- Consider request from Daniels Land Surveying on behalf of William Dickerson Revocable Trust for approval of a Plat of Survey for property at 913, 915 and 1001 East Ashland Avenue.
- Consider recommendation from Planning and Zoning Commission on amendment to Section 23.01 of the Code of Ordinances, Indianola, Iowa, regarding the number of members on the Planning and Zoning Commission.
- Set public hearing for February 18 for request from the City of Indianola to rezone property located in that part of the Northwest Quarter of the Southeast Quarter, west of the railroad, except the North 100' and except Parcel E, in Section 18, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa. from the R-3, Mixed-Residential Zoning District to the C-2 Highway Commercial Zoning District.
- Closed session to discuss union negotiations.

January 9, 2020
Draft Council Agenda
HR Green – 5525 Merle Hay Road Ste 200, Johnston, IA 50131
5:30 pm

1. Presentation and discussion on the current status of the proposed Water Resource Recovery Facility.
2. Presentation and discussion on the updated financial pro forma regarding the Sewer Fund utilizing current project cost estimates for the Water Resource Recovery Facility.
3. Other items.

Jackie Raffety

From: Ryan Waller
Sent: Friday, December 20, 2019 12:46 PM
To: Ryan Waller
Subject: Waller's Weekly 12.20.19
Attachments: 010920 Agenda.pdf; Council-FY21 Budget Prioritization Slides.pdf; Code Enforcement-Dec 20.pdf; 2019 Building Permits-Dec 20.pdf; Curent Projects Update-Dec 20.pdf; Draft January 6, 2020 Agenda.pdf; Draft January 21, 2020 Agenda.pdf

Good afternoon, all.

I hope this finds you all well. Below and attached, please find the items comprising this week's update email. *Please feel free to forward this information on to family members, friends and neighbors.* As always, if there are any questions on these or other matters, please let me know. Thank you!

Have a great weekend and a very Merry Christmas!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Water Resource Recovery Facility Project – There have been some questions regarding the estimated cost of the wastewater treatment plant project that was shared during the recent City Council meeting. As a reminder, the number that was shared is the Engineer's estimate only and not the bid amount. Bids are due on January 16th and will be presented to the City Council on January 21st. As has been reported to the City Council over the last few years, some of the main drivers of the estimated increases are due to international trade policies, as well as delays caused by the special use permit process, the subsequent court case and final DNR approval. Conversely, it should be noted that there are items that helped ensure cost containment for this project. Two main examples include the plant's innovative design (saved \$12 million) and moving the bid date to January. While this change does result in an estimated increase of \$1.3 million, retaining the original bid date in December (the day after Osceola bid their project) would have likely resulted in a 20% higher estimated increase instead of the current estimated increase (approximately 5%). All of these items will be covered during the City Council's special study session that is scheduled for January 9th. The agenda for this meeting was published earlier this week and is attached.

Ash Tree Removal – As you may recall, the Emerald Ash Borer has been located in Warren County and Indianola. This insect does significant damage to ash trees that it invades. Accordingly, the City has an annual program to remove between 50 and 70 ash trees from parks, trails and other city properties. To date 75% of the 59 trees that were identified for removal this year have been removed by Knutson Tree Service. Trees have been removed from Moats Park, South Park, Pickard Park, the McVay Trail, and the Activity Center. An additional 13 street trees have been removed in various locations around town. This process will continue into the next year with the focus on removing trees located in a few other parks and in the City’s right-of-way.

Budget Presentation – Attached, please find the budget presentation that was reviewed during the City Council’s December 16th Study Session.

Christmas Hours – Non-emergency City offices will be closed on December 24th (Tuesday) and 25th (Wednesday) in observance of the Christmas holiday.

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

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



CITY OF INDIANOLA SPECIAL COUNCIL MEETING

January 9, 2020

5:30 p.m.

HR Green - 5525 Merle Hay Road Ste 200, Johnston, IA 50131

Agenda

1. Presentation and discussion on the current status of the proposed Water Resource Recovery Facility.
2. Presentation and discussion on the updated financial pro forma regarding the Sewer Fund utilizing current project cost estimates for the Water Resource Recovery Facility.
3. Other Business

Meeting Date: 01/09/2020

Subject

Presentation and discussion on the current status of the proposed Water Resource Recovery Facility.

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 01/09/2020

Subject

Presentation and discussion on the updated financial pro forma regarding the Sewer Fund utilizing current project cost estimates for the Water Resource Recovery Facility.

Information

Fiscal Impact

Attachments

No file(s) attached.

City of Indianola Council FY21 Budget Prioritization Review

COUNCIL STUDY SESSION-16 DECEMBER 2019



“Good financial planning without aspirations is accounting. Great aspirations without financial planning is a recipe for disaster.”

R.T. Rybak, Mayor, Minneapolis

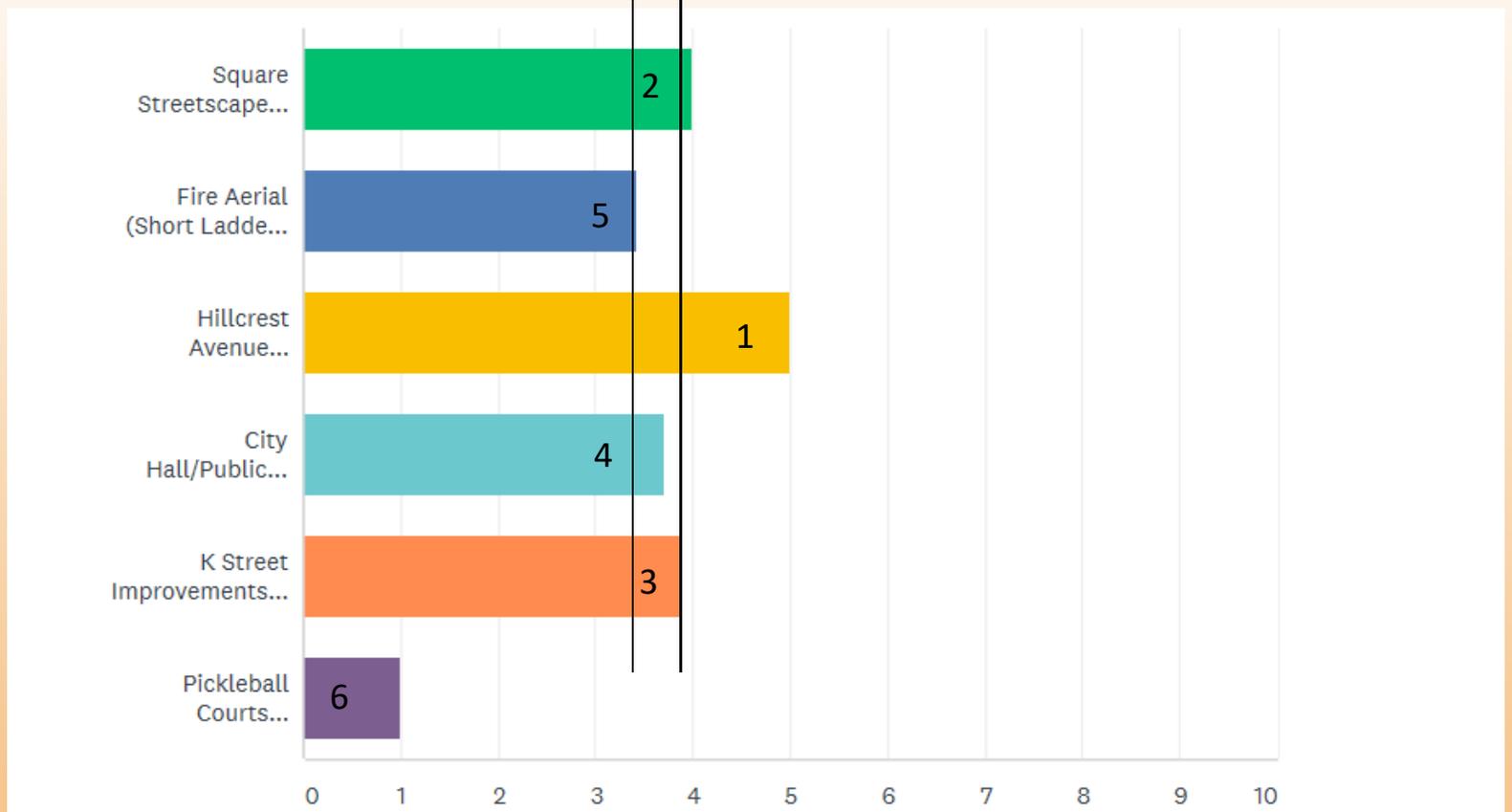


Presentation Contents

- ❑ Prioritization Survey Results
- ❑ Analysis of Results
- ❑ Current Projections and FY21 Impacts
- ❑ Budget Process



Budget Priority Survey Results- Bar Graph



Assessing Top Survey Rankings

- Hillcrest Ave Improvements
 - Top Vote Getter-recognized need for development
 - CIRTPA and other grants available
- Square Improvements
 - Construction may be delayed due to County
 - Borrowing will be likely-paid with TIF Revenue?
- K Street Improvements
 - Some drainage improvements in FY 20



Assessing Top Survey Rankings (continued)

- City Hall/Public Safety Building
 - May be able to use reserve funding to start planning phase
- Fire Aerial Ladder Truck
 - Could leave in budget-contingent on AFG grant
- Pickleball Courts
 - Every person chose as least important
 - Parks unsure where to locate



Current Projections and Major Budget Impacts

- Work Comp Mod Factor from .86 to .79 Resulted in a 15 percent decrease
- Health Insurance Projected to Increase 8-10 percent
- Electric Utility Rate increase of 3.9% (Budgeted at 4%)
- Some Fee Change Proposals Coming Forward
 - Community Development
 - MEC Electric and Natural Gas Franchise Fee (Change from 3% to 5%)
 - Storm Water Utility Review
- Two new Police officers, two new vehicles with equipment
 - \$204,390 in additional salary and benefits
 - \$97,574 for two new vehicles and equipment
- Change in Police Ford Vehicles will likely result in higher cost later
- Union Negotiations



Civic Organization Requests

	FY 2020	FY 2021	Difference
DMMO	6,500	10,000	3,500
Concert Association	500	500	-
KIB	6,000	6,000	-
NBC	10,000	15,000	5,000
CHAMBER	8,500	8,500	-
BRAVO	42,857	42,857	-
CVB	42,857	42,857	-
Greater DSM Partnership	7,500	7,500	-
YMCA	5,000	5,000	-
ICYF (Helping Hand)	7,500	7,500	-
Warren County Fair	-	10,000	10,000
Dollars for Scholars	-	500	500
Sustainability Committee	-	250	250
	137,214	156,464	19,250

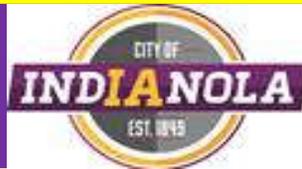


Where Are We in Process?

- Valuations due from County on January 1
- WRRF Workshop on January 9th
- Budget Presentation Planned for January 6th and January 21st
 - GO Debt Proforma Presentation on January 21st
- February- Another workshop and set hearings
- Extra “Maximum Property Tax Revenue” Hearing and Resolution on March 2nd
 - Resolution only if property tax revenue 102 percent above current amount
- Budget Hearing and Adoption on March 16th
- Budget Due to State on March 31st



**Thoughts?
Questions?**





Community Development

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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	12/26/2019	
Open	11/19/2019	Trash next to front door and in back yard.	405 West 17th	12/3/2019	12/3/2019	Door hanger left on 12/3. Spoke with Corey Miller and established a date of 12/27/2019 to have junk and debris cleaned up.	12/26/2019	
Open	12/4/2019	Trash piled up throughout property.	208 South D Street	12/4/2019	12/6/2019	Letter sent to Property owner on 12/6. Abate. Currently being abated. Will take a few days to complete.	12/26/2019	
Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.	12/26/2019	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated.	12/26/2019	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	12/26/2019	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale.	12/26/2019	
Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Property owner met with staff to discuss timeline. Now has trash all over yard. Notice served. Municipal infraction served on 10/21/2019. Will check regularly. Has started painting structure.	12/26/2019	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	12/26/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas. Spoke with Chad Keller on 12/6/2019. He said both houses will be torn down by January 1st, 2020.	1/1/2020	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas. Spoke with Chad Keller on 12/6/2019. He said both houses will be torn down by January 1st, 2020.	1/1/2020	
Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. Work has commenced on west side of house. Will check regularly.	1/1/2020	



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Code Enforcement Tracking Report

Open		Unsafe Building	407 West 1st Ave	12/11/2019	12/11/2019	House caught fire over thanksgiving weekend 11/28/2019. Inspected house on 12/11/2019 to determine extent of damage and see if the structure can be saved. Unfortunately the structure cannot be saved and must be torn down. Sent letter to property owner on 12/11/2019 ordering the house to be demolished by January 20th, 2020.	1/21/2020	
Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Closed	10/22/2019	Tall grass/Weeds	1603 West Detroit	10/23/2019	10/24/2019	Sent Letter 10/24/2019. Abated on 11/19/2019		11/19/2019
Closed	11/20/2019	Furniture on curb	610 North N Street	12/3/2019	12/9/2019	Abated.		12/20/2019
Closed		Trash piled up between garage and fence on the east side of the property.	912 West Detroit	12/3/2019	12/9/2019	Door hanger left on 12/3. Letter sent to Property owner on 12/9.		12/12/2019
Closed	11/4/2019	Mattress on curb	806 North J	11/5/2019	11/5/2019	Owner called and said she purchased tags for it to be picked up by trash company and it will be gone by Monday 11/11/19		11/12/2019



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2019 Building Permit Report

Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalied Date	VALUE
1	1/3/2019	Brandon Fredricks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145



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2019 Building Permit Report

19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie LoVan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		11/21/2019	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000
38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966
39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000



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2019 Building Permit Report

41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling		11/11/2019	\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling		11/12/2019	\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690
57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500



Community Development

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2019 Building Permit Report

64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling		10/29/2019	\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling		12/18/2019	\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500
79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000
80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		11/8/2019	\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100



Community Development

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2019 Building Permit Report

87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling		TEMP CO 11/20/2019	\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Fetters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling		Temp CO 11/26/2019	\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500
101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0
102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage		11/26/2019	\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000



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2019 Building Permit Report

107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling		11/8/2019	\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	11/13/2019	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			\$10,270,000
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776	12/16/2019	\$800,000
121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbell Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Residential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000



Community Development

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2019 Building Permit Report

132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisan Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	10/22/2019	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	11/7/2019	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commercial			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000
146	10/21/2019	Phil Delong	1110 S R	GWA Intl	Alteration - Solar Array			\$12,000
147	10/21/2019	Betty Curtis	210 N Jefferson	Rick Gwinn	Alteration - repair front porch			\$1,000
148	10/21/2019	Rick Gwinn	909 N J	Rick Gwinn	Addition - Shed			\$4,500
149	10/22/2019	Kyle Overton	1109 E Iowa	Beardmore Construction	Repair - Deck			\$2,600
150	10/22/2019	Mandy Lundberg	1407 E Clinton	John Peters	Alteration Covering stoop with wood decking			\$500
151	10/22/2019	Katherine Schrum	400 N 17th	Adam Middleswart	Alteration - Basement finish			\$6,000
152	10/28/2019	GroundBreaker Homes	1503 11th Way	Ground Breaker Homes	Single Family Dwelling	4,523		\$250,000
153	10/28/2019	Shelly(Bevard)Spooner	509 S Freeman	John Gideon	Replacement - shed			\$40,000
154	IR	Wal Mart	1500 N Jefferson Way	TBD	Remodel - commercial			\$1,891,511
155	11/5/2019	Dan Grabil	308 S Freeman	John Peters	Addition-Front porch			\$3,000



Community Development

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2019 Building Permit Report

156	11/26/2019	Erin Freeberg	103 N Buxton	Ryan Cambron	Remodel - commercial			\$105,000
157	11/11/2019	Thomas Smith	102 E Salem	Brad Butler	DEMO			
158	11/11/2019	Derek Garrett	802 E Ashland	Midwest Construction	Addition-deck			\$4,000
159	11/14/2019	Norm Crawford	505 W 1st	Gold Dome Building	Addition-garage			\$13,000
160	12/4/2019	Happe Homes	690 N N	Happe Homes	Single Family Dwelling	1492		\$242,503
161	12/5/2019	Rich Clarke	1007 N Buxton	Haus Roofing	Repair-deck			\$10,000
162	12/13/2019	Michael Ward	2500 W Euclid	Michael Ward	Finishing basement			\$10,000
163	12/18/2019	Martin/Jen Smith	2203 W 10th	Screenbuilder	Addition	256		\$50,000



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: December 20, 2019
Subject: Current Projects Update

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

- **Wal-Mart (1500 North Jefferson Way)**
 - Building Permit application and plans submitted on October 29 for a remodel of this building.
 - Building plans approved on November 7
 - Awaiting contractor information before permit can be issued.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**
 - Staff held a preapplication meeting on a proposed campground on October 3
 - A rezoning petition was submitted on October 25 for a proposed campground
 - The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
 - The City Council held a public hearing on the request at its December 16 meeting.
 - Final consideration by the Council will take place on January 21.
- **Cabin Coffee (910 East 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
 - Developer closed on the property on November 22.
- **Scooters Coffee (1112 North Jefferson Way)**
 - Site plan and building permit were submitted on October 9.
 - Site plan comments returned to applicant on November 4.
 - Updated site plan submitted on November 18.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site plan and stormwater management plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)

- Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plex's, for a total of 126 units.
- Site plan and stormwater management plan comments were returned to the applicant on June 20.
- Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council.
- Revised site plans for Cavitt Creek Condominiums I were submitted on June 28.
- Revised site plans for Cavitt Creek Condominiums II were submitted on July 10.
- Kading Properties hosted a neighborhood meeting on July 16.
- Revised site plan comments were returned on July 26.
- Revised site plans for both sites were submitted on July 31.
- Revised site plan comments were returned on August 6.
- These items were reviewed by Planning and Zoning Commission Meeting at its September 10 meeting.
- The Planning and Zoning Commission recommended the site plans be denied at its September 10th meeting.
- The City Council denied the site plan at its September 16 meeting.
- New and Revised site plans have been submitted.
- Site plan comments returned to applicant on October 29.
- Revised site plans submitted on November 11.
- Revised site plan comments were returned on November 20.
- Revised site plan submitted on November 21.
- Revised site plan comments were returned on November 27.
- The Planning Commission recommended approval, with conditions, of Cavitt Creek I and recommended denial of Cavitt Creek II.
- The City Council delayed action on these items until its January 21 meeting.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.

- City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
- City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
- A revised site plan was submitted on May 20.
- Revised comments were returned on June 4.
- A second revised site plan was submitted on June 11.
- Site Plan was approved on June 11.
- Building permit application was submitted on June 14.
- Building permit comments were returned on July 2.
- Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
- Building permit application submitted on August 2
- Staff meet with the contractor on August 23 to discuss building/inspection process.
- Fire review comments returned to applicant on September 23.
- Response to fire review comments received on October 29.
- Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
 - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.
 - The existing Mudslingers Coffee Shop would remain.
 - A code review was submitted to the City for review by the architect on July 29.
 - The City returned comments on that code review on July 31.
 - Engineer inquired about site plan approval process on August 23.
 - Site plan submitted on September 5.
 - Initial comments on the site plan were returned on September 19.
 - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
 - Revised site plan submitted on October 4.

- Building Permit application and plans submitted on October 14.
- 2nd review comments on the site plan were returned on October 17.
- Building permit comments returned on October 18.
- Revised building permit plans received on October 23.
- Revised site plan submitted on October 25.
- Variance request for parking was approved by the Board of Adjustment on November 6.
- Site plan approved and building permit issued on November 7.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff met with property owner on May 23 to discuss financial assistance options.
 - Building permit application applied for on June 14.
 - Building permit comments were returned on June 25.
 - Groundwork on the site has begun.
 - Building Permit was issued on August 15.
 - CO was issued on December 16.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20.
 - Site plan comments returned on October 18.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.

- A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule is to have the new lift station designed by this fall, bid by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18th meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.
 - Comments on construction plans returned on September 11.
 - Revised construction plans were submitted on September 18
 - Construction plans were approved on October 8.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.

- Building permits for north side issued on May 23.
- Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.
 - Staff meet with developer on November 14 to outline utility installs and final approvals.

January 6, 2020
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Second consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Second consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Second consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Resolution approving a professional service agreement for the manhole rehabilitation lining process
- Resolution approving a professional service agreement for the sewer mains and lateral rehabilitation lining project
- Discussion and direction regarding appointing representation to the following committees:
 - Central Iowa Regional Transportation Alliance (CIRTPA)
 - Des Moines Area Metropolitan Planning Organization (MPO)
 - Landfill Board
 - YMCA Advisory Board
 - BRAVO
 - Board of Adjustments
 - Park & Rec Commission
 - Hometown Pride
- Appointment to Board of Trustees
- Pay application, change order, and acceptance for Norwalk Emergency stormwater project
 - Acceptance of easements
- Budget Presentation
- Quail Meadows 3 Lift Station
 - Resolution approving Plans and Specs
 - Resolution setting February 17th as a public hearing for the lift station

January 21, 2020
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- 2019 Indianola Water Resource Recovery Facility
 - Designation of apparent low bidder
 - Resolution setting February 3rd as a public hearing on Clean Water SRF Loan Agreements
- Final consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Final consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Final consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Amendment to Snyder ESA for ICAAP project
- Treasurer's Reports (Sept)
- Receive and file Memorial Aquatic Center Annual Report
- Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Consider request from Kading Properties LLC for site plan approval of Cavitt Creek Condominiums I, a residential development on a lot exceeding one (1) acre, between 1404 and 1500 North 9th Street.
- Consider request from Kading Properties LLC for site plan approval of Cavitt Creek Condominiums II, a residential development on a lot exceeding one (1) acre, west of 1500 North 9th Street.
- Consider request from Daniels Land Surveying on behalf of William Dickerson Revocable Trust for approval of a Plat of Survey for property at 913, 915 and 1001 East Ashland Avenue.
- Consider recommendation from Planning and Zoning Commission on amendment to Section 23.01 of the Code of Ordinances, Indianola, Iowa, regarding the number of members on the Planning and Zoning Commission.
- Set public hearing for February 18 for request from the City of Indianola to rezone property located in that part of the Northwest Quarter of the Southeast Quarter, west of the railroad, except the North 100' and except Parcel E, in Section 18, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa. from the R-3, Mixed-Residential Zoning District to the C-2 Highway Commercial Zoning District.
- Closed session to discuss union negotiations.

Jackie Raffety

From: Ryan Waller
Sent: Friday, December 27, 2019 1:22 PM
To: Ryan Waller
Subject: Waller's Weekly 12.27.19
Attachments: IMU BOT Memo_City Shared Services_13 Jan 2020.pdf; Code Enforcement-Dec 27.pdf; 2019 Building Permits-Dec 27.pdf; Curent Projects Update-Dec 27.pdf; Draft January 6, 2020 Agenda.pdf; Draft January 21, 2020 Agenda.pdf

Good afternoon, all.

I hope everyone had a great Christmas holiday. Below and attached, please find this week's update email. As always, please feel free to share with others. Also, if there are any questions regarding these or any other matters, please let me know.

Wishing all a very happy, healthy and prosperous 2020!

And, wishing both the Hawkeyes and Cyclones success in their respective bowl games!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

City Council Meetings – Please remember to respond to the doodle poll for the joint meeting with the City Council and Planning and Zoning Commission. This meeting is to review the draft update to the Comprehensive Master Plan. Also, as a reminder, the Council meetings schedule for January include:

Monday, January 6 (Regular City Council meeting);

Thursday, January 9th (Special City Council meeting at HR Green in Johnston); and

Tuesday, January 21st (Regular City Council meeting – Martin Luther King Jr. holiday observed on Monday, January 20th).

Budget Information – The City received notice that Warren County filed the valuation report. This report is important to the budget process because it informs us on the taxable value of the community. Using this data we are able to calculate the revenue needed to fund services, projects and programs to benefit our community. The taxable valuation increased from

\$541,061,480 last year to \$569,863,473 this year. This represents a five percent increase in the overall taxable valuation. Staff will have a short budget presentation at the Council meeting on January 6th and will be scheduling individual budget meetings for the end of January. At the February 3rd City Council meeting, Michael Maloney, Financial Advisor with DA Davidson, will review the debt service proforma that will include major projects (i.e. South K Street, Hillcrest and Streetscape). A larger budget presentation is planned for the February 18th.

Fire Department Calls – As of December 26, 2019, the Fire Department has received 2,390 calls for service. This total call volume is 139 more than what the City had as of the same date in 2018.

Police Department Calls – As of December 26, 2019, the Police Department has received 12,719 calls for service. With an average of 250 calls for service per week, the City will likely end the year with approximately 13,000 calls for service. In 2018 the number calls for service was 12,856.

New Year Hours – Non-emergency City offices will be closed on January 1st (Wednesday) in observance of the New Year holiday.

Services Memorandum – Attached is a memorandum from Andy Lent, Finance Director/City Clerk, to the IMU Board of Trustees following a request regarding services provided by the City Clerk's Office.

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

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



— FINANCE DEPARTMENT —

To: Board of Trustees, Indianola Municipal Utilities

From: Andrew J. Lent, Director of Finance

CC: Mayor & City Council

Ryan Waller, City Manager

Christopher DesPlanques, IMU General Manager

Date: 13 January 2020

Re: City Clerk/Finance Department Services for IMU

This memo is a follow-up to a request by IMU Finance/HR Director, Chris Longer on the services provided by the City Clerk/Finance Department to IMU. Attached is a list of the current services provided by the city clerk (currently Diana Bowlin) and the administrative bookkeeper, Lu Ann Kappelman. With the separation of bank accounts between the City and IMU, Lu Ann has gone beyond the listed duties with an enormous amount of time in assisting with IMU bank reconciliation.

With the retirement of Diana Bowlin, the City Council, at their meeting on December 2, 2019, decided to appoint me at the CFO/City Clerk and proceed with the hiring of a deputy clerk. It is understood, that most of the administrative duties performed by city clerk, such as report filing, taking minutes, preparing meeting packets, will be performed by the deputy clerk.

In calculating the shared cost between the City and IMU, the assumption is that there would be no immediate change of services provided. Any desired changes in services received from the City is a decision for the Board. Historically, the City/IMU cost share for the department and has been half of the departmental costs. When Chris Longer was named as the IMU Finance Director, direct costs for the City's CFO position (salary, benefits, education, mileage) were excluded from that calculation. Similarly, when IMU made the determination to no longer perform accounts receivable duties for the City and the hiring of a City accounts receivable employee was necessary, the direct costs for that position were excluded.

If Diana were not retiring, the shared total for her and Lu Ann's pay and benefits were estimated to be \$195,488 in FY21. However, with her retirement and the duties transferred to a deputy clerk (lower hourly pay), the estimated total is now \$170,987. The difference is \$24,501, which is an estimated savings to IMU of about \$12,000.

These salaries and benefits are not the only shared costs in the department, as other items are shared, such as supplies and computer usage. These are utilized in the completion of the shared services. The total for the department, excluding direct costs for the City CFO position and the accounts receivable position is estimated at \$205,072. Therefore, IMU's FY21 share for the department is currently estimated at \$102,536. This is about \$15,000 less than what IMU is currently contributing in FY20, which is \$117,778.

If there are any questions or requested changes in the services provided to IMU, please let us know as soon as possible in order to make any necessary adjustments as we continue to work on the FY21 budget.

City Clerk Services for IMU

- Payroll quarter end reports
 - EFT Sales Tax (electric, water, fiber, connection fees) – monthly and quarterly
 - Publish the Project Share ad twice a year
 - Trustee agenda/packet and supporting information – place the packet into the drop box, web site
 - E-mail the Board of Trustees and IMU department heads the agenda/packet/etc.
 - Trustee minutes
 - Prepare resolutions for signatures
 - Send all legal publications to the paper (minutes, public hearing, resolutions)
 - Keep project files up to date
 - Snap shot packets, minutes, resolution, etc into Laserfiche
 - Treasurer's report
 - Send IPAIT and Banker Trust Statements to Chris L
 - Send new vehicle information into the IDOT to obtain title's and license plates
 - Order name plates for new Trustee members, etc
 - Order copy paper (this is for all department – then it is divided between the departments)
 - List all bids for projects on the web site, Iowa League of Cities, IAMU web site and facebook
-
- Email claims to IMU department, Trustees heads biweekly
 - Attend all bid openings
 - Attend IMU Board of Trustee meetings. Set up council chambers for meetings.

IMU Services

Accounts Payable: Lu Ann Kappelman

Accounts Payable

- Process claims, including monthly recurring invoices and mail checks
- Proof monthly statements and contact vendors for invoices or discrepancies
- Manage procurement cards and process charges
- Create IMU Approval of Claims list
- Create IMU Publication Reports
- Process 1099-Misc forms
- Calculate and pay Use Tax quarterly (Create a spreadsheet for Electric, Chris L. provides totals for Fiber)
- Monitor outstanding checks & submit unclaimed property to appropriate States – ongoing

Payroll

- Process bi-weekly payroll and complete W-2's

General Ledger

- Create new GL codes for Electric and Water
- Monthly balancing – Bank Rec.
- Create adjusting journal entries and monthly recurring journals

Misc.

- Complete credit applications, W-9's and Iowa Sales Tax Exempt Forms



Community Development

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Code Enforcement Tracking Report

Case Status	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	11/19/2019	Trash next to front door and in back yard.	405 West 17th	12/3/2019	12/3/2019	Door hanger left on 12/3. Spoke with Corey Miller and established a date of 12/27/2019 to have junk and debris cleaned up.	12/30/2019	
Open		Unsafe Building	208 N Jefferson Way	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas. Spoke with Chad Keller on 12/6/2019. He said both houses will be torn down by January 1st, 2020.	1/1/2020	
Open		Unsafe Building	206 N Jefferson	4/17/2018		D&D lot has closed. Property owner has indicated demo will take place before November. Spoke with Chad on 10/31. Said he is waiting for Mid-American to disconnect the gas service before demo. As soon as gas is disconnected, he will come in and pull demo permit. Mid-American on site today 11/14/19 disconnecting gas. Spoke with Chad Keller on 12/6/2019. He said both houses will be torn down by January 1st, 2020.	1/1/2020	
Open		Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. Work has commenced on west side of house. Will check regularly.	1/1/2020	
Open	9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	1/2/2020	
Open		Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior. 30 day extension was granted.	1/2/2020	
Open		Junk/Junk Vehicles	1105 E Salem	4/22/2019	4/26/2019	Spoke with Kevin King. He said he will remove manhole and keep us updated. Will check regularly.	1/2/2020	
Open		Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Property owned by United States Dept Of Agriculture. Attempting to make contact with property owner. Nothing has been done to date. Posted as unsafe. Will check regularly.	1/2/2020	
Open		Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale. Will check regularly.	1/2/2020	
Open		Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	1/2/2020	
Open		Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Default judgement issued by court on December 6. Property owner has until January 5 to have all work completed.	1/6/2020	



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Open		Unsafe Building	407 West 1st Ave	12/11/2019	12/11/2019	House caught fire over thanksgiving weekend 11/28/2019. Inspected house on 12/11/2019 to determine extent of damage and see if the structure can be saved. Unfortunately the structure cannot be saved and must be torn down. Sent letter to property owner on 12/11/2019 ordering the house to be demolished by January 20th, 2020.	1/21/2020	
Open		Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Closed	12/4/2019	Trash piled up throughout property.	208 South D Street	12/4/2019	12/6/2019	All junked abated on 12/26/19.		12/26/2019
Closed	11/20/2019	Furniture on curb	610 North N Street	12/3/2019	12/9/2019	Abated.		12/20/2019



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2019 Building Permit Report

Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalied Date	VALUE
1	1/3/2019	Brandon Fredricks	314 N 17th Street	n/a	Basement Finish			\$4,800
2	1/14/2019	Bellagio Construction	402 W 1st Street	Curtis White	Garage Addition		1/17/2019	\$6,000
3	1/15/2019	Zoo Bar / Jesse Forbes	102 W Ashland Ave	Vanderpool	Basement Alteration			\$2,000
4	1/16/2019	Dan Gripp	906 W Boston Ave	Gripp Masonry	Foundation Repair		1/17/2019	\$11,000
5	1/16/2019	Kenneth McCoy	410 S Jefferson Way	Simon Gingerich	Commercial Building			\$150,000
6	1/16/2019	Scott Johnston	410 W Ashland Ave		Garage			\$15,000
7	1/17/2019	Curtis White	402 W 1st Street	Curtis White - Family Plan	Demolition			\$0
8	1/21/2019	Construction by Cambron	400 S 8th Ct #14	Ryan Cambron	Basement Finish		3/29/2019	\$35,000
9	2/6/2019	Jaci Green	700 N G Street	Mike McClintock	Basement Finish		4/4/2019	\$13,250
10	2/13/2019	Steven Lee Vetter	206 N Buxton (rear of 126 W Ashland Ave)	Casner Construction	Commercial Remodel		3/29/2019	\$35,000
11	2/28/2019	Wade Journey Homes	602 N 17th Street	Wade Journey Homes	Single Family Dwelling			\$65,786
12	2/28/2019	Wade Journey Homes	1500 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
14	2/28/2019	Wade Journey Homes	1504 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
15	2/28/2019	Wade Journey Homes	1506 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
16	2/28/2019	Wade Journey Homes	1508 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145



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19	2/28/2019	Wade Journey Homes	1604 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
20	2/28/2019	Wade Journey Homes	1606 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
21	2/28/2019	Wade Journey Homes	1700 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$78,176
22	2/28/2019	Wade Journey Homes	1704 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$65,786
23	2/28/2019	Wade Journey Homes	1706 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
24	2/28/2019	Wade Journey Homes	1708 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$88,083
25	2/28/2019	Wade Journey Homes	1710 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145
26	2/28/2019	Wade Journey Homes	1800 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$85,594
27	3/4/2019	Johnnie LoVan Taylor Builders	405 W Salem Ave	Taylor Builders	Residential Repair - Storm Damaged			\$78,174
28	3/8/2019	West Hills Brewing Company, LLC	219 W Salem Ave	James Nelson	Commercial Alteration			\$10,294
29	3/21/2019	Happe Homes	1303 South L Court	Happe Homes	Single Family Dwelling		11/21/2019	\$262,900
30	3/21/2019	Cheryl & Brad Ebert	1514 W Euclid Ave	Kintz Construction	Deck			\$7,000
31	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1203 W 2nd Ave #A (NW Building)	Selby Construction	Deck Repair/Replacement			\$6,000
32	3/21/2019	Lynden West Apartments Tulip Apartment Group Inc	1205 W 2nd Ave #B (NE Building)	Selby Construction	Deck Repair/Replacement		5/29/2019	\$6,000
33	3/22/2019	Autumn Ridge Development	400 S 8th St. Unit 46	Autumn Ridge Development	Basement Finish		4/2/2019	\$20,000
34	3/26/2019	John Rennenger	1900 S E Drive		Garage		5/8/2019	\$7,700
35	3/28/2019	Cody Kauzlarich	106 N H Street		Residential Alteration			\$23,400
36	4/1/2019	Larry Champlin	209 South G Street		Demolition - Garage		7/26/2019	\$0
37	4/1/2019	Sun Dance Homes	908 & 910 South Y Street	Sundance Homes	Duplex			\$492,000
38	4/1/2019	Tom Gorgas - State of Iowa	1812 N 7th Street	Bergstrom Construction	Commercial Alteration		6/4/2019	\$38,966
39	4/2/2019	Horton Robinson Construction	1220 Wesley Lane	Horton Robinson Const.	Basement Finish		5/2/2019	\$29,700
40	4/8/2019	Sage Homes/ Eric & Diane Lane	640 North N St	Sage Homes	Single Family Dwelling		9/19/2019	\$274,000



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41	4/8/2019	Ground Breaker Homes	1308 S L Court	Ground Breaker Homes	Single Family Dwelling			\$200,000
42	4/10/2019	Rasko Construction LLC	901 E Franklin	Rasko Construction LLC	Garage Addition		5/22/2019	\$18,000
43	4/11/2019	Blackstone Exteriors, LLC	1514 W Euclid Ave	Blackstone Exteriors	Fire Repair		4/8/2019	\$120,000
44	4/12/2019	Charles Burgin	1207 South R Street		Deck Repair/Replacement			\$500
45	4/12/2019	Kenneth Doss	226 W Salem		Addition			\$76,000
46	4/18/2019	G & G Lawncare & Landscaping	506 N Jefferson Way		Demo - Commercial		7/22/2019	\$0
47	4/18/2019	G & G Lawncare & Landscaping	400 E 1st Ave		Demo - SFD		4/25/2019	\$0
48	4/19/2019	Peggy R Cutts	400 S 8th Court, Unit 9		Basement Finish			\$7,600
49	4/19/2019	Orton Homes	1310 N 9th Street	Orton Homes	Single Family Dwelling		11/11/2019	\$300,000
50	4/22/2019	Orton Homes	1009 E Madison Ave	Orton Homes	Single Family Dwelling		11/12/2019	\$300,000
51	4/21/2019	Jerry's Homes	1703 E Clinton Ave	Jerry's Homes	Basement Finish			\$15,000
52	4/23/2019	Valerie Burton	1610 W Detroit Ave		Garage			\$15,000
53	4/23/2019	Robert Cooper	406 E Ashland Ave		Carport			\$300
54	4/24/2019	Carol Hartgrave	209 S G Street		Demolition - Attached Porch		7/26/2019	\$0
55	4/24/2019	Jason Martin	104 S Kenwood Blvd	First Call Restoration/Remodeling	Home Restoration			\$65,575
56	5/1/2019	Tim Morris	1204 E 2nd Ave	Maple Creek Construction	Commercial Alteration		5/28/2019	\$31,690
57	5/1/2019	Jon Backstrom	911 N C Street		Porch Deck/ Repair			\$300
58	5/7/2019	Neil Brankis	1105 Robin Glenn Drive	Midwest Builders	Deck			\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel			\$50,000
60	5/13/2019	Elizabeth Barrian	404 N 17th Street	Fred Elsinga	Residential Deck Addition		6/10/2019	\$4,000
61	5/15/2019	R & L Construction	705 W 4th Ave		Residential Restoration			\$6,000
62	5/20/2019	Carla Weed	402 W 2nd Ave		Demolition - Garage		7/17/2019	\$0
63	5/23/2019	Doering Properties, LLC	902 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500



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64	5/23/2019	Doering Properties, LLC	904 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
65	5/23/2019	Doering Properties, LLC	906 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
66	5/23/2019	Doering Properties, LLC	908 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
67	5/23/2019	Doering Properties, LLC	1000 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
68	5/23/2019	Doering Properties, LLC	1002 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
69	5/23/2019	Doering Properties, LLC	1004 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
70	5/23/2019	Doering Properties, LLC	1006 Summerset Place	Rodney Curtis	Single Family Dwelling			\$121,500
71	5/24/2019	Autumn Ridge Development	1508 W Iowa	Autumn Ridge Development	Single Family Dwelling		10/29/2019	\$150,000
72	5/24/2019	Overton Funeral Home	501 West Ashland Ave		Commercial Foundation Repair			\$900
73	5/28/2019	Kinze Construction	1911 W 5th Ave	Kinz Construction	Deck Addition		6/10/2019	\$3,500
74	5/28/2019	Crown Homes	209 W Salem	Rob Keller / Crown Homes	Commercial Alteration		8/7/2019	\$47,725
75	5/24/2019	Koeppen Construction Wet Paint Inc	1103 E Henderson Place	Wet Paint Co	Deck Repair			\$3,000
76	5/28/2019	KRM Development / Bussanmas	1109 South K Street	KRM Development	Single Family Dwelling		12/18/2019	\$705,000
77	5/29/2019	John S Green	1413 E Girard Ave		Deck		6/5/2019	\$13,000
78	5/31/2019	Wesley Retirement Services	908 Angela Drive	Horton Robinson Const.	Residential Alteration / Basement Finish			\$17,500
79	6/5/2019	Lucas Reidmann	1024 Scott Felton Road		Garage with Shop			\$40,000
80	8/19/2019	Scott Seemann	605 N O Street	Spirit Building Services LLC	Single Family Dwelling	3329		\$180,000
81	6/6/2019	Horton Robinson Construction	1305 Wesley Lane	Horton Robinson Const.	Residential Remodel			\$60,000
82	6/10/2019	Jerry's Homes	308 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
83	6/10/2019	Jerry's Homes	306 N 18th Street	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
84	6/10/2019	Jerry's Homes	1709 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		10/31/2019	\$170,000
85	6/10/2019	Jerry's Homes	1710 E Clinton Ave	Jerry's Homes - Adam	Single Family Dwelling		11/8/2019	\$170,000
86	6/14/2019	Cody Kauzlarich	105 N G Street	Wood Resuscitation	Residential Alteration			\$12,100



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87	6/17/2019	Eric Mudge	601 N 12th Street		Detached Garage			\$15,500
88	6/24/2019	Smith Home Restoration	500 North N Street	Troy Smith	Demo - Underground Pool		6/28/2019	\$0
89	6/24/2019	Kimberly Development	2207 W 10th Ave		Single Family Dwelling		TEMP CO 11/20/2019	\$459,000
90	6/24/2019	Kimberly Development	2207 W 10th Ave		Garden Shed			\$16,000
91	6/25/2019	LouAnn Corrigan	507 N 17th Street		Deck		7/26/2019	\$18,350
92	7/1/2019	Chris Deckard	811 N 8th Street		Concrete Patio Porch			\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling			\$345,000
94	7/2/2019	Richard Fetters	401 W Salem Ave		Residential Alteration			\$300
95	7/8/2019	Marvin Gribbins	116 W Ashland Ave		Commercial Remodel/Alteration			\$1,000
96	7/8/2019	William Sackett	111 S J Street	OFS Enterprises	Deck			\$700
97	7/15/2019	Indianola Pediatric Clinic	2001 North 6th St	Downing Construction	Commercial Dwelling			\$1,056,440
98	7/16/2019	Warren Co Habitat for Humanity	408 W 18th Place	Warren Co Habitat	Single Family Dwelling			\$90,000
99	7/17/2019	Chumbleys Auto - Tim Davison	308 E 1st Ave	Construction by Cambron	Commercial Dwelling		Temp CO 11/26/2019	\$168,000
100	7/18/2019	Horton Robinson Const	2412 W 10th Ave	Horton Robinson Const.	Deck			\$4,500
101	7/18/2019	KC Inc Mimi Kelly	404 N Jefferson Way		Demo			\$0
102	7/19/2019	North American MHC LLC	5 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
103	7/19/2019	North American MHC LLC	4 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
104	7/19/2019	North American MHC LLC	3 John St		Single Family Dwelling Trailer		11/26/2019	\$37,809
105	8/6/2019	North American MHC LLC	6 John St		Maintenance Garage and Storage		11/26/2019	\$43,100
106	7/22/2019	Ground Breaker Homes	1106 S O St	Ground Breaker Homes	Single Family Dwelling			\$215,000



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107	7/22/2019	Smith Home Restoration	500 North N St		Demo - Garage		7/25/2019	\$0
108	7/22/2019	Knuth Construction	801 South O Street		Deck			\$2,700
109	7/22/2019	Jerry's Homes	506 N 17th St	Jerrys Homes	Single Family Dwelling		11/8/2019	\$165,000
110	7/25/2019	Midwest Builders	1010 W Euclid	Midwest Builders	Porch			\$25,000
111	7/25/2019	Midwest Builders	1201 N O St	Midwest Builders	Porch			\$25,000
112	7/29/2019	Allen and Monica Goode	201 W 7th Ave	Mike Rosewalls Remodeling	Detached Garage			\$26,000
113	7/31/2019	Parkerbilt Const.	705 N C St	Parkerbilt	Deck			\$23,000
114	8/5/2019	Casner Construction	103 North H Street	Casner Construction	Deck			\$7,000
115	11/13/2019	Neuman Brothers	1600 E Iowa Ave	Neuman Brothers	Commercial Building			\$10,270,000
116	8/16/2019	Savannah Homes, Inc	305 N 17th St	Savannah Homes, Inc	Single Family Dwelling	1292		\$226,000
117	8/6/2019	Richard and Tracy Herrick	1607 W 4th Ave	McNeeley Construction	Deck			\$1,170
118	8/12/2019	Ed Ferrier Construction	111 W Salem Ave	Ed Ferrier Construction	Commercial Alteration			\$3,500
119	8/14/2019	Capitol City Construction	210 W Salem Ave	Capitol City Construction	Commercial Alteration			\$46,500
120	8/15/2019	Gritt Performance	983 E Hilcrest Ave	Horizon Builders	Commercial Building	11,776	12/16/2019	\$800,000
121	8/15/2019	Jerry's Homes	1703 E Euclid Ave	Jerry's Homes	Single Family Dwelling	1417		\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483		\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622		\$184,000
124	8/16/2019	Brian Becker	706 East Euclid	DMS Building CO	Garage			\$42,500
125	8/22/2019	Manny's Handyman Service	208 W Ashland Ave.	Manuel Banegas	Commercial Alteration			\$33,000
126	9/3/2019	Cory Keller	903 W Boston Ave	SELF	Deck			\$1,500
127	9/3/2019	Christine Denning	205 S P St	McClintock Remodeling	Deck			\$11,418
128	9/5/2019	Kip Condon	1601 N G St	Hubbell Homes LC	Single Family Dwelling	4,780		\$340,000
129	9/9/2019	Tim Naberhaus	100 W Kentucky	Haus Roofing	Residential Alteration			\$15,000
130	9/10/2019	MRS Investments	815 West 1st	Vanderpool	Single Family Dwelling (demo)			
131	9/11/2019	Shelly(Bevard)Spooner	509 S Freeman	Shelly Spooner	Residential Garage(demo)			\$21,000



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132	9/12/2019	LouAnn Corrigan	507 N 17th	JS Solutions	Alteration(basement remodel)			\$24,800
133	9/24/2019	Dental Professionals	200 N B	Downing Construction	Alteration(remodel)			\$250,000
134	10/3/2019	Chad Amos	1204 S O	Artisan Crest Homes	Single Family Dwelling	1946		\$568,000
135	9/24/2019	Dan Carlson	807 W Orchard Ave	Carlson Homes LLC	Single Family Dwelling	2338		\$300,000
136	10/16/2019	Phil Steger	612 S Y	Steger Construction	Two Family	1,400		\$200,000
137	10/7/2019	Ryan Bosell	910 Scott Felton	Mike McClintock	Addition			\$120,000
138	9/30/2019	Johnathan Cross	2411 W 10th	Crossover Construction	Addition - deck			\$30,000
139	10/4/2019	Brent Chappell	502 N K	Brent Chappell	Addition- garage			\$12,000
140	9/27/2019	Tarleton Properties	208 W Ashland Ave.	Ed Ferrier Construction	Handicap ramp			\$3,600
141	10/22/2019	Spencer Properties	800 E Iowa Lot #8	John Millwood/Mark Trout	Mobile Home			
142	10/14/2019	Dan Grabill	308 S Freeman	LMK Construction	Addition-shed	250		\$11,500
143	11/7/2019	Ace Hardware	506 N Jefferson Way	Primus Companies INC	Commercial			\$1,012,000
144	IR	Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
145	10/16/2019	Phil Steger	614 S Y	Steger Construction	Two Family	1,400		\$200,000
146	10/21/2019	Phil Delong	1110 S R	GWA Intl	Alteration - Solar Array			\$12,000
147	10/21/2019	Betty Curtis	210 N Jefferson	Rick Gwinn	Alteration - repair front porch			\$1,000
148	10/21/2019	Rick Gwinn	909 N J	Rick Gwinn	Addition - Shed			\$4,500
149	10/22/2019	Kyle Overton	1109 E Iowa	Beardmore Construction	Repair - Deck			\$2,600
150	10/22/2019	Mandy Lundberg	1407 E Clinton	John Peters	Alteration Covering stoop with wood decking			\$500
151	10/22/2019	Katherine Schrum	400 N 17th	Adam Middleswart	Alteration - Basement finish			\$6,000
152	10/28/2019	GroundBreaker Homes	1503 11th Way	Ground Breaker Homes	Single Family Dwelling	4,523		\$250,000
153	10/28/2019	Shelly(Bevard)Spooner	509 S Freeman	John Gideon	Replacement - shed			\$40,000
154	IR	Wal Mart	1500 N Jefferson Way	TBD	Remodel - commercial			\$1,891,511
155	11/5/2019	Dan Grabil	308 S Freeman	John Peters	Addition-Front porch			\$3,000



Community Development

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

2019 Building Permit Report

156	11/26/2019	Erin Freeberg	103 N Buxton	Ryan Cambron	Remodel - commercial			\$105,000
157	11/11/2019	Thomas Smith	102 E Salem	Brad Butler	DEMO			
158	11/11/2019	Derek Garrett	802 E Ashland	Midwest Construction	Addition-deck			\$4,000
159	11/14/2019	Norm Crawford	505 W 1st	Gold Dome Building	Addition-garage			\$13,000
160	12/4/2019	Happe Homes	690 N N	Happe Homes	Single Family Dwelling	1492		\$242,503
161	12/5/2019	Rich Clarke	1007 N Buxton	Haus Roofing	Repair-deck			\$10,000
162	12/13/2019	Michael Ward	2500 W Euclid	Michael Ward	Finishing basement			\$10,000
163	12/18/2019	Martin/Jen Smith	2203 W 10th	Screenbuilder	Addition	256		\$50,000



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: December 20, 2019
Subject: Current Projects Update

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

- **Wal-Mart (1500 North Jefferson Way)**
 - Building Permit application and plans submitted on October 29 for a remodel of this building.
 - Building plans approved on November 7
 - Awaiting contractor information before permit can be issued.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)**
 - Staff held a preapplication meeting on a proposed campground on October 3
 - A rezoning petition was submitted on October 25 for a proposed campground
 - The Planning and Zoning Commission recommended the rezoning for approval at its November 12 meeting.
 - The City Council held a public hearing on the request at its December 16 meeting.
 - Final consideration by the Council will take place on January 21.
- **Cabin Coffee (910 East 2nd Avenue)**
 - Sale of D&D lot and development agreement was approved by Council on October 21.
 - Staff hosted a preapplication meeting with the developers on October 22.
 - Developer closed on the property on November 22.
- **Scooters Coffee (1112 North Jefferson Way)**
 - Site plan and building permit were submitted on October 9.
 - Site plan comments returned to applicant on November 4.
 - Updated site plan submitted on November 18.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site plan and stormwater management plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)

- Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plex's, for a total of 126 units.
- Site plan and stormwater management plan comments were returned to the applicant on June 20.
- Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council.
- Revised site plans for Cavitt Creek Condominiums I were submitted on June 28.
- Revised site plans for Cavitt Creek Condominiums II were submitted on July 10.
- Kading Properties hosted a neighborhood meeting on July 16.
- Revised site plan comments were returned on July 26.
- Revised site plans for both sites were submitted on July 31.
- Revised site plan comments were returned on August 6.
- These items were reviewed by Planning and Zoning Commission Meeting at its September 10 meeting.
- The Planning and Zoning Commission recommended the site plans be denied at its September 10th meeting.
- The City Council denied the site plan at its September 16 meeting.
- New and Revised site plans have been submitted.
- Site plan comments returned to applicant on October 29.
- Revised site plans submitted on November 11.
- Revised site plan comments were returned on November 20.
- Revised site plan submitted on November 21.
- Revised site plan comments were returned on November 27.
- The Planning Commission recommended approval, with conditions, of Cavitt Creek I and recommended denial of Cavitt Creek II.
- The City Council delayed action on these items until its January 21 meeting.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site plan and stormwater management plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building permit application submitted on June 13.
 - Site plan and stormwater management plan were approved on June 18.
 - Building permit comments returned on July 3.
 - Revised building permit plans were resubmitted on July 11.
 - Building permit was issued on July 15.
- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.

- City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
- City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
- A revised site plan was submitted on May 20.
- Revised comments were returned on June 4.
- A second revised site plan was submitted on June 11.
- Site Plan was approved on June 11.
- Building permit application was submitted on June 14.
- Building permit comments were returned on July 2.
- Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
- Building permit application submitted on August 2
- Staff meet with the contractor on August 23 to discuss building/inspection process.
- Fire review comments returned to applicant on September 23.
- Response to fire review comments received on October 29.
- Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff met with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site plan and building permit application plan were submitted on May 10.
 - Comments were returned to the applicant on May 22.
 - Revised site plans and building permit plans were resubmitted on July 10.
 - Site plan and building permit were issued on July 17.
 - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The old car wash was demolished the week of July 15.
 - The existing Mudslingers Coffee Shop would remain.
 - A code review was submitted to the City for review by the architect on July 29.
 - The City returned comments on that code review on July 31.
 - Engineer inquired about site plan approval process on August 23.
 - Site plan submitted on September 5.
 - Initial comments on the site plan were returned on September 19.
 - Variance application for parking submitted on September 24. Will be placed on November 6 agenda.
 - Revised site plan submitted on October 4.

- Building Permit application and plans submitted on October 14.
- 2nd review comments on the site plan were returned on October 17.
- Building permit comments returned on October 18.
- Revised building permit plans received on October 23.
- Revised site plan submitted on October 25.
- Variance request for parking was approved by the Board of Adjustment on November 6.
- Site plan approved and building permit issued on November 7.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff met with property owner on May 23 to discuss financial assistance options.
 - Building permit application applied for on June 14.
 - Building permit comments were returned on June 25.
 - Groundwork on the site has begun.
 - Building Permit was issued on August 15.
 - CO was issued on December 16.
- **New Heights Church (309 East Hillcrest Avenue)**
 - The project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated site plan was received on March 7.
 - Updated comments returned to applicant on March 20.
 - The project engineer contacted the City on July 11 to clarify plan review comments.
 - Staff responded to those questions on July 12.
 - An updated site plan was submitted on July 29.
 - Staff responded to fire code requirements on August 21.
 - An updated site plan was submitted on August 30.
 - Site plan comments were returned on September 2.
 - Revised site plan submitted on September 20.
 - Site plan comments returned on October 18.
- **Quail Meadows 3**
 - Located north of North 8th Street and East Trail Ridge Place.
 - Staff has been notified that about 30 acres of land in the Summercrest Hills development was sold to a developer who intends to develop single family lots.

- A rezoning application was submitted on July 1 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13 meeting.
- The City Council held a public hearing and first consideration at its September 16 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule is to have the new lift station designed by this fall, bid by next spring, and completion by fall of 2020.
- Staff meet with HR Green and Developer engineer to discuss timing of improvements and new lift station on September 9.
- The developer submitted a preliminary plat to the City on September 24.
- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18th meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- **Heritage Hills Plat 10**
 - Located at the west end of Trailridge Road.
 - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
 - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
 - The City Council approved the preliminary plat at its August 19 meeting.
 - Construction Plans were submitted on August 27.
 - Comments on construction plans returned on September 11.
 - Revised construction plans were submitted on September 18
 - Construction plans were approved on October 8.
- **Prairie Glynn Plat 2**
 - Located east of East Franklin Avenue and North 15th Street.
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
 - Located on the north side of East Hillcrest Avenue between North 9th Street and the Summerset Trail.
 - Final Plat approved by Council on May 20.

- Building permits for north side issued on May 23.
- Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
 - Located west of Meadow Brooke Subdivision located at East 2nd Avenue and South 20th Street.
 - City Council approved on January 22, 2019.
- **Autumn Ridge Subdivision Plat 3**
 - Located north of North O Street and West Kentucky Avenue.
 - City Council approved a Development Agreement on June 17.
 - Staff meet with developer on November 14 to outline utility installs and final approvals.

January 6, 2020
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Second consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Second consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Second consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Resolution approving a professional service agreement for the manhole rehabilitation lining process
- Resolution approving a professional service agreement for the sewer mains and lateral rehabilitation lining project
- Discussion and direction regarding appointing representation to the following committees:
 - Central Iowa Regional Transportation Alliance (CIRTPA)
 - Des Moines Area Metropolitan Planning Organization (MPO)
 - Landfill Board
 - YMCA Advisory Board
 - BRAVO
 - Board of Adjustments
 - Park & Rec Commission
 - Hometown Pride
- Appointment to Board of Trustees
- Pay application, change order, and acceptance for Norwalk Emergency stormwater project
 - Acceptance of easements
- Budget Presentation
- Quail Meadows 3 Lift Station
 - Resolution approving Plans and Specs
 - Resolution setting February 17th as a public hearing for the lift station

January 21, 2020
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- 2019 Indianola Water Resource Recovery Facility
 - Designation of apparent low bidder
 - Resolution setting February 3rd as a public hearing on Clean Water SRF Loan Agreements
- Final consideration for zoning regulation amendment to Chapter 165, regarding Bed and Breakfast, Boardinghouse and Short-term Rental regulations
- Final consideration for request from Stacy Crow on behalf of Lyelca Of Warren Co Et Al to rezone property located in the North Half of the Southeast Quarter and the South Half of the Northeast Quarter of Section 36, Township 76 North, Range 24 West from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
- Final consideration for zoning regulation amendment to Chapter 165, regarding breweries.
- Amendment to Snyder ESA for ICAAP project
- Treasurer's Reports (Sept)
- Receive and file Memorial Aquatic Center Annual Report
- Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Consider request from Kading Properties LLC for site plan approval of Cavitt Creek Condominiums I, a residential development on a lot exceeding one (1) acre, between 1404 and 1500 North 9th Street.
- Consider request from Kading Properties LLC for site plan approval of Cavitt Creek Condominiums II, a residential development on a lot exceeding one (1) acre, west of 1500 North 9th Street.
- Consider request from Daniels Land Surveying on behalf of William Dickerson Revocable Trust for approval of a Plat of Survey for property at 913, 915 and 1001 East Ashland Avenue.
- Consider recommendation from Planning and Zoning Commission on amendment to Section 23.01 of the Code of Ordinances, Indianola, Iowa, regarding the number of members on the Planning and Zoning Commission.
- Set public hearing for February 18 for request from the City of Indianola to rezone property located in that part of the Northwest Quarter of the Southeast Quarter, west of the railroad, except the North 100' and except Parcel E, in Section 18, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa. from the R-3, Mixed-Residential Zoning District to the C-2 Highway Commercial Zoning District.
- Closed session to discuss union negotiations.

Meeting Date: 01/06/2020

Subject

Enter into closed session pursuant to Iowa Code section 20.17(3) to discuss labor negotiations.

Information

Roll call to go into closed session is in order.

Fiscal Impact

Attachments

No file(s) attached.
