



CITY OF INDIANOLA COUNCIL MEETING  
February 4, 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** January 15 and 21, 2020 Minutes.
  - C. Applications
    1. **Page 11** A renewal Class "B" Wine, Class "C" Beer and Sunday Sales Privilege for Dollar General, located at 1803 W. 2nd.
    2. **Page 12** A renewal Special Class "C" Liquor License and Sunday Sales Privilege for Deng's Garden of Indianola, located at 312 N. Jefferson Way.
    3. **Page 13** Application for a Class "C" Liquor License, Outdoor Area and Sunday Sales Privilege for Z's Eatery and Draught Haus, located at 1501 N. 1st Street.
    4. **Page 14** A renewal Class "B" Native Wine, Class "C" Beer, Class "E" Liquor and Sunday Sales Privilege for Casey's General Store located at 301 E. Trail Ridge Avenue.
  - D. **Page 15** Resolution authorizing an agreement with MidAmerican Energy to provide electricity to Quail Meadows 3 Lift Station.
  - E. **Page 25** Resolution authorizing an agreement with MidAmerican Energy to provide gas utility services to the Indianola Water Resource Recovery Facility.
  - F. **Page 33** Resolution Naming Depositories.
  - G. **Page 35** Resolution setting a public hearing for March 2, 2020 for Maximum Property Tax Dollars.
  - H. **Page 38** Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquefied petroleum gas, energy conservation and property maintenance codes.
  - I. **Page 68** Receive and file the Police Department Annual Report.
  - J. **Page 87 Sidewalk Use Agreements**
    1. **Page 89** Approval of a Sidewalk Use Agreement for On the Rocks, located at 100 N Howard Street.
    2. **Page 97** Approval of a Sidewalk Use Agreement for the Groggy Dog, located at 116 W Ashland Avenue.

3. **Page 103** Approval of a Sidewalk Use Agreement for Andrea and Daniel Palmer, located at 126 W Ashland Avenue (Local Vine).
  - K. **Page 109** Resolution authorizing a Professional Services Agreement with Snyder and Associates for the Traffic Signal Timing Project.
  - L. **Page 117** Prior and final approval on applications for Urban Revitalization Designation.
  - M. **Page 118** Resolution approving appointments to the Warren County Emergency Management Commission for 2020.
  - N. **Page 122** Resolution approving an Intergovernmental Agreement between Indianola Fire and Norwalk Fire Departments.
  - O. **Page 131** Authorize past due sewer, recycling and storm water fees to be sent to the State Off-Set Program for collection  
\* Sewer \$3,899.88, recycling \$919.19, storm water fee \$88.71.
  - P. **Page 132** Resolution appointing the City of Indianola representation to the Des Moines Metropolitan Planning Organization and CIRPTA.
  - Q. **Page 134** Resolution Approving Salaries.
  - R. **Page 136** Claims on the computer printout for February 4, 2020.
6. Council Reports
- A. **Page 146** Consideration of a request from the Sustainability Committee to adopt a resolution in support of a solar program in Indianola.
7. Mayor's Report - Kelly B. Shaw
- A. Community Update
  - B. **Page 152** Consideration of the re-nomination of Joel Hoger to the Park and Recreation Commission.
  - C. **Page 157** Consideration of Stephanie Erickson as a nominee to the Indianola Municipal Utilities Board of Trustees.
8. Public Consideration
- A. Old Business
1. **Page 162 Wal-Mart Sign Exemption**
    - a. **Page 167** Public Hearing for a sign exemption request from Bootz & Duke Signs, on behalf of Wal-Mart Stores, Inc, located at 1500 N Jefferson Way.
    - b. **Page 168** Resolution accepting the sign exemption request from Bootz & Duke Signs, on behalf of Wal-Mart Stores, Inc, located at 1500 N Jefferson Way.
  2. **Page 170 Quail Meadows 3 Lift Station**
    - a. **Page 171** Resolution awarding a contract to low bidder, Vanderpool Construction, for the Quail Meadows 3 Lift Station project.
    - b. **Page 176** Resolution approving construction contract and bond for Quail Meadows 3 Lift Station pending bond counsel review and approval.
  3. **Page 178 Indianola Water Resource Recovery Facility Project**
    - a. **Page 179** Public hearing on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$18,000,000 General Obligation Capital Loan Notes of the City of Indianola, State of Iowa (for essential corporate purposes).
    - b. **Page 180** Resolution authorizing a loan and disbursement agreement and the issuance of not to exceed \$18,000,000 General Obligation Capital Loan Notes of the City of Indianola, State of Iowa (for essential corporate purposes).

- c. **Page 187** Public hearing on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes of the City of Indianola, State of Iowa for the Water Resource Recovery Facility.
- d. **Page 188** Resolution authorizing a loan and disbursement agreement and the issuance of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes of the City of Indianola, State of Iowa.
- e. **Page 195** Resolution awarding a contract to Williams Brothers Construction, Inc. for the Water Resource Recovery Facility Project.

**B.** New Business

**1. Page 200 Iowa Avenue Paving Project**

- a. **Page 203** Resolution accepting and authorizing the signature of acceptance of the U.S. Department of Commerce's Economic Development Administration Grant in the amount of \$627,237 for the East Iowa Avenue Paving Project.
- b. **Page 208** Resolution approving an agreement with Ahlers and Cooney for legal services in connection with Iowa Avenue Special Assessment Project.
- c. **Page 215** Review of plat and proposed Assessment Feasibility Report.
- d. **Page 227** Consideration approving a preliminary resolution for construction of the Iowa Avenue Project and paying for the improvements in whole or in part by special assessment.
- e. **Page 234** Resolution ordering the appointment of a three-person committee to aid in the determination of valuation for special assessments for Iowa Avenue.

**9.** Other Business

**A. Page 237** City Manager's Report - Ryan Waller.

- 1. **Page 238** Discussion and direction regarding a request to review the City's zoning regulations regarding a propane motor fuel station.
- 2. **Page 240** Discussion and direction regarding the State's Sponsored Project Program.
- 3. **Page 241** Budget and GO debt Proforma Presentation from Michael Maloney with D.A. Davidson.
- 4. **Page 242** Receive and file correspondence from January 17 and 24, 2020, weekly updates provided by City Manager, Ryan Waller.
- 5. **Page 326** Enter into closed session pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

**10.** Adjourn

**Meeting Date:** 02/04/2020

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**Subject**

January 15 and 21, 2020 Minutes.

**Information**

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**Fiscal Impact**

**Attachments**

January 15 minutes

January 21 minutes

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## Joint Session – January 15

The special meeting between the Planning and Zoning Commission and City Council was held in City Council Chambers on January 15 at 6:00 pm. The meeting was called to order by City Council Member Greta Southall and on roll call the following members were present:

City Council Members: Heather Hulen, John Parker, Bob Kling, Greg Merchant, Greta Southall and Gwen Schroder. Council Members Absent: Mayor Kelly Shaw.

Planning and Zoning Commission Members present: Josh Rabe, Al Farris , Misty Soldwisch, Jeromy Pribil, Becky Needles, Joe Butler, Sarah Ritchie. Commission Members Absent: Bob Ormsby.

Staff Present: Charlie Dissell (Community and Economic Development Director), Cortney McAlexander, Ryan Waller (City Manager).

Public Present: Mindy Moore, Brenda Easter, Dave Moeller, Casey Campbell, Kenny Haring, Rob Hawkins.

Mindy Moore, Snyder & Associates, discussed Elevate Indianola, a Comprehensive Plan, and provided overview. City Manager, Ryan Walker, discussed 4 C's with emphasis on public engagement.

Ms. Moore discussed the planning process as well as the comprehensive plan and potential growth. She discussed land development regulations and how we should represent the community. Ms. Moore reviewed the public engagement feedback. She focused on Simpson students who stated the job market and affordability of housing were key elements. She also engaged retirees who stated good healthcare and accessibility are key.

Ms. Moore discussed the vision statement. She also went over demographic information and stated that the household income is lower than the country average.

Ms. Moore went over the streetscape and goals/objectives of this as well as transportation and mobility for college students.

City Council Member Bob Kling wanted to know when the old plan would be tossed out. Ryan Waller stated on 02/19/2020. Commission Member Al Farris wanted clarification on who came up with the plan and if all parties are okay with the changes being made. Mr. Waller stated this was everyone's plan and everyone including all departments and the public has been engaged and this plan is a work in progress.

Council Member Heather Hulen asked Mindy Moore what was unique about Indianola. She stated that education being a key factor in our mission statement was not something she had seen before.

Commission Member Joe Butler asked Mindy Moore how environmental constraints would impact where roads will connect. She stated she would need to overlay presentation map. Dave Moeller of Snyder and Associates stated feasibility will be looked at and plans still under development; everyone will look at plans

City Council Member Greg Merchant moved to adjourn the meeting and City Council Member Bob Kling seconded. Meeting was adjourned at 7:07 pm.

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Greta Southall, Mayor Pro Tem

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Andrew J. Lent, City Clerk

## Regular Session - January 21, 2020

The City Council met in regular session at 6:00 p.m. on January 21, 2020, in the City Hall Council Chambers. Mayor Pro Tem Greta Southall called the meeting to order and on roll call the following members were present: Heather Hulen, Bob Kling, Greg Marchant, John Parker, Greta Southall and Gwen Schroder. Absent: Mayor Kelly B. Shaw.

The meeting was opened for Public Comment. Betsy Freese, 603 E Hillcrest, asked about parks and the Comp Plan. City Manager, Ryan Waller, said the Planning and Zoning Commission will be addressing that issue. Polly Glascock, 1715 E Iowa, spoke about the E Iowa Avenue paving project. City Manager, Ryan Waller, answered her questions.

Approval of Claims was removed from the consent agenda.

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

- Approval of Agenda
- January 6 and 9, 2020 Minutes
- Final 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.)
- Final 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.)
- Final consideration of an amendment to Chapter 165 of zoning codes regarding breweries. (Planning & Zoning approved unanimously on November 12, 2019.)
- Resolution No 2020-06 Adopting a Surplus Disposal Policy
- Resolution No 2020-07 determining property to be surplus and authorizing sale of property for Water Pollution Control.
- Resolution No 2020-08 determining property to be surplus and authorizing sale of property for the Street Department.
- Receive and file the Veteran's Memorial Aquatic Center Annual Report.
- Receive and file Fire Department Insurance Office Services Rating.
- Resolution No 2020-09 approving a 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 (Planning and Zoning unanimously approved on January 15, 2020)
- Resolution No 2020-10 approving request from Civil Engineering Consultants, Inc on behalf of Peoples Company for approval of a Plat of Survey for property located in the South Half of the Southwest Quarter of Section 13, Township 76 North, Range 24 West of the 5<sup>th</sup> PM, City of Indianola, Warren County, IA (Planning and Zoning unanimously approved on January 15, 2020.)

- Resolution No 2020-11 setting a public hearing for February 18, 2020 on a 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 5<sup>th</sup> P.M., Warren county Iowa from the R-3, Mixed-Residential Zoning District to the C-2 Highway Commercial Zoning District.
- Resolution No 2020-12 setting a public hearing on February 4, 2020, for a sign exemption request from Bootz & Duke Signs, on behalf of Wal-Mart Stores, Inc, located at 1500 N Jefferson Way.
- Final acceptance and retainage payment of \$7620.05 to Howrey Construction for the East Hillcrest Avenue Trail Connector Project.
- Resolution No 2020-13 Approving Salaries.

A motion was made by Parker and seconded by Kling to approve the claims on the computer printout for January 21, 2020. Council Member Hulen recused herself from the vote citing a conflict with interest in regard to the City paying the YMCA for repairs. On roll call, the vote was AYES: Parker, Kling, Southall, Marchant and Schroder. NAYS: None. ABSTAIN: Hulen. Whereas the Mayor Pro Tem declared the motion passed.

Ryan Waller, City Manager, provided the Council with the Treasurer's Report. Council Member Marchant made a motion to receive and file the Treasurer's Report and Kling seconded. On voice vote, the Mayor Pro Tem declared the motion passed unanimously.

Kling moved and Hulen seconded an Ordinance amending the City Code of the City of Indianola, Iowa to change the term of certain Boards and Commissions. On roll call, the vote was AYES: Hulen, Parker, Kling, Marchant, Southall and Schroder. NAYS: None. ABSENT: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Kling moved and Marchant seconded to suspend the rules to have a second and third reading on the ordinance amending the City Code of the City of Indianola, Iowa to change the term of certain Boards and Commissions. Council Member Parker noted that the rules are only being suspended in the interest of getting members appointed to the boards and commissions in a timely manner. On roll call, the vote was AYES: Hulen, Parker, Kling, Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

A motion was made by Kling and seconded by Hulen to approve a Resolution No 2020-14 setting a public hearing for February 18, 2020, for an ordinance amending the City Code of the city of Indianola, Iowa to change the terms of the Planning and Zoning Commission and Board of Adjustment. On roll call, the vote was AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

A motion to appoint Council Member Hulen to serve on the Investment Committee, Hulen and Schroder on the Landfill Committee, Kling on the Metro Advisory Board, Marchant and Southall and staff member Dough Bylund on the YMCA Steering Committee and Marchant, Southall and Parker on the Administrative Policy Committee was made by Marchant and

seconded by Kling. On voice vote was AYES: Hulen, Parker, Kling, Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Kling volunteered to continue to serve on the BRAVO committee. Council recommended that Charlie Dissell, Community and Economic Development Director, continue to serve on CIRPTA and City Manger Ryan Waller to serve on the Des Moines MPO Policy Committee. A formal resolution will be brought forward to the next Council meeting.

Resolution No 2020-15, Resolution adopting the amended Hometown Pride Committee by-laws to change the term dates for future appointments, was approved on a motion by Kling and seconded by Parker. On roll call, the vote was AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Marchant moved and Kling seconded the approval of the re-nomination of Amy Duncan, Clark Ridlen and Taylor Litchkey to the Hometown Pride Committee. On voice vote was AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council approved the recommendation from Planning and Zoning Commission to amend Section 23.01 of the Code of Ordinances, Indianola, Iowa, regarding the number of members on the Planning and Zoning Commission.

Community and Economic Development Director, Charlie Dissell, presented information on the request from Kading Properties for site plan approvals of Cavitt Creek Condominiums I and II.

Chris Pose, 317 6<sup>th</sup> St, Ste 300, Des Moines, attorney for Kading Properties, entered a letter into the City record. Agrees with staff to approve the site plans for Cavitt Creek I and II, agrees with Planning and Zoning Commission to approve the site plan for Cavitt Creek I and disagrees with the Commission about the recommendation to deny the site plan for Cavitt Creek II.

Brian Endrizal, 1000 N 9<sup>th</sup>, asked for more information on the traffic impact study.

Betsy Freese, 603 E Hillcrest, spoke about fencing between her property and proposed condominiums.

Lloyd Davidson, 1500 N 9<sup>th</sup> Unit 74, has lived at Kading Properties and has never had any issues with Kading Properties.

David Metz, 1300 N 9<sup>th</sup>, spoke about the increase in traffic the development will bring. He said he is not sure the neighborhood can handle the larger number of people.

Susan Glick, 511 W Boston, asked who conducted the traffic impact study. City Manager, Ryan Waller, said Kading Properties was responsible for having the study completed

and the City Engineer reviewed the results. Ms. Glick would like to see a park in the neighborhood, a fence against the Freese property and more green space to offer a higher quality of life.

James Jewell, 1500 N 9<sup>th</sup>, has lived there for several years and has found Kading Property maintenance to be helpful and responsive to issues.

Melissa Sonnes, 1208 Lancaster Way, spoke about police data in the neighborhood around Kading Properties. She appreciated Planning and Zoning Commission work on the site plans to determine if they adhered to the ordinances. Mrs. Sonnes asked Council to consider the Commissions recommendations.

Myra Hewitt, 1210 N 9<sup>th</sup> Unit 5, is a former property manager for another company. She said Kading is answering a need in Indianola. Ms. Hewitt has not had any problems living on Kading's properties.

Lindsay Offenburger, 1003 E Madison Avenue, wants a park near her home and is concerned about the runoff and erosion going towards the wetlands after the condominiums are built.

Chris Pose, attorney for Kading Properties, noted that developers typically perform the traffic impact study. He reminded Council that this is not a rezoning and the site plans as submitted fit in with the current zoning rules. Mr. Pose pointed out that Kading pays property taxes which will aide the City in building a park wherever they deem necessary.

Daivd Hotchkiss, 1202 E Madison, said that Kading will qualify for a five year tax abatement and that Planning and Zoning Commission made a clear recommendation that Council should take into consideration.

A motion was made by Southall and seconded by Kling to approve the Resolution Approving the Site Plan for Cavitt Creek Condominiums I. On roll call, the vote was AYES: Southall. NAYS: Hulen, Parker, Kling, Schroder and Marchant. Whereas the Mayor Pro Tem declared the motion failed.

Marchant made a motion and Kling seconded to approve the Resolution Approving the Site Plan for Cavitt Creek Condominiums II. On roll call, the vote was AYES: Southall. NAYS: Hulen, Parker, Kling Marchant, and Schroder. Whereas the Mayor Pro Tem declared the motion failed.

A motion was made by Marchant seconded by Kling to approve Resolution 2020-16, Resolution fixing a date for a meeting on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$18,000,000.00 General Obligation Capital Loan Notes of the City of Indianola, State of Iowa (For essential corporate purposes), and providing publication of notice thereof. On roll call, the vote was AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

A motion was made by Kling seconded by Hulen to approve Resolution 2020-17, Resolution fixing date for a meeting on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes of the City of Indianola, State of Iowa, and providing for publication of notice thereof. On roll call, the vote was AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Jim Rasmussen, HR Green, provided information about the bids received for the Water Resource Recovery Facility project. Williams Brothers Construction was designated as the apparent low bidder for the Water Resource Recovery Facility Project on a motion by Marchant and seconded by Southall. On voice vote was AYES: Hulen, Parker, Kling, Marchant, Southall and Schroder. Whereas the Mayor Pro Tem declared the motion carried unanimously.

A public hearing was held at 7:19 pm on the proposed plans, specifications, form of contract and estimate of cost for the Quail Meadows 3 Lift Station. There were no objections either oral or written.

Marchant moved and Kling seconded Resolution No 2020-18, Resolution adopting the proposed plans, specifications, form of contract and estimate of cost for the Quail Meadows 3 Lift Station. On roll call, the vote was AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

A motion was made by Marchant and seconded by Southall to receive and file correspondence of the weekly updates dated January 3 and 10, 2020, from Ryan Waller, City Manager. On roll call, the vote was, AYES: Hulen, Parker, Kling Marchant, Southall and Schroder. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Meeting adjourned at 7:22 p.m. on a motion by Parker and seconded by Kling.

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Greta Southall, Mayor Pro Tem

Attest:

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Andrew J. Lent, City Clerk/CFO

Meeting Date: 02/04/2020

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**Subject**

A renewal Class "B" Wine, Class "C" Beer and Sunday Sales Privilege for Dollar General, located at 1803 W. 2nd.

**Information**

This is a renewal of Dollar General's liquor license located at 1803 W. 2nd. All of the paperwork is in order and staff has approved. Dollar General Corp., Lawrence Gatta and James Thorpe are the owners.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 02/04/2020

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**Subject**

A renewal Special Class "C" Liquor License and Sunday Sales Privilege for Deng's Garden of Indianola, located at 312 N. Jefferson Way.

**Information**

This is a renewal license for Deng's Garden, located at 312 N Jefferson Way. The owner is Tiancong Deng. All paperwork is in order and has been approved.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 02/04/2020

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**Subject**

Application for a Class "C" Liquor License, Outdoor Area and Sunday Sales Privilege for Z's Eatery and Draught Haus, located at 1501 N. 1st Street.

**Information**

This is a new liquor application for Z's Eatery and Draught Haus, located at 1501 North 1st Street. Kevin Frerichs, Renee Frerichs and Wesley Zeitz are the owners. All paperwork is in order and has been approved.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 02/04/2020

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**Subject**

A renewal Class "B" Native Wine, Class "C" Beer, Class "E" Liquor and Sunday Sales Privilege for Casey's General Store located at 301 E. Trail Ridge Avenue.

**Information**

This is a renewal of Casey's liquor license located at 301 E. Trail Ridge Avenue. All the paperwork is in order and staff has approved. Owners include: Casey's General Store, Megan Elfers, Julia Jackowski, James Pistillo and John Soupene.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 02/04/2020

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**Subject**

Resolution authorizing an agreement with MidAmerican Energy to provide electricity to Quail Meadows 3 Lift Station.

**Information**

Council will need to consider a resolution authorizing an agreement with Mid American Energy to supply electricity to Quail Meadows 3 Lift Station.

Mid American currently supplies electricity to the location where the new Quail Meadows 3 Lift Station will sit. Mid American Energy will provide a Refundable Advance for Construction for a period of six years. The projected cost for this project before the refund is \$56,549.31.

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**Fiscal Impact**

**Attachments**

Electric Services Memorandum  
Map  
Resolution for Electricity  
Proposal for Services

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— WATER RESOURCE RECOVERY FACILITY —

January 16, 2020

To: Honorable Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves, WRRF Supt.

Re: Electrical Service Extension to Quail Meadows 3 Lift Station

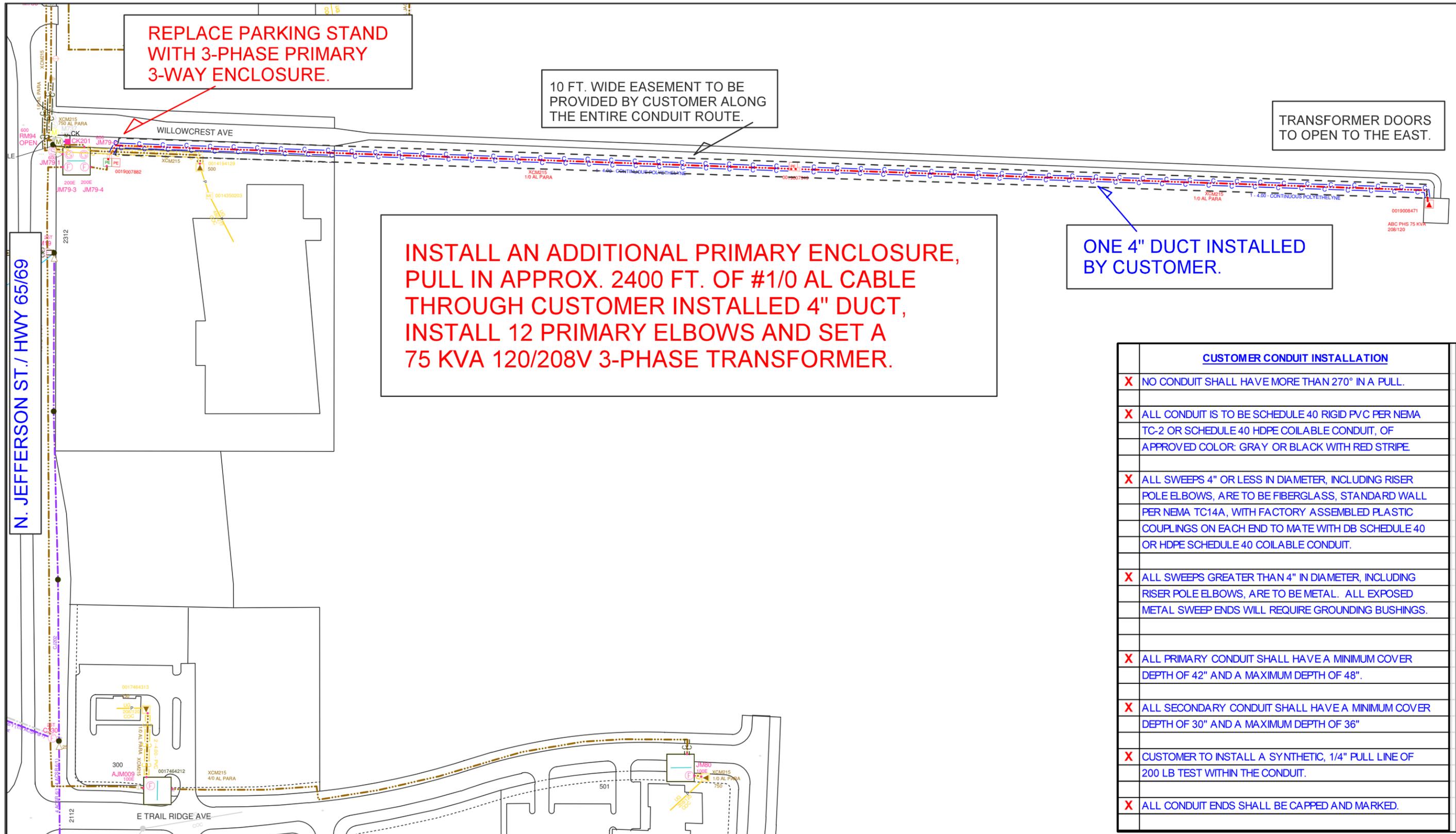
MidAmerican Energy Co. supplies electricity for the location where the new Quail Meadows 3 lift station will sit. The lift station is replacing the current Quail Meadows lift station that is not designed to handle the flow from the new development to the north.

The corresponding documents lists the cost, \$56,549.31, which is a Refundable Advance for Construction to run electric to the site. Refundable Advance for Construction means MidAmerican will refund fifty percent (50%) of the annual metered electric service bill for a period of 6 years. Example: for a 12-month period we use \$10,000 worth of electricity, MidAmerican would refund \$5,000. If the usage remains the same for 6 years, we would have a total refund of \$30,000.

I recommend adopting the resolution.

The funds to cover the electrical extension will come from the Water Pollution Control Utility budget.





CUSTOMER CONDUIT INSTALLATION	
X	NO CONDUIT SHALL HAVE MORE THAN 270° IN A PULL.
X	ALL CONDUIT IS TO BE SCHEDULE 40 RIGID PVC PER NEMA TC-2 OR SCHEDULE 40 HDPE COILABLE CONDUIT, OF APPROVED COLOR: GRAY OR BLACK WITH RED STRIPE
X	ALL SWEEPS 4" OR LESS IN DIAMETER, INCLUDING RISER POLE ELBOWS, ARE TO BE FIBERGLASS, STANDARD WALL PER NEMA TC14A, WITH FACTORY ASSEMBLED PLASTIC COUPLINGS ON EACH END TO MATE WITH DB SCHEDULE 40 OR HDPE SCHEDULE 40 COILABLE CONDUIT.
X	ALL SWEEPS GREATER THAN 4" IN DIAMETER, INCLUDING RISER POLE ELBOWS, ARE TO BE METAL. ALL EXPOSED METAL SWEEP ENDS WILL REQUIRE GROUNDING BUSHINGS.
X	ALL PRIMARY CONDUIT SHALL HAVE A MINIMUM COVER DEPTH OF 42" AND A MAXIMUM DEPTH OF 48".
X	ALL SECONDARY CONDUIT SHALL HAVE A MINIMUM COVER DEPTH OF 30" AND A MAXIMUM DEPTH OF 36"
X	CUSTOMER TO INSTALL A SYNTHETIC, 1/4" PULL LINE OF 200 LB TEST WITHIN THE CONDUIT.
X	ALL CONDUIT ENDS SHALL BE CAPPED AND MARKED.

	Cust: CITY OF INDIANOLA - LIFT STATION Addr: Willowcrest Ave and N Jefferso City: Indianola		WMS_REV:2806044-1 Date: 1/7/2020 Scale: 1 IN = X FT Designer: WILDEMAN, DENNIS D	DISCLAIMER OF LIABILITY NOTE: This drawing reflects facilities in place at the time of its preparation and is subject to change at any time. For current facility information, please contact MidAmerican Energy Company. Further, MidAmerican Energy Company disclaims all liability and responsibility for all claims and damages including but not limited to, personal injury, death and property damage, resulting from any authorized or unauthorized use of, or reliance upon, this drawing for any purpose.
	Crew HQ: DMAT Job Desc: Lift station - 200A, 120/208V, 3 phase, 4 wire service. The load will consist of two 20 hp submersible sewage pumps on VFDs and 5 kW of misc. resistive load. Meter/Xfmr: North West side of bldg. See notes and files under red paper clip		X = 1624476    Y = 505345	

**RESOLUTION NO. 2020-**

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MIDAMERICAN ENERGY FOR SUPPLY OF ELECTRICITY TO THE QUAIL MEADOWS 3 LIFT STATION**

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**WHEREAS**, the City is constructing Quail Meadows 3 Lift Station to replace the current lift station; and

**WHEREAS**, MidAmerican Energy supplies electricity to the location where the new Quail Meadows lift station will sit; and

**WHEREAS**, the City of Indianola will need to execute an agreement with MidAmerican Energy to supply electricity to the City of Indianola's Quail Meadows 3 Lift Station; and

**WHEREAS**, the agreement with MidAmerican Energy to supply electricity to Quail Meadows 3 Lift Station is attached hereto as Exhibit "A".

**IT IS THEREFORE RESOLVED** that the agreement with MidAmerican Energy for the supply of electricity Quail Meadows 3 Lift Station is hereby approved and accepted.

**BE IT FURTHER RESOLVED** that the Mayor or the City Manager and the City Clerk are hereby authorized and directed to execute said Agreement on behalf of the City of Indianola, Iowa.

**DATED** this 4th day of February 2020.

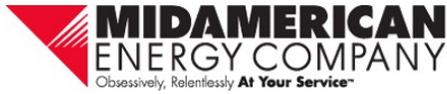
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Kelly B. Shaw, MAYOR

ATTEST:

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Andrew J. Lent, CITY CLERK



MidAmerican Energy Company  
PO Box 657  
Des Moines, IA 50306

January 13, 2020

City of Indianola  
Attn: Rick Graves  
rgraves@indianolaiowa.gov

Reference: Extend primary to serve a lift station in the City of Indianola for the new Quail Meadows 3 Plat - WMIS: 2806044

Dear Mr. Graves:

We are pleased to submit the Refundable Advance for Construction Underground Electric Service Extension Proposal for Speculative Use for the above project. This proposal is valid for 90 days and if MidAmerican Energy construction has not commenced within 12 months it may be voided.

Please sign and return the proposal as soon as you are ready to commit to the work. You may withhold payment until 30 days before MidAmerican Energy Company is ready to start the work. In the meantime, please keep me informed of your schedule. After we have received your payment, we will sign and return a copy of the proposal for your records.

If you have any questions, please call me at 515-242-3410.

Sincerely,  
MidAmerican Energy Company

Dawn Hayes  
Customer Project Coordinator

Enclosure: MEC Design Map

## **MIDAMERICAN ENERGY COMPANY**

### **REFUNDABLE ADVANCE FOR CONSTRUCTION UNDERGROUND ELECTRIC DISTRIBUTION EXTENSION PROPOSAL FOR SPECULATIVE USE – WMIS: 2806044**

MidAmerican Energy Company, an Iowa corporation and City of Indianola ("Applicant"), agree as follows:

1. MidAmerican Energy Company will extend its electric lines underground to serve 200 amps, 75KVA, 120/208V, 3-phase service for a lift station at Quail Meadows 3 Plat on Willowcrest Ave & N. Jefferson Way, Indianola, IA, as shown on the attached drawings.
2. MidAmerican Energy Company will furnish the necessary labor and materials required to fulfill its undertaking, as specified above, and will commence such work as soon as reasonable and practicable after the execution of this Proposal and receipt of Applicant's cash deposit indicated below, and will prosecute such work to completion with reasonable diligence.
3. In consideration of the receipt of a payment in the amount of \$56,549.31 which is a refundable Advance for Construction, MidAmerican Energy Company agrees to construct necessary electric facilities as set forth above. Please submit payment with Applicant's signed acceptance of this Proposal. If MidAmerican Energy Company is caused by Applicant to work during the winter construction season, Applicant agrees to pay in cash an additional sum of \$4.96 per trench foot as a refundable Advance for Construction for all required trenching.
4. The Advance for Construction shall be subject to refund by MidAmerican Energy Company to Applicant based upon the following terms and conditions:
  - a. Advances shall not accrue interest and shall be subject to refund from the date of original advance payment. This will span a six-year period at the rate of fifty percent (50%) of the annual metered electric service bill of the above Applicant.
  - b. If additional customers are connected to the above described line extension, the above Applicant shall receive refunds equal to three times estimated base revenue for each additional new customer to the extent the base revenue exceeds the additional distribution construction costs incurred by MidAmerican Energy Company. Base revenue shall be estimated annual kilowatt hours based on similarly situated customers, less the cost of fuel.

- c. Refunds shall be made on the anniversary date of the original advance payment or sooner at the option of MidAmerican Energy Company.
  - d. Revenue for un-metered private lighting shall not be included in any refund.
  - e. No refunds shall be made for revenue received after six (6) years from the date of the original advance payment.
  - f. Never shall the total of refunds exceed the refundable portion of the payment stated above.
  - g. No refunds shall be made for customers served from a further extension of the above described electric line extension.
5. Except as may hereinafter be provided, MidAmerican Energy Company shall:
- a. Not tamp the backfill. Applicant agrees to indemnify and hold MidAmerican Energy Company harmless from any and all damages that may result from the non-tamping of backfill operations conducted by MidAmerican Energy Company. In case any action is brought against MidAmerican Energy Company, or any of its agents or employees, relative to such backfill operations, the Applicant shall assume full responsibility for the defense thereof. Upon failure to do so on proper notice, MidAmerican Energy Company reserves the right to defend such action and charge all costs to the Applicant provided, however, that nothing herein shall be construed as an assumption of liability by the Applicant for damages and claims attributable to MidAmerican Energy Company negligence.

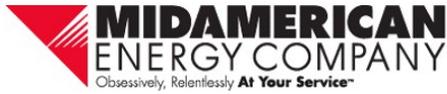
MidAmerican Energy Company Proposes To:

1. Furnish and install the pad mounted transformer at the location shown on the enclosed drawing.
2. Furnish and install underground primary cable between the transformer and MidAmerican Energy Company's distribution system in customer-installed conduit.
3. Connect the primary and secondary cables at the transformer.
4. Furnish instrument transformers as required for metering (above 1200 amp), which may be picked up at MidAmerican Energy Company's storeroom.
5. Furnish and install the applicable electric meter(s).

The Applicant Agrees To:

1. Furnish and install the transformer pad including specified elbows and ducts, according to the enclosed transformer pad drawings and minimum specifications. A level graded, 10 foot minimum clearance is to be maintained from the front of the pad to the nearest fixed structure.
2. Furnish and install an additional secondary duct for temporary service (if required).
3. Furnish, install, own and maintain all 4-inch ducts as shown on attached prints. All ducts shall be black w/red stripe or grey in color, PVC type schedule 40 or schedule 40 HDPE coil-able. Applicant shall install the ducts a minimum of forty-two (42) inches and a maximum of forty-eight (48) inches below finish grade with capped and staked ends and equipped with pull wires. MidAmerican Energy Company will provide marker balls for the duct ends. These are available at MidAmerican Energy Company's storeroom. Applicant is responsible for correct placement and depth of conduit. **Note: No more than ten (10) conduits allowed within the secondary compartment of the transformer pad.**
4. All duct elbows shall be fiberglass, forty-eight (48) inches in radius, heavy wall, with factory assembled plastic couplings on each end to mate with schedule 40 PVC duct.
5. Furnish and install barrier walls around the transformer that may be required by the governing authorities' standards to shield windows, doors and other building openings.
6. Furnish and install guard posts around the transformer (if needed).
7. Notify MidAmerican Energy Company 48 hours before pouring the concrete transformer pad. Please contact me at 515-242-3410 to arrange for inspection.
8. Furnish, install, own, and maintain all secondary cable between the transformer and the metering point.
9. Furnish easements to MidAmerican Energy Company without cost. (Furnish survey drawing and/or legal description for easement preparation). If a 3<sup>rd</sup> party easement is required any cost associated in obtaining the easement will be paid by the applicant.
10. Install metering instrument transformers sized and furnished by MidAmerican Energy Company, and furnish and install the meter socket and test switch for all instrument transformer services.
11. Bushing mounted current transformers (CT's) are only approved for services above 1200 Amp.

12. Furnish and install an electric meter setting for each tenant, applicable sockets, conduit, cabinets and wiring according to MidAmerican Energy Company's standards. Please contact your local customer project coordinator to complete the service application to initiate new meter and service connection.
13. **Furnish and install an oil containment structure (moat) around MidAmerican Energy Company's transformer. Please note the required specification for the oil containment structure is located on the design print provided with this proposal and in MidAmerican Energy Company's Electric Service Manual (curb style containment structure is not acceptable).**
14. Locate all underground facilities such as storm and sanitary sewer, septic lines, underground electric cable, communication cable, irrigation systems and water lines that are not located by members of One Call. MidAmerican Energy Company assumes no liability for private facilities not located.
15. Be responsible for complying with all aspects of compliance as required by any local, state, or federal permit or plan associated with storm water pollution prevention or erosion control. It is specifically understood and agreed that MidAmerican Energy Company is providing the service requested by the Applicant solely for the Applicant. MidAmerican Energy Company will not become or agree to become a co-permittee or operator for the purpose of applicants' compliance with any local, state or federal permit or plan associated with storm water pollution prevention or erosion control.
16. Stake all necessary lot lines, corners and buildings before installation of the primary cable.
17. Applicant shall provide 10' PUE with description for pad, conduit, and conductors without cost to MidAmerican Energy Company, and such easements as are necessary and incidental to such installation and use of MidAmerican Energy's facilities on private property within the area served. If a 3<sup>rd</sup> party easement is required any cost associated in obtaining the easement will be paid by the applicant.
18. It is specifically understood and agreed that any distribution systems, or other facilities constructed or installed by MidAmerican Energy Company under terms of this Proposal shall remain the sole property of MidAmerican Energy Company and MidAmerican Energy Company shall determine, as its own judgment indicates, the manner and method of utilization thereof and to extend the same or connect other facilities there to and serve other customers there from as it shall see fit, subject only to such obligations as MidAmerican Energy Company shall have assumed in this Proposal; and no other person shall have any right, title, interest or claim, in or to the said distribution system or other facilities by virtue of any provision of this Proposal.



MidAmerican Energy Company  
PO Box 657  
Des Moines, IA 50306

**All meter and related metering equipment locations shall be approved by the company. Unless Company approval of an exception is given, all meters and related meter equipment must be installed outside and securely attached to permanent structure.**

**MidAmerican Energy Company will not hook up permanent electric service until the oil containment structure is installed around the transformer.**

If a change is made to your facility that requires oil containment around any existing transformers, you will be responsible for the cost to install the containment structure/s.

If MidAmerican Energy Company is required to start construction of underground electric facilities during the winter season, the work will be subject to an additional winter construction charge.

There is an additional charge for connecting and disconnecting your temporary construction power pole. If this additional service is required, MidAmerican Energy Company will bill the Applicant accordingly.

The undersigned certifies that the structure served by the electric distribution system meets the energy conservation standards as contained in the Iowa Administrative Code Section 661-16.800 sometimes known as the "State Building Code Thermal and Lighting Efficiency Standards."

MidAmerican Energy Company installed facilities will remain the property of MidAmerican Energy Company.

If this proposal is satisfactory, please sign and return one (1) copy to me. MidAmerican Energy Company will release the work for scheduling upon receipt of the signed proposal, payment, easement, and site readiness. If you have questions, please call me at 515-242-3410.

Proposed this 13th day of January, 2020.

MIDAMERICAN ENERGY COMPANY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

APPLICANT:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Meeting Date: 02/04/2020

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**Subject**

Resolution authorizing an agreement with MidAmerican Energy to provide gas utility services to the Indianola Water Resource Recovery Facility.

**Information**

Council will need to consider a resolution authorizing an agreement with Mid American Energy to supply gas utility services to the Indianola Water Resource Recovery Facility.

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**Fiscal Impact**

**Attachments**

Gas Services Memorandum  
Map  
Meter Set  
Resolution for Gas Services  
Proposal for Services

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— WATER RESOURCE RECOVERY FACILITY —

January 23, 2020

To: Honorable Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves, WRRF Supt.

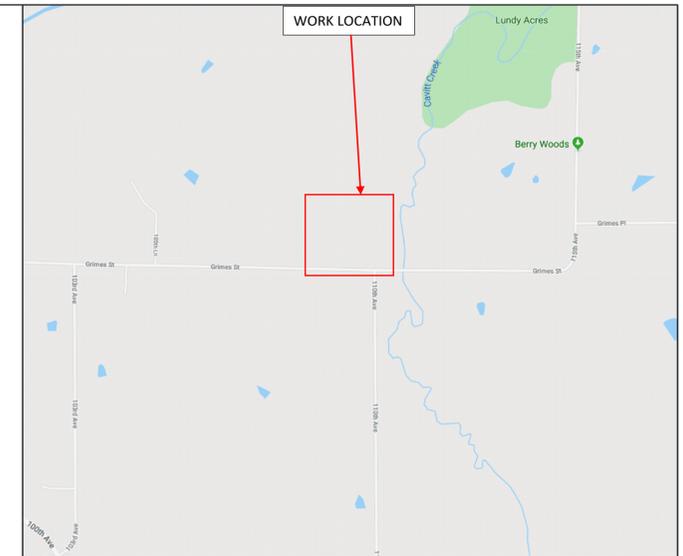
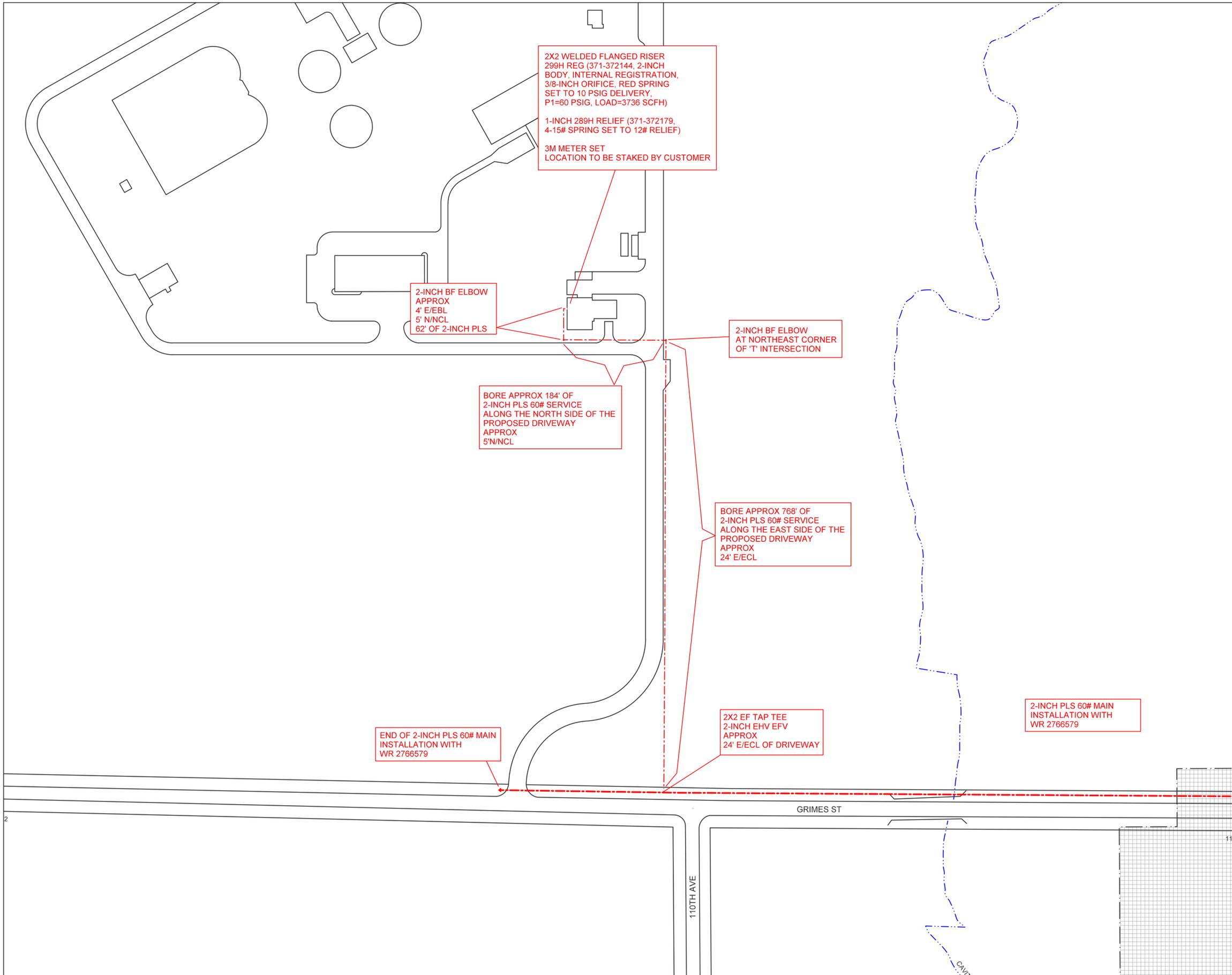
re: Gas Main Extension to Water Resource Recovery Facility

MidAmerican Energy Co. will be supplying natural gas to the new wastewater treatment plant. Attached are two proposals, one for running the gas main from HWY 65/69 to the driveway entrance of the new plant and the other is from the driveway entrance to the Headworks building. The cost to run the 2" gas main to the entrance drive is \$404,488.98 and the cost to go from the entrance drive to the Headworks building is \$32,245.42.

Total cost for the new gas main is \$436,734.40 which is accounted for in the project costs and financing plan.

Mayor Kelly Shaw will need to sign both proposals and have them sent to MidAmerican to get them in the queue.





**LEGEND**

**PROPOSED 60 PSIG MAIN AND SERVICE** - - - - -

**NOTES:**

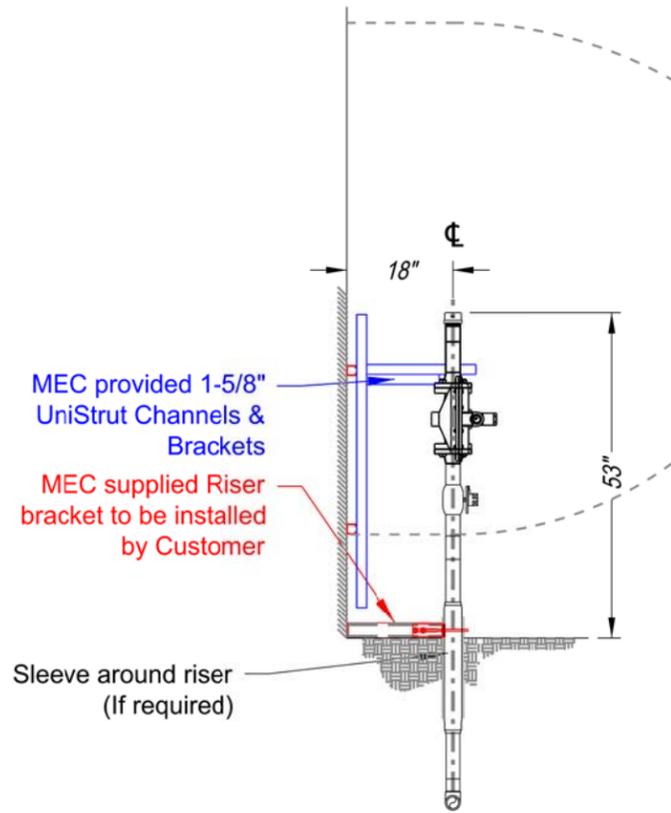
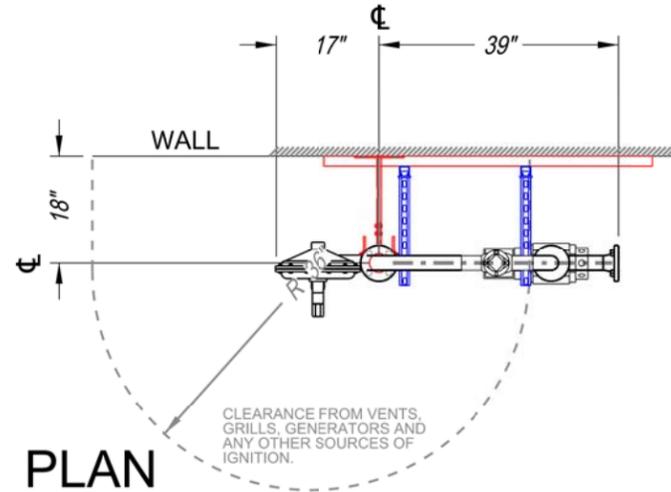
1. ALL WORK, INCLUDING PRESSURE TESTING AND PURGING, TO BE COMPLETED ACCORDING TO MEC GAS STANDARDS.
2. PRESSURE MUST BE MONITORED ON ALL SIDES OF ALL STOPPERING/SQUEEZE POINTS THAT SHOULD MAINTAIN PRESSURE.
3. BUILDER TO STAKE ALL GAS LOCATION SET RISER BRACKET AND UNISTRUT ON BUILDING AS SHOWN ON ATTACHED.
4. REGULATOR VENTS MUST BE MINIMUM OF 3' FROM ANY OPENING.

WR 2769516  
 Indianola Waste Water  
 Grimes St & 110th Ave  
 Indianola, IA

NOTE:

1. Support Gas Meter Header in Field as required.
2. Dimensions are nominal and for reference only.
3. Include Electrical Isolation as Required.
4. Pressure Test Per MEC Gas Operating Standards.
5. Vent regulator per MEC Standards.

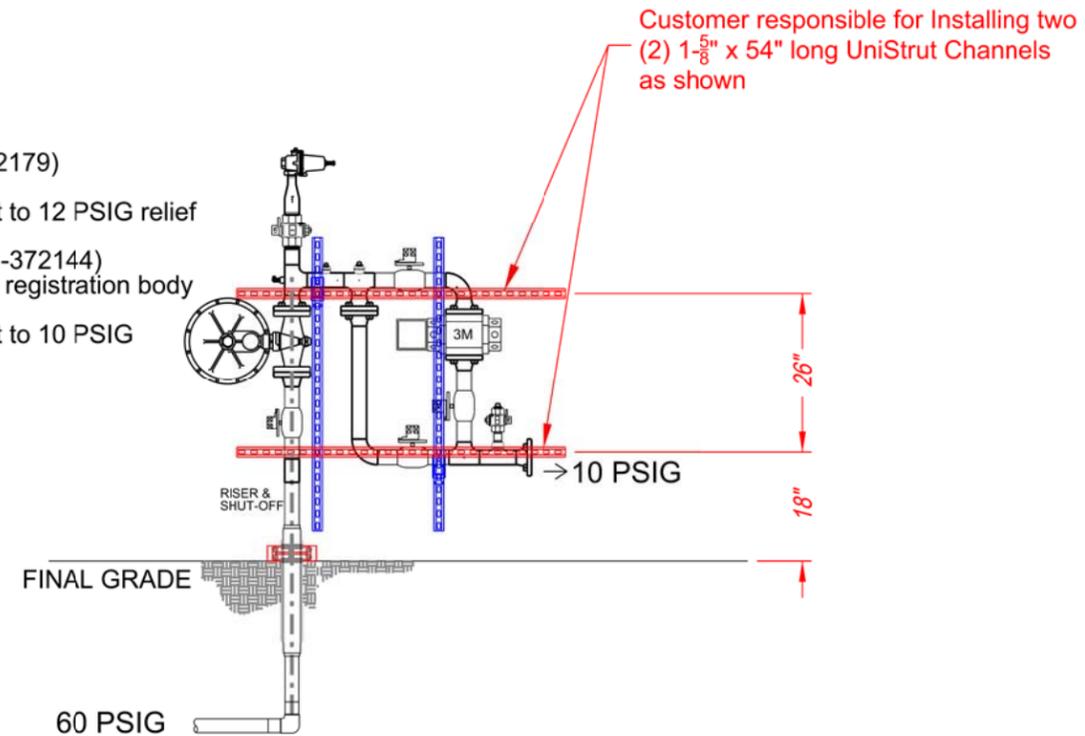
**NOTE: Customer responsible for providing downstream regulators for individual tenant needs.**



LEFT SIDE VIEW

289H (371-372179)  
 1-inch body  
 Red spring set to 12 PSIG relief

299H reg (371-372144)  
 2-inch internal registration body  
 3/8" orifice  
 Red spring set to 10 PSIG



ELEVATION

COMMERCIAL 3M METER SET

CCR / PROJ.#: 2769516	DATE: 12/31/2019	DRAWN BY: W. DOUGHERTY
LOC CODE: 200	SCALE: NTS	APPROVED:
MAP NO:	CAD FILE:	



Indianola Waste Water  
 Grimes St & 110th Ave  
 Indianola, IA

**RESOLUTION NO. 2020-**

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MIDAMERICAN ENERGY TO INSTALL A GAS MAIN TO SERVE THE CITY OF INDIANOLA'S PROPOSED WATER RESOURCE RECOVERY FACILITY**

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**WHEREAS**, the City is constructing a Water Resource Recovery Facility; and

**WHEREAS**, the City of Indianola will need to execute an agreement with MidAmerican Energy to install a gas main to the City of Indianola's proposed Water Resource Recovery Facility; and

**WHEREAS**, the proposal from MidAmerican Energy to install a gas main to serve the City of Indianola's proposed Wastewater Treatment Plant is attached hereto as Exhibit "A".

**IT IS THEREFORE RESOLVED** that the agreement with MidAmerican Energy for the installation of a gas main to serve the City of Indianola's proposed Water Resource Recovery Facility is hereby approved and accepted.

**BE IT FURTHER RESOLVED** that the Mayor or the City Manager and the City Clerk are hereby authorized and directed to execute said Agreement on behalf of the City of Indianola, Iowa.

**DATED** this 4th day of February 2020.

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Kelly B. Shaw, MAYOR

ATTEST:

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Andrew J. Lent, CITY CLERK



MidAmerican Energy  
Attn: John Clark - DMCC  
PO Box 657  
Des Moines, IA 50306

January 28, 2020

City of Indianola Waste Water Treatment Facility  
Ryan Waller, City Manager  
P.O. Box 299  
Indianola, Iowa

Reference: Gas service to serve the future Waste Water Treatment Facility for the City of Indianola on Grimes Street and 110<sup>th</sup> in Indianola, Iowa - WMIS 2769516-1

Dear Mr. Waller;

The enclosed drawing shows MidAmerican Energy Company's proposal for providing gas to serve 3736 SCHF with one (1) meter at the above location. The applicant charge for this installation is \$32,245.42. This proposal is valid for 90 days and if MidAmerican Energy Company construction has not commenced within 12 months it may be voided. This proposal is based on the following terms:

MidAmerican Energy Company Proposes To:

1. Furnish and install gas service piping of the appropriate size to serve the above load.
2. Furnish and install applicable gas meter and header.
3. Supply 10# psig at the meter.
  - a. For a 10 psig delivery pressure to a customer, the customer's piping system must be able to receive, withstand and control 20 psig of gas pressure.

The Applicant Agrees To:

1. Be responsible for all restoration.
2. Provide without cost to the Company such easements as are necessary for the installation and maintenance of Company's facilities on private property. If a 3<sup>rd</sup> party easement is required any cost associated in obtaining the easement will be paid by the applicant.
3. The undersigned does hereby certify that the structure noted above, if intended primarily for human occupancy and if completed after April 1, 1984, meets the energy conservation standards as contained in the Iowa Administrative Code Section 661-16.800 sometimes known as the "State Building Code Thermal and Lighting Efficiency Standards."

January 28, 2020  
Page 2

4. Grade the service route to within four inches of final grade and clear the route of construction materials, obstructions, trees, etc. Extra costs for additional excavation beyond normal trenching operations, due to unforeseen underground obstructions, shall be paid by the applicant.
5. Permanently mark private fuel lines with metal tags or paint for each unit.
6. The 2” gas riser bracket must be installed at final grade.
7. Furnish and install guard posts around the gas meter set (if needed).
8. There are two (2) options for installing the unistruts for the rotary sets.
  - a. Install the unistruts on the building wall
  - b. Install away from the building wall using 4” square tube embedded in concrete below the frost line. See the enclosed drawings.
9. Locate all underground facilities such as storm and sanitary sewer, septic lines, underground electric cable, communication cable, irrigation systems and water lines that are not located by members of One Call. MidAmerican Energy Company assumes no liability for private facilities not located.
10. Be responsible for complying with all aspects of compliance as required by any local, state, or federal permit or plan associated with storm water pollution prevention or erosion control. It is specifically understood and agreed that MidAmerican Energy Company is providing the service requested by the Applicant solely for the Applicant. MidAmerican Energy will not become or agree to become a co-permittee or operator for the purpose of applicants’ compliance with any local, state or federal permit or plan associated with storm water pollution prevention or erosion control.
11. It is specifically understood and agreed Applicant must certify that all of the above requirements shall be met or this Agreement shall be deemed null and void.

If a customer makes a change to their facility that requires MidAmerican Energy Company to install protect posts around the existing gas meter/s, the customer will be responsible for the cost to install the posts.

If MidAmerican Energy Company is required to start construction of gas facilities during the winter season the work will be subject to an additional winter construction charge.

It is MidAmerican Energy Company's responsibility to see that the various utility companies' facilities are located before our construction. This includes electric, natural gas, telephone, cable television, and generally water. It is the owner's responsibility to see that any privately owned systems such as water systems, irrigation systems, drain pipes, septic lines and underground wiring are located before MidAmerican Energy Company's construction. MidAmerican Energy Company assumes no liability for private facilities that are not located.

January 28, 2020  
Page 3

MidAmerican Energy Company installed facilities will remain the property of MidAmerican Energy Company.

If this proposal is satisfactory, please sign and return one (1) copy of this letter to me. MidAmerican Energy Company will release the work for scheduling upon the receipt of a signed proposal, gas service facility application agreement, site readiness and payment of \$32,245.42. Please keep us advised of your plans so we may schedule our construction work at the appropriate time. If you have any questions, please call me at (515) 242-3918.

*Please allow a minimum of ten (10) working days notice when requesting your gas meter.*

Sincerely,  
MidAmerican Energy Company



John Clark  
Customer Project Coordinator

Enclosures

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_ Date Service Required: \_\_\_\_\_

Meeting Date: 02/04/2020

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**Subject**

Resolution Naming Depositories.

**Information**

Included in the Council Packet is a resolution to approve depositories for the City of Indianola. This is a required annual resolution per auditor direction to regularly provide authorization and oversight for the deposit of City funds.

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**Fiscal Impact**

**Attachments**

Depository Resolution

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**CITY OF INDIANOLA, IOWA  
RESOLUTION NO. 2020-**

**RESOLUTION NAMING DEPOSITORIES  
AND SETTING DEPOSITORY LIMITS**

**WHEREAS**, Iowa Code 12C.2 requires that the approval of financial institutions as depositories shall be by written document which shall be entered of record in the minutes of the approving board, and which shall distinctly name each depository approved, and specify the maximum amount which may be kept on deposit in each depository; and

**WHEREAS**, the City’s auditor recommends the naming of depositories be done annually.

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

- (1) approves the following list of financial institutions to be depositories of the City of Indianola funds in conformance with all applicable provisions of Iowa Code Chapter 12.
- (2) authorizes the City Clerk to deposit the City of Indianola funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

DEPOSITORY NAME	LOCATION OF DEPOSITORY	MAXIMUM BALANCE IN EFFECT UNDER THIS RESOLUTION
TruBank	Indianola, IA	\$5,000,000
City-State Bank	Indianola, IA	\$200,000
People’s Bank	Indianola, IA	\$200,000
Banker’s Trust	Des Moines, IA	\$35,000,000
Iowa Public Agency Investment Trust	West Des Moines, IA	\$500,000

Passed and adopted this 4<sup>th</sup> day of February 2020.

\_\_\_\_\_  
Kelly Shaw Mayor

ATTEST:

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

Meeting Date: 02/04/2020

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**Subject**

Resolution setting a public hearing for March 2, 2020 for Maximum Property Tax Dollars.

**Information**

Under a new state law adopted in the last Iowa General Assembly session, cities are now required to hold a hearing on the maximum property tax dollars to be levied in the upcoming year prior to adopting the budget for that fiscal year. In the Council Packet are the resolution and notice for setting the date for this hearing at 6 PM on March 2, 2020. At that time the Council will consider a resolution to set the amount of maximum property tax dollars to be levied. It is very important to note, that under the new state law, this notice does **NOT** include the levy for debt service.

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**Fiscal Impact**

**Attachments**

Property Tax Dollars Notice  
Resolution Setting Hearing

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<b>CITY NAME</b> Indianola	<b>NOTICE OF PUBLIC HEARING -PROPOSED PROPERTY TAX LEVY</b> Fiscal Year July 1, 2020 - June 30, 2021	<b>CITY CODE</b> 91-873
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The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

<b>Meeting Date:</b> 3/2/2020	<b>Meeting Time:</b> 6:00 PM	<b>Meeting Location:</b> Indianola City Hall, 110 N 1st Street, Indianola, IA 50125
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At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy.

After adoption of the proposed tax levy, the Council will publish notice and hold a hearing on the proposed city budget.

<b>City Web Site (if available):</b> <a href="http://www.indianolaiowa.gov">www.indianolaiowa.gov</a>		<b>City Telephone Number:</b> 515-961-9410		
<b>Iowa Department of Management</b>	<b>Current Year Certified Property Tax</b> 2019/2020	<b>Budget Year Effective Property Tax</b> 2020/2021**	<b>Budget Year Proposed Maximum Property Tax</b> 2020/2021	<b>Annual % CHG</b>
Regular Taxable Valuation	1 541,061,480	566,827,938	566,827,938	
<b>Tax Levies:</b>				
Regular General	2 \$4,382,598	\$4,382,598	\$4,591,306	
Contract for Use of Bridge	3 \$0	\$0		
Opr & Maint Publicly Owned Transit	4 \$0	\$0		
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	5 \$0	\$0		
Opr & Maint of City-Owned Civic Center	6 \$0	\$0		
Planning a Sanitary Disposal Project	7 \$0	\$0		
Liability, Property & Self-Insurance Costs	8 \$0	\$0	\$112,000	
Support of Local Emer. Mgmt. Commission	9 \$0	\$0		
Emergency	10 \$0	\$0		
Police & Fire Retirement	11 \$354,491	\$354,491	\$444,997	
FICA & IPERS	12 \$545,050	\$545,050	\$508,775	
Other Employee Benefits	13 \$1,417,395	\$1,417,395	\$1,573,123	
<b>*Total 384.15A Maximim Tax Levy</b>	14 \$6,699,534	\$6,699,534	\$7,230,201	<b>7.92%</b>
<b>Calculated 384.15A MaximumTax Rate</b>	15 \$12.38220	\$11.81934	\$12.75555	

Explanation of significant increases in the budget:

Hiring two additional police officers with vehicles and equipment; Hiring fulltime and part-time library staff members; Anticipating 10% increase in health insurance premiums.

If applicable, the above notice also available online at:

<http://www.indianolaiowa.gov/512/City-Clerk-Finance-Department>; <https://www.facebook.com/CityofIndianola>;  
<https://twitter.com/cityofindianola>

\*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy

\*\*Budget year effective propert tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

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

**RESOLUTION SETTING DATE FOR HEARING ON  
MAXIMUM PROPERTY TAX DOLLARS FOR  
CITY OF INDIANOLA FY2021 BUDGET**

**WHEREAS**, under state law, the City of Indianola must hold a public hearing on the maximum property tax dollars to be levied in Fiscal Year (FY) 2021 from July 1, 2020 to June 30, 2021, and

**WHEREAS**, under state law, the maximum property tax dollars under this requirement, does not include the debt service levy, and

**WHEREAS**, a notice concerning the proposed city maximum property tax dollars must be published between 10 and 20 days prior to the date said hearing, and

**WHEREAS**, the notice for publication is attached to this resolution.

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

- (1) The date and time for the public hearing on the maximum property tax dollars to be levied in FY21 is set for 6:00 PM on March 2, 2020 at Indianola City Hall, 110 N 1<sup>st</sup> Street.
- (2) the City Clerk is directed to publish the attached notice between 10 and 20 days prior to the date of said hearing.

Passed and adopted this 4<sup>th</sup> day of February 2020.

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

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

**Meeting Date:** 02/04/2020

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**Subject**

Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquefied petroleum gas, energy conservation and property maintenance codes.

**Information**

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**Fiscal Impact**

**Attachments**

Building Code Memorandum

Comments

Additional Comments

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: January 27, 2020  
Re: Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.

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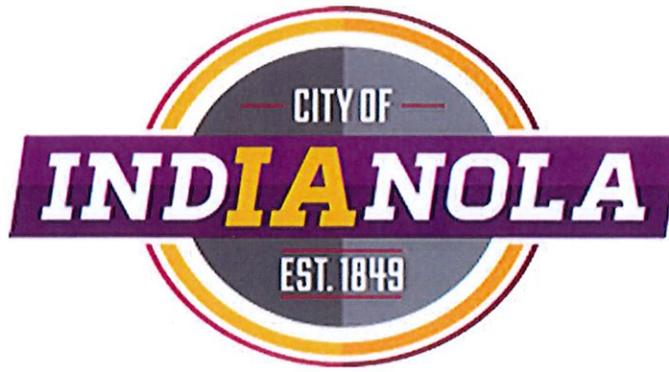
As you are aware, one of the items outlined in the City's strategic plan was to review and evaluate current building codes and look at updating to the most recent version of those codes. These codes include the International Residential Code, Building Code, Fire Code, Fuel Gas Code, Plumbing Code, Mechanical Code and National Electrical Code. City staff has reviewed the recommendations of the Central Iowa Code Consortium. Capital Crossroads, through the Central Iowa Code Consortium, has been working on local government collaboration in the adoption of updated building codes across the Des Moines Metro communities.

Currently, City Staff is seeking feedback on the proposed recommendations of the Central Iowa Code Consortium. City staff created a website (<https://www.indianolaiowa.gov/841/Code-Updates>) where the public can easily obtain the recommendations and has all current and proposed code books available in the Community Development Department for review. On January 16, staff hosted a breakfast that was attended by over 50 people, where these code recommendations were discussed. Attached to this memorandum are the comments staff has received to date regarding these code updates.

The updated timeline for adoption of the updated codes is as follows:

- December 13, 2019 through March 27, 2020- Public Review/Comment Phase
- January 16, 2020- Contractors Open House Breakfast
- March 25, 2020- City Council Study Session
- April 6, 2020- 1st Reading of ordinance adopting updates codes
- April 20, 2020- 2nd Reading of ordinance adopting updates codes
- May 4, 2020- 3rd Reading of ordinance adopting updates codes
- June 1, 2020- Effective Date

I will attend the February 4<sup>th</sup> Council meeting if you have any questions.



BUSINESS NAME: *Carlson Homes*

Primary Contact: *Dan Carlson*

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

Address: *210 N. 17th Street*

City *Indianola* Zip *50125*

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

Comments – Concerns – Note for Community Development:

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

## Charlie Dissell

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

Charlie, Tim, and Greg,

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

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

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

Please call me or email back with any questions.

Thank you,

**DAN CARLSON**  
*Builder*



BUSINESS NAME: Better Homes + Gardens Real Estate Innovations

Primary Contact: Misty Soldwisch

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

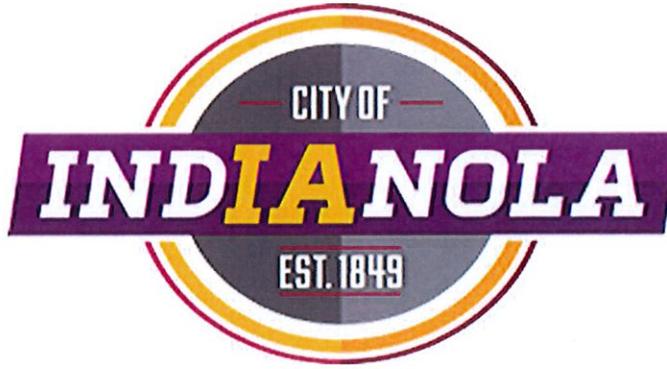
Address: 117 E Salem Ave

City Indianola Zip 50125

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

Comments – Concerns – Note for Community Development:

Thank you for having the event.



BUSINESS NAME: Shive-Hattery

Primary Contact: Michael Kleene

Office # 223-8104  Cell # 783-7817  Email m.kleene@shive-hattery.com

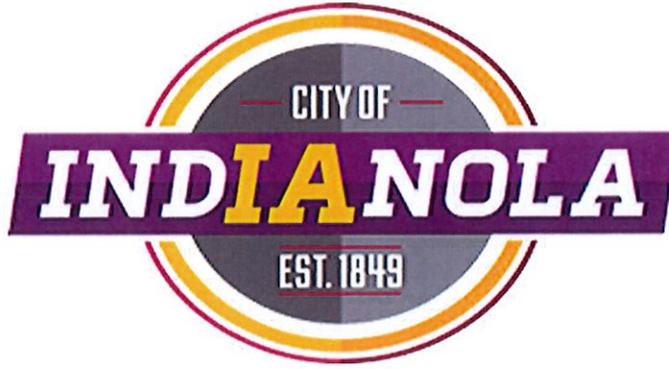
Address: 4125 Westown Parkway Suite 100

City West Des Moines Zip 50266

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

Comments – Concerns – Note for Community Development:

Thanks for hosting. Somehow I missed the proposal class  
so I'll be emailing you.



BUSINESS NAME:

Mid American Energy

Primary Contact:

John Clark

Office # (515) 242-3918  Cell # (515) 461-2950  Email

jrclark@midamerican.com

Address:

3500 104th Street

City

Urbandale

Zip

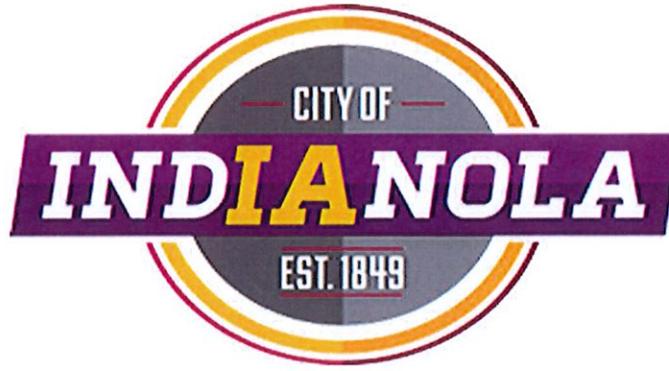
Iowa

50322

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

Comments – Concerns – Note for Community Development:

Would be nice to introduce others!



PELDS DESIGN SERVICES

BUSINESS NAME: PELDS DESIGN

Primary Contact: DANIEL WILLRICH

Office # 515 777 2548  Cell #

Email daniel@pelds.com

Address: 2323 DIXON ST

City DSM Zip 50316

WE ARE A CIVIL ENGINEERING AND ARCHITECTURE FIRM IN DES MOINES

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

Comments – Concerns – Note for Community Development:

Horizontal lines for providing comments, concerns, or notes for community development.

BUSINESS NAME: Jerry's Homes

Primary Contact:

~~Michael~~ miken@jerryshomes.com

Office #

Cell # (515) 478 5110

Email

Address:

~~3710~~

City Wom

Zip 50266

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

Comments – Concerns – Note for Community Development:

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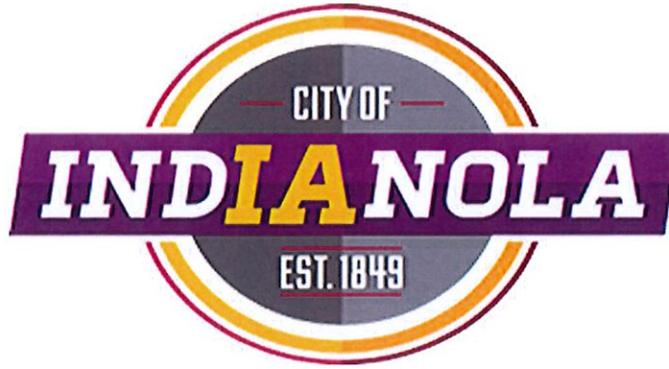
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BUSINESS NAME: KCI

Primary Contact: Mimi Kelly

Office #  Cell # 515-321-4286  Email laramiekelly@gmail.com

Address: 1506 Lundahl Ct.

City Indianola Zip 50135

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

Comments – Concerns – Note for Community Development:

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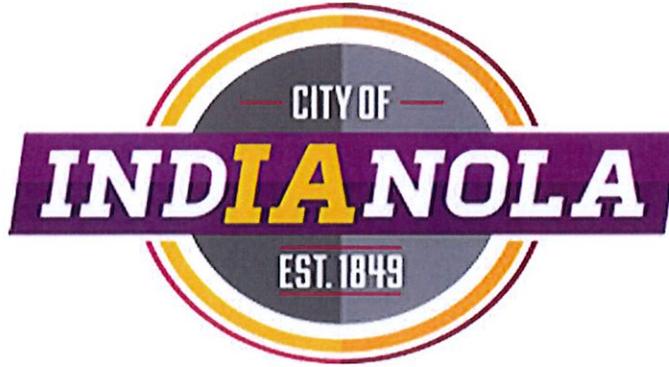
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BUSINESS NAME: *TruBank*

Primary Contact: *bneedles@trubank.bank*

Office # *961-5880*  Cell # *681-6786*  Email

Address: *1319 E Girard*

City *Indianola* Zip *50125*

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

Comments – Concerns – Note for Community Development:

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BUSINESS NAME: TRUBANK

Primary Contact: Keith Welling

Office # 5159615880  Cell # 5152291409  Email K.welling@TRUBANK-BANK

Address: 1401 xl. Jefferson

City INDIANOLA Zip 50125

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

Comments – Concerns – Note for Community Development:

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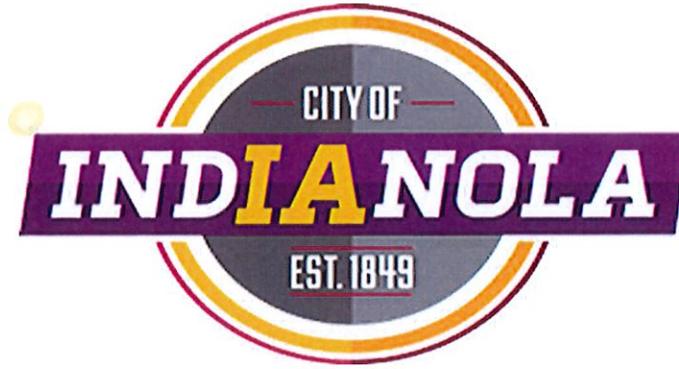
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14780 - last census



BUSINESS NAME: GRAYSCALE ARCHITECTURE, LLC

Primary Contact: STEVEN GRAY

Office #  Cell # 515-423-8137 Email steve@grayscale-architecture.com

Address: 13762 MCGREGOR ST.

City INDIANOLA Zip 50125

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

Comments – Concerns – Note for Community Development:

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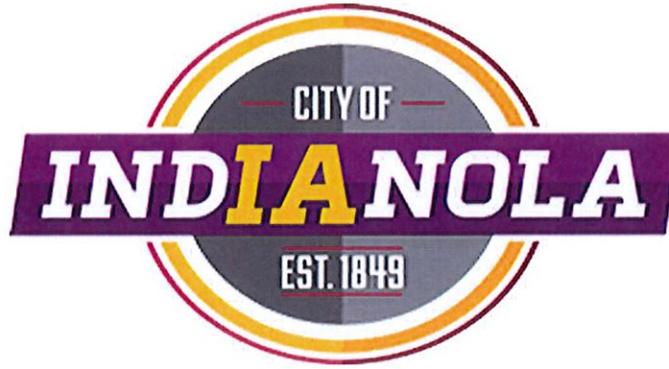
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Lindsey Aaron Real Estate (RE/MAX Concepts) & Jerry's Homes

BUSINESS NAME:

Primary Contact:

515-509-1711 Lindsey Aaron

Office #

Cell #

Email

Address:

7101 Vista Dr.

City

WDM

Zip

50766

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

Comments – Concerns – Note for Community Development:

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## Charlie Dissell

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**From:** Karey Bishop <kareybishop@iowarealty.com>  
**Sent:** Friday, January 17, 2020 4:31 PM  
**To:** Ryan Waller; Charlie Dissell  
**Subject:** FW: YOU ARE INVITED.pdf

Hi Ryan and Charlie

I wanted to pass this along to you. See below. Sounds like Jerrys Homes was pleased with the meeting , as she shared their compliment below. I think they had multiple people there. I told her you 2 did all the work. I just passed along the info....

Good work and thank you!

karey

**From:** Lindsey Aaron [mailto:lindsey@lindseysellsiowa.com]  
**Sent:** Friday, January 17, 2020 3:52 PM  
**To:** Karey Bishop <kareybishop@iowarealty.com>  
**Subject:** Re: YOU ARE INVITED.pdf

Thank you so much for this! This was a great thing to attend. I also wanted to say I am so sorry that I had to run off. I was talking with Kim a little too long and had to rush off to an 8:30 AM appointment in Norwalk.

If you had anything to do with starting that breakfast, good job out of you and the City Council board. :) Lisa made the comment that she wishes more cities did this!

Stay warm and safe today!

Lindsey

**\*\*PLEASE NOTE: My email has changed!!\*\***

**\*\*2019 Goal: Receive 24 referrals. I am currently at 23/24 of my goal!!\*\***

**\*\*The greatest compliment I can receive is your referral. Thank you!\*\***

**\*\*Licensed Realtor in the state of Iowa.\*\***



On Fri, Jan 10, 2020 at 3:38 PM Karey Bishop <kareybishop@iowarealty.com> wrote:

Hi Lindsey

I wanted to make sure you are aware of the Indianola Builder Breakfast next Thursday. I have attached a flyer with the details. I will be there and hope to meet you in person! Feel free to share with your fellow Jerrys team members.

Thanks

Karey

Karey Bishop

Iowa Realty

1501 North Jefferson Way

Indianola, Iowa 50125

[kareybishop@iowarealty.com](mailto:kareybishop@iowarealty.com)

Office: 515-453-6335

Text: 515-229-7344

Fax: 515-453-6716

[www.kareybishop.com](http://www.kareybishop.com)

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## Charlie Dissell

---

**From:** Ryan Waller  
**Sent:** Thursday, January 9, 2020 2:55 PM  
**To:** Charlie Dissell  
**Subject:** Fwd: Storm Shelters in Group E

FYI below. Please let me know how you plan to vet these types of comments.

Ryan



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: 515.962.5274  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

Begin forwarded message:

**From:** Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)>  
**Date:** Jan 9, 2020 at 2:53 PM  
**To:** Steve Richardson <[srichardson@mckeondoor.com](mailto:srichardson@mckeondoor.com)>  
**Cc:** Kelly Shaw <[kshaw@indianolaiowa.gov](mailto:kshaw@indianolaiowa.gov)>  
**Subject:** **Re: Storm Shelters in Group E**

Thanks, Steve.

As promised, I'll forward onto community development as part of the public comment period for the code updates.

Great to see you this morning.

Ryan



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: 515.962.5274  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

On Jan 9, 2020 at 2:51 PM, <[Steve Richardson](#)> wrote:

Hi Ryan,

Good talking with you this morning. Thanks for taking the time to answer my questions as you always do.

I talked to Dave Kuhn, Urbandale building official, who served on the subcommittee that helped write changes to the Metro version of the 2018 code. He is going to send me what they proposed. I will forward that to you once I receive it. I am very interested in the direction the City is taking in this area.

I think perhaps you were here, but maybe not, when a tornado touched down less than 200 yards NW of Wilder Elementary. It did extensive damage to a number of homes in that development neighboring the school. My opinion, and mine alone, is we are doing a big disservice to community and the our children and teachers of the community, if we do not adopt a standard that gives teachers and students a safe space during severe storms.

There is a cost involved either way we go. If we do require shelters, there is a monetary cost, maybe as much as 5-10% of the cost of new construction. If we do not, there is the chance of a life cost. As a community we have to decide which one we want to choose.

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:  
McKeon Door Company  
44 Sawgrass Drive  
Bellport, NY 11713  
Mobile: 631-624-4987

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DO NOT DISTRIBUTE IT. INSTEAD, PLEASE DESTROY ALL COPIES OF THIS MESSAGE AND ANY ATTACHMENTS. THANK YOU FOR YOUR COOPERATION!

## Charlie Dissell

---

**From:** Steve Richardson <srichardson@mckeondoor.com>  
**Sent:** Monday, January 20, 2020 9:01 AM  
**To:** Ryan Waller  
**Cc:** Kelly Shaw; Rob Keller; Charlie Dissell  
**Subject:** Re: Building Code

Thank Ryan. Must have been it. A bit harried this morning but thanks for the clarification.

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:  
McKeon Door Company  
44 Sawgrass Drive  
Bellport, NY 11713  
Mobile: 631-624-4987

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**From:** Ryan Waller <rwaller@indianolaiowa.gov>  
**Date:** Monday, January 20, 2020 at 8:50 AM  
**To:** Steve Richardson <srichardson@mckeondoor.com>  
**Cc:** Kelly Shaw <kshaw@indianolaiowa.gov>, Rob Keller <rob.keller@indianola.k12.ia.us>, Charlie Dissell <cdissell@indianolaiowa.gov>  
**Subject:** Re: Building Code

Hi Steve.

Thanks for the email. Are you looking at one of the attachments from a prior weekly email? If so, please know that the building code item is not on tomorrow's agenda. The next step in the process will be to have a simple report to council on steps taken so far, the results of the developer/contractor breakfast from last week, comments received and timeline moving forward. We will be sure to include your comment in the materials.

Stay warm. Please let me know if you have any questions.

Ryan



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: [515.962.5274](tel:515.962.5274)  
[110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125](https://www.indianolaia.gov)

On Jan 20, 2020 at 8:29 AM, <[Steve Richardson](#)> wrote:

Hi Ryan,

I see the Council is taking a look at the building code in the meeting on the 21<sup>st</sup>. I was wondering what the recommendation is for storm shelters in new school construction. 911 call centers, police and fire stations? I am copying Rob Keller on this as I have written him and three other school board members about this issue. So far, Rob is the only one from whom I have received a comment. The Code Section I am referring to is in Chapter 4, Section 423, IBC 2015 or 2018.

The State Code has adopted this, although as you know home rule allows local jurisdictions to decide what is and what is not in their own codes. The Metro group, according to my discussions a week or so ago with one of the committee members on that group, has left it in but perhaps with some variations.

I know some will say this is overkill but we had a wake-up call just a few years ago with the tornado that touched down less than a quarter mile from Wilder Elementary, causing numerous homes to be damaged. Having taught school for 23 years, kids are our future and it is our responsibility to protect them from all perils.

FEMA research says storm shelters only add 1-3% to the cost of new construction. My experience shows it is about 5-10%. In renovation works, it is higher, so new construction seems to be the most feasible. The code says it can also be a separate building or part of structure.

This brings me to one other comment. When I was last on the Council and we discussed the first Kading project on N 9<sup>th</sup>, my first of two questions for the Community Development people were where is the drainage for this area going. (We had severe flooding on a moderate rain storm from E. Henderson all the way to the creek by the bike trail due to the run-off-many homes had damage). Do you know if the water from the proposed development goes north at that point or does it drain south? Either way, has a dramatic impact on those downstream.

The second point I brought up almost 10 years ago was based on the fact these homes have a large number of people in a small area. The homes are on concrete slabs. My question was shouldn't we require a storm shelter in each unit? I was told at that time it was too costly. My motion to require a shelter did not pass. I later did the research. A concrete closet space at that time added about \$3,000 to the cost of home. It is a small price when saving lives.

Ryan I appreciate your consideration. In know it isn't always easy. Thanks!

Cordially,

Steve Richardson CSI  
Business Development Manager

Corporate Headquarters:  
McKeon Door Company  
44 Sawgrass Drive  
Bellport, NY 11713  
Mobile: 631-624-4987

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## Charlie Dissell

---

**From:** Ryan Waller  
**Sent:** Tuesday, January 21, 2020 12:02 PM  
**To:** Charlie Dissell  
**Subject:** Fwd: Storm Shelters In Schools



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: 515.962.5274  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

Begin forwarded message:

**From:** Art Sathoff <[art.sathoff@indianola.k12.ia.us](mailto:art.sathoff@indianola.k12.ia.us)>  
**Date:** Jan 21, 2020 at 10:55 AM  
**To:** Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)>  
**Subject:** Re: Storm Shelters In Schools

As long as it's for new construction, no

"Knowledge comes, but wisdom lingers."  
--Tennyson

Click this link to learn about Indianola CSD  
[http://www.elocallink.tv/vp6/spon-fcsa\\_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1](http://www.elocallink.tv/vp6/spon-fcsa_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1)

Art Sathoff, Superintendent of Schools

Cell Phone: 641-233-7014

Central Office: 1304 East Second Avenue, Indianola, IA 50125

On Tue, Jan 21, 2020 at 10:54 AM Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)> wrote:  
Thanks, Art.

The recommendations we are bringing forward incorporates these requirements...any issues with it proceeding?

Ryan



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: [515.962.5274](tel:515.962.5274)  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

On Jan 21, 2020 at 10:48 AM, <[Art Sathoff](mailto:Art.Sathoff@schools.k12.iowa.gov)> wrote:

had some conversation with Rob Keller about this this morning  
Any new construction of a school (e.g. building a new elementary school) would incorporate a safe room/shelter. At this time we don't have plans to do additions on existing buildings for this purpose. Buildings do tornado drills and move to the safest areas, of course.

Thanks,  
Art

"Knowledge comes, but wisdom lingers."  
--Tennyson

Click this link to learn about Indianola CSD  
[http://www.elocallink.tv/vp6/spon-fcsa\\_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1](http://www.elocallink.tv/vp6/spon-fcsa_a.php?sponid=BzQDMQZmAmxXYg==&fvm=1)

Art Sathoff, Superintendent of Schools

Cell Phone: 641-233-7014

Central Office: 1304 East Second Avenue, Indianola, IA 50125

On Tue, Jan 21, 2020 at 8:10 AM Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)> wrote:



**Ryan J. Waller**  
City Manager  
[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)  
p: [515.962.5274](tel:515.962.5274)  
110 N. 1<sup>st</sup> Street – Indianola, Iowa 50125

Begin forwarded message:

**From:** Steve Richardson <[srichardson@mckeondoor.com](mailto:srichardson@mckeondoor.com)>

**Date:** Jan 21, 2020 at 7:54 AM

**To:** Rob Keller <[rob.keller@indianola.k12.ia.us](mailto:rob.keller@indianola.k12.ia.us)>, Donna Kreamer <[donna.kreamer@indianola.k12.ia.us](mailto:donna.kreamer@indianola.k12.ia.us)>, Ben Metzger <[ben.metzger@indianola.k12.ia.us](mailto:ben.metzger@indianola.k12.ia.us)>, Sue Wilson <[sue.wilson@k12.ia.us](mailto:sue.wilson@k12.ia.us)>

**Cc:** Ryan Waller <[rwaller@indianolaiowa.gov](mailto:rwaller@indianolaiowa.gov)>

**Subject:** Storm Shelters In Schools

Good Morning,

I ran across the article in the link below in CSI magazine. While it is written by a person in the door industry, I believe she does a good job of discussing the cost issues later in the article as well as the code issues in the beginning of the article.

<https://www.constructionspecifier.com/the-doors-to-life-saving-measures/>

As you may or may not know the City of Indianola is in the process of adopting a newer version of the building code. It is one in which the issue of storm shelters in schools is part of the code. In Iowa, local jurisdictions have the "right" under Home Rule to exclude parts of the Code. I am not saying the City is working to take out Section 423 of the 2015 and 2018 International Building Code (IBC). What I am saying is the Council could eliminate that section under Iowa law.

I am asking that as School Board members, you let the City know your thoughts as to whether Indianola school children, faculty and staff should have a place to go in the event of a tornado bearing down on the town. Most schools have areas of refuge, but those areas are not designed to the standards required under Section 423 of the IBC.

Through all their studies of wind events since the early 1970's, FEMA has found that roof attachments and flying debris are some biggest areas of concern in a storm. Roof attachments in normal school construction just will not withstand a EF5 tornado. Traditional roof systems lift off under that pressure and drop on those below. FEMA found in the last fatal storm in Moore, Oklahoma, in which a school was destroyed, seven school kids were killed when the roof lifted and fell into the area where engineers and designers had designated as the safest places to shelter in a storm. I am afraid that very thing could happen here.

I would encourage all of you to let the City know your thoughts on this topic. Having been a school teacher myself for over 23 years and the last 20 years in the construction industry, I have been able to see both sides. But in the end for me it all comes down to doing what we can as a community to save our future-our kids.

Thank you for your consideration.

Steve Richardson

611 N. 6<sup>th</sup> Street Place

Indianola, Iowa 50125

Cordially,

Steve Richardson CSI

Business Development Manager

Corporate Headquarters:

McKeon Door Company

44 Sawgrass Drive

Bellport, NY 11713

Mobile: 631-624-4987

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## Charlie Dissell

---

**From:** Justin Brown <justinb@downingconstruct.com>  
**Sent:** Wednesday, January 29, 2020 12:42 PM  
**To:** Charlie Dissell; Ryan Waller  
**Subject:** Code Consortium - Unfinished basements.

Good morning...I am sending you the below picture to insure that you understand the magnitude of a possible recommendation to waive an exception stated in the new building code that would require all unfinished basements to have Drywall installed on the ceilings. The exception in the code will allow for dimensional lumber or floor trusses to be used in lieu of TJI joists (TJI's are composed of plywood and glue and are more flammable than dimensional lumber) without installing drywall on the entire basement ceiling at a nominal difference in cost. The staff and council has done a phenomenal job of instituting economic development drivers including a new and fresh tax abatement structure, and our citizens should be thankful and proud of the work done to date. I struggle to see why the City should waive (not allow builders to use) an exception in the code to help keep ever rising construction costs at a reasonable level. This is like taking 2 steps forward and 3 steps back. These exceptions in the code exist because the code at times can be too strict and too rigid and lack common sense. This scenario exemplifies that and the exception should be allowed. I would gladly give you a tour of the Indianola Pediatric Clinic on N 6th if anyone would like additional information or to see this installation in person. Staff and Council should strongly oppose waiving this exception based on the focus of improved economic development and being competitive and developer/home builder friendly.

Please do not hesitate to reach out with any comments/questions.



Thank you,

**Justin Brown** | President

**Downing**

Office: [515.961.5386](tel:515.961.5386) | Cell: [515.202.3129](tel:515.202.3129)  
[Indianola, IA 50125](mailto:Indianola, IA 50125)

[www.downingconstruct.com](http://www.downingconstruct.com)



**Meeting Date:** 02/04/2020

---

**Subject**

Receive and file the Police Department Annual Report.

**Information**

This report is a synopsis of the various activities and duties performed by the Indianola Police Department during 2019.

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**Fiscal Impact**

**Attachments**

2019 Annual Report

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# 2019 Annual Report





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Organizational Chart.....	4
Department Personnel.....	5
Divisions.....	6
Training.....	11
Statistics.....	12
Community.....	13
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## Message from the Chief

This report is a synopsis of the various activities and duties performed by the Indianola Police Department. We strive to be engaged in our community, working with them in a partnership to provide a safe and secure environment where quality of life is expected.

IPD began the process of hiring additional officers based on a previous staffing study, but the Department operated with less than a full complement of officers throughout the entire year. Calls for service increased by 145 even though one officer was in field training for a portion of the year and another left the Department. Officers continue to be actively involved with IPD's community policing efforts which are now being coordinated by our new School Resource Officer, a position added to the Department at the beginning of the 2019 school year.

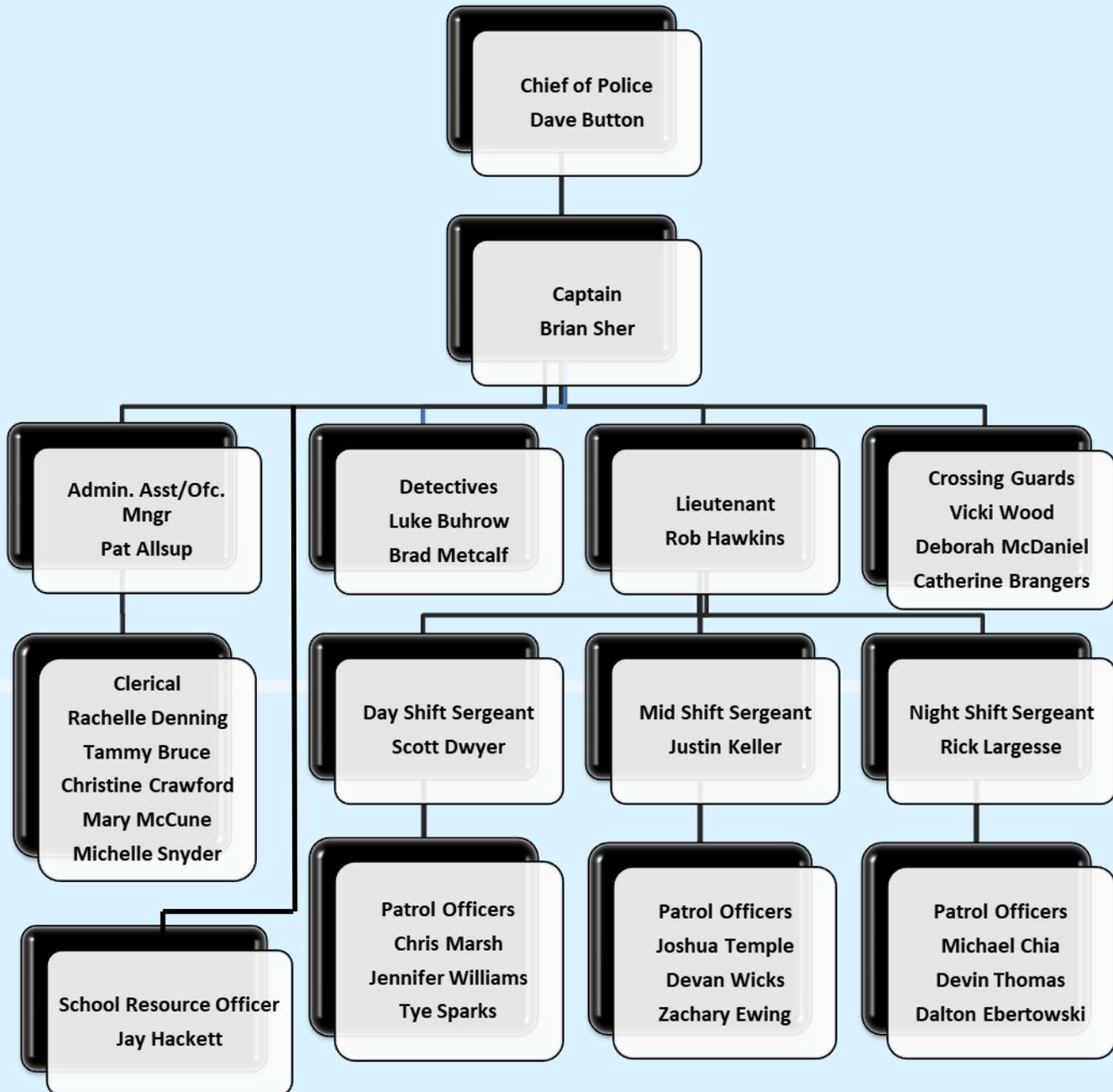
On behalf of the Indianola Police Department, we thank our community for the support we received in 2019. We will continue to keep the watch, protecting and serving our community with Integrity, Professionalism, and Dedication.

Dave Button  
*Chief of Police*



# Indianola Police Department Organizational Chart

2019



# 2019

## Department Personnel



Chief Dave Button



Captain Brian Sher



Lt. Robert Hawkins



Admin. Asst. Pat Allsup



Sgt. Scott Dwyer



Sgt. Justin Keller



Sgt. Rick Largesse



Detective Luke Buhrow



Detective Brad Metcalf



SRO Jay Hackett



Officer Chris Marsh



Officer Jennifer Williams



Officer Joshua Temple



Officer Devan Wicks



Officer Michael Chia



Officer Zachary Ewing



Officer Devin Thomas



Officer Tye Sparks



Officer Dalton Ebertowski



Clerical Rachele Denning



Clerical Tammy Bruce



Clerical Christine Crawford



Clerical Michelle Snyder



Clerical Mary McCune



## Patrol Division

The Department's most visible division is the patrol division. The lieutenant oversees the operation of the patrol division. Each of the three patrol sergeants command one of three shifts manned by patrol officers. A minimum of two officers provide a law enforcement presence throughout the community 24 hours a day, 365 days a year.

The sergeants and patrol officers are assigned to one of three nine-hour shifts. Each shift overlaps which allows officers an opportunity to exchange information, keeps more officers on the street instead of ending and starting shifts simultaneously, and reduces overtime. The lieutenant works 1 pm – 10 pm Monday through Friday. This ensures that at least one supervisor is available to all three of the patrol shifts during the week, and gives the captain and chief an opportunity to brief the lieutenant on daily matters.

IPD was fortunate to receive funds from three entities in 2019 that assisted in our efforts to upgrade vital equipment. A grant from Country Financial was used to add baton flare traffic kits to the squads, an important piece of equipment for the safety of the officers. A Prairie Meadows grant allowed us to purchase a hardcase for an AED, purchase replacement mobile computer displays, and update our mobile driver license scanners and printers. A fundraiser by HyVee contributed funds for updated radar units.





Indianola's day shift patrol officers continue to stop into the elementary schools unannounced throughout the week. Officers walk through the buildings and converse with students and faculty as the opportunities arise. This effort places a marked patrol car in front of the schools at random times, serving as a deterrent to someone contemplating disrupting the school day. IPD partnered with the Indianola Community School District to provide a School Resource Officer. The SRO offices at the high school and splits their time between there and the middle school during normal school days. The SRO attends select school events, and when school is on break resumes patrol duties at IPD.

The Department's speed monitoring trailer is stationed throughout the city to remind drivers not to exceed the designated limit. Patrol officers are responsible for positioning the trailer each morning at a predetermined location and retrieving the trailer each evening.





Each officer's activity, either self-initiated or through being dispatched to a call, is a call for service. The patrol shift had 13,001 calls for service in 2019, an increase of 1.1% from 2018. Traffic enforcement in the form of citations and warnings decreased 21.7% from 2018 following an increase of 26% the previous year.

Patrol officers are often the first officers on scene at reported crimes, disturbances, and medical emergencies. Patrol officers assess each situation, identify involved parties, secure evidence if available, gather information, assess patients and render first aid, and make arrests as each situation dictates. They also handle complaints from citizens who either phone or walk in to the department wishing to speak with an officer. Most situations necessitate a written report that each patrol officer is responsible for completing. The cases that need further attention are either forwarded to the detective division or are followed up with by the patrol officer .



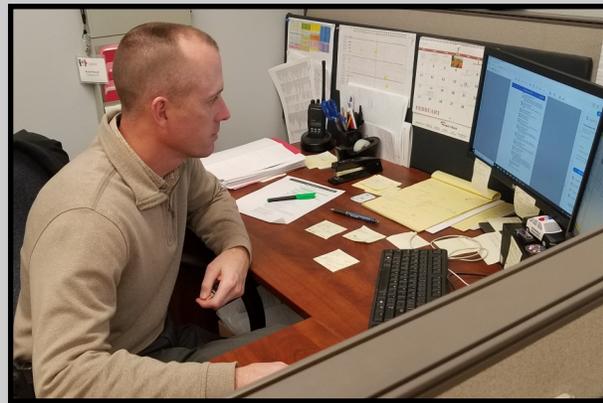


## Detective Division

The two detectives assigned to the detective division are overseen by the Captain. Plans are in place to expand the division to three detectives in 2020 once the new additional officers are trained and on their own. Cases worked by the division decreased 29% in 2019 as some of the investigations were complicated time-consuming cases which slowed down the number of total cases that could be investigated. Each detective handled over 70 cases.

Detective duties include following up on cases generated by patrol officers, coordinating with prosecutors, warrant preparation and execution, and performing as the lead officers on major crimes including sexual assaults, robberies, burglaries, financial crimes, and narcotics investigations. Detectives are trained and are responsible for crime scene processing, interview and interrogation, and death investigations. Detectives also consult with patrol officers regarding their investigations, and assist with preparation and execution of warrants on cases that are not assigned to the detective division. The detectives are also responsible for the control of evidence and the evidence room.

One detective is certified as a forensic examiner to investigate Internet Crimes against Children. This designation allows IPD to continue conducting ICAC cases as we have been for years with other ICAC certified personnel. IPD detectives utilize a Cellebrite device that allows them to conduct forensic exams on cellular phones. IPD detectives utilized the Cellebrite in 85 cases in 2019. Seventeen of those phone exams were related to ICAC investigations. IPD's detectives utilized the Cellebrite to perform cell phone examinations for several partner agencies including Norwalk PD, Carlisle PD, Sheriff's Offices in Warren, Madison, and Marion Counties, Osceola PD, the Iowa Division of Criminal Investigation, and the Iowa Department of Public Safety.





## School Resource Officer

An SRO was put in place commencing with the 2019 – 2020 school year. The SRO attended a 40-hour Basic SRO course prior to the beginning of the school year and will continue to be afforded training opportunities relevant to the position as those arise.

Although not a complete list, the SRO duties include:

- office at the high school and is primarily responsible for performing duties at the high school and middle school.
- being supervised by the IPD Captain.
- being evaluated at least annually by the Captain in consultation with ICSD personnel.
- being assigned those hours that the schools are in regular session and being on campus 30 minutes prior to school start time until 30 minutes after classes are dismissed for the day.
- maybe being reassigned temporarily by IPD during school breaks or during police emergencies.
- taking vacation time in excess of 5 consecutive days only when school is on break such as Summer, Winter, or Spring break. Vacation or comp time leave less than 5 consecutive days must have approval of IPD.
- being in summer or winter uniform unless approved by IPD for specific events.

The city and school finalized a 28E that spells out more of the duties and responsibilities of the position, as well as the funding split between governmental bodies. As this is a new position, we anticipate some fluidity and alteration in roles and expectations as the position evolves. The SRO and other IPD officers responded to a total of 318 calls for service at the respective schools during 2019.





## Training

The Iowa Law Enforcement Academy has established mandatory training requirements for all law enforcement officers in the state. The Indianola Police Department far exceeds those requirements. As a Department, officers received 885 hours of training in 2019.

In 2019, Department officers either attended instruction or provided instruction in the following areas: firearms, Cellebrite certification, child exploitation, autism and law enforcement, Advanced Roadside Impaired Driving Enforcement, Field Training, Expandable baton instructors course, mandatory reporter training, FBI LEEDA Command Leadership Institute (Sergeants), FBI LEEDA Executive Leadership Institute (Captain and Lieutenant), CPR / AED recertification, Open sight rifle instructor recertification, patrol rifle instruction, interview and Interrogation training. The list does not include optional firearms range days that officers attend, city mandated online safety training, or the vision/values training the Department's leadership team attended.





## Statistics

<b>Type of Call</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>% Diff</b>
Calls for Service	11321	12856	13001	1.1%
Incident Reports	1666	1857	1797	-3.2%
Traffic Enforcement	4434	4912	3993	-18.7%
Vehicle Accident Responses	371	401	426	5.9%
Arrests	583	601	675	12.3%
Controlled Substance Cases	133	163	179	9.8%
Assault	66	87	85	-2.3%
Burglary	286	363	283	-22%
Sex Abuse	24	34	36	5.9%
Theft	326	307	309	.7%
Domestic Disturbance	164	221	186	-15.8%
Criminal Mischief	115	141	124	-12.1%
Arson/Fire	3	1	0	-100%
Robbery	0	1	2	100%
Fraud/Forgery	126	148	140	-5.4%
<b><u>Traffic Enforcement</u></b>				
Citations/Warnings	3268	4137	3238	-21.7%
OWI	72	55	50	-9.1%
Parking Tickets	609	774	705	-8.9%
<b><u>Motor Vehicle Accidents</u></b>				
Property Damage	281	313	323	3.2%
Personal Injury	20	16	19	18.8%
Hit and Run	52	49	67	36.7%
Unknown Injury	5	8	6	-25%
Car vs. Deer	13	15	11	-26.7%
Fatality	0	0	0	0%
<b><u>Detective Cases</u></b>				
Detective Investigated	227	207	147	-29%
ICAC	11	15	16	6.7%



## Community Involvement

The Department is actively involved in the community as we build on the trust we've built, and we strive to provide a safe environment for our citizens and visitors. We work to strengthen our current partnerships and look to build collaborative new partnerships with local groups and individuals.

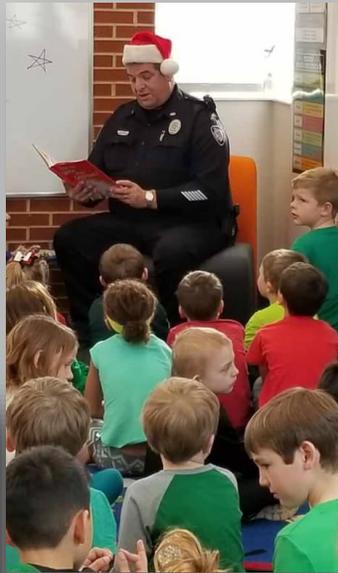
The Department's visibility in the community is vital to our success. Officers are encouraged to get out of the squad cars and into various businesses, or to briefly stop by community events. On Beggar's Night, officers patrol the town handing out candy to young trick-or-treaters. We also set up a squad car at the library and won first place as favorite display in the City's Trunk-or-Treat event. IPD staffs display booths during the Warren County Fair and Warren County Health and Safety fair. Both events afford officers the opportunity to interact with visitors and community members.



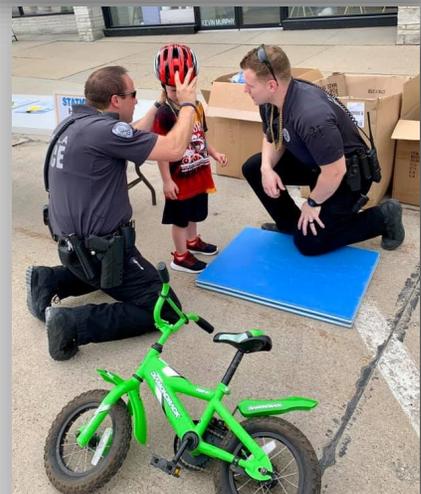
Communication between the Department and administration at Indianola schools and Simpson College continues to be positive. IPD continues a successful partnership with Simpson College to provide internship opportunities to criminal justice students. One Simpson's Criminal Justice professors has met multiple times with various members of IPD to discuss the CJ program and collaboration.



The annual week-long Junior Police Academy was held in the summer. The room full of Junior Officers were instructed by IPD Officers on topics such as patrol and detective duties, bullying, internet safety, drunk driving, defensive tactics, and polygraphs.



Officers have given talks to local service organizations and schools and read to elementary students at the schools. IPD participated in local charities by donating training in firearms and patrol officer duties for silent auctions. IPD donated to two local PTO's and provided the winning child a ride to school wearing an IPD uniform shirt. The Department's Facebook page and Twitter account continue to provide information to the community on public safety issues and Department activities. We helped at the Mayor's Bike Fest, provided an officer to speak to bank employees, and





The Department's ride along program continues to be successful. Citizens are allowed, after a background check and with supervisory approval, to spend up to four hours riding with the patrol officers in an observation role. Citizens are eligible to participate in the ride along program once every six months.

The drug drop box in our lobby receives a tremendous amount of use. Citizens place outdated and unwanted prescription medication in the box which is then safely destroyed without harm to the environment.

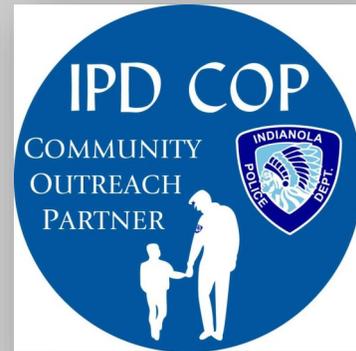
Two parking spots on the south side of the Department are designated for safe exchange zone parking. The parking stalls are monitored by surveillance video 24/7 and are to be used by people conducting on-line transactions such as eBay or other online purchases as well as by parents making child custody exchanges.

The Indianola Police Department Community Outreach Partners (IPD COP) is a non-profit program funded entirely by donations from businesses and individuals. IPD COP allowed officers to purchase and deliver twelve Thanksgiving dinners and twelve Hormel ham Christmas dinners to families in our community.





IPD COP partnered with Wal-Mart and officers took over a dozen children Christmas shopping. The kids purchased gifts for their families and themselves, had them wrapped by IPD staff and volunteers, and enjoyed treats. In the spring, officers prepared and served breakfast to community members and veterans at the American Legion.





## Highlights

- ◆ Personnel changes:

  - Officer Brian Stern resigned (Des Moines PD)

  - Officer Dalton Ebertowski hired

  - Clerical staff Christine Crawford hired

- ◆ Allotment of officers increased from 20 to 22





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**Subject**  
**Sidewalk Use Agreements**

**Information**

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**Fiscal Impact**

**Attachments**

Sidewalk Memo

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: January 27, 2020  
Re: Sidewalk agreements for On the Rocks, The Groggy Dog and Local Vine

---

As Council is aware, in 2019, three (3) agreements were reached between business owners on the Square and the City to allow those businesses to utilize the sidewalk area adjacent to their businesses. These sidewalks are located within City right-of-way. According to Section 135.06 of the Code of Ordinances, tables, chairs and displays associated with the adjoining business shall be allowed in the C-3 zoning (Central Business District) subject to the following:

1. Permitted on all sidewalks provided there remains a free walking path with a minimum walking surface of five feet (5') in width.
2. Allowed during business hours only.
3. Provide proof of public liability insurance for such sign in the amount of One Hundred Thousand Dollars (\$100,000).

Further, City Council Policy states that Staff has the authority to enter into sidewalk agreements with square businesses, which will include the following:

- Hold harmless agreement
- City as a "name insured" on a \$1,000,000 (where no liquor license is involved)
- 50 cents per square foot of occupied space
- Term agreed to annually

Any agreements that are "outside" the conditions above will be brought to council for consideration. As the three (3) businesses who utilized these agreements last year involved a liquor license, Council ultimately approved these agreements.

These three (3) businesses would like to renew their agreements for 2020. All conditions of the 2019 agreements were brought forward in the 2020 agreements. However, it should be noted that, due to a recent City Code change regarding fences, a paragraph has been added to the agreements in 2020 stipulating the materials and size of a fence that may be utilized.

I will attend the February 4<sup>th</sup> Council meeting if you have any questions.

Meeting Date: 02/04/2020

---

**Subject**

Approval of a Sidewalk Use Agreement for On the Rocks, located at 100 N Howard Street.

**Information**

In your packet is a Sidewalk Use Agreement between the City and On The Rocks, located at 100 N Howard Street.

Highlights of the agreement include:

- The term would begin April 1, 2020, and go to March 31, 2021.
- Business owner agrees to pay to the City a permit fee as follows
  - \$.50 per square foot of occupied space
  - 204 square foot area of occupied space.
  - \$102.00 permit fee due upon execution of this Agreement
- Insurance not less than \$1,000,000.

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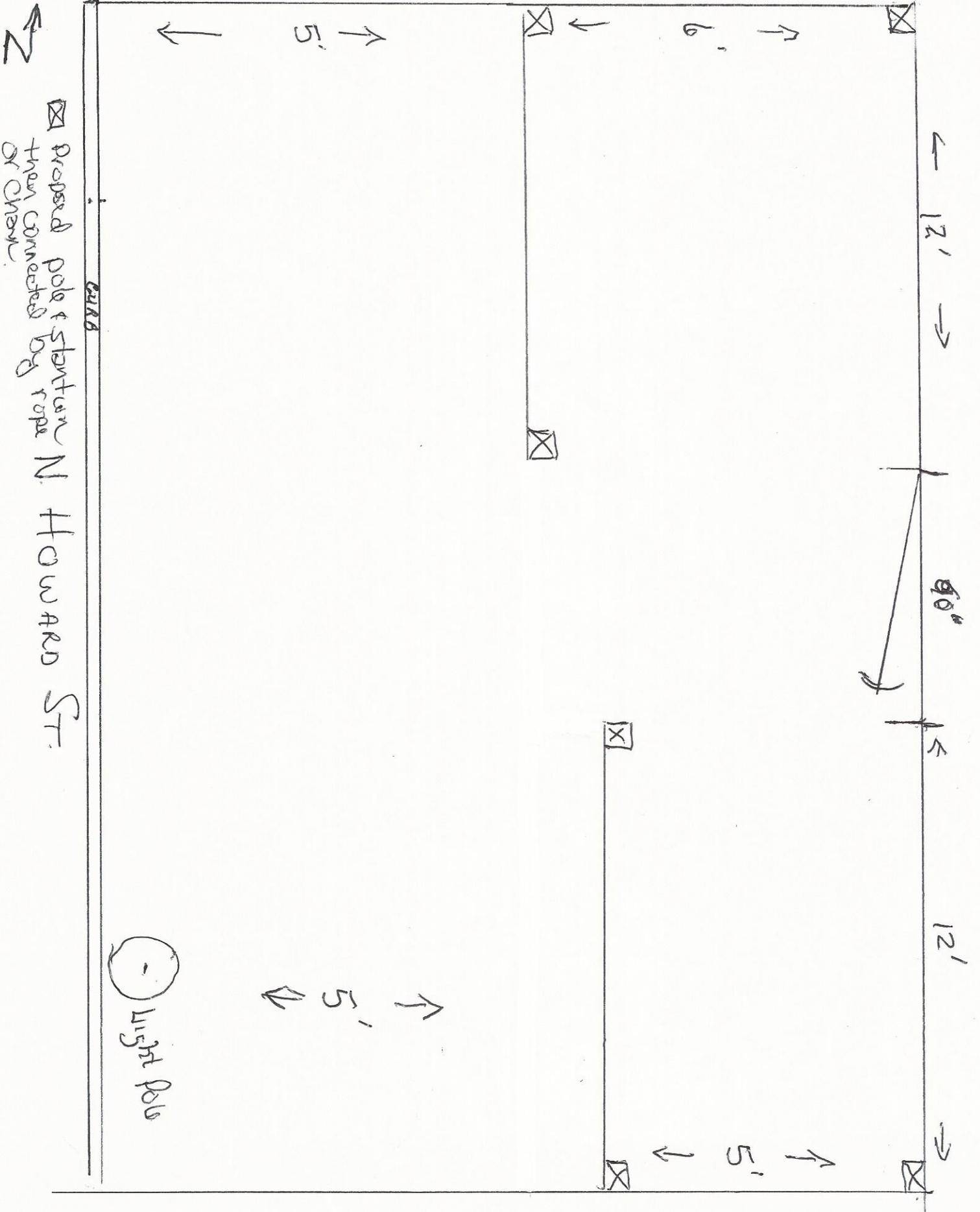
**Fiscal Impact**

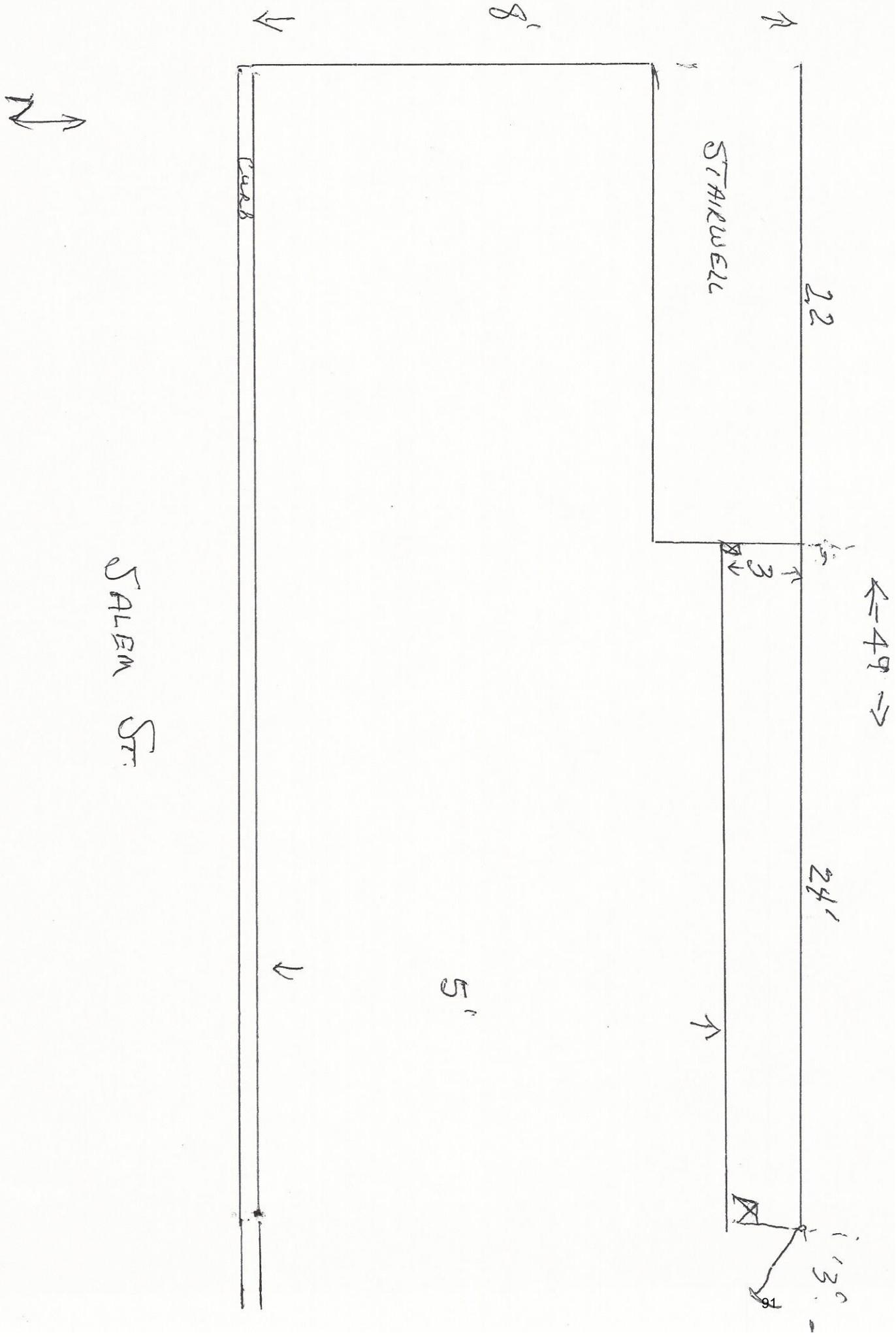
**Attachments**

On the Rocks Map

On The Rocks Agreement

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←49→

22

24'

STAIRWELL

SALEM ST.

130°

CURB

5'

8'

## SIDEWALK USE AGREEMENT

THIS AGREEMENT, made and entered into this 4<sup>th</sup> day of February 2020, by and between the City of Indianola, Iowa (hereinafter called the "City"), whose address is 110 N 1<sup>st</sup> Street, Indianola, Iowa 50125, and Rominger Family LLC dba On the Rocks (hereinafter called the "Business Owner"), whose address is 100 North Howard Street, Indianola, Iowa 50125.

WITNESSETH THAT:

1. PREMISES AND TERM. The City, in consideration of the agreements and conditions herein contained, on the part of the Business Owner to be kept and performed, grants the right unto the Business Owner to place barriers, tables, chairs and displays upon the following described real estate, situated in Warren County, Iowa, to wit:

Address: 100 North Howard Street

Legal Description: Lot 16A Except the North 8/10 foot thereof, of the subdivision of the South 70 feet of the SW ¼ of Block 12, of the Original Town Plan of Indianola, Iowa

which, more particularly, includes the space and premises as may be shown on "Exhibit A", if and as may be attached hereto, for a term of one (1) year, commencing at midnight of the day previous to the first day of the term, which shall be on the 1st day of April 2020, and ending at midnight on the last day of the term, which shall be on the 31st day of March 2021, upon the condition that the Business Owner performs as in this Agreement provided.

2. PERMIT FEE. Business Owner agrees to pay to City a permit fee as follows:

- (a) \$.50 per square foot of occupied space.
- (b) 204 square foot area of occupied space.
- (c) \$102.00 permit fee due upon execution of this Agreement.

All sums shall be paid at the address of City, as above designated.

3. POSSESSION. Business Owner shall be entitled to possession on the first day of the term and shall yield possession to the City at the time and date of the close of the term, except as herein otherwise expressly provided.

4. USE OF PREMISES. Business Owner shall use the premises as an outdoor patio, during business hours only. The use is permitted provided there remains a free walking path with a minimum walking surface of five (5) feet in width.

5. FENCING. As part of a sidewalk use agreement or any other outdoor seating area, all fencing shall be subject to the approval of the Community Development Director. Fences not exceeding four (4) feet in height are permitted, and shall be

constructed of wrought iron, aluminum, wood, or polyvinyl chloride (PVC). Wood fences should be constructed of treated lumber, cedar, redwood, or similar types of wood that are resistant to decay. The frame of a fence, including posts, rails, and supports shall be placed on the inside of the fence. Decorative features such as individual posts, brick or stone columns, and similar features constructed as part of a fence or wall shall be allowed to exceed the maximum fence height by no more than twelve (12) inches. The use of materials such as corrugated or sheet metal, chicken wire, woven wire, temporary construction fencing, snow fencing, or similar materials shall not be permitted. Business Owner agrees that upon the termination of this Agreement Business Owner shall remove any and all fencing and shall restore the premises to its preexisting condition.

6. ASSIGNMENT. This Agreement shall not be assigned, or any part thereof, without the written consent of the City.

7. CARE AND MAINTENANCE OF PREMISES.

(a) Business Owner accepts said property in its present condition. Business Owner shall, after taking possession of said premises and until the termination of this Agreement, at its own expense, care for and maintain said premises in a reasonably safe and serviceable condition. Business Owner will not permit or allow said premises to be damaged or depreciated in value by any act or negligence of the Business Owner, its agents or employees.

(b) Business Owner will be responsible for maintaining the sidewalk and shall keep the same free from ice, snow and other debris. Business Owner shall further not allow trash of any kind of accumulate on said premises.

8. SURRENDER OF PREMISES AT END OF TERM. Business Owner agrees that upon the termination of this Agreement Business Owner shall surrender, yield up and deliver the premises in good and clean condition, except the effects of ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Business Owner.

9. INDEMNITY AND LIABILITY INSURANCE. Business Owner shall protect, indemnify and save harmless the City from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the premises, or due directly or indirectly to the use or occupancy thereof, or any part thereof, by the Business Owner or any person claiming through or under the Business Owner. The Business Owner further covenants and agrees that Business Owner shall at Business Owner's expense procure and maintain casualty and liability insurance in a responsible company or companies authorized to do business in the State of Iowa, in amounts not less than \$1,000,000.00 for any one person injured, and \$1,000,000 for any one accident, and with the limits of \$100,000 for property damage, protecting the City against such claim, damages, costs or expenses on account of injury to any person or persons, or to any property belonging to any person or persons, by reason of such casualty, accident or other happening on or about the demised premises during the term of this Agreement.

Certificates or copies of the policies, naming the City, and providing for thirty (30) days' notice to City before cancellation shall be delivered to the City within twenty (20) days from the date of the commencement of the term.

10. CHANGES TO BE IN WRITING. None of the covenants, provisions, terms or conditions of this Agreement to be kept or performed by City or Business Owner shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to the City and Business Owner. This Agreement contains the whole agreement of the parties.

*[Remainder of Page Left Intentionally Blank]*

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement in the day and year first above written.

The City of Indianola, Iowa, City	Rominger Family LLC
By: _____ Kelly B. Shaw, Mayor	By:  <del>Merrie Rominger</del> Clay Rominger
Attest: By: _____ Andrew J. Lent, City Clerk	

Iowa Secretary of State  
321 East 12th Street  
Des Moines, IA 50319  
sos.iowa.gov



**FILED**  
Date: 1/3/2019 08:26 AM  
Corp No: 591188  
Cert No: FT0014784

## Certificate of Organization - LLC

### Information

CODE 489 DOMESTIC LIMITED LIABILITY COMPANY

Chapter

Rominger Family LLC

Entity Name

1/2/2019 1:00:00 PM

Effective Date and Time

Perpetual

Expiration Date

### Registered Agent and Registered Office Address

Merrie Rominger

Full Name

26 Aztec Circle

Address1

Address2

Melrose

City

IA

State

52569

Zip

USA

Country

### Principal office

100 North Howard St

Address1

PO Box 238

Address2

Indianola

City

IA

State

50125

Zip

USA

Country

### Signature(s)

Clay Matthew Rominger

Organizer

1/2/2019 1:20:14 PM

Date

Meeting Date: 02/04/2020

---

**Subject**

Approval of a Sidewalk Use Agreement for the Groggy Dog, located at 116 W Ashland Avenue.

**Information**

In your packet is a Sidewalk Use Agreement between the City and The Groggy Dog, located at 116 W Ashland Avenue.

Highlights of the agreement include:

- The term would begin April 1, 2020 and go to March 31, 2021.
- Business owner agrees to pay to the City a permit fee as follows
  - \$.50 per square foot of occupied space
  - 16 feet by 6.5 feet, or 104 square foot area of occupied space.
  - \$52.00 permit fee due upon execution of this Agreement
- Insurance not less than \$1,000,000.

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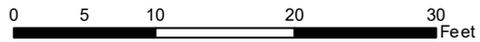
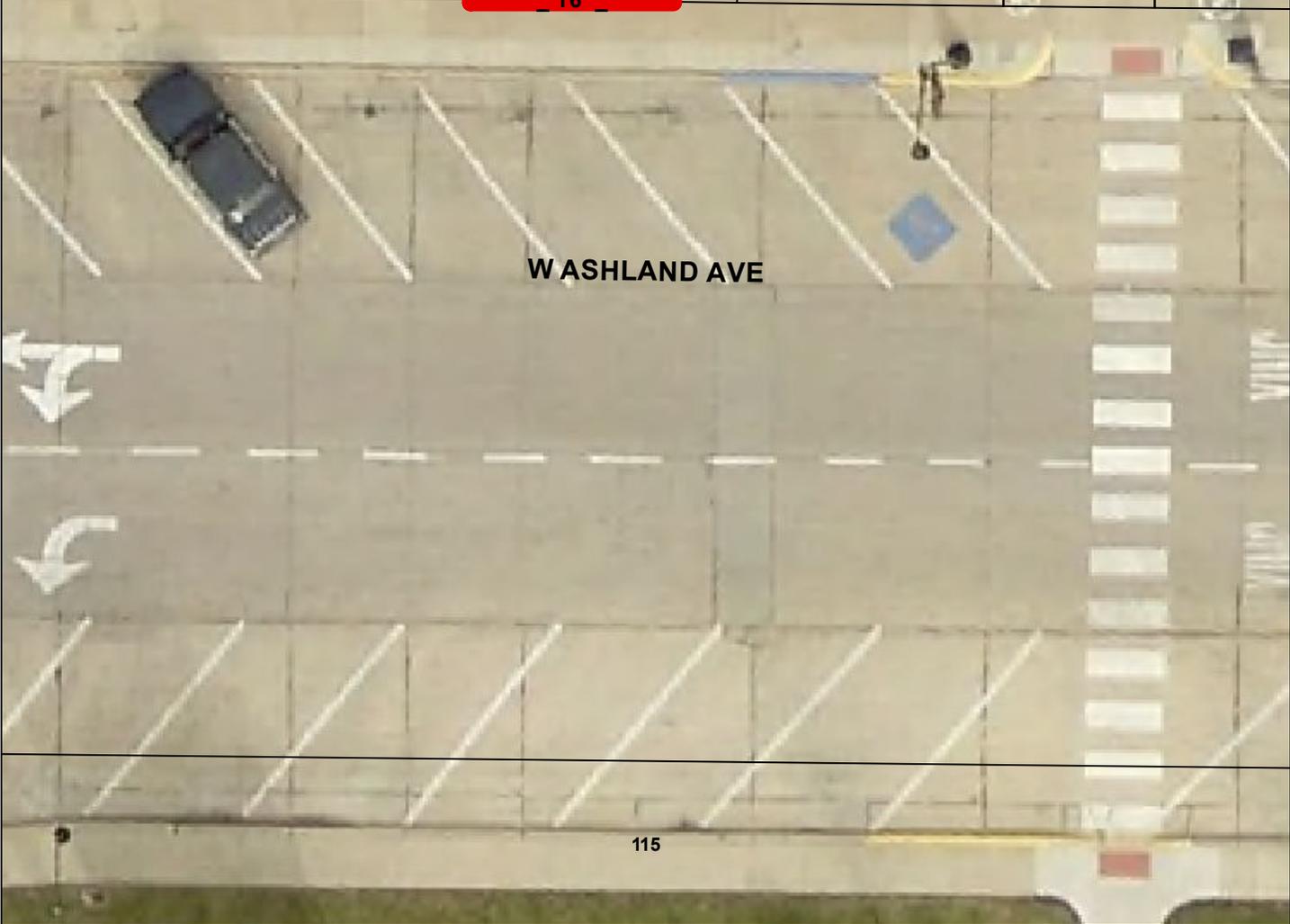
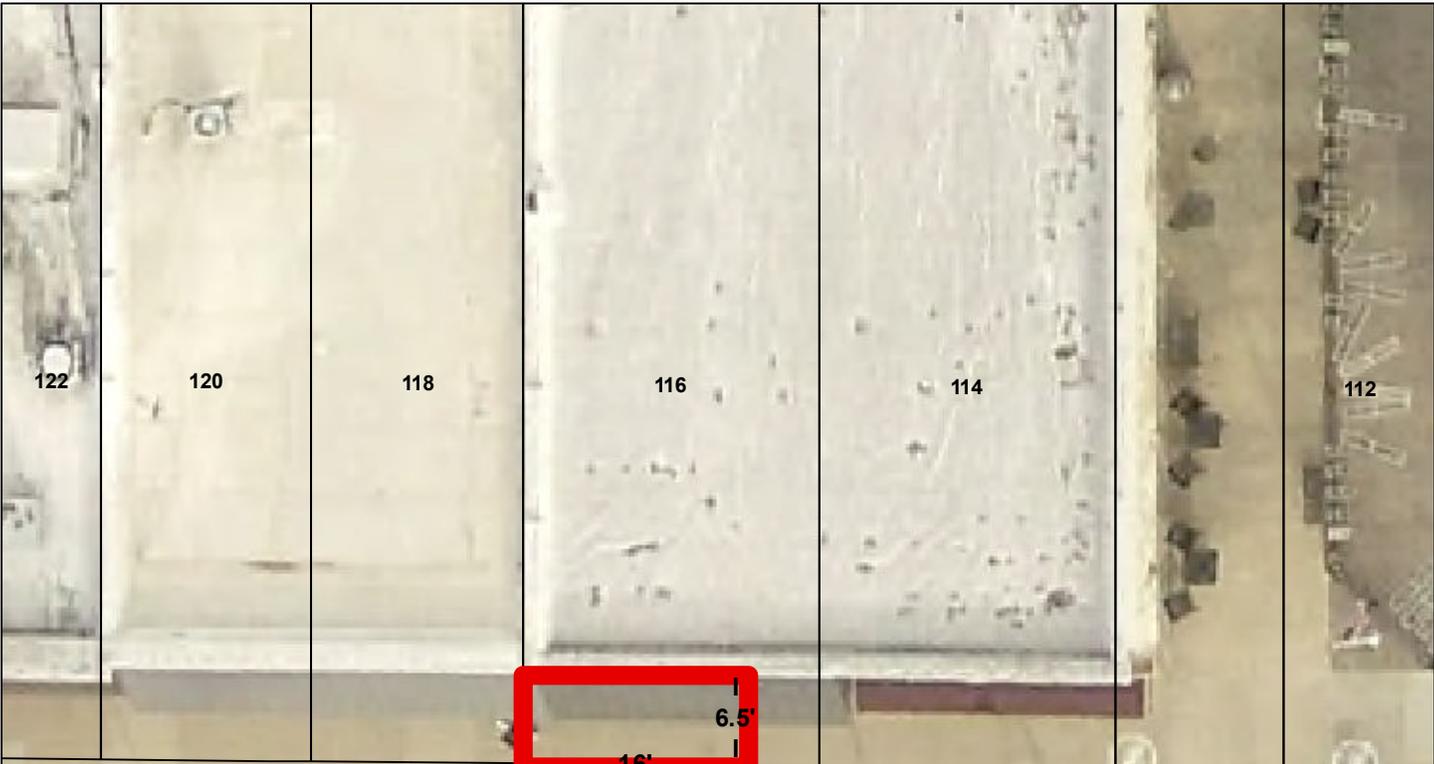
**Fiscal Impact**

**Attachments**

Groggy Dog Map

Groggy Dog Agreement

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**Exhibit A:**  
**Sidewalk Use Agreement**  
**The Groggy Dog, LLC**



Legend	
	Sidewalk Use Area
	Parcels

## SIDEWALK USE AGREEMENT

THIS AGREEMENT, made and entered into this 4th day of February 2020, by and between the City of Indianola, Iowa (hereinafter called the "City"), whose address is 110 N 1<sup>st</sup> Street, Indianola, Iowa 50125, and The Groggy Dog, LLC, (hereinafter called the "Business Owner"), whose address is 116 West Ashland, Indianola, Iowa 50125.

WITNESSETH THAT:

1. PREMISES AND TERM. The City, in consideration of the agreements and conditions herein contained, on the part of the Business Owner to be kept and performed, grants the right unto the Business Owner to place tables, chairs and displays upon the following described real estate, situated in Warren County, Iowa, to wit:

The East 12' of Lot 16 & the West 9' of Lot 17, Block 8, of the Original Town Plan of Indianola, Iowa

which, more particularly, includes the space and premises as may be shown on "Exhibit A", if and as may be attached hereto, for a term of one (1) year, commencing at midnight of the day previous to the first day of the term, which shall be on the 1st day of April 2020, and ending at midnight on the last day of the term, which shall be on the 31st day of March 2021, upon the condition that the Business Owner performs as in this Agreement provided.

2. PERMIT FEE. Business Owner agrees to pay to City a permit fee as follows:

- (a) \$.50 per square foot of occupied space.
- (b) 16 feet by 6.5 feet, or 104 square foot area of occupied space.
- (c) \$52.00 permit fee due upon execution of this Agreement.

All sums shall be paid at the address of City, as above designated.

3. POSSESSION. Business Owner shall be entitled to possession on the first day of the term and shall yield possession to the City at the time and date of the close of the term, except as herein otherwise expressly provided.

4. USE OF PREMISES. Business Owner shall use the premises as an outdoor patio, during business hours only. The use is permitted provided there remains a free walking path with a minimum walking surface of five (5) feet in width.

5. FENCING. As part of a sidewalk use agreement or any other outdoor seating area, all fencing shall be subject to the approval of the Community Development Director. Fences not exceeding four (4) feet in height are permitted, and shall be constructed of wrought iron, aluminum, wood, or polyvinyl chloride (PVC). Wood

fences should be constructed of treated lumber, cedar, redwood, or similar types of wood that are resistant to decay. The frame of a fence, including posts, rails, and supports shall be placed on the inside of the fence. Decorative features such as individual posts, brick or stone columns, and similar features constructed as part of a fence or wall shall be allowed to exceed the maximum fence height by no more than twelve (12) inches. The use of materials such as corrugated or sheet metal, chicken wire, woven wire, temporary construction fencing, snow fencing, or similar materials shall not be permitted. Business Owner agrees that upon the termination of this Agreement Business Owner shall remove any and all fencing and shall restore the premises to its preexisting condition.

6. ASSIGNMENT. This Agreement shall not be assigned, or any part thereof, without the written consent of the City.

7. CARE AND MAINTENANCE OF PREMISES.

(a) Business Owner accepts said property in its present condition. Business Owner shall, after taking possession of said premises and until the termination of this Agreement, at its own expense, care for and maintain said premises in a reasonably safe and serviceable condition. Business Owner will not permit or allow said premises to be damaged or depreciated in value by any act or negligence of the Business Owner, its agents or employees.

(b) Business Owner will be responsible for maintaining the sidewalk and shall keep the same free from ice, snow and other debris. Business Owner shall further not allow trash of any kind of accumulate on said premises.

8. SURRENDER OF PREMISES AT END OF TERM. Business Owner agrees that upon the termination of this Agreement Business Owner shall surrender, yield up and deliver the premises in good and clean condition, except the effects of ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Business Owner.

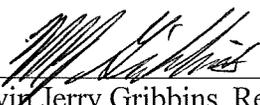
9. INDEMNITY AND LIABILITY INSURANCE. Business Owner shall protect, indemnify and save harmless the City from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the premises, or due directly or indirectly to the use or occupancy thereof, or any part thereof, by the Business Owner or any person claiming through or under the Business Owner. The Business Owner further covenants and agrees that Business Owner shall at Business Owner's expense procure and maintain casualty and liability insurance in a responsible company or companies authorized to do business in the State of Iowa, in amounts not less than \$1,000,000.00 for any one person injured, and \$1,000,000 for any one accident, and with the limits of \$100,000 for property damage, protecting the City against such claim, damages, costs or expenses on account of injury to any person or persons, or to any property belonging to any person or persons, by reason of such casualty, accident or other happening on or about the demised premises during the term of this Agreement.

Certificates or copies of the policies, naming the City, and providing for thirty (30) days' notice to City before cancellation shall be delivered to the City within twenty (20) days from the date of the commencement of the term.

10. CHANGES TO BE IN WRITING. None of the covenants, provisions, terms or conditions of this Agreement to be kept or performed by City or Business Owner shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to the City and Business Owner. This Agreement contains the whole agreement of the parties.

*[Remainder of Page Left Intentionally Blank]*

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement in the day and year first above written.

The City of Indianola, Iowa, City	The Groggy Dog, LLC
By: _____ Kelly B. Shaw, Mayor	By:  Marvin Jerry Gribbins, Registered Agent/Owner
Attest: By: _____ Andrew J. Lent, City Clerk	

Meeting Date: 02/04/2020

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**Subject**

Approval of a Sidewalk Use Agreement for Andrea and Daniel Palmer, located at 126 W Ashland Avenue (Local Vine).

**Information**

In your packet is a Sidewalk Use Agreement between the City and Daniel and Andrea Palmer, located at 126 W Ashland Avenue (Local Vine).

Highlights of the agreement include:

- The term would begin April 1, 2020 and go to March 31, 2021.
- Business owner agrees to pay to the City a permit fee as follows
  - \$.50 per square foot of occupied space
  - 9 feet by 6 feet, 8 inches or 60 square foot area of occupied space.
  - \$30.00 permit fee due upon execution of this Agreement
- Insurance not less than \$1,000,000.

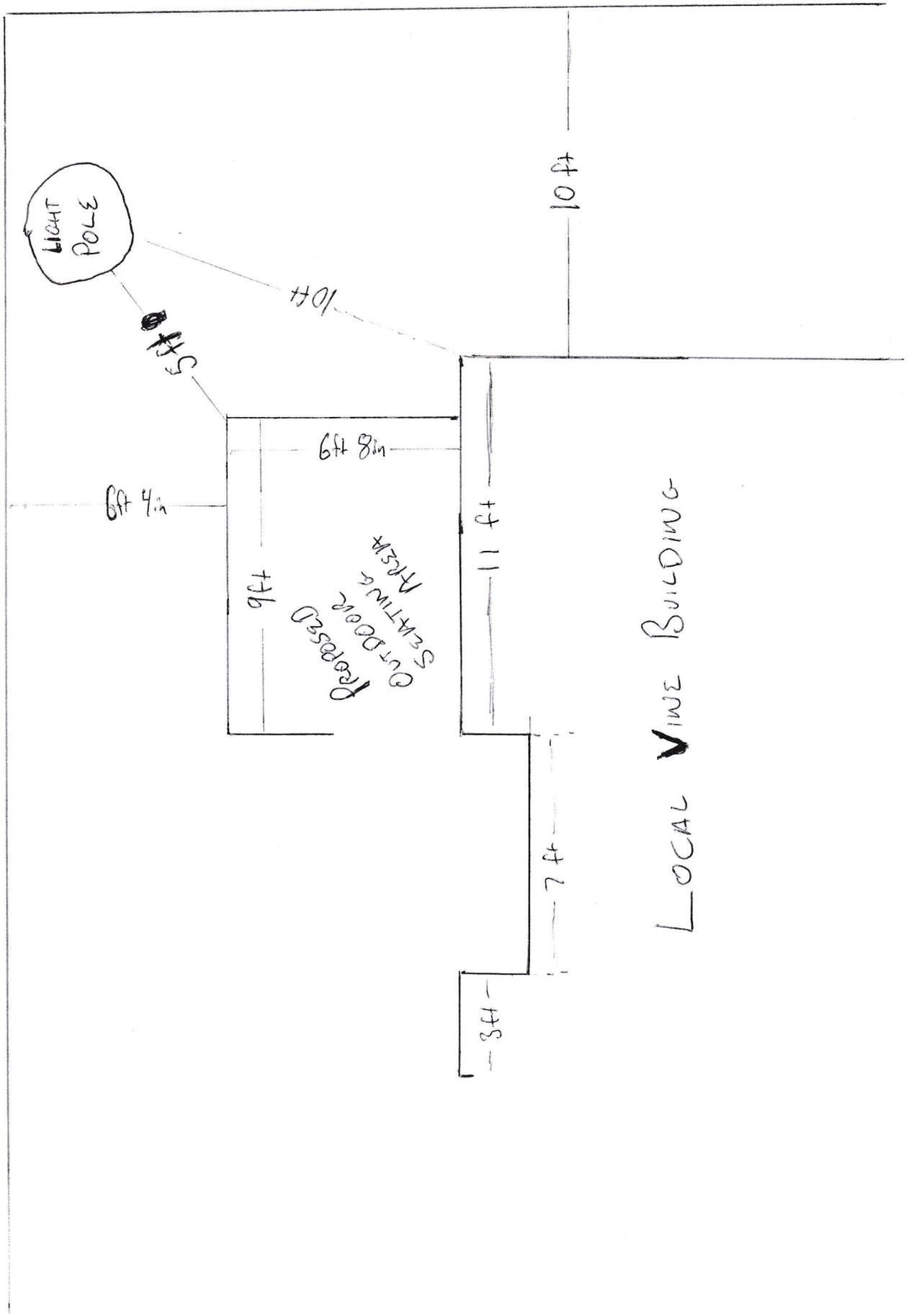
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**Fiscal Impact**

**Attachments**

Local Vine Seating Sketch  
Palmer Sidewalk Agreement

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Ashland

LOCAL VINE BUILDING

## SIDEWALK USE AGREEMENT

THIS AGREEMENT, made and entered into this 4th day of February 2020, by and between the City of Indianola, Iowa (hereinafter called the "City"), whose address is 110 N 1<sup>st</sup> Street, Indianola, Iowa 50125, and Daniel and Andrea Palmer, (hereinafter called the "Business Owner"), whose address is 126 West Ashland, Indianola, Iowa 50125.

WITNESSETH THAT:

1. PREMISES AND TERM. The City, in consideration of the agreements and conditions herein contained, on the part of the Business Owner to be kept and performed, grants the right unto the Business Owner to place barriers, tables, chairs and displays upon the following described real estate, situated in Warren County, Iowa, to wit:

Address: 126 West Ashland Avenue

Legal Description: Lots 12-13 & the West 2' of Lot 14, Block 8, of the Original Town Plan of Indianola, Iowa

which, more particularly, includes the space and premises as may be shown on "Exhibit A", if and as may be attached hereto, for a term of one (1) year, commencing at midnight of the day previous to the first day of the term, which shall be on the 1st day of April 2020, and ending at midnight on the last day of the term, which shall be on the 31st day of March 2021, upon the condition that the Business Owner performs as in this Agreement provided.

2. PERMIT FEE. Business Owner agrees to pay to City a permit fee as follows:

- (a) \$.50 per square foot of occupied space.
- (b) 9 feet by 6 feet, 8 inches, or 60 square foot area of occupied space.
- (c) \$30.00 permit fee due upon execution of this Agreement.

All sums shall be paid at the address of City, as above designated.

3. POSSESSION. Business Owner shall be entitled to possession on the first day of the term and shall yield possession to the City at the time and date of the close of the term, except as herein otherwise expressly provided.

4. USE OF PREMISES. Business Owner shall use the premises as an outdoor patio, during business hours only. The use is permitted provided there remains a free walking path with a minimum walking surface of five (5) feet in width.

5. FENCING. As part of a sidewalk use agreement or any other outdoor seating area, all fencing shall be subject to the approval of the Community Development Director. Fences not exceeding four (4) feet in height are permitted, and shall be

constructed of wrought iron, aluminum, wood, or polyvinyl chloride (PVC). Wood fences should be constructed of treated lumber, cedar, redwood, or similar types of wood that are resistant to decay. The frame of a fence, including posts, rails, and supports shall be placed on the inside of the fence. Decorative features such as individual posts, brick or stone columns, and similar features constructed as part of a fence or wall shall be allowed to exceed the maximum fence height by no more than twelve (12) inches. The use of materials such as corrugated or sheet metal, chicken wire, woven wire, temporary construction fencing, snow fencing, or similar materials shall not be permitted. Business Owner agrees that upon the termination of this Agreement Business Owner shall remove any and all fencing and shall restore the premises to its preexisting condition.

6. ASSIGNMENT. This Agreement shall not be assigned, or any part thereof, without the written consent of the City.

7. CARE AND MAINTENANCE OF PREMISES.

(a) Business Owner accepts said property in its present condition. Business Owner shall, after taking possession of said premises and until the termination of this Agreement, at its own expense, care for and maintain said premises in a reasonably safe and serviceable condition. Business Owner will not permit or allow said premises to be damaged or depreciated in value by any act or negligence of the Business Owner, its agents or employees.

(b) Business Owner will be responsible for maintaining the sidewalk and shall keep the same free from ice, snow and other debris. Business Owner shall further not allow trash of any kind of accumulate on said premises.

8. SURRENDER OF PREMISES AT END OF TERM. Business Owner agrees that upon the termination of this Agreement Business Owner shall surrender, yield up and deliver the premises in good and clean condition, except the effects of ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Business Owner.

9. INDEMNITY AND LIABILITY INSURANCE. Business Owner shall protect, indemnify and save harmless the City from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the premises, or due directly or indirectly to the use or occupancy thereof, or any part thereof, by the Business Owner or any person claiming through or under the Business Owner. The Business Owner further covenants and agrees that Business Owner shall at Business Owner's expense procure and maintain casualty and liability insurance in a responsible company or companies authorized to do business in the State of Iowa, in amounts not less than \$1,000,000.00 for any one person injured, and \$1,000,000 for any one accident, and with the limits of \$100,000 for property damage, protecting the City against such claim, damages, costs or expenses on account of injury to any person or persons, or to any property belonging to any person or persons, by reason of such casualty, accident or other happening on or about the demised premises during the term of this Agreement.

Certificates or copies of the policies, naming the City, and providing for thirty (30) days' notice to City before cancellation shall be delivered to the City within twenty (20) days from the date of the commencement of the term.

10. CHANGES TO BE IN WRITING. None of the covenants, provisions, terms or conditions of this Agreement to be kept or performed by City or Business Owner shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to the City and Business Owner. This Agreement contains the whole agreement of the parties.

*[Remainder of Page Left Intentionally Blank]*

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement in the day and year first above written.

The City of Indianola, Iowa, City	Daniel and Andrea Palmer
By: _____ Kelly B. Shaw, Mayor	By:  Daniel Palmer
Attest: By: _____ Andrew J. Lent, City Clerk	By:  Andrea Palmer

Meeting Date: 02/04/2020

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**Subject**

Resolution authorizing a Professional Services Agreement with Snyder and Associates for the Traffic Signal Timing Project.

**Information**

The City's budget includes funding of a project to allow the traffic signals on Jefferson Way (US highway 65/69) and 2<sup>nd</sup> Ave (IA 92) to be better coordinated. This will help to reduce delays, improve safety along the corridor and help the environment by reducing emissions from idling. As part of this project, the pavement on Iowa Avenue from 1<sup>st</sup> Street to Jefferson Way will also be replaced. The City Engineer, Snyder and Associates, was recently notified that Iowa DOT, which is helping to fund a portion of this project, conducted a successful letting for this project. There were four bids received and the apparent low bidder was Sternquist Construction with a bid amount of \$257,606.85. The City Engineer has not yet received official bid tabulations from Iowa DOT. The project is anticipated to be completed by mid-July.

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**Fiscal Impact**

**Attachments**

Amendment to IDOT Project  
Resolution for PSA with Snyder

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Project No.: 119.0606

**Amendment to  
Supplemental Agreement No. 17  
Traffic Signal Timings Update  
City of Indianola, IA & Snyder & Associates, Inc.  
PROFESSIONAL Services Agreement**

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

**PROJECT NAME:**

Traffic Signal Timings Update

**PROJECT DESCRIPTION:**

The additional services consists of completing preliminary design, final design plans specifications and engineers probable cost opinion and for paving Iowa Avenue from Jefferson Way to N 1<sup>st</sup> Street. The Amendment also includes construction phase services in accordance with the Iowa DOT ICAPP funding agreement for both the Traffic Signal Timing installation and the paving of Iowa Avenue.

**SCOPE OF WORK:**

Refer to attached Exhibit "A".

**SCHEDULE:**

Snyder & Associates, Inc. is prepared to begin work on these services upon completion of an executed agreement.

**COMPENSATION:**

Snyder & Associates, Inc. will provide the above services at the standard hourly rate found in original agreement, not to exceed \$27,736.

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

CITY OF INDIANOLA

SNYDER & ASSOCIATES, INC.

By:

By:

\_\_\_\_\_

(Authorized signature)

\_\_\_\_\_

(Authorized signature)

\_\_\_\_\_

(Title)

\_\_\_\_\_

President

(Title)

Date:

Date: January 24, 2020

## **EXHIBIT 'A'**

### **TRAFFIC SIGNAL TIMINGS UPDATE IOWA AVENUE IMPROVEMENTS FOR CITY OF INDIANOLA, IOWA**

#### **SCOPE OF WORK December 3, 2019**

#### **I. PROJECT DESCRIPTION**

The project includes PROFESSIONAL engineering services for a paving portion of the project for the reconstruction of Iowa Avenue from the west approach of Jefferson Way west to the east approach of N 1<sup>st</sup> Street. PROFESSIONAL services will include preliminary roadway design, final construction documents and specifications, construction administration and observation.

#### **II. SCOPE OF SERVICES**

##### **A. BASIC SERVICES**

##### **1. Preliminary Design and Plans**

- a. Preliminary Design. Preliminary design will be performed for roadway utilizing existing survey data. Iowa DOT Standard Specifications shall be used for guidance on applicable design standards. If variations of these design standards is required for the project the CLIENT shall coordinate these design exceptions with the CLIENT for general concurrence.
- b. All plans shall be prepared on 11"x17" paper in black and white ink unless color plans are required to show details. Construction plans shall be at a general scale of 1" = 40'.
- c. Preliminary Plans will be submitted to the CLIENT for review and comment.
- d. Final plan preparation shall not commence until after the CLIENT has reviewed the preliminary plans and approval with a notice to proceed is given.

##### **2. Final Design Plans & Specifications. PROFESSIONAL will prepare construction drawings for this Project to be incorporated within the construction documents prepared for the original agreement. This plan shall be in substantial conformance with the agreed plan of action from the CLIENT. The construction documents and specifications shall include:**

1. Typical sections for proposed improvements including materials and subgrade work.
2. Tabulations of quantities and estimate reference information.
3. Plan sheets with standard features such as construction limits, existing features, proposed pavement limits, pavement markings, etc.
4. Horizontal and vertical control plan
5. Pavement design and jointing layout

6. A traffic control and staging plan to complete the construction with the intent of minimal inconvenience to adjacent property owners.
  7. Erosion control plan
- a. The PROFESSIONAL shall complete the final design, plans and specifications for the improvements for the established scope for the project and shall furnish a copy of these documents to the CLIENT for review and approval prior to final acceptance. The design documents will follow the current CLIENT requirements.
  - b. Opinion of Probable Construction Costs - The PROFESSIONAL shall prepare an opinion of total probable construction costs based upon the designs developed for the project improvements. Probable construction costs will include a division for ICAAP funded participating costs and a division for non-participating costs. Statements of probable construction costs prepared by the PROFESSIONAL represent the best judgment as a design PROFESSIONAL familiar with the construction industry. It is recognized, however, that the PROFESSIONAL has no control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the PROFESSIONAL does not guarantee that any actual cost will not vary from any cost estimate prepared by the PROFESSIONAL.

## B. CONSTRUCTION PHASE SERVICES

### 1. Construction Administration

- a. PROFESSIONAL will provide monthly progress reports and on-going communication and coordination to ensure that the project remains on schedule.
- b. Preconstruction Conference – The PROFESSIONAL will arrange and conduct a preconstruction conference with the Contractor, CLIENT and impacted utility companies to review project requirements, and work schedule. The PROFESSIONAL will prepare and distribute meeting minutes.
- c. Submittals Review - The PROFESSIONAL shall review shop drawings, test reports, materials certifications, and other submissions of the contractor for general compliance with the construction contracts. Submittal and materials testing reviews are anticipated to include: concrete mix designs and concrete test reports.
- d. Contractor Payment Requests - The PROFESSIONAL shall review the requests of the contractor for progress payments and shall approve a request, based on site observations, which authorizes payments and is a declaration that the contractor's work has progressed to the point indicated.
- e. Change Orders - The PROFESSIONAL shall prepare change orders and make recommendations to the CLIENT for their acceptance.
- f. Substantially Complete and Final Site Observation - The PROFESSIONAL shall perform a site observation to determine if the PROJECT is substantially complete according to the plans and specifications and make recommendation on final payment to the CLIENT.
- g. Schedule – The project has been assigned a completion date of July 13, 2020 by the Iowa Department of Transportation. If the Contractor exceeds the project schedule in completing construction of the PROJECT, or if change orders or project additions require additional working days, the PROFESSIONAL will be compensated for administration, inspecting and additional staking services based.
- h. Final Acceptance - It is understood that the CLIENT will accept any portion of the PROJECT only after recommendation by the PROFESSIONAL. Final acceptance of the PROJECT by the CLIENT shall not be deemed to release the Contractor from responsibility for insuring that the work is done in a good and workmanlike manner, free of defects in materials and workmanship nor the PROFESSIONAL for liability of design.

### 2. Construction Observation.

- a. The PROFESSIONAL will provide a construction observer to verify compliance with the contract documents at intervals appropriate to the stage of construction. Observation does not include observation or administration of the Storm Water Pollution Prevention Plan (SWPPP), if any is required for the site, which is the sole responsibility of the CLIENT, and has been assigned to the Contractor.
- b. The PROFESSIONAL will verify materials provided by the contractor are in accordance with the contract documents. The PROFESSIONAL reserves the right to reject any inappropriate or damaged materials delivered to, or observed on the site.
- c. The PROFESSIONAL will verify inappropriate or damaged materials are not incorporated into project by observing destruction of materials on-site and/or the Contractor hauling material off-site. The PROFESSIONAL will notify the CLIENT of inappropriate or damaged materials found at the site.

- d. If the PROFESSIONAL observes, or has reason to believe, the Contractor's construction methods or materials used does not meet the specifications then the PROFESSIONAL will immediately notify the CLIENT to determine the appropriate corrective measure(s) to be taken. This may include the CLIENT directing the Contractor to stop work until the appropriate corrective measure(s) is determined.
- e. The PROFESSIONAL shall keep a record or log of Contractor's activities observed during the periodic site visits, including notation on the nature and cost of any extra work or changes ordered during construction. This includes basic periodic log reports, not including NPDES logs, identification of installed materials, observation of installation practices, overview of traffic control required for construction activities, and issuance for non-compliance, if required.
- f. The PROFESSIONAL will measure and keep a record of contract quantities for payment applications and observe and document testing required of the contractor.
- g. The PROFESSIONAL shall spot check grading and subgrade preparation and review with the contractor any soft spots in the subgrade prior to paving.
- h. The PROFESSIONAL will be on-site full time during paving operations. Air tests will be completed by the PROFESSIONAL. Compressive strength test cylinders will be required to be completed by an independent testing laboratory provided by the contractor. Testing will be overseen by the PROFESSIONAL.
- i. The PROFESSIONAL will assist CLIENT staff in developing a final punch list and verify completion of items for acceptance.
- j. Observation Services provide the CLIENT with representation at the job site during the Construction Phases of the PROJECT which results in increasing the probability that the PROJECT will be constructed in substantial compliance with the plans and specifications, and Contract Documents. However, such Observation Services do not guarantee the Contractor's performance. Observation Services do not include responsibility for construction means, controls, techniques, sequences, procedures or safety used in the construction work.
- k. If the Contractor requests a waiver of any provisions of the plans and specifications, the PROFESSIONAL will make a recommendation on the request to the CLIENT for their determination. No waiver shall be granted if such waiver would serve to reduce the quality of the final product. The CLIENT shall never be deemed to have authorized the PROFESSIONAL to consent to the use of defective workmanship or materials.

III. FEES

The above scope of services will be billed at the standard hourly rates found in original agreement.

BASIC SERVICES

Iowa Ave Design and Construction Documents	\$6,746
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CONSTRUCTION PHASE SERVICES

Construction Administration	\$9,850
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Construction Observation	\$11,140
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TOTAL	\$27,736
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IV. REIMBURSABLE EXPENSES

The following item is included in the above scope and maximum fee and will be reimbursed at actual expenses.

- Mileage

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

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH  
SNYDER AND ASSOCIATES FOR THE TRAFFIC SIGNAL TIMING PROJECT**

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**WHEREAS**, the City of Indianola's budget includes funding of a project to allow the traffic signals on Jefferson Way (US Highway 65/69) and 2<sup>nd</sup> Avenue (IA 92) to be better coordinated; and

**WHEREAS**, the City Engineer was recently notified that Iowa DOT, which is helping to fund a portion of this project, conducted a successful letting for this project; and

**WHEREAS**, this project also includes reconstruction of Iowa Avenue from the west approach of Jefferson Way west to the east approach of North 1st Street; and

**WHEREAS**, Snyder and Associates will provide professional services on the project to include preliminary roadway design, final construction documents and specifications, construction administration and observation; and

**WHEREAS**, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Snyder and Associates in the form attached.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Indianola, Iowa hereby approves the Professional Services Agreement with Snyder and Associates in an amount not to exceed \$27,736 for their services in the public interest of the citizens of the City of Indianola.

**BE IT FURTHER RESOLVED** that the City Council authorizes the Mayor and/or City Manager and City Clerk to execute the same on behalf of the City.

**DATED** at Indianola, Iowa this 4 day of February 2020.

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Kelly B. Shaw, Mayor

ATTEST:

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Andrew J. Lent, City Clerk

Meeting Date: 02/04/2020

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**Subject**

Prior and final approval on applications for Urban Revitalization Designation.

**Information**

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

Prior:

WJH, LLC — 1502 E Euclid Avenue — SFD

Final:

Grit Performance 515 LLC & Grit Compound, LLC — 983 E Hillcrest Avenue — Commercial

Autumn Ridge Development — 1508 W Iowa — SFD

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 02/04/2020

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**Subject**

Resolution approving appointments to the Warren County Emergency Management Commission for 2020.

**Information**

The City of Indianola has been requested to update the list that will represent the City's interest at Warren County Emergency Management Commission meetings. Council will need to consider a Resolution approving appointments.

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**Fiscal Impact**

**Attachments**

EMC Memo

EMC Appointment Form

Resolution appointing members

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— FIRE DEPARTMENT —

TO: Mayor Kelly Shaw and City Council Members  
Cc: City Manager Ryan Waller  
FROM: Fire Chief Gregory M Chia  
DATE: January 21, 2020

RE: Warren County Emergency Management Commission 2020 Membership Appointments

The City of Indianola has been requested to update the list that will represent the City’s interest at Warren County Emergency Management Commission meetings. According to Emergency Management Commission Bylaws, Article IV, Section 1, membership of the Commission shall consist of every Mayor from each city within the county. An alternate should be an elected official from the same designated entity.



Warren County Emergency Management  
 Commission 2020 Membership Appointments



Jurisdiction:	Indianola		
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<b>Primary Member (Mayor):</b>			
Name:	Kelly Shaw	Title:	Mayor
Address:	110 N. 1st Street	State: IA	Zip Code: 50125
City:	Indianola	Mobile Ph:	
Work Phone:	515-962-5300		
Email Address:	kshaw@indianolaiowa.gov		

<b>Alternate Member (Elected):</b>			
Name:	John Parker Jr	Title:	Councilman
Address:	110 N. 1st Street	State: IA	Zip Code: 50125
City:	Indianola	Mobile Ph:	
Work Phone:	515-961-9410		
Email Address:	jparker@indianolaiowa.gov		

<b>Alternate Member (Elected):</b>			
Name:		Title:	
Address:		State: IA	Zip Code:
City:		Mobile Ph:	
Work Phone:			
Email Address:			

<b>Alternate Member (Appointed):</b>			
Name:	Gregory M. Chia	Title:	Fire Chief
Address:	110 N. 1st Street	State: IA	Zip Code: 50125
City:	Indianola	Mobile Ph:	
Work Phone:	515-962-5257		
Email Address:	gchia@indianolaiowa.gov		

Approved by Mayor: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to Warren County EMA ([wceema@warrencountyia.org](mailto:wceema@warrencountyia.org)) or 111 N. Buxton Street, Indianola, IA 50125  
 Questions: [troyb@warrencountyia.org](mailto:troyb@warrencountyia.org) or 515.961.1108

**RESOLUTION 2020-**

**RESOLUTION APPROVING APPOINTMENTS TO THE  
WARREN COUNTY EMERGENCY MANAGEMENT  
COMMISSION FOR 2020**

**WHEREAS**, the City of Indianola is a member of the Warren County Emergency Management Commission; and

**WHEREAS**, the Commission has requested the City to update to membership list for 2020; and

**WHEREAS**, according to the Emergency Management Commission Bylaws, Article IV, Section 1, membership of the Commission shall consist of every mayor from each city within the county; and

**WHEREAS**, the bylaws dictate an alternate should be an elected official from the same designated entity and an alternate appointed member.

**NOW, BE IT RESOLVED BY THE INDIANOLA CITY COUNCIL** to appoint the following as the City of Indianola representation to the Warren County Emergency Management Commission for 2020:

Primary Member: Mayor Kelly B. Shaw

Alternate Elected Member: John Parker Jr.

Alternate Member Appointed: Fire Chief Greg Chia

Passed and Adopted this 4<sup>th</sup> day of February 2020

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Kelly B. Shaw, Mayor

ATTEST:

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Andrew J. Lent, City Clerk

Meeting Date: 02/04/2020

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**Subject**

Resolution approving an Intergovernmental Agreement between Indianola Fire and Norwalk Fire Departments.

**Information**

Council will need to consider a resolution approving an Intergovernmental Agreement between Indianola Fire and Norwalk Fire Departments. This document provides an official course, should the need to request additional resources during an emergency event arise. Please see the attached memorandum for additional details.

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**Fiscal Impact**

**Attachments**

Mutual Aid Agreement Memo

Mutual Aid Agreement

Resolution Approving Agreement

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— FIRE DEPARTMENT —

TO: Mayor Kelly Shaw and City Council Members  
CC: City Manager Ryan Waller  
FROM: Fire Chief Gregory M. Chia  
DATE:01/22/2020

RE: Indianola / Norwalk 28E Agreement

The City of Norwalk has requested a 28E Agreement between Indianola Fire and Norwalk Fire. This document provides an official course, should the need to request additional resources for an emergency event arise. The document is not binding to the point Indianola Fire will deplete its daily resources to affect any city response. There is no financial impact to the City of Indianola by entering into this agreement.

This agreement allows either department to request emergency services (Fire and Emergency Medical Services) in the occurrence of a catastrophic event that depletes a requesting city's resources to be ineffective. Currently Warren County does not have a valid 28E Mutual Aid Agreement filed with the Iowa Secretary of State. The last agreement expired in 2002 according to historical records.

In the spring of 2019, an agreement of this type was sent out by Warren County Emergency Management Commission and Warren County Fire Chiefs and was never filed with the Iowa Secretary of State. The failure to file the document voids the agreement. Legal counsel has reviewed the draft agreement which is included in your packet.



## 28E Agreement for Mutual Assistance

For City of Indianola and City of Norwalk Fire/Rescue Services

WHEREAS, the undersigned entities, The City of Norwalk and the City of Indianola (“Party” or collectively “Parties”) provide fire/rescue services and/or emergency medical services (“Emergency Services”) in their respective city; and

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

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

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

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

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

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

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

### **NOW, THEREFORE, BE IT AGREED AS FOLLOWS:**

#### **I. Incorporation of Recitals**

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

#### **II. Definitions**

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

- B. Incident Commander. The person who, by virtue of his/her position with the Requesting Entity, is responsible for the overall command and direction of the Emergency response activities.
- C. Emergency. Any situation where a Party, due to lack of personnel or training, special equipment needs or magnitude of event, and based upon actual circumstances, concludes that assistance is needed to protect life, stabilize the incident, and/or protect property within its jurisdiction.

### **III. Purpose**

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

### **IV. Request for Assistance**

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

### **V. Authority over Joint Operations**

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

### **VI. Liability**

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

Each Party waives all claims against the other for compensation for any property loss or damage and/or personal injury or death to its personnel as consequence of the performance of this Agreement. Each Party shall bear the liability and/or costs of

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

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

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

The Parties to this Agreement do not waive any defenses, immunities or other limitations applicable to a respective party and nothing herein shall be so construed. Each Party to this Agreement reserves the right to fully defend all claims arising from loss of or damage to private property and/or death of or injury to private persons who are not parties to this Agreement including, but not limited to asserting defenses of immunities available under applicable law.

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

## **VII. Compensation**

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

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

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

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

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

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

- C. Hazardous Materials Services. The Providing Entity may bill the responsible person (as authorized by Iowa Administrative Code) at a hazardous substance or condition incident (as authorized by Iowa Administrative Code) to reclaim costs associated with responding to the incident and retain 100% of fees collected.

#### **VIII. Termination**

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

#### **IX. Effective Date**

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

#### **X. Prior Mutual Assistance Agreements**

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

**XI. Amendments**

This Agreement represents the entire Agreement of the Parties. Any amendments must be in writing, approved by the governing body of all Parties, and executed by the authorized representatives of all Parties. Any and all amendments must comply with the provisions of Iowa Code Section 28E. Any and all such requirements shall be done by the City of Norwalk designee.

**XII. Validity**

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

**XIII. No Separate Entity Created -- Administration**

It is the Intent of the Parties not to create a separate legal entity or administrative agency under this Agreement. The City of Norwalk shall serve as Administrator of this undertaking.

**XIV. No Real or Personal Property**

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

**XV. Applicable Law**

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

**XVI. Counterparts**

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

**By authorized signature of this Agreement, the Parties agree to the 28E Agreement for Mutual Assistance for the City of Indianola.**

Indianola Mayor, Kelly Shaw		Date		Norwalk Mayor, Tom Phillips	Date
Attest: Andy Lent, City Clerk		Date		Attest: Lindsey Offenburger, City Clerk	Date
Fire Chief, Gregory Chia		Date			

**RESOLUTION NO 2020-**

**RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT FOR MUTUAL ASSISTANCE FOR WARREN COUNTY AREA FIRE/RESUCE SERVICES**

**WHEREAS** the City of Norwalk has requested an agreement between Indianola Fire and Norwalk Fire Departments; and

**WHEREAS**, the entities, The City of Norwalk and the City of Indianola (“Party” or collectively “Parties”) each maintain adequate Emergency Services equipment and personnel to respond to the normal emergencies occurring within their respective jurisdictions; and

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

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

**WHEREAS**, Warren County does not have a valid Intergovernmental Mutual Aid Agreement filed with the Iowa Secretary of State; and

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

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Indianola, Iowa that the City approves the Intergovernmental Agreement for City of Indianola and City of Norwalk Fire/Rescue Services.

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Kelly B. Shaw, Mayor

Attest:

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Andrew J. Lent, City Clerk

Meeting Date: 02/04/2020

**Subject**

Authorize past due sewer, recycling and storm water fees to be sent to the State Off-Set Program for collection  
 \* Sewer \$3,899.88, recycling \$919.19, storm water fee \$88.71.

**Information**

We are sending past due balances of \$3899.88 sewer, \$919.19 recycling and \$88.71 for storm water to the State Income Offset Program for collection. A comparison of past quarters are shown below:

Date	Sewer	Recycling	Storm Water
April - June 2019	\$5297.36	\$923.75	\$238.99
January - March 2019	\$5096.63	\$525.97	\$467.33
October - December 2018	\$4020.33	\$753.13	\$137.67
July - September 2018	\$4429.97	\$640.77	\$153.05
April - June 2018	\$3259.00	\$477.77	\$69.77
January - March 2018	\$1869.49	\$463.80	\$17.77
October - December 2017	\$1927.68	\$442.96	\$54.99
July - September 2017	\$3398.68	\$390.66	\$62.76
April - June 2017	\$4041.68	\$608.71	\$126.82
January - March 2017	\$2194.62	\$476.09	\$83.40
October - December 2016	\$4204.15	\$553.39	\$111.24
July - September 2016	\$3030.24	\$686.70	\$69.31
April - June 2016	\$5270.54	\$583.05	\$167.41
January - March 2016	\$4886.69	\$649.23	\$137.44

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

Meeting Date: 02/04/2020

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**Subject**

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

**Information**

Council will need to consider a Resolution appointing the City of Indianola Representation to the Des Moines Metropolitan Planning Organization.

**MPO Policy Committee :**

Primary: Ryan Waller

Alternate: Charlie Dissell

**Technical Committee:** Charlie Dissell

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**Fiscal Impact**

**Attachments**

Resolution for Representation

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**RESOLUTION NO 2020-**

**RESOLUTION APPOINTING THE CITY OF INDIANOLA REPRESENTATION TO  
THE DES MOINES METROPOLITAN PLANNING ORGANIZATION**

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

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

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

MPO Policy

Primary: Ryan Waller

Alternate: Charlie Dissell

Technical Committee:

Primary: Charlie Dissell

Alternate: Ryan Waller

CIRTPA TPC

Primary: Ryan Waller

Alternate: Charlie Dissell

CIRTPA, TTC

Primary: Charlie Dissell

Alternate: Ryan Waller

Passed and Adopted this 4<sup>th</sup> day of February 2020

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Kelly B. Shaw, Mayor

ATTEST:

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Andrew J. Lent, City Clerk

Meeting Date: 02/04/2020

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**Subject**

Resolution Approving Salaries.

**Information**

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

- Melissa McCoy, Human Resources Director, from \$77,933.40/year to \$80,001.67/year, effective January 5, 2020.
  - Sean Lunde, from EMS Part-time Paramedic \$19.32/hour to Full-time Firefighter/Paramedic \$20.259/hour, effective January 19, 2020.
- 

**Fiscal Impact**

**Attachments**

Resolution Approving Salaries

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**RESOLUTION 2020-  
APPROVING SALARIES**

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

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

Melissa McCoy, Human Resources Director, from \$77,933.40/year to \$80,001.67/year, effective January 5, 2020.

Sean Lunde, from EMS Part-time Paramedic \$19.32/hour to Full-time Firefighter/Paramedic \$20.259/hour, effective January 19, 2020.

Passed and approved on the 4 day of February 2020.

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

ATTEST:

\_\_\_\_\_  
Andy Lent, City Clerk

**Meeting Date:** 02/04/2020

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**Subject**

Claims on the computer printout for February 4, 2020.

**Information**

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**Fiscal Impact**

**Attachments**

Vendor Report 020420

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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>2 THE TOP</b>				
2 THE TOP	TEAM DEVELOPMENT	01/17/2020	330.00	GENERAL FUND
Total 2 THE TOP:			330.00	
<b>AGRILAND FS INC</b>				
AGRILAND FS INC	FERTILIZER	01/09/2020	8,623.40	PARK & RECREATI
Total AGRILAND FS INC:			8,623.40	
<b>AIR-CON MECHANICAL CORP.</b>				
AIR-CON MECHANICAL CORP.	BOILER WORK - COLD ON PD SIDE	01/13/2020	435.78	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			435.78	
<b>ALLSUP, PAT</b>				
ALLSUP, PAT	CELL PHONE - JANUARY	01/15/2020	50.00	POLICE FUND
Total ALLSUP, PAT:			50.00	
<b>ALTOONA POLICE DEPARTMENT</b>				
ALTOONA POLICE DEPARTMEN	CRIMINAL ADDICTION TRAINING	01/23/2020	200.00	POLICE FUND
Total ALTOONA POLICE DEPARTMENT:			200.00	
<b>AMAZON CAPITAL SERVICES</b>				
AMAZON CAPITAL SERVICES	CANDY FOR EASTER EGG HUNT	01/16/2020	110.32	PARK & RECREATI
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/21/2020	155.24	GENERAL FUND
AMAZON CAPITAL SERVICES	WHITE BOARD FOR CITY HALL	01/16/2020	206.22	GENERAL FUND
AMAZON CAPITAL SERVICES	SANDWICH BOARDS	01/02/2020	449.94	PARK & RECREATI
AMAZON CAPITAL SERVICES	EXIT LIGHTS	01/10/2020	78.00	FIRE FUND
AMAZON CAPITAL SERVICES	EXIT SIGN / EMERGENCY LIGHT COMBO	01/25/2020	99.94	PARK & RECREATI
Total AMAZON CAPITAL SERVICES:			1,099.66	
<b>AUBERT'S TOWING</b>				
AUBERT'S TOWING	ABANDONED TOW	12/14/2019	155.00	POLICE FUND
Total AUBERT'S TOWING:			155.00	
<b>BOB'S CUSTOM TROPHIES</b>				
BOB'S CUSTOM TROPHIES	SUPPLIES	01/16/2020	7.00	POLICE FUND
BOB'S CUSTOM TROPHIES	NAME PLATES	01/23/2020	25.50	GENERAL FUND
Total BOB'S CUSTOM TROPHIES:			32.50	
<b>BSN SPORTS</b>				
BSN SPORTS	YBB BALLS / TEES FOR FIELDS	01/15/2020	458.52	PARK & RECREATI
Total BSN SPORTS:			458.52	
<b>CDW GOVERNMENT INC</b>				
CDW GOVERNMENT INC	PART BSF300A-E	01/07/2020	1,021.80	GENERAL FUND
Total CDW GOVERNMENT INC:			1,021.80	
<b>CENTRAL PUMP &amp; MOTOR LLC</b>				
CENTRAL PUMP & MOTOR LLC	REPAIR MCCORD PUMP	01/14/2020	6,663.57	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CENTRAL PUMP & MOTOR LLC	REPAIR PLAINVIEW PUMP	01/14/2020	4,346.87	SEWER FUND
CENTRAL PUMP & MOTOR LLC	REPAIR AERATION PUMP	01/14/2020	1,976.40	SEWER FUND
Total CENTRAL PUMP & MOTOR LLC:			12,986.84	
<b>CHUMBLEY &amp; JONES OIL</b>				
CHUMBLEY & JONES OIL	KEROSENE	01/22/2020	85.90	SEWER FUND
Total CHUMBLEY & JONES OIL:			85.90	
<b>CINTAS CORPORATION</b>				
CINTAS CORPORATION	FIRST AID SUPPLIES	01/16/2020	31.48	ROAD USE TAX FU
CINTAS CORPORATION	TAPE DISPENSER, CPR MICRO SHIELD	01/16/2020	12.63	PARK & RECREATI
CINTAS CORPORATION	FIRST AID SUPPLIES	01/17/2020	46.31	PARK & RECREATI
CINTAS CORPORATION	NEW AED PADS	01/28/2020	29.83	SEWER FUND
Total CINTAS CORPORATION:			120.25	
<b>CIVIC SYSTEMS LLC</b>				
CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	12/30/2019	8,093.00	GENERAL FUND
Total CIVIC SYSTEMS LLC:			8,093.00	
<b>CREATIVE GENIUSES LLC</b>				
CREATIVE GENIUSES LLC	INSTRUCTION OF ART CLASS	01/24/2020	196.00	PARK & RECREATI
Total CREATIVE GENIUSES LLC:			196.00	
<b>DINNER DELIGHTS</b>				
DINNER DELIGHTS	MEAL PREP CLASSES	01/24/2020	1,140.00	PARK & RECREATI
Total DINNER DELIGHTS:			1,140.00	
<b>DLH GRAFX</b>				
DLH GRAFX	YOUTH BASKETBALL SHIRTS	01/07/2020	596.96	PARK & RECREATI
DLH GRAFX	YOUTH BASKETBALL SHIRTS	01/16/2020	13.50	PARK & RECREATI
Total DLH GRAFX:			610.46	
<b>DON'S AUTO &amp; TRUCK SALVAGE</b>				
DON'S AUTO & TRUCK SALVAG	REPLACE FUEL TANK	01/09/2020	600.00	ROAD USE TAX FU
Total DON'S AUTO & TRUCK SALVAGE:			600.00	
<b>DOWNEY TIRE PROS</b>				
DOWNEY TIRE PROS	TIRE REPAIR ON VENTRAC	01/13/2020	17.91	PARK & RECREATI
DOWNEY TIRE PROS	TIRE REPAIR	01/21/2020	17.91	PARK & RECREATI
Total DOWNEY TIRE PROS:			35.82	
<b>ELECTRIC PUMP</b>				
ELECTRIC PUMP	REBULD SOUTH PLANT STORM PUMP	01/23/2020	11,784.49	SEWER FUND
Total ELECTRIC PUMP:			11,784.49	
<b>ELECTRONIC ENGINEERING CO</b>				
ELECTRONIC ENGINEERING C	REPAIR/REPLACE EQUIPMENT	01/09/2020	32.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total ELECTRONIC ENGINEERING CO:			32.00	
<b>EMERGENCY APPARATUS MAINTENANCE</b>				
EMERGENCY APPARATUS MAI	E 332 - AIR LEAKS	01/20/2020	1,322.03	FIRE FUND
Total EMERGENCY APPARATUS MAINTENANCE:			1,322.03	
<b>ENVIRONMENTAL PRODUCTS &amp; ACCESS</b>				
ENVIRONMENTAL PRODUCTS	JETTER HOSE	01/16/2020	2,089.00	SEWER FUND
Total ENVIRONMENTAL PRODUCTS & ACCESS:			2,089.00	
<b>EXTINGUISHER COMPANY, THE</b>				
EXTINGUISHER COMPANY, THE	ANNUAL FIRE EXTINGUISHER INSPECTION	01/17/2020	641.00	SEWER FUND
EXTINGUISHER COMPANY, THE	FIRE EXTINGUISHER INSPECTIONS	01/19/2020	122.00	ROAD USE TAX FU
EXTINGUISHER COMPANY, THE	HYDROSTATIC TEST - DRY CHEMICAL	01/19/2020	30.00	ROAD USE TAX FU
EXTINGUISHER COMPANY, THE	FIRE EXTINGUISHER INSPECTION AND REP	01/17/2020	267.00	PARK & RECREATI
Total EXTINGUISHER COMPANY, THE:			1,060.00	
<b>FIRE SERVICE TRAINING BUREAU</b>				
FIRE SERVICE TRAINING BURE	LEADERSHIP - CHUCK CROSS	01/10/2020	25.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			25.00	
<b>FIRST AVENUE PAINTING</b>				
FIRST AVENUE PAINTING	PAINTING AT LIBRARY	01/21/2020	15,412.46	CAPITAL PROJECT
Total FIRST AVENUE PAINTING:			15,412.46	
<b>FORMATION GROUP</b>				
FORMATION GROUP	PAY APP #2 FOR FRONT OFFICE/BUNK	12/31/2019	29,765.23	VEHICLE RESERV
Total FORMATION GROUP:			29,765.23	
<b>GALLS LLC</b>				
GALLS LLC	UNIFORM	01/06/2020	355.32	POLICE FUND
GALLS LLC	UNIFORM PANTS	01/22/2020	44.99	AMBULANCE FUN
Total GALLS LLC:			400.31	
<b>GIFTS GALORE</b>				
GIFTS GALORE	FAMILY FLASHLIGHT EASTER EGG HUNT: 10	01/16/2020	185.00	PARK & RECREATI
Total GIFTS GALORE:			185.00	
<b>HARRISON TRUCK CENTERS</b>				
HARRISON TRUCK CENTERS	FILTER VENTILATOR CABIN #7 & 9	01/14/2020	46.16	ROAD USE TAX FU
Total HARRISON TRUCK CENTERS:			46.16	
<b>HART, NORMAN</b>				
HART, NORMAN	WELLNESS - NOV & DEC	01/15/2020	50.00	SEWER FUND
Total HART, NORMAN:			50.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
HAWKINS, ROB				
HAWKINS, ROB	MOBILE DEVICE REIMBURSEMENT	01/14/2020	50.00	POLICE FUND
Total HAWKINS, ROB:			50.00	
<b>IAAWP</b>				
IAAWP	TRAINING - WILLIAMS	01/14/2020	80.00	POLICE FUND
Total IAAWP:			80.00	
<b>INDIANOLA MECHANICAL LLC</b>				
INDIANOLA MECHANICAL LLC	ACTIVITY CENTER TOILET SERVICE CALL	11/26/2019	115.96	PARK & RECREATI
INDIANOLA MECHANICAL LLC	ACTIVTY CENTER TOILET REPAIRS	12/02/2019	117.17	PARK & RECREATI
Total INDIANOLA MECHANICAL LLC:			233.13	
<b>INDOFF INCORPORATED</b>				
INDOFF INCORPORATED	INK PAD FOR DATE STAMP	01/16/2020	5.10	PARK & RECREATI
Total INDOFF INCORPORATED:			5.10	
<b>INFOMAX OFFICE SYSTEMS INC.</b>				
INFOMAX OFFICE SYSTEMS IN	DEVICE PAYMENT WITH PAPER CUT & CONN	01/20/2020	3,260.60	GENERAL FUND
Total INFOMAX OFFICE SYSTEMS INC.:			3,260.60	
<b>IOWA DEPT OF INSPECTIONS AND APPEALS</b>				
IOWA DEPT OF INSPECTIONS A	CHARITABLE GAMBLING LICENSE	01/17/2020	150.00	PARK & RECREATI
Total IOWA DEPT OF INSPECTIONS AND APPEALS:			150.00	
<b>IOWA DEPT OF NATURAL RESOURCES</b>				
IOWA DEPT OF NATURAL RESO	TITLE V ANNUAL REPORT	01/24/2020	49.00	SEWER FUND
Total IOWA DEPT OF NATURAL RESOURCES:			49.00	
<b>IOWA ONE CALL</b>				
IOWA ONE CALL	LOCATES	01/14/2020	246.60	SEWER FUND
Total IOWA ONE CALL:			246.60	
<b>IOWA PRISON INDUSTRIES</b>				
IOWA PRISON INDUSTRIES	STOP AHEAD SIGNAL	12/31/2019	202.62	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			202.62	
<b>IOWA WORKFORCE DEVELOPMENT</b>				
IOWA WORKFORCE DEVELOP	UNEMPLOYMENT	12/31/2019	2,072.00	ROAD USE TAX FU
IOWA WORKFORCE DEVELOP	UNEMPLOYMENT	12/31/2019	12.15	PARK & RECREATI
Total IOWA WORKFORCE DEVELOPMENT:			2,084.15	
<b>JESS' LOCK AND KEY</b>				
JESS' LOCK AND KEY	SERVICE	12/19/2019	65.00	GENERAL FUND
Total JESS' LOCK AND KEY:			65.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
JV TRUCKING LLC				
JV TRUCKING LLC	HAULING SNOW FROM SQUARE	01/15/2020	720.00	ROAD USE TAX FU
JV TRUCKING LLC	ICE CONTROL SAND	01/15/2020	1,569.90	ROAD USE TAX FU
Total JV TRUCKING LLC:			2,289.90	
<b>KEYSTONE LABORATORIES INC</b>				
KEYSTONE LABORATORIES IN	MONTHLY LAB TESTS	01/15/2020	1,078.20	SEWER FUND
Total KEYSTONE LABORATORIES INC:			1,078.20	
<b>KIYA KODA HUMANE SOCIETY</b>				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - FEB 2020	02/01/2020	2,912.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,912.00	
<b>KURTINITIS, CAHTERINE</b>				
KURTINITIS, CAHTERINE	REFUND - 3 PARKING TICKETS	01/16/2020	105.00	POLICE FUND
Total KURTINITIS, CAHTERINE:			105.00	
<b>LITTLE GREEN BUTTON</b>				
LITTLE GREEN BUTTON	ANNUAL LICENSE FOR 50 DEVICES	01/17/2020	228.00	GENERAL FUND
Total LITTLE GREEN BUTTON:			228.00	
<b>MCCOY HARDWARE INC</b>				
MCCOY HARDWARE INC	ELECTRICAL BOX COVERS	01/15/2020	4.94	SEWER FUND
MCCOY HARDWARE INC	BATTERIES	01/16/2020	11.68	ROAD USE TAX FU
MCCOY HARDWARE INC	LIGHTBULBS FOR MINUTES/CLAIMS VAULT	01/17/2020	9.89	GENERAL FUND
MCCOY HARDWARE INC	WASHERS FOR ICE RINK	01/22/2020	3.51	PARK & RECREATI
MCCOY HARDWARE INC	WASHERS FOR ICE RINK	01/22/2020	5.85	PARK & RECREATI
MCCOY HARDWARE INC	SHOVEL, SCREWDRIVERS	01/24/2020	42.28	SEWER FUND
MCCOY HARDWARE INC	YAKTRAK	01/24/2020	19.79	SEWER FUND
Total MCCOY HARDWARE INC:			97.94	
<b>METCALF, BRAD</b>				
METCALF, BRAD	WELLNESS - JAN	01/31/2020	16.66	POLICE FUND
Total METCALF, BRAD:			16.66	
<b>MID AMERICAN ENERGY CO.</b>				
MID AMERICAN ENERGY CO.	05931-25003 N HWY 65/69 ENTRANCE SIGN	01/14/2020	12.85	GENERAL FUND
MID AMERICAN ENERGY CO.	26321-30003 STREET LIGHTING	01/14/2020	128.10	GENERAL FUND
MID AMERICAN ENERGY CO.	07741-18004 65/59 LIFT	01/17/2020	85.17	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	01/17/2020	46.31	SEWER FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	01/14/2020	1,193.75	GENERAL FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MEADOWS LIFT	01/23/2020	76.52	SEWER FUND
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	01/23/2020	408.96	PARK & RECREATI
Total MID AMERICAN ENERGY CO.:			1,951.66	
<b>MILLER ELECTRIC SERVICES</b>				
MILLER ELECTRIC SERVICES	INSTALLED OUTLET	01/16/2020	196.12	GENERAL FUND
MILLER ELECTRIC SERVICES	OUTLET FOR PRINTER	01/17/2020	105.51	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MILLER ELECTRIC SERVICES:			301.63	
<b>NAPA AUTO PARTS</b>				
NAPA AUTO PARTS	VALVOLINE ATF FLUID	01/17/2020	7.69	PARK & RECREATI
Total NAPA AUTO PARTS:			7.69	
<b>NETWRIX CORPORATION</b>				
NETWRIX CORPORATION	SUPPORT AND MAINTENANCE	11/13/2019	319.43	GENERAL FUND
Total NETWRIX CORPORATION:			319.43	
<b>NEW HORIZONS</b>				
NEW HORIZONS	GRAPHIC CLUB TRAINING	01/01/2020	1,595.00	GENERAL FUND
Total NEW HORIZONS:			1,595.00	
<b>OPIE, SARA L.</b>				
OPIE, SARA L.	PRESS RELEASE FOR WRRF	01/24/2020	680.00	SEWER FUND
Total OPIE, SARA L.:			680.00	
<b>O'REILLY AUTO PARTS</b>				
O'REILLY AUTO PARTS	HEAD LIGHTS #23 & 24	01/14/2020	21.00	ROAD USE TAX FU
O'REILLY AUTO PARTS	STRAPS FOR TIRE CHAINS	01/15/2020	107.54	ROAD USE TAX FU
O'REILLY AUTO PARTS	ATF FLUID	01/17/2020	13.98	PARK & RECREATI
O'REILLY AUTO PARTS	SUPPLIES	01/17/2020	25.98	POLICE FUND
O'REILLY AUTO PARTS	TAIL LAMP 2006 F-250 4X4	01/20/2020	22.49	PARK & RECREATI
O'REILLY AUTO PARTS	SNOWPLOW MARKERS	01/20/2020	36.28	PARK & RECREATI
O'REILLY AUTO PARTS	FAN MOTOR FOR STEINER, FUSE, FUEL FIL	01/27/2020	81.82	PARK & RECREATI
Total O'REILLY AUTO PARTS:			309.09	
<b>PARK, KRIS</b>				
PARK, KRIS	YOUTH BASKETBALL	01/23/2020	45.00	PARK & RECREATI
Total PARK, KRIS:			45.00	
<b>PARTSMASTER</b>				
PARTSMASTER	CUTTING/GRINDING DISCS	01/15/2020	96.32	PARK & RECREATI
Total PARTSMASTER:			96.32	
<b>PELLA PRINTING</b>				
PELLA PRINTING	WINTER 2020 MAGAZINE	12/24/2019	5,395.00	PARK & RECREATI
PELLA PRINTING	WINTER 2020 MAGAZINE	12/24/2019	5,395.00	GENERAL FUND
Total PELLA PRINTING:			10,790.00	
<b>PEOPLES BANK</b>				
PEOPLES BANK	HOLMES LOAN INTEREST	01/23/2020	230.83	DOWNTOWN BIZ I
Total PEOPLES BANK:			230.83	
<b>PHILIPS MEDICAL CAPITAL</b>				
PHILIPS MEDICAL CAPITAL	MONITOR LEASE / CARDIAC	01/11/2020	1,348.11	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
<b>PIERCE BROTHERS REPAIR</b>				
PIERCE BROTHERS REPAIR	PIPE FOR AERATION PUMPS	01/22/2020	224.00	SEWER FUND
PIERCE BROTHERS REPAIR	2 SETS OF CUTTING EDGES FOR VENTRAC	01/27/2020	104.00	PARK & RECREATI
Total PIERCE BROTHERS REPAIR:			328.00	
<b>PINE VALLEY INSPECTIONS/CONSULTING LLC</b>				
PINE VALLEY INSPECTIONS/CO	PLAN REVIEWS	01/24/2020	630.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			630.00	
<b>PRO-IMAGE SIGN &amp; LIGHTING</b>				
PRO-IMAGE SIGN & LIGHTING	DECALS FOR TRACTOR CAB	01/21/2020	30.00	PARK & RECREATI
Total PRO-IMAGE SIGN & LIGHTING:			30.00	
<b>PROTECT YOUTH SPORTS</b>				
PROTECT YOUTH SPORTS	COACHES BACKGROUND CHECK - BASKET	01/01/2020	71.20	PARK & RECREATI
Total PROTECT YOUTH SPORTS:			71.20	
<b>PURCHASE POWER</b>				
PURCHASE POWER	POSTAGE	01/21/2020	104.00	GENERAL FUND
Total PURCHASE POWER:			104.00	
<b>ROSS CHEMICAL SYSTEMS INC</b>				
ROSS CHEMICAL SYSTEMS IN	DETERGENT FOR STATION	01/09/2020	177.25	FIRE FUND
Total ROSS CHEMICAL SYSTEMS INC:			177.25	
<b>SANDRY FIRE SUPPLY LLC</b>				
SANDRY FIRE SUPPLY LLC	SPREADER FAST LOK	01/15/2020	161.20	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			161.20	
<b>SHER, BRIAN</b>				
SHER, BRIAN	WELLNESS - JAN	01/31/2020	15.00	POLICE FUND
Total SHER, BRIAN:			15.00	
<b>SHULL, DOUG</b>				
SHULL, DOUG	TREASURER CONTRACT	02/01/2004	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
<b>SODEXO INC &amp; AFFILIATES</b>				
SODEXO INC & AFFILIATES	CANCELATION LABOR FEE	01/13/2020	75.00	GENERAL FUND
Total SODEXO INC & AFFILIATES:			75.00	
<b>STUDIO FUSCO</b>				
STUDIO FUSCO	LAMINATE QM3 PLANS	01/08/2020	49.50	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total STUDIO FUSCO:			49.50	
<b>SUNDOWN EQUIPMENT</b>				
SUNDOWN EQUIPMENT	REPLACED FUEL FILTERS, CUSTOMER LAB	12/02/2019	148.03	PARK & RECREATI
Total SUNDOWN EQUIPMENT:			148.03	
<b>T.R.M. DISPOSAL LLC</b>				
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	01/24/2020	82.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	01/24/2020	54.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			136.00	
<b>THEISEN'S</b>				
THEISEN'S	FLOOR DRY	01/15/2020	31.96	PARK & RECREATI
THEISEN'S	BATTERY FOR TRACTOR	01/16/2020	89.99	SEWER FUND
THEISEN'S	SNOW SHOVELS, CHEMICAL MEASURING PI	01/17/2020	133.94	PARK & RECREATI
THEISEN'S	BULBS FOR PLANTS	01/21/2020	38.34	SEWER FUND
Total THEISEN'S:			294.23	
<b>TITAN MACHINERY</b>				
TITAN MACHINERY	NUT, LOCK #27	01/14/2020	.80	ROAD USE TAX FU
Total TITAN MACHINERY:			.80	
<b>TRUCK EQUIPMENT INC</b>				
TRUCK EQUIPMENT INC	WESTERN HIGH PERFORMANCE FLUID	01/16/2020	63.00	PARK & RECREATI
Total TRUCK EQUIPMENT INC:			63.00	
<b>U.S. CELLULAR</b>				
U.S. CELLULAR	CELL PHONES -3 - STREET	01/12/2020	69.50	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE - PARK	01/12/2020	28.28	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2 - SEWER	01/12/2020	87.21	SEWER FUND
Total U.S. CELLULAR:			184.99	
<b>ULINE</b>				
ULINE	LOCKOUT/TAG OUT	01/15/2020	525.00	FIRE FUND
Total ULINE:			525.00	
<b>VANDERPOOL PLUMBING</b>				
VANDERPOOL PLUMBING	REPAIR - BUILDING	12/17/2019	253.15	POLICE FUND
Total VANDERPOOL PLUMBING:			253.15	
<b>ZONES LLC</b>				
ZONES LLC	SERVER2019	01/10/2020	10,076.51	VEHICLE RESERV
ZONES LLC	5 ALL-IN-ONE COMPUTERS (PARKS AND PO	12/27/2019	4,737.05	VEHICLE RESERV
Total ZONES LLC:			14,813.56	
Grand Totals:			147,418.51	

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

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Meeting Date: 02/04/2020

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**Subject**

Consideration of a request from the Sustainability Committee to adopt a resolution in support of a solar program in Indianola.

**Information**

The Sustainability Committee will be presenting a resolution in support of the Grow Solar program for the Council to consider adopting. Patrick Snell from The Nature Conservancy will be available to provide an overview of the Grow Solar program and to answer questions from the Council prior to considering the resolution of support.

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**Fiscal Impact**

**Attachments**

Request from Sustainability Committee  
Grow Solar  
Background Information  
Grow Solar Resolution

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## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, January 17, 2020 11:00 AM  
**To:** Jackie Raffety  
**Subject:** FW: Request for time on docket

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Jackie,

Please see below. Can you please include this as an agenda item for February 4<sup>th</sup>? I have a couple attachments that the S.C. shared that I will get to you for inclusion in the packet. Thank you!

Ryan

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**From:** Margaret Vernon <mmvernon@earthlink.net>  
**Sent:** Friday, January 17, 2020 10:17 AM  
**To:** Ryan Waller <rwaller@indianolaiowa.gov>  
**Subject:** Request for time on docket

Hi Ryan --

I'm writing on behalf of the Indianola Sustainability Committee to request time on the Indianola City Council agenda at its February 4th meeting. We would like to present a resolution in support of the Grow Solar program for the council to consider adopting. We also would like a brief time on the agenda for Patrick Snell from The Nature Conservancy to give an overview of the Grow Solar program and/or to answer questions from the council prior to their considering the resolution of support.

Please let me know if there is additional information that you need at this time. We will be in touch with you prior to the meeting about the specifics of the resolution.

Thank you for your assistance with this matter.

Margaret Vernon, Chair  
Indianola Sustainability Committee  
[mmvernon@earthlink.net](mailto:mmvernon@earthlink.net)  
515-961-6748; 515-343-7090

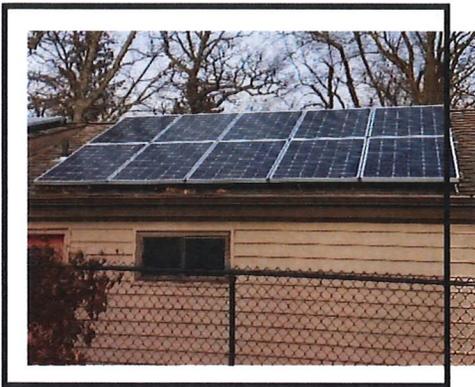
# Grow Solar

A program where homeowners & businesses come together as a community to purchase and install solar at reduced prices.



**Overview:** The Grow Solar or Solar Group Buy approach allows groups of homeowners or businesses to work together to collectively negotiate rates, competitively select an installer, and increase demand through a creative limited-time offer to join the campaign. They work by:

- Aggregating demand (increasing operational efficiency) for solar, which lowers solar prices for home and business owners.
- Providing up-front consumer education through community-based Solar Power Hour events



## Top 5 reasons why your community should Grow Solar!

- 1) Empower your homeowners and businesses to make their own energy decisions (and at a lower cost)
- 2) An innovative way for your community to meet its sustainability goals
- 3) Another tool in your economic development toolbox - attract business by demonstrating commitment and access to renewable energy
- 4) Generate local enthusiasm through heavily promoted Solar Power Hours
- 5) A no-cost program for your community



For more information contact:  
Patrick Snell, External Affairs Coordinator at The Nature Conservancy  
515-244-5044 | [patrick.snell@tnc.org](mailto:patrick.snell@tnc.org)

# Grow Solar FAQ



**How does a Solar Group Buy work?** A Solar Group Buy works by coordinating a time-limited group buy with educational sessions that teach attendees about solar and provide professional resources. Group Buys are increasingly popular because they also provide:

- Price breaks: The competitive request for proposal process selects a reputable solar installer that commits to volumetric price breaks. Aggregating individual contracts, price breaks are rewarded to participants at 50, 150, 250, and 350kW.
- Solar Power Hours: 15-20 sessions throughout the community provide solar education and professional resources in one place.
- Grassroots energy: With a 4-month window and participation milestones, Group Buys develop the energy of a grassroots campaign. Advertising includes yard signs, newsletters, social media, flyers, and word of mouth.

**What are Solar Power Hours?** The cornerstone educational event repeats 15-20 times over a 4-month period throughout the County during the Solar Group Buy campaign.

- The Solar Power Hour is a free, one-hour long information session that teaches the basics of solar, its financial implications for your household, and how the Grow Solar program works.
- Interested attendees schedule a site assessment with the Solar Group Buy solar Installer, get any questions answered and then sign a contract based on the Solar Group Buy pricing if comfortable.

**What support is needed for a successful program?** Several partners play unique roles in building the credibility and success of a Solar Group Buy:

- **Project Coordinators:**
  - Provide organizational support and technical guidance.
  - Partners: The Nature Conservancy (TNC) and the Midwest Renewable Energy Association (MREA). MREA is a 501(c)3 nonprofit that provides professional training, certification and education around renewable energy.
- **Advisory Team:**
  - Ensures RFP language and process meets the community's interests. Monitors program from start to finish.
  - Partners: TNC, MREA, Cities, County, City or County Agencies, and Nonprofits
- **Programming and Sponsorship Team:**
  - Organizations with captive and connected audiences whose brand adds credibility and wide appeal to Solar Group Buy. Helped schedule and promote Solar Power Hours through social media, newsletters, and media
  - Partners: TNC, MREA, Cities, County, City or County Agencies, Nonprofits, and businesses

## DID YOU KNOW?

The City of Waukee and Dallas County celebrated the completion of central Iowa's first Solar Group Buy program in the fall of 2019. Passing the initial benchmarks of 50kW, 100 kW and 200 kW, the program ended at 270 kW - which translates to:

- 268 attended 13 educational events
- 29 households, 3 businesses, and 1 church investing in solar
- \$730,000 dollars in local investments

The program was completed as a partnership between the City of Waukee, Waukee APEX, Midwest Renewable Energy Association, and The Nature Conservancy.

**February 2020**

**BACKGROUND**

The Nature Conservancy of Iowa in partnership with the Midwest Renewable Energy Association are organizing a Solar Group Buy called Grow Solar Warren County between March of 2020 and September of 2020. A Solar Group Buy program entails enabling interested municipal, residential and commercial consumers in a designated geographic area to access volume discounts through choosing to purchase solar electric systems during a designated period of time.

The discount is generated through a competitive selection of a solar installer. The greater the number of property owners that choose to install solar electric systems, the lower the price of all solar electric systems through the program. The purpose of a group buy program is to increase education of local residents about solar photovoltaics (PV), and increase market penetration of residential and small commercial solar PV through a group purchasing program.

**Resolution NO 2020-  
Resolution in Support of a Solar Group Buy in Indianola**

**WHEREAS**, the voluntary use of solar electricity by private citizens diversifies the electric supply for our City; and

**WHEREAS**, the voluntary use of solar electricity provides stability to the electric grid during peak power needs during the summer; and

**WHEREAS**, over time the use of solar electricity can help reduce peak demand during the summer and saves participating residents money on their electric bills, retaining that money within the City for further circulation; and

**WHEREAS** solar electricity generation requires no fossil fuels, and reduces pollutants; and

**WHEREAS** the City recognizes the promotional benefits of being an innovative and green-powered community.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Indianola will support and endorse the Grow Solar Warren County program organized by The Nature Conservancy of Iowa and the Midwest Renewable Energy Association, all 501(c)3 nonprofit, grassroots organizations, that will take place between March of 2020 and September of 2020 in the following ways:

1. Assigning a City of Indianola representative, as able, to the Solar Group Buy Advisory Committee whose prime responsibility is to review RFP requirements for solar installer, review and select solar installer and be available to advise on Group Buy performance
2. Allowing the use of City of Indianola logo on promotional materials
3. Promoting the project details through email, website, flyers, social media, public access TV and other means as able and appropriate
4. Streamlining the solar installation permitting process for Group Buy participants
5. Use of City facilities to host community outreach meetings

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Kelly B. Shaw, Mayor

Attest:

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Andrew J. Lent, City Clerk

**Meeting Date:** 02/04/2020

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**Subject**

Consideration of the re-nomination of Joel Hoger to the Park and Recreation Commission.

**Information**

Council will need to consider the re-nomination of Joel Hoger to the P&R Commission (packet).

Roll call is in order.

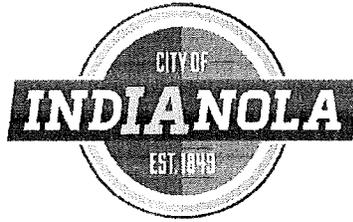
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**Fiscal Impact**

**Attachments**

Hoger App

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OFFICE OF CITY CLERK

OCT 14 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. 1<sup>st</sup> 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: <b>Joel Hoger</b>			
Street Address: <b>900 N. B St</b>	City: <b>Indianola</b>	State: <b>IA</b>	Zip: <b>50125</b>
E-Mail: <b>hogerj@hotmail.com</b>			
Phone Home: <b>515-669-1064</b>	Cell: <b>515-669-1064</b>	Work:	
Gender: <b>male</b>	Age (Optional): <b>43</b>	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.

- **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.

- **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.

- **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.

- **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.

- **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](mailto:dbowlin@indianolaiowa.gov)

or

Mail:  
Indianola City Hall  
Attn: Diana Bowlin, City Clerk  
110 N. 1<sup>st</sup> Street  
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: 02/04/2020

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**Subject**

Consideration of Stephanie Erickson as a nominee to the Indianola Municipal Utilities Board of Trustees.

**Information**

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**Fiscal Impact**

**Attachments**

Erickson Application

Erickson Resume

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

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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:			
Street Address:	City:	State:	Zip:
E-Mail:			
<b>Phone</b> Home:	Cell:	Work:	
Gender:	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](mailto:dbowlin@indianolaiowa.gov)

or

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

# Stephanie Erickson

1102 E Kentucky Ave.  
Indianola, IA 50125  
[Ericksonforindianola@gmail.com](mailto:Ericksonforindianola@gmail.com)  
515.868.6687

Proven successful Outside Sales, Operations and Development Leader who consistently achieves annual sales objectives and increases the overall customer base. Effectively grows brand awareness through increased market penetration and new market development.

## HIGHLIGHTS

- \* Proven Leader in Business Development
- \* Marketing, Sales and Development Specialist
- \* Brand Awareness Development
- \* Persuasive Negotiator

## Work Experience

### **LEGISLATIVE ASSISTANT**

IOWA HOUSE OF REPRESENTATIVES  
November 2014 to 2017

Assist Representative Zach Nunn in monitoring pending legislation, conducting research, drafting legislation, giving advice and counsel, and making recommendations.

- \* Perform a wide range of communication and public relations duties with constituents, media representatives and individuals and organizations involved in the legislative process.
- \* Oversee inquiries from constituents, research, draft and respond to correspondence,
- \* Facilitate and coordinate communication between Representative Nunn, other legislators, state officials, agency personnel, media outlets and constituents in the development and advancement of legislation.
- \* Assist with writing press releases, newsletters, website content and speeches.
- \* Arrange public appearances and special events for Representative Nunn.
- \* Researches proposed legislation, works with committees to develop bills, garners support for the legislation and coordinates introduction of bills.
- \* Act as a liaison by meeting with lobbyists, discussing constituents concerns, and determining a course of action towards solutions.

### **OWNER**

VINTAGE STREET MARKET  
February 2014 to 2018

Entrepreneurial spirited individual running interior decorating and furniture refinishing company out of my home.

- \* Responsible for detailed tracking in regards profits and losses to make important decisions about pricing and marketing strategies.
- \* Active donor to nonprofit organizations within the community to use refinished furniture pieces as auction items.
- \* Determine the client's goals and requirements of the project and desired finished project.
- \* Take into consideration how the space will be used and how people will move through the space.
- \* Sketch preliminary design plans, including electrical layouts.
- \* Create a timeline for the interior design project and estimate project costs, as well as finalize with the client a contract.
- \* Place orders for materials and oversee installing the design elements.

### **CORPORATE DIRECTOR OF OPERATIONS, MARKETING AND PUBLIC RELATIONS**

WESLEYLIFE  
September 2007 to February 2014

- \* Led sales calls with team members to establish sales and customer retention goals.
- \* Assisted Administrators on achieving positive NOI.
- \* Responsible for the hiring and training of all new management and sales team members for all service lines within the organization, including Continuing Care Retirement Communities, Home Health, Hospice, Adult Day and Public Health.
- \* Wrote newsletter marketing copy and presentation materials for special projects including Medicare 101, Alzheimer's Early Signs and Time for a Move.

- \* Assisted the Vice President in the development of new brand identity, including a new logo, distinctive graphic style and tone, for all company communications.
- \* Identified, developed and evaluated marketing strategies based on knowledge of company objectives and market trends.
- \* Assisted Sales Directors in the development and execution of integrated marketing plans annually.
- \* Completed strategic competitive analysis by assessing strengths and weaknesses of competitors annually.
- \* Worked effectively in a heavily cross-functional, fast paced environment.
- \* Strengthened company's business by leading implementation of Medicare skilled nursing program, which doubled within my first year.

## Groups

### **Board Member - Autism Society of Iowa**

January 2016 to Present

Active Board Member for the Autism Society of Iowa. I am the actively involved in the Government committee for the organization as well.

### **State Ambassador - Autism Speaks**

May 2012 to January 2016

### **Clay Elementary PTA - President**

July 2010 to June 2012

### **Southeast Polk District Wide PTA - Chair**

July 2012 to June 2014

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**Subject**  
**Wal-Mart Sign Exemption**

**Information**

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**Fiscal Impact**

**Attachments**

Wal-Mart Sign Memo  
Application

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## COMMUNITY DEVELOPMENT

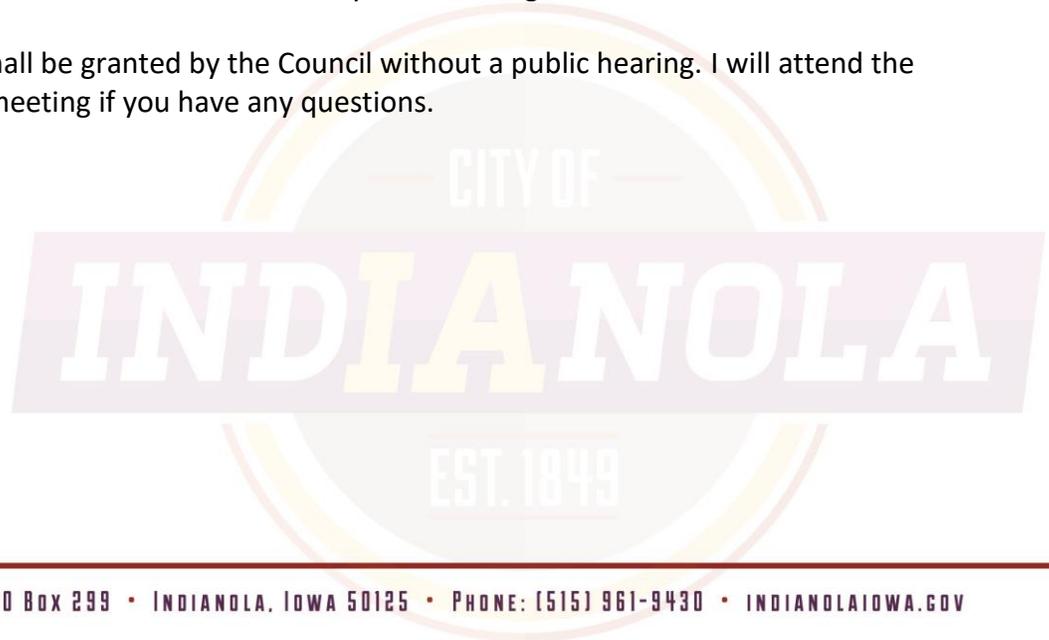
To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: January 27, 2020  
Re: Resolution accepting the sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart Stores Inc, located at 1500 North Jefferson Way.

---

At its meeting on January 21, the City Council set a public hearing for a sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart. As you are aware, Wal-Mart has begun a \$1.9 Million renovation of its existing store at 1500 North Jefferson Way. This renovation includes upgrading all current signage on site to more environmentally friendly signs that use the latest in power savings and LED technology. No additional or larger signs are being requested; all current signs are just being swapped out with a new, more modern sign of the same size. In review of the updated signage they are proposing for the store, staff gave feedback that two of their proposed signs do not meet the City's sign code. As such, an exemption for those two signs is requested. The City Council approved similar exemptions for these signs on June 5, 2000.

The request is for two exemptions to the new signs that are proposed. First, the Code of Ordinances require that no sign in the C-2 Zoning district exceed 150 square feet in size. The main Wal-Mart building sign is proposed to be 299.04 square feet. Second, the Code of Ordinances require that no sign in the C-2 Zoning district exceed 25 feet in height. The ground sign at the main entrance to Wal-Mart is currently at 30' in height.

No such exemption shall be granted by the Council without a public hearing. I will attend the February 4<sup>th</sup> Council meeting if you have any questions.





*Signs*

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Attn: City of Indianola Planning Department

Re: Wal-Mart 1491

1500 N Jefferson Way

Indianola, IA 50125

Special exemption for additional square footage

Dear Indianola Planning Staff:

To keep the Wal-Mart at the above address both meeting the needs of their customers and maintaining the image of a well-maintained store Wal-Mart has chosen to remodel this location in 2020.

Currently the site has an exemption for 540.96 square feet of signage. This exemption was obtained several years ago. As part of the above-mentioned remodel, Wal-Mart would like to replace the building signage with new environmentally friendly signs that use the latest in power savings and LED technology. Wal-Mart is not looking to increase the overall sign area but to rather replace signs Like-for-Like. The only other changes would be replacing a sign with more identifiable verbiage. For instance, the work Market is being replaced with the work Grocery.

Therefore, Wal-Mart would like to formally request an extension of their existing exemption to allow them to replace the existing building signage with the new signage as highlighted above.

Charlie Gibson

VP – Bootz and Duke Sign Company

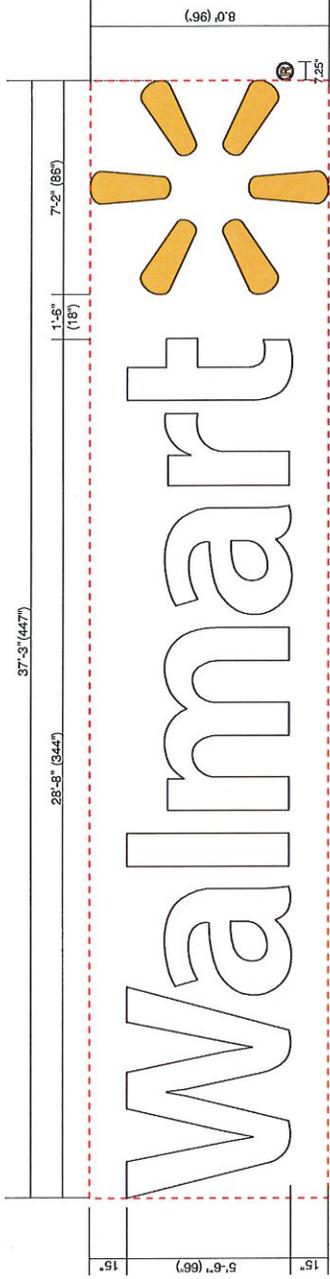
Customer:	Walmart # 1491
Address:	1500 N. Jefferson Way Indianola, IA 50125
Salesperson/Project Manager:	Charlie Gibson
Designer:	Kenney
Date:	November 7, 2019
Revision:	[0] ~ Date

Notes:

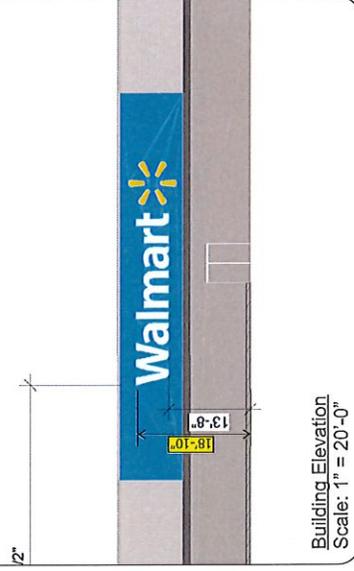
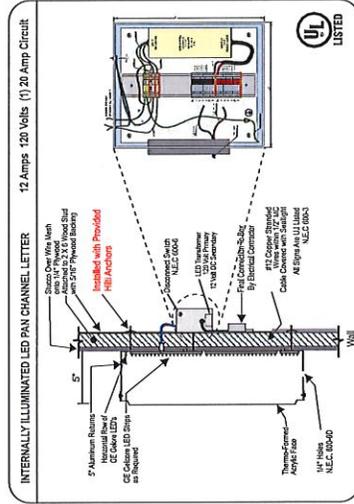
1 Manufacture and Install One(1) Sets of Internally Illuminated Pan Channel Letters  
Scale: 1/4" = 1'-0"

Pan Channel Letters:

- Returns: .040" Aluminum
- Faces: Formed Acrylic
- Illumination: White LEDs
- Power: Power Supplies in Remote Transformer Boxes
- Installation: Flush to Building Faces with Provided Hilti Anchors



<b>Electrical Specifications:</b> All Signs Fabricated as per 2017 N.E.C. Specifications This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code. The location of the disconnect switch after installation shall comply with Article 600.6(A)(3) of the National Electrical Code.	
<b>Engineering Specifications:</b> All Signs Fabricated per A.S.A. Specifications & 2018 I.B.C.	



**BOOTZ & DUKE**  
Signs  
(602) 272-9356  
2831 W. Weldon Ave.  
Phoenix, AZ 85017  
www.bootzandduke.com

THIS CUSTOM DESIGN IS THE EXCLUSIVE PROPERTY OF BOOTZ & DUKE SIGN CO. OF PHX, AZ. IT MAY NOT BE REPRODUCED, COPIED, OR EXHIBITED IN ANY FASHION.



Meeting Date: 02/04/2020

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**Subject**

Public Hearing for a sign exemption request from Bootz & Duke Signs, on behalf of Wal-Mart Stores, Inc, located at 1500 N Jefferson Way.

**Information**

Council will need to hold a public hearing for a sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart Stores Inc, located at 1500 North Jefferson Way.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 02/04/2020

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**Subject**

Resolution accepting the sign exemption request from Bootz & Duke Signs, on behalf of Wal-Mart Stores, Inc, located at 1500 N Jefferson Way.

**Information**

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution for WalMart Sign

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**RESOLUTION NO. 2020-**

**RESOLUTION ACCEPTING THE SIGN EXEMPTION REQUEST FROM  
BOOTZ & DUKE SIGNS, ON BEHALF OF WAL-MART STORES, INC  
LOCATED AT 1500 NORTH JEFFERSON WAY**

**WHEREAS**, Wal-Mart has begun a renovation of its existing store at 1500 North Jefferson Way, including upgrading all current signage on site to more environmentally friendly signs that use the latest in power savings and LED technology; and

**WHEREAS**, two of their proposed signs do not meet the City's sign code; and

**WHEREAS**, the Municipal Code of the City of Indianola, Iowa, provides that the City Council may grant a specific exemption for a sign, provided the Council shall find the existence of a special and unusual, individual circumstance; and

**WHEREAS**, a public hearing was held prior to consideration of said exemption;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the City approves the sign exemption request from Bootz & Duke signs, on behalf of Wal-Mart stores.

**APPROVED** this 4 day of February 2020.

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

**ATTEST:**

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

Meeting Date: 02/04/2020

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**Subject**

**Quail Meadows 3 Lift Station**

**Information**

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 02/04/2020

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**Subject**

Resolution awarding a contract to low bidder, Vanderpool Construction, for the Quail Meadows 3 Lift Station project.

**Information**

Bids were received on Tuesday, January 28 for the Quail Meadows 3 Lift Station and Sewer Improvements Project. Vanderpool Construction was the low bidder. Council will need to consider a resolution awarding the contract to Vanderpool Construction.  
Roll call is in order.

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**Fiscal Impact**

**Attachments**

QM 3 Bid Recommendation  
Resolution Awarding Contract

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

▷ [HRGREEN.COM](http://HRGREEN.COM)

January 28, 2020

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

Re: BID OPENING – QUAIL MEADOWS 3 LIFT STATION & SEWER IMPROVEMENTS

Dear Rick:

Bids were received on Tuesday, January 28th for the Quail Meadows 3 Lift Station and Sewer Improvements project. Five bids were received for the project. The bids received, as well as Engineer's Opinion of Probable Cost, are summarized below. A complete Bid Tabulation for the project is enclosed.

Vanderpool Construction Inc.	\$ 834,449.00
Boomerang Corporation	\$ 857,499.00
Joiner Construction	\$ 958,287.00
Rognes Corporation	\$ 991,759.00
Synergy	\$1,037,898.00

*Engineers Opinion of Probable Construction Cost* \$ 823,000.00

Vanderpool Construction's bid has been reviewed for completeness and accuracy, and the bidder submitted a completed Bid Form, Bid Bond, and appropriate attachments.

As a result of our review, the following determinations have been made:

- *Bids were competitive. Five bids received. The range in bids was approximately \$203,000 with two bidders submitting bids within 5% of the Engineer's Opinion of Probable Construction Cost.*
- *The low bid received was approximately equal (1% higher) to the Engineers Opinion of Probable Construction Cost.*
- *Schedule for completion allowed for work to be completed as required within the completion dates. No issues were brought up about schedule problems during the bid advertisement period.*
- *Vanderpool Construction has the staff locally available to complete the work with an experienced Project Manager and Superintendent that have worked on similar projects. Vanderpool Construction is from Indianola and familiar with City of Indianola and HR Green projects.*

We believe the bids received for the project accurately reflect a fair cost to do the work in Indianola. Additionally, we believe a competitive bidding environment helped to get lower bids for the City. Therefore, we recommend Award of the contract for the base bid of \$ 834,449.00 to Vanderpool Construction. Please review this recommendation and let us know how you wish to proceed. We will forward contract documents to Vanderpool for their execution and processing after we hear from you.



If you have questions, or need further information, please let me know.

Sincerely,  
HR Green, Inc.

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

Joseph Frankl, P.E.  
Project Manager

Cc: Jackie Rafferty, Deputy City Clerk  
Andy Lent, Finance Director  
Ryan Waller, City Manager  
File

Enclosures

J:\2019\190699\Corr\ltr-012820-Indianola QM3 Bid Recommendation.docx

HR GREEN, INC.  
 5525 MERLE HAY RD., STE. 200  
 JOHNSTON, IOWA 50131  
 PH: 515-278-2913  
 FAX: 515-278-1846



**BID TABULATION**  
 Quail Meadows 3 Lift Station & Sewer Improvements  
 City of Indianola, Iowa



Bid Date: January 28, 2020 - 10:00 AM  
 HR Green Project No. 190699

		Vanderpool Construction 1100 North 14th St. Indianola, IA 50125		Boomerang Corp 12536 Buffalo Rd. Anamosa, IA 52205		Joiner Construction 11996 490th Street Plano, IA 52581		Rognes Corp 720 SW Goodwin Ankeny, IA 50023		Synergy 1120 2nd St NE Bondaraunt, IA 50035			
UNIT	QTY	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total		
1	CONSTRUCTION SURVEY	LS	1	\$ 4,200.00	\$ 4,200.00	\$ 2,000.00	\$ 2,000.00	\$ 15,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00
2	MOBILIZATION/GENERAL REQUIREMENTS	LS	1	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00	\$ 20,000.00	\$ 20,000.00	\$ 85,000.00	\$ 85,000.00	\$ 100,000.00	\$ 100,000.00
3	CONSTRUCTION TESTING	LS	1	\$ 4,200.00	\$ 4,200.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,400.00	\$ 5,400.00	\$ 7,000.00	\$ 7,000.00
4	TRAFFIC CONTROL	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00	\$ 12,000.00	\$ 7,000.00	\$ 7,000.00
5	CLEARING AND GRUBBING	LS	1	\$ 7,800.00	\$ 7,800.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 8,500.00	\$ 8,500.00	\$ 28,000.00	\$ 28,000.00
6	TOPSOIL, ON-SITE	CY	861	\$ 25.00	\$ 21,525.00	\$ 9.00	\$ 7,749.00	\$ 6.00	\$ 5,166.00	\$ 25.00	\$ 21,525.00	\$ 14.00	\$ 12,054.00
7	DEWATERING	LS	1	\$ 5,500.00	\$ 5,500.00	\$ 8,000.00	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	\$ 50,000.00	\$ 42,000.00	\$ 42,000.00
8	ROCK EXCAVATION	CY	130	\$ 200.00	\$ 26,000.00	\$ 75.00	\$ 9,750.00	\$ 220.00	\$ 28,600.00	\$ 413.00	\$ 53,690.00	\$ 210.00	\$ 27,300.00
9	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC, 8"	LF	1,130	\$ 56.00	\$ 63,280.00	\$ 45.00	\$ 50,850.00	\$ 65.00	\$ 73,450.00	\$ 75.00	\$ 84,750.00	\$ 84.00	\$ 94,920.00
10	SANITARY SEWER FORCE MAIN, TRENCHED, PVC, 6"	LF	1,185	\$ 26.00	\$ 30,810.00	\$ 30.00	\$ 35,550.00	\$ 60.00	\$ 71,100.00	\$ 60.00	\$ 71,100.00	\$ 42.00	\$ 49,770.00
11	SANITARY SEWER FORCE MAIN, TRENCHED, PVC, 6" RESTRAINED JOINT	LF	81	\$ 44.00	\$ 3,564.00	\$ 55.00	\$ 4,455.00	\$ 85.00	\$ 6,885.00	\$ 140.00	\$ 11,340.00	\$ 56.00	\$ 4,536.00
12	FITTING, DI, MJ, 45 DEGREE BEND, 6"	EA	2	\$ 675.00	\$ 1,350.00	\$ 350.00	\$ 700.00	\$ 1,500.00	\$ 3,000.00	\$ 500.00	\$ 1,000.00	\$ 700.00	\$ 1,400.00
13	FITTING, DI, MJ, CAP, 8"	EA	2	\$ 400.00	\$ 800.00	\$ 350.00	\$ 700.00	\$ 1,500.00	\$ 3,000.00	\$ 500.00	\$ 1,000.00	\$ 420.00	\$ 840.00
14	TRACER WIRE SYSTEM	LS	1	\$ 850.00	\$ 850.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,100.00	\$ 2,100.00
15	6" SUBDRAIN	LF	70	\$ 19.00	\$ 1,330.00	\$ 20.00	\$ 1,400.00	\$ 35.00	\$ 2,450.00	\$ 60.00	\$ 4,200.00	\$ 98.00	\$ 6,860.00
16	6" SUBDRAIN OUTLET	EA	1	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 500.00	\$ 500.00	\$ 650.00	\$ 650.00	\$ 560.00	\$ 560.00
17	CONNECTION TO EXISTING SEWER MAIN	EA	2	\$ 7,300.00	\$ 14,600.00	\$ 1,400.00	\$ 2,800.00	\$ 2,500.00	\$ 5,000.00	\$ 6,500.00	\$ 13,000.00	\$ 9,800.00	\$ 19,600.00
18	MANHOLE, SW-301, 48" DIAMETER	EA	4	\$ 6,500.00	\$ 26,000.00	\$ 4,000.00	\$ 16,000.00	\$ 9,750.00	\$ 39,000.00	\$ 10,000.00	\$ 40,000.00	\$ 9,100.00	\$ 36,400.00
19	REMOVE EXISTING FIELD FENCE	FT	80	\$ 8.00	\$ 640.00	\$ 5.00	\$ 400.00	\$ 15.00	\$ 1,200.00	\$ 26.00	\$ 2,080.00	\$ 14.00	\$ 1,120.00
20	LIFT STATION, COMPLETE	LS	1	\$ 448,500.00	\$ 448,500.00	\$ 573,000.00	\$ 573,000.00	\$ 464,000.00	\$ 464,000.00	\$ 396,000.00	\$ 396,000.00	\$ 462,000.00	\$ 462,000.00
21	EXISTING LIFT STATION DECOMMISSIONING	LS	1	\$ 11,000.00	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00	\$ 42,000.00	\$ 42,000.00	\$ 20,000.00	\$ 20,000.00	\$ 21,000.00	\$ 21,000.00
22	DRIVEWAY, GRANULAR	SY	3,300	\$ 28.00	\$ 92,400.00	\$ 10.00	\$ 33,000.00	\$ 24.00	\$ 79,200.00	\$ 13.00	\$ 42,900.00	\$ 14.00	\$ 46,200.00
23	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 2/HAY MIX	ACRE	3.6	\$ 2,350.00	\$ 8,460.00	\$ 3,000.00	\$ 10,800.00	\$ 6,000.00	\$ 21,600.00	\$ 3,250.00	\$ 11,700.00	\$ 3,360.00	\$ 12,096.00
24	SWPPP PREPARATION	LS	1	\$ 1,300.00	\$ 1,300.00	\$ 500.00	\$ 500.00	\$ 3,500.00	\$ 3,500.00	\$ 2,350.00	\$ 2,350.00	\$ 2,520.00	\$ 2,520.00
25	SWPPP MANAGEMENT	LS	1	\$ 3,100.00	\$ 3,100.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,400.00	\$ 4,400.00	\$ 4,620.00	\$ 4,620.00
26	FILTER SOCK	LF	100	\$ 3.00	\$ 300.00	\$ 5.00	\$ 500.00	\$ 5.00	\$ 500.00	\$ 7.00	\$ 700.00	\$ 5.60	\$ 560.00
27	SILT FENCE	FT	300	\$ 2.00	\$ 600.00	\$ 3.00	\$ 900.00	\$ 3.00	\$ 900.00	\$ 3.50	\$ 1,050.00	\$ 5.60	\$ 1,680.00
28	STABILIZED CONSTRUCTION ENTRANCE	SY	111	\$ 22.00	\$ 2,442.00	\$ 20.00	\$ 2,220.00	\$ 30.00	\$ 3,330.00	\$ 14.00	\$ 1,554.00	\$ 18.00	\$ 1,998.00
29	CHAIN LINK FENCE, 7'	FT	148	\$ 38.50	\$ 5,698.00	\$ 35.00	\$ 5,180.00	\$ 42.00	\$ 6,216.00	\$ 40.00	\$ 5,920.00	\$ 70.00	\$ 10,360.00
30	20' CHAIN LINK GATE, 7'	EA	1	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,680.00	\$ 1,680.00
31	REMOVE AND REPLACE EXISTING CHAIN LINK FENCE	LF	25	\$ 48.00	\$ 1,200.00	\$ 25.00	\$ 625.00	\$ 50.00	\$ 1,250.00	\$ 50.00	\$ 1,250.00	\$ 252.00	\$ 6,300.00
32	LANDSCAPE FABRIC/ROCK	TON	44	\$ 120.00	\$ 5,280.00	\$ 80.00	\$ 3,520.00	\$ 60.00	\$ 2,640.00	\$ 200.00	\$ 8,800.00	\$ 196.00	\$ 8,624.00
33	EROSION STONE	TON	280	\$ 49.00	\$ 13,720.00	\$ 50.00	\$ 14,000.00	\$ 60.00	\$ 16,800.00	\$ 80.00	\$ 22,400.00	\$ 35.00	\$ 9,800.00
<b>Total</b>					<b>\$834,449.00</b>		<b>\$857,499.00</b>		<b>\$958,287.00</b>		<b>\$991,759.00</b>		<b>\$1,037,898.00</b>

Error, Proposal form had \$686.00

**RESOLUTION NO. 2020-**

**RESOLUTION AWARDING A CONTRACT TO VANDERPOOL  
CONSTRUCTION FOR QUAIL MEADOWS 3 LIFT STATION AND  
SEWER IMPROVEMENTS**

**WHEREAS**, the City of Indianola, Iowa, is in need of engaging a contractor for the Quail Meadows 3 Lift Station and Sewer Improvements project; and

**WHEREAS**, the City sent out a request for and has obtained formal bids for the project; and

**WHEREAS**, after review, the City Council believes it to be in the best interest of the City to engage the lowest responsive bidder, Vanderpool Construction of Indianola, Iowa, to perform the work for Quail Meadows 3 Lift Station and Sewer Improvements for the base bid amount of \$834,449.00.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that Vanderpool Construction is hereby awarded the contract for construction for Quail Meadows 3 Lift Station and Sewer Improvements.

**PASSED** this 4 day of February 2020.

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

**ATTEST:**

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

Meeting Date: 02/04/2020

---

**Subject**

Resolution approving construction contract and bond for Quail Meadows 3 Lift Station pending bond counsel review and approval.

**Information**

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution Approving Contract

---

**RESOLUTION NO 2020-**

**RESOLUTION APPROVING CONTRACT AND BOND FOR QUAIL MEADOWS 3 LIFT STATION AND SEWER IMPROVEMENTS**

**WHEREAS**, the City Council of the City Indianola, Iowa, is in need of engaging a contractor for the Quail Meadows 3 Lift Station and Sewer Improvements project; and

**WHEREAS**, the City sent out a request for and has obtained formal bids for the project; and

**WHEREAS**, after review of the bids, the City Council awarded the Contract to Vanderpool Construction of Indianola, Iowa; and

**WHEREAS**, pending review of the contract and bond, the City Council believes it is in the best interest of the City to approve the Contract and bond.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the proposal from Vanderpool Construction to complete the Quail Meadows 3 Lift Station and Sewer Improvements project is in the public interest of the citizens of the City of Indianola and is hereby approved pending contract and bond have been submitted by the awarded contractor and reviewed by the City's attorney.

**BE IT FURTHER RESOLVED** that the City Council authorizes the Mayor and/or City Manager and City Clerk to execute the same on behalf of the City.

**PASSED** this 4 day of February 2020.

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

**ATTEST:**

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

Meeting Date: 02/04/2020

---

**Subject**

**Indianola Water Resource Recovery Facility Project**

**Information**

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 02/04/2020

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**Subject**

Public hearing on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$18,000,000 General Obligation Capital Loan Notes of the City of Indianola, State of Iowa (for essential corporate purposes).

**Information**

In order to partially fund the construction of the Water Resource Recovery Facility (WRRF), sewer trunk line, and demolition of the existing facility, the Council will consider taking action to borrow an amount not to exceed \$18,000,000 in General Obligation bond notes. The intent of the Council is to repay these bond notes with revenue from the Local Option Sales Tax. Prior to taking further action by adopting a Resolution on this matter, the Council must first hold a public hearing on the matter. Notice of the public hearing was published in the Indianola Record-Herald on January 29, 2020. Then the Council may consider the Resolution included in the Council Packet.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Meeting Date:** 02/04/2020

---

**Subject**

Resolution authorizing a loan and disbursement agreement and the issuance of not to exceed \$18,000,000 General Obligation Capital Loan Notes of the City of Indianola, State of Iowa (for essential corporate purposes).

**Information**

Resolution authorizing a loan and disbursement agreement and the issuance of not to exceed \$18,000,000 General Obligation Capital Loan Notes of the City of Indianola, State of Iowa (for essential corporate purposes).

The intent of the City is to offset the principal and interest of the loan for the Water Resource Recovery Facility through revenues received from the Local Option Sales and Service Tax (LOST).

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution for GO Bond

---

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF INDIANOLA, IOWA**

Not to exceed \$18,000,000 General Obligation Capital Loan Notes

- Public hearing on the authorization of a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE  
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

February 4, 2020

The City Council of the City of Indianola, State of Iowa, met in Regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance of to the Iowa Finance Authority of not to exceed \$18,000,000 General Obligation Capital Loan Notes, of the City of Indianola, State of Iowa, to evidence the obligations of the City under the said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System, including the Waste Water Treatment Plant project, for essential corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan and Disbursement Agreement and the issuance of the Notes had been published as provided by Sections 384.24A and 384.25 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that \_\_\_\_\_ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and \_\_\_\_\_ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan and Disbursement Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member \_\_\_\_\_ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$18,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the measure duly adopted.

**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$18,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$18,000,000 General Obligation Capital Loan Notes, for the essential corporate purposes, to evidence the obligations of the City under the said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System, including the Waste Water Treatment Plant project, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority in the manner required by law of not to exceed \$18,000,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. That this Council does hereby consent to the terms and conditions of the SRF Loan Program, which terms and conditions and the disclosures provided with respect thereto are hereby acknowledged, accepted and approved.

Section 3. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

Section 4. That the Clerk, with the assistance of bond counsel, is hereby authorized and directed to proceed with the preparation of such documents and proceedings as shall be necessary to authorize the City's participation in the SRF Loan Program, to select a suitable date for final Council authorization of the required Loan and Disbursement Agreement and issuance of the Note to evidence the City's obligations thereunder, and to take such other actions as the Council shall deem necessary to permit the completion of a loan on a basis favorable to the City and acceptable to this Council.

PASSED AND APPROVED this 4<sup>th</sup> day of February, 2020.

---

Kelly B. Shaw  
Mayor

ATTEST:

---

Andrew J. Lent  
City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF WARREN )

I, the undersigned City Clerk of the City of Indianola, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Andrew J. Lent  
City Clerk  
City of Indianola, State of Iowa

(SEAL)

Meeting Date: 02/04/2020

---

**Subject**

Public hearing on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes of the City of Indianola, State of Iowa for the Water Resource Recovery Facility.

**Information**

In order to partially fund the construction of the Water Resource Recovery Facility (WRRF), sewer trunk line, and demolition of the existing facility, the Council will consider taking action to borrow an amount not to exceed \$36,815,000 in Sewer Revenue bond notes. The intent of the Council is to repay these bond notes with revenue from the Sanitary Sewer Utility. Prior to taking further action by adopting a Resolution on this matter, the Council must first hold a public hearing on the matter. Notice of the public hearing was published in the Indianola Record-Herald on January 29, 2020. Then the Council may consider the Resolution included in the Council Packet.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

Meeting Date: 02/04/2020

---

**Subject**

Resolution authorizing a loan and disbursement agreement and the issuance of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes of the City of Indianola, State of Iowa.

**Information**

Resolution authorizing a loan and disbursement agreement and the issuance of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes of the City of Indianola, State of Iowa. The bond issue through the State Revolving Loan program is to be repaid with sanitary sewer revenue for the construction of the Water Resource Recovery Facility.

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution for Capital Loan

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**ITEMS TO INCLUDE ON AGENDA**  
**CITY OF INDIANOLA, IOWA**

Not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes

- Public hearing on the authorization of a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE  
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

February 4, 2020

The City Council of the City of Indianola, State of Iowa, met in Regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes, of the City of Indianola, State of Iowa, to evidence the obligations of the City under the said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System, including those costs associated with Waste Water Treatment Plant project, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan and Disbursement Agreement and the issuance of the Notes had been published pursuant to the provisions of Sections 384.24A and 384.83 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that \_\_\_\_\_ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and \_\_\_\_\_ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan and Disbursement Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member \_\_\_\_\_ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$36,815,000 SEWER REVENUE CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$36,815,000 SEWER REVENUE CAPITAL LOAN NOTES

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes, to evidence the obligations of the City under the said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System, including those costs associated with Waste Water Treatment Plant project, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority in the manner required by law of not to exceed \$36,815,000 Sewer Revenue Capital Loan Notes, for the foregoing purposes.

Section 2. That this Council does hereby consent to the terms and conditions of the SRF Loan Program, which terms and conditions and the disclosures provided with respect thereto are hereby acknowledged, accepted and approved.

Section 3. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the sewer fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

Section 4. That the Clerk, with the assistance of bond counsel, is hereby authorized and directed to proceed with the preparation of such documents and proceedings as shall be necessary to authorize the City's participation in the SRF Loan Program, to select a suitable date for final Council authorization of the required Loan and Disbursement Agreement and issuance of the Note to evidence the City's obligations thereunder, and to take such other actions as the Council shall deem necessary to permit the completion of a loan on a basis favorable to the City and acceptable to this Council.

PASSED AND APPROVED this 4<sup>th</sup> day of February, 2020.

---

Kelly B. Shaw  
Mayor

ATTEST:

---

Andrew J. Lent  
City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF WARREN )

I, the undersigned City Clerk of the City of Indianola, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Andrew J. Lent  
City Clerk  
City of Indianola, State of Iowa

(SEAL)

**Meeting Date:** 02/04/2020

---

**Subject**

Resolution awarding a contract to Williams Brothers Construction, Inc. for the Water Resource Recovery Facility Project.

**Information**

At the January 21, 2020, City Council meeting, Williams Brothers Construction of Peoria, IL, was designated as the apparent low bidder for the Water Resource Recovery Facility Project. Council will need to consider a resolution awarding the contract.

Roll call is in order.

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**Fiscal Impact**

**Attachments**

WRRF Bid Summary  
Resolution Awarding Contract

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

▷HRGREEN.COM

January 17, 2020

Mr. Ryan Waller  
City Manager  
110 N. 1st Street  
P.O. Box 299  
Indianola, IA 50125

Re: BID OPENING – INDIANOLA WATER RESOURCE RECOVERY FACILITY

Dear Ryan,

Bids were received on Thursday, January 16th for the Indianola Water Resource Recovery Facility project. Two bids were received for the project. The bids received, as well as Engineer's Opinion of Probable Cost, are summarized below. A complete Bid Tabulation for the project is enclosed.

1. Williams Brothers Construction Inc.	\$ 45,600,000
2. Gridor Construction, Inc.	\$ 46,427,600

*Engineers Opinion of Probable Construction Cost*    \$ 38,400,000

Williams Brothers Construction, Inc. is out of Peoria, Illinois and they have completed construction of several large wastewater treatment plants in the Midwest. We reviewed their bid for completeness and accuracy, and the bidder submitted a completed Bid Form, Bid Bond, and appropriate attachments. HR Green has contacted Williams Brothers Construction, Inc. to discuss the bid and to verify that all items shown on the construction documents have been addressed.

As a result of our review, the following determinations have been made:

- *Bids were competitive against each other due to how close they were (1.8% spread).*
- *The low bid was 18.75% higher than the Engineer's Opinion of Probable Construction Cost of \$38.4M.*
- *Williams Brothers Construction, Inc. has the staff available to complete the work with an experienced Superintendent and Project Manager leading the charge. They plan to draw from the local work force and bring a significant number of their own employees to the project too.*
- *Williams Brothers mentioned that the construction schedule seems adequate and they don't see problems at this time.*
- *They plan to self-perform the concrete work, carpentry and earthwork with major subcontractors doing electrical, mechanical, HVAC, rebar installation, masonry and painting.*
- *They commented that the bid documents were very complete and thorough and they didn't have areas without detail where they had to add additional contingency.*



Addressee Name

Date

We are disappointed that the low bid was more than 18% above the Engineer's Opinion of Probable Construction Cost. The higher bids can be best explained by:

- Shortage of local labor pool available will mean that Contractor will need to bring more of the work force in from other geographies with more expenses.
- Only having two bidders with none from Iowa made the bidding less competitive and added contingency to the project.
- There are many construction projects going on and almost all general contractors are busy and have a full load of construction work for the foreseeable future.

By comparison, another wastewater treatment plant improvements project bid this week in Pella, IA where the apparent low bid was approximately 25% greater than the Engineer's Estimate. Another reference point goes back to a comment we heard from a reputable Iowa Contractor late in the Indianola WRRF bidding process, "We also do commercial construction work and we can do that work without competing for low bid and we can't keep up with that market right now". That statement says a lot about the current construction environment.

In summary, we believe the bids received for the project accurately reflect a fair cost to do the work in the current bidding environment. There are not unnecessary pieces or expensive finishes that can be stripped out of the project to reduce bids at a later date. Additionally, there is no phasing of smaller project packages that seemingly make the project less costly. To reduce the construction costs for the Indianola WRRF a more favorable bid environment needs to exist. Obviously, the City does not have the luxury to wait to see if that comes. Therefore, we recommend that the City consider Award of the contract for the base bid of \$ 45,600,000 to Williams Brothers Construction, Inc. Please review this recommendation and let us know how you wish to proceed.

If you have questions, or need further information, please let me know.

Sincerely,  
HR GREEN, INC

A handwritten signature in blue ink that reads "James R Rasmussen".

**James R Rasmussen, P.E.**  
Vice President

Enclosure

Cc: Andy Lent, City Clerk  
Rick Graves, Wastewater Superintendent

HR GREEN, INC.  
 5525 MERLE HAY RD., STE. 200  
 JOHNSTON, IOWA 50131  
 PH: 515-278-2913  
 FAX: 515-278-1846

Bid Date: January 16, 2020 - 2:00 PM  
 HR Green Project No. 181950



**BID TABULATION**  
 Indianola Water Resource Recovery Facility  
 City of Indianola, Iowa



	Bid Bond	Addm 1	Addm 2	Addm 3	Bidder Status	Questionnaire	SRF ATCH.	Base Bid (lump sum)	Bid Alternative A (lump sum)
1	X	X	X	X	X	X	X	\$45,600,000.00	\$45,750,000.00
2	X	X	X	X	X	X	X	\$46,427,600.00	\$46,387,600.00
3									
4									
5									

\_\_\_\_\_ introduced the following Resolution entitled “RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT” and moved that the same be adopted. \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was:

AYES: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

Resolution No. \_\_\_\_\_

RESOLUTION MAKING AWARD OF CONSTRUCTION  
CONTRACT

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

Section 1. That the following bid for the construction of certain public improvements described in general as the Water Resource Recovery Facility Project described in the plans and specifications heretofore adopted by this Council on the \_\_\_\_ day of \_\_\_\_\_, 2020, be and is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: Williams Brothers Construction, Inc. of Peoria, Illinois

Amount of Bid: \$45,600,000.00

Portion of project: All construction work

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements, said contract not to be binding on the City until approved by this Council.

PASSED AND APPROVED, this 4<sup>th</sup> day of February 2020.

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

ATTEST:

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

Meeting Date: 02/04/2020

---

**Subject**

Iowa Avenue Paving Project

**Information**

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**Fiscal Impact**

**Attachments**

Iowa Avenue Memorandum

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## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: January 27, 2020  
Re: Iowa Avenue.

---

The following items will be on the City Council's February 4 agenda:

- Approval of agreement with Ahlers and Cooney for legal services in connection with Iowa Avenue Special Assessment Project
- Consideration and Approval of preliminary resolution for construction of the Iowa Avenue Project and pay for the improvements in whole or in part by special assessment
- Review of plat and proposed Assessment Feasibility Report
- Consideration and Approval of resolution ordering the appointment of a three-person committee to aid in the determination of valuation

As you are aware, Missouri Valley JATC 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. On January 23, the City was informed that it was awarded a grant to help pay for ½ of the project costs, minus engineering and administration. The value of the grant is just under \$630,000, with leftover costs totaling just under \$870,000.

To assist with costs for this project, and in accordance with adopted City Policy, City Staff has been working with the City Engineer and the City's Bond Counsel at reviewing special assessments. Council is being asked to approve a preliminary resolution for construction of the Iowa Avenue Project and pay for the improvements in whole or in part by special assessment. This resolution is preliminary in nature and does not solidify the assessment process. In the future Council will need to adopt a resolution of necessity and hold a public hearing regarding special assessment. 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.

Iowa Code Section 384.46 stipulates that the Council shall determine the valuation of each lot within the proposed assessment district and shall report the valuations to the engineer, who shall show such valuations on the schedule before it is filed with the Clerk. A valuation must be the present fair market value of the property with the proposed public improvement completed. As an aid in determining valuations, the Council may appoint a committee of three persons skilled in the knowledge of real estate values within the city to appraise the present fair market value of each lot within a district and to file a written report of its appraisals with the Council. Staff has reached out to individuals who are skilled in the knowledge of real estate values to gauge their willingness to sit on such a Committee. If Council so chooses to use this committee to aid in setting values, Staff requests that this Committee be appointed at your February 4 meeting to aid in keeping this project on schedule and able to be let during a favorable period. Those persons who have agreed to serve on the Committee include the following:

- Mr. Gary Gioffredi, Real Estate Appraiser
- Mr. Kevin Halterman, Banker
- Ms. Barb McMurry, Real Estate Agent
- Mr. Terry Pauling, Real Estate Agent
- Ms. Misty Soldwisch, Real Estate Agent
- Mr. Shannon Stafford, Real Estate Appraiser
- Mr. Keith Welling, Banker

Attached to this memo is the proposed assessment feasibility report which details how assessments will be used in this project, as well as the draft preliminary plat showing the benefit area and proposed properties that will be included. These documents are draft in nature and for review and discussion at this point.

I will attend the February 4<sup>th</sup> Council meeting if you have any questions.

Meeting Date: 02/04/2020

---

**Subject**

Resolution accepting and authorizing the signature of acceptance of the U.S. Department of Commerce's Economic Development Administration Grant in the amount of \$627,237 for the East Iowa Avenue Paving Project.

**Information**

On January 23, 2020, the City of Indianola was notified by the U.S. Department of Commerce's Economic Development Administration that it was awarding a \$627,237 grant to the City of Indianola, Iowa, to assist in paving a portion of Iowa Avenue in front of the Missouri Valley Journeyman Apprentice Training Center. To accept this award, the City shall agree to the terms and conditions of the award, which should be indicated by the signature of the Mayor. The terms and conditions can be found at <https://www.eda.gov/files/tools/grantee-forms/EDA-Construction-Standard-Terms-and-Conditions.pdf>

Roll call is in order.

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**Fiscal Impact**

**Attachments**

- Grant Memo
  - Award Letter
  - CD450 Signed
  - Resolution for Grant Acceptance
-



## COMMUNITY DEVELOPMENT

To: Mayor and City Council  
From: Charlie E. Dissell, Community and Economic Development Director  
CC: Ryan Waller, City Manager  
Date: January 29, 2020  
Re: Resolution accepting and authorizing the signature of acceptance of the U.S. Department of Commerce's Economic Development Administration grant in the amount of \$627,237 for the East Iowa Avenue paving project

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As Council is aware, on January 23, 2020, the City of Indianola was notified by the U.S. Department of Commerce's Economic Development Administration that it was awarding a \$627,237 grant to the City of Indianola, Iowa, to assist in paving a portion of Iowa Avenue in front of the Missouri Valley Journeyman Apprentice Training Center. This grant, which was submitted on October 10, 2019, was approved for submittal by the Council on September 3, 2019. On October 7, 2019, Council amended the Fiscal Year 2020 budget to include \$627,237.50 in unencumbered cash for the purpose of matching funds provided through the grant application.

To accept this award, the City shall agree to the terms and conditions of the award, which should be indicated by the signature of the Mayor. The terms and conditions can be found here: <https://www.eda.gov/files/tools/grantee-forms/EDA-Construction-Standard-Terms-and-Conditions.pdf> If not signed and returned within 30 days of receipt, EDA may declare the Award null and void.

I will attend the February 4<sup>th</sup> Council meeting if you have any questions.





United States Department of Commerce  
Economic Development Administration  
Denver Regional Office  
1244 Speer Boulevard, Suite 431  
Denver, Colorado 80204

January 27, 2020

In reply refer to:  
Investment No.: 05-01-05944

The Honorable Kelly B. Shaw  
Mayor  
City of Indianola  
110 North 1<sup>st</sup> Street  
Indianola, IA 50125

Dear Mr. Shaw:

The Department of Commerce's Economic Development Administration (EDA) has approved your application for a \$627,237 EDA investment to support the Iowa Avenue road extension.

Enclosed are two signed copies of the Financial Assistance Award. Your agreement to the terms and conditions of the award should be indicated by the signature of your principal official on each of the signed copies of the Financial Assistance Award. One of the executed copies should be returned to the Economic Development Administration. If not signed and returned within 30 days of receipt, EDA may declare the Award null and void.

Please do not make any commitments in reliance on this award until you have carefully reviewed and accepted the terms and conditions. Any commitments entered into prior to obtaining the approval of EDA in accordance with its regulations and requirements will be at your own risk.

EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. EDA implements this mission by making strategic investments in the nation's most economically distressed communities that encourage private sector collaboration and creation of higher-skill, higher-wage jobs. EDA investments are results driven, embracing the principles of technological innovation, entrepreneurship and regional development.

EDA shares your expectations regarding the impact of this investment and looks forward to working with you to meet the economic development needs of your community.

Sincerely,

A handwritten signature in black ink that reads "Angela B. Martinez". The signature is fluid and cursive.

Angela B. Martinez  
Regional Director

Enclosures

GRANT     COOPERATIVE AGREEMENT

## FINANCIAL ASSISTANCE AWARD

FEDERAL AWARD ID NUMBER  
**05-01-05944 URI:113646**

RECIPIENT NAME  
**City of Indianola**

PERIOD OF PERFORMANCE  
**January 23, 2020 - July 23, 2024**

STREET ADDRESS  
**110 N 1st Street**

FEDERAL SHARE OF COST  
\$ **627,237**

CITY, STATE, ZIP CODE  
**Indianola, IA 50125**

RECIPIENT SHARE OF COST  
\$ **627,238**

AUTHORITY  
**Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 5301-5305)**

TOTAL ESTIMATED COST  
\$ **1,254,475**

CFDA NO. AND NAME  
**11.300, Public Works**

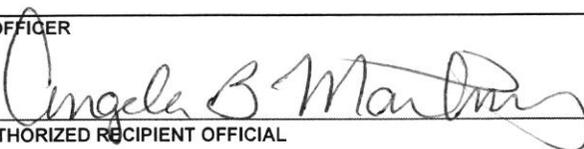
PROJECT TITLE  
**Road to Training Center**

**This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.**

- DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS
- R & D AWARD
- FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE
- SPECIFIC AWARD CONDITIONS
- LINE ITEM BUDGET
- 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101
- 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES
- MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.
- OTHER(S): EDA Standard Terms and Conditions for Construction Projects (February 12, 2016)

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

**Angela B. Martinez, Regional Director**



DATE

**01/23/20**

PRINTED NAME, PRINTED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

**Kelly B. Shaw, Mayor**

DATE

**RESOLUTION NO. 2020-**

**RESOLUTION ACCEPTING AND AUTHORIZING THE SIGNATURE OF  
ACCEPTANCE OF THE U.S. DEPARTMENT OF COMMERCE'S ECONOMIC  
DEVELOPMENT ADMINISTRATION GRANT IN THE AMOUNT OF \$627,237 FOR  
THE EAST IOWA AVENUE PAVING PROJECT**

**WHEREAS**, on September 3, 2019, the Indianola City Council approved submission of a U.S. Department of Commerce's Economic Development Administration grant application to assist in paving a portion of Iowa Avenue in front of the Missouri Valley Journeyman Apprentice Training Center; and

**WHEREAS**, on October 7, 2019, the Indianola City Council amended the Fiscal Year 2020 budget to include \$627,237.50 in unencumbered cash for the purpose of matching funds provided through the grant application; and

**WHEREAS**, on October 10, 2019, the City of Indianola submitted its grant application to the U.S. Department of Commerce's Economic Development Administration; and

**WHEREAS**, on January 23, 2020, the City of Indianola was notified by the U.S. Department of Commerce's Economic Development Administration that it was awarding a \$627,237 grant to the City of Indianola, Iowa, to assist in paving a portion of Iowa Avenue in front of the Missouri Valley Journeyman Apprentice Training Center.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the City agrees to the terms and conditions of the award, accepts the award and directs the Mayor to sign the Financial Assistance Award document.

**APPROVED** this 4 day of February 2020.

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

**ATTEST:**

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

**Meeting Date:** 02/04/2020

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**Subject**

Resolution approving an agreement with Ahlers and Cooney for legal services in connection with Iowa Avenue Special Assessment Project.

**Information**

More information is provided in the memorandum from Charlie Dissell, dated January 27, 2020, on page 201 of this packet.

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution Approving Engagement

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

**RESOLUTION APPROVING ENGAGEMENT LETTER WITH  
AHLERS & COONEY, P.C. IN CONNECTION WITH  
THE IOWA AVENUE EXTENSION PROJECT**

**WHEREAS**, the Indianola City Council has approved moving forward with the Iowa Avenue Extension project including assessing certain benefited costs to property owners;  
and

**WHEREAS**, certain legal consultation is necessary in connection with said project, and

**WHEREAS**, Ahlers & Cooney, P.C. has presented the attached letter of engagement for said legal consultation.

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

- (1) approves the attached engagement letter with Ahlers & Cooney, P.C. for legal consultation work in connection with the Iowa Avenue Extension Project in an amount not to exceed \$7,000,
- (2) authorizes the Mayor to sign the attached engagement letter on behalf of the City of Indianola.

Passed and adopted this 4<sup>th</sup> day of February, 2020.

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

ATTEST:

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



**Ahlers & Cooney, P.C.**  
*Attorneys at Law*  
100 Court Avenue, Suite 600  
Des Moines, Iowa 50309-2231  
**Phone:** 515-243-7611  
**Fax:** 515-243-2149  
**www.ahlerslaw.com**  
Maria E. Brownell  
515.246.0322  
mbrownell@ahlerslaw.com

January 27, 2020

VIA E-MAIL AND US MAIL

Honorable Mayor and Members of the City Council  
City of Indianola  
P.O. Box 299  
110 North 1st Street  
Indianola, IA 50125

RE: East Iowa Avenue Paving Project

Dear Mayor and Members of the City Council:

The purpose of this Engagement Agreement ("Agreement") is to disclose and memorialize the terms and conditions under which services will be rendered by Ahlers and Cooney, P.C. in representing the City of Indianola (the "City") in connection with the above-referenced special assessment project.

I understand the City intends to replace existing gravel with a paved street consisting of 31' wide PCC pavement with integral curb and gutter and include replacement of major culverts and the addition of a storm sewer system to replace the roadside ditches on Iowa Avenue from North 15th Street to approximately 1,300 feet east in Indianola, and assess certain costs associated with the project to the properties that are specially benefitted by the improvements.

**SCOPE OF ENGAGEMENT**

We will perform the following services:

1. Review the engineer's preliminary plat and schedule of assessments for compliance with Iowa law;
2. Prepare letters of instructions throughout the special assessment process;
3. Answer questions and advise City staff and Council throughout the special assessment process;

4. Prepare proceedings and documents for initiation of the special assessment project, including:
  - a. Notice of Meeting and partial agenda covering matters below under the open meetings law.
  - b. Proceedings to be acted upon by the City Council in order to commence formal action, including the following:
    - i. Preliminary resolution for construction of street improvements,
    - ii. Resolution fixing value of lots,
    - iii. Resolution adopting preliminary plat and schedule and estimate of costs,
    - iv. Resolution of necessity, and
    - v. Notice of hearing on resolution of necessity
  - c. Certificates to evidence:
    - i. Publication of the Notice to Property Owners.
    - ii. Mailing of the Notice to Property Owners.
5. Prepare proceedings for the hearing on the Resolution of Necessity, including the public meeting notice and separate instructions for its use;
6. Prepare resolution ordering bids, approving plans, specifications and form of contract and notice to bidders, fixing amount of bid security, and ordering the Clerk to publish notice and fixing a date for receiving same, and for a public hearing on plans, specifications, form of contract and estimate of costs;
7. Prepare Certificate for filing of assessment schedule and resolution of necessity with the County Treasurer after adoption of the Resolution of Necessity;
8. Prepare Certificate with respect to agricultural deferment (if applicable);
9. Prepare proceedings to cover the hearing on the plans, specifications and form of contract for the public improvements;
10. Review the Engineer's proposed final assessment plat and schedule for compliance with Iowa law;

11. Prepare proceedings for the final phase of the special assessment project, including:
  - a. Resolution accepting work;
  - b. Resolution ordering preparation of final plat and schedule of assessments;
  - c. Resolution adopting and levying final schedule of assessments;
  - d. Certificate of levy of assessments to be filed by the Clerk with the County Treasurer;
  - e. Notice of filing final Plat and Schedule of Assessments to be published and mailed to each property owner;
  - f. Certificate regarding publication of notice;
  - g. Certificate regarding mailing of notice;
  - h. Special Assessment Collection Statement; and
  - i. Mailing instructions.

Our duties **under this particular engagement** are limited to those expressly set forth above. Absent a separate engagement agreement regarding one or more of the following services, our duties under this Agreement do not include:

1. Defending any legal challenges to the special assessment;
2. Reviewing, revising, or negotiating the City's contract with its architect or engineer;
3. Reviewing and revising the terms and conditions of the City's contract for construction of the public improvements; and
4. Any bond (finance) related services.

#### **ATTORNEY-CLIENT RELATIONSHIP**

Upon execution of this Agreement, the City will be our client and an attorney-client relationship will exist between us for the above referenced special assessment project. Our services are limited to those contracted for in this letter and the City's execution of this Agreement will constitute an acknowledgement of those limitations. Our representation of the City and the attorney-client relationship established by this Agreement will be concluded upon payment of our final invoice.

## **FEES**

We will charge a flat fee for services rendered under this Agreement. Our fee should not exceed \$7,000. If we determine that an adjustment of our fee is necessary, we will advise you. Such adjustment might be necessary in the event that (a) either the Project Engineer or City staff fails to comply with the requirements of Iowa Code Chapter 384; (b) there is insufficient cooperation and coordination from the project engineer; and / or (c) unusual or unforeseen circumstances arise which require a significant increase in the services rendered, such as personal attendance at meetings, significant travel, or unexpected revision of the above referenced documents. Typically, personal attendance at Council meetings is not necessary in order to provide the services outlined above. We will, however, attend Council meetings in the event that circumstances require.

In addition to the flat fee quoted above, we will bill the City for all expenses incurred on its behalf, such as travel cost reimbursement, photocopying, deliveries and other related expenses. We estimate that such charges will not exceed \$500. We will contact you prior to incurring expenses that exceed that amount.

Our statement for services and expenses will be sent after publication of the second notice of filing of the Final Plat and Schedule of Assessments. Payment is due and payable within thirty (30) days of receipt of the invoice.

If, for any reason, the City terminates the engagement governed by this Agreement before the special assessment is levied or, if the project is cancelled, we will bill the City for the services rendered as of the date of termination based on the hourly rates of those who provided services. The fees charged by the Firm for this representation will be based on the current hourly rate of the person performing the service at the time services are performed. We will also bill you for all expenses we have incurred as outlined above. My hourly rate for 2020 is \$235. My colleague, Krstine Stone, may also render services in connection with this project. Ms. Stone's rate is \$240 per hour. Services performed on your behalf by legal assistants will be billed at \$125 per hour. The Firm's billing rates are reviewed, and sometimes revised, annually in January. Accordingly, these rates are subject to change in January of each year.

## **RECORDS**

At the City's request, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the above referenced project will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retained by us after the termination of this engagement.

**APPROVAL**

Please carefully review the terms and conditions of this Agreement. **If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by your governing body, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. We appreciate the opportunity to represent the City of Indianola and we look forward to working with you on this matter.

Very truly yours,

AHLERS & COONEY, P.C.



Maria E. Brownell

MEB:aes  
01675840-1\13538-159

Accepted and approved on behalf of the City Council\*

By: \_\_\_\_\_ Dated: \_\_\_\_\_  
Title: Mayor

\*Authorized by Roll Call \_\_\_\_\_ approved on \_\_\_\_\_.

**Meeting Date:** 02/04/2020

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**Subject**

Review of plat and proposed Assessment Feasibility Report.

**Information**

More information is provided in the memorandum from Charlie Dissell, dated January 27, 2020, on page 201 of this packet.

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**Fiscal Impact**

**Attachments**

Assessment Feasibility Study  
Preliminary Assessment Plat

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**ASSESSMENT FEASIBILITY**

for

**E IOWA AVENUE  
N 15<sup>TH</sup> STREET – EAST 1/4 MILE  
INDIANOLA, IOWA**

January 23, 2020

Prepared for:

City of Indianola  
110 N 1<sup>st</sup> Street  
P.O. Box 299  
Indianola, Iowa 50125

Snyder & Associates, Inc.  
Project No. 119.1077

## **PROJECT DESCRIPTION**

### *E Iowa Avenue:*

The E Iowa Avenue paving project will begin at N 15th Street and extend east approximately 1300 LF to a location approximately 25' east of the NE corner of the SW ¼ of the SW ¼ of Section 20. The project proposes to replace the existing gravel road with a paved street consisting of 31' wide PCC pavement with integral curb and gutter. The project will include replacement of major culverts and the addition of a storm sewer system to replace the roadside ditches. A 10' wide roadside trail will be constructed on the south side of the street and a 5' sidewalk on the north of the street. The project will include street light replacement and the possible extension of both a 10" water main and 8" sanitary sewer.

### *Exhibit:*

Attached to this report is an exhibit illustrating the proposed improvements and the parcels within 300' of the improvements, exclusive of public right-of-way. The permanent gas easement is shaded in yellow. The parcels are numbered for reference and the current ownership is labeled.

Also attached to this report is a trial assessment plat showing the affected parcel boundaries.

## **ASSESSMENT POLICY**

E Iowa Avenue, in the project area, is an existing unpaved street currently classified as a local street and is not eligible for federal funding assistance. Since this segment of Iowa Avenue is not currently paved and not eligible for federal funding, City Council policy states that the Council may assess all eligible costs up to 31 feet wide to the property owners. However, the E Iowa Avenue paving project is eligible for an Economic Development Grant, and the City has pursued this funding source that could fund up to 50% of the improvements. The grant award has not been announced. According to Council policy adopted January 15, 2001, assessments for streets funded by "alternative revenue sources" will be decided on a case by case basis.

## **SPECIAL BENEFITS TO PRIVATE PROPERTIES**

All properties in proximity to E Iowa Avenue will receive special benefit from the completion of the proposed paving project. These benefits include, but are not limited to, improved traffic operations in the area; increased access and mobility, including reduced response time for police and fire protection; improved pedestrian and bicycle accessibility; improved drainage through the addition of a curb and gutter system, storm sewers, and improved culverts; reduced property maintenance responsibilities due to elimination of roadway ditches; reduced volume of fugitive dust; reduced general inconvenience when the street is improved, particularly during inclement weather conditions, and improved snow removal; reduced vehicle maintenance costs; improved aesthetics and curb appeal; improved safety due to improved street lighting; and increased value due to the property's proximity to the project; and the increased opportunity to develop property to its highest and best use.

## **BENEFITTED PROPERTIES**

The special benefit of this project extends to properties lying within 300' of the improvements or half the distance to the next approximately parallel street, whichever is less. The measurement of this distance excludes the public right-of-way, including right-of-way acquired for this project, which has been established for the common good of all.

In accordance with Council's adopted policy, reconstruction or repair of existing paved streets will not be assessed to property owners. Since the N 15th Street intersection area is an existing paved street, abutting properties will not be assessed for the reconstruction of the intersection. As a result, N 15th Street eastern right of way represents the western limits of the E Iowa Avenue project assessment district. The eastern limits of the assessment district will be at the east terminus of the proposed improvements, defined by a boundary line that is perpendicular to the street centerline.

## **PROPERTY VALUATION**

The value of each property to be assessed will be equal to the value of the entire parcel, whether it lies wholly or only partially within the 300' benefitted area. Warren County tax parcels that are landlocked will be consolidated with a non-landlocked parcel under the same ownership for purposes of valuation and calculating the assessment benefit.

The valuation assigned to each parcel will be the total fair market value set by the City Council. That value may or may not be represented by the property value shown by the Warren County Assessor. Council should be aware, there may be unique parcels; such as a commonly-owned lot serving a townhome development, a civic facility or vacant land; where the County's valuation for such property does not necessarily represent the present fair market value of the property. For those specific parcels, the fair market value will be determined by City Council based upon a recommendation from the engineer. Alternatively, Council may appoint a committee of three persons skilled in the knowledge of real estate values within the city to appraise the present fair market value of such lot.

The assessment for each property shall not exceed 25% of the Council's valuation of the property.

## **ZONING AND LAND USE**

The entire benefitted area lies within the corporate limits of the City of Indianola. The benefitted area is zoned either A-1 Agricultural, M-1 Light Industrial, or R-3 Mixed Residential. The A-1 area is primarily on the north side of the road, with a residential use on the south side of near the east end of the project. The M-1 use is on the north side of the road at the NE corner of E Iowa Avenue and N 15<sup>th</sup> Street. The R-3 area is on the south side of E Iowa Avenue.

Current uses in the A-1 district include either single family residential dwellings or agriculture/vacant land.

Current uses in the M-1 district include the Missouri Valley Journeyman Apprenticeship Training Center (MVJATC).

Current uses in the R-3 district are agricultural with a preliminary plat on file.

There is a major petroleum product gas main, within a 75 feet wide, highly restrictive permanent easement crossing the project area from north to south.

### **AGRICULTURAL DEFERMENT**

Within the assessment area, two parcels are classified by Warren County as agricultural use. As such, the owner of these properties may claim an agricultural deferment of their assessment which means the property owner is not required to pay their assessments so long as the parcels continue their agricultural use.

### **PROJECT COSTS TO BE ASSESSED**

Paving of E Iowa Avenue requires a variety of improvements and associated costs. The basis for determining eligibility of each of these costs to be included as an assessable cost is described below.

1. **Street Pavement, Including Curb and Gutter.** It is appropriate to assess only the cost of paving a 26' wide street and 7" thick, which is the typical width and thickness of a local residential street. The additional cost for paving a 31' wide street is considered a general benefit to the public and will not be assessed.
2. **Temporary Construction Access Drives, and Temporary Traffic Control Devices.** These costs are temporary in nature and do not provide a permanent benefit to the property owners. As a result, these costs will not be assessed.
3. **Traffic Signals, Street Lights, and Pavement Markings.** These costs are related to maintenance of traffic flow and have significantly more general benefit to the public than special benefit to abutting properties, particularly residential or agricultural properties. These costs will not be assessed.
4. **Subbase Material.** It is appropriate to assess the cost of subbase material based on the quantity of subbase necessary for a 26' wide roadway. The additional cost of subbase material for 31' wide street is considered a general benefit to the public and will not be assessed.
5. **Subgrade Preparation.** It is appropriate to assess the cost of subgrade preparation based on the quantity of subgrade preparation necessary for a 26' wide street. The additional cost of subgrade preparation for the 31' wide street is considered a general benefit to the public and will not be assessed.
6. **Grading, Including Excavation, Topsoil Stockpiling and Respreads, Clearing and Grubbing, Turf Reinforcement, and Pollution Prevention During Construction.** These costs are considered a general benefit since, while necessary for construction of the project, some of these costs, such as topsoil stocking and respreads, are temporary in nature and not a special benefit. Other costs, such as grading, are closely related to the widening of the street, which is considered a general benefit to the community. Since these costs are primarily a general benefit, these costs will not be assessed.

7. Storm Sewers, Including Storm Sewer Pipe, Culverts, Intakes, Manholes, Aprons, Footings, Apron Guards. Storm sewer improvements provide special benefit to all properties in the drainage basin, rather than only those within 300' of the improvements. Storm sewers also provide a general benefit in keeping streets open during rainfall events. Longitudinal storm sewers and cross road pipes will not be assessed. However, parcels within 300' of the improvements do receive special benefit from improved drainage on their property through curb and gutter installation. For this reason, the curb and gutter will be assessed to parcels within the benefitted area in conjunction with street paving.
8. Sanitary Sewer Main Extensions. The sanitary sewer main along East Iowa Avenue is an existing force main. New sanitary sewer mains, if constructed, would be part of an area-wide network expansion and would not be assessed. If the existing sanitary sewer requires adjustment due to construction, this is considered a primarily general benefit and will not be assessed.
9. Sanitary Sewer Service Lines. New sanitary sewer services, if required to be installed, provide special benefit to the specific property being served and will be assessed to the property owner receiving service. If existing sanitary sewer services require adjustment due to construction, this is considered a general benefit and will not be assessed.
10. Water Main. The water main, if extended, would be part of area-wide network expansion and would not be assessed. If the existing water main requires adjustment due to construction, this is considered a primarily general benefit and will not be assessed.
11. Water Services. Water services, if required, provide special benefit to the specific property being served and will be assessed to the property owner receiving service. If existing water services require adjustment due to construction, this is considered a general benefit and will not be assessed.
12. Existing Driveway Removal and Replacement; Approaches for New or Future Driveways. These costs are primarily a general benefit since the need for removal is related to construction and not a permanent special benefit, provided the existing driveways are replaced in the same number and materials. Paved driveway approaches are considered a general benefit since they keep gravel off the paved street. These costs will not be assessed.
13. Public Sidewalks and Roadside Trail, Including Removal and Replacement of Existing Sidewalks. This project calls for one 10' wide, 6" thick roadside trail on the south side of E Iowa Avenue, and a 5' wide, 5" thick sidewalk on the north side of the street. We propose to assess costs equivalent to 4' wide, 5" thick sidewalks to the benefitted properties based on the area of sidewalk on the benefitted property consistent with the City sidewalk ordinance. The roadside trail's remaining 6' of pavement width and 1" of thickness, the sidewalk's 1' of pavement width, pedestrian ramps, and detectable warnings are considered a general benefit and will not be assessed.
14. Retaining Walls. Retaining walls, if needed, are related to the change in grade as a result of the construction and are therefore considered a general benefit that will not be assessed.
15. Seeding and Surface Restoration. Seeding and surface restoration are related to general construction and are therefore considered a general benefit that will not be assessed.

16. Engineering Fees. While a portion of the engineering fees are directly related to the design of items being assessed, the overall engineering services are for survey, design, bidding, and construction phase services for the project as a whole. As a result, the engineering fees are primarily a general benefit to the City and will not be assessed.
17. Attorney Fees, Including City Attorney and Bond Counsel. The attorney fees for this project are for the project as a whole and will not be assessed.
18. Administrative and Publication Costs. The administrative and publication costs for this project are for the project as a whole and will not be assessed.
19. Default Fund. The estimated cost of the assessable improvements is permitted by code to include a ten percent (10%) default fund. We propose to include this default fund in the total amount to be assessed to benefitted properties.

## **ASSESSMENT METHODOLOGY**

The amount of the Roadway assessable cost will be spread among the benefitted property owners on the basis of the individual benefits from the improvement. The benefit received by each property, and therefore the associated assessment cost, will initially be determined by calculations according to the “Flint Formula” as developed by Hiram E. Terry. This method focuses on the frontage, size, shape, and depth (or setback) from the improvements and assigns benefit points for each tract.

The “Flint Formula” cuts the assessment in half for each 50 feet the property is removed from the improvements up to a maximum distance of 300 feet. The assessment is reduced to zero beyond 300 feet.

Translated into formula, the “Flint Formula” is as follows:  $F = 2 - 2^A$

Where :                    “A”     =      $\frac{50 - Y}{50}$

And Where:                “Y”     =     The perpendicular distance from the right-of-way for the improved street to the property boundary line; and

                                  “F”     =     The assessment factor for “Y” depth.

## **ADDITIONAL FACTORS IN DETERMINING BENEFIT**

The assessments shall not be based solely on the mechanical application of the Flint formula without consideration of the special benefits conferred upon the properties. Several of these special benefits were considered when determining which project costs should be assessed and whether those costs should be prorated in consideration of the general benefit of that item. Additional factors the City should considered in assigning special benefit include:

1. Grant Funding. Should the City of Indianola receive grant funding for any of the assessable costs of this project, the assessable construction costs will be reduced in accordance with the grant

agreement such that the city is not assessing private property owners for any portion of the costs that are covered by such funding.

2. City-Owned Parcels. The units of benefit for city-owned parcels will be calculated as if the parcels were privately-owned so that the assessable costs are equitably distributed based on the special benefit to all properties. The City will be responsible for their share of the assessments.
3. Large Single-Family Residential Parcels. The sole residential property abutting Iowa Avenue is a large parcel that contains one single-family home, presenting an opportunity for further development in the future. We propose that the City offer the owners of the large parcel used as one single family home the prospect of deferring a portion of assessment by signing a Development Agreement. The agreement would reduce the assessment to an amount equivalent to an assessment for a typical single-family dwelling, based on the size of a “typical” large single-family residential lot in the area. The remainder of the assessment would then be deferred until such time as the property is further developed, if ever. The property owner would then pay the assessment to the City at the time of platting or building permit, whichever comes first. The Agreement would include a Waiver waiving the property owner’s right to object to the assessments.

This type of Agreement recognizes that the special benefit applies more directly to the dwelling and the people who reside there, as opposed to the land. However, it also recognizes that some property owners may take advantage of the improved street by subdividing their property. The Agreement helps ensure that the existing residents and the future residents more equally share in the cost of the street.

4. Topography and Woodlands. Most of the large parcels abutting E Iowa Avenue have developable topography and no heavily wooded areas. It is appropriate to consider the development potential of each parcel as part of the assessment methodology. Since the topography is not severe and there are no dense woodlands in the assessment boundary, no special considerations are warranted.
5. Restrictive Easements. There is a major petroleum product gas main, within a 75 feet wide, highly restrictive permanent easement crossing the project area from north to south. The width of the easement and the restrictions on use on the property in the easement area are more severe than common Public Utility Easement or storm water flowage easement and reduce the positive impact of the special benefits conferred by the project on the easement portion of the property. We propose to reduce the benefit points by 50% for the easement area within the assessment benefit area.
6. Floodplain. The parcels on both sides of the street are well out of the floodplain therefore, no special considerations are warranted.
7. Environmentally Sensitive Areas. No recognized environmental conditions in connection with the properties adjacent to E Iowa Avenue were identified. No adjustments to the assessments are proposed as a result.
8. Corner Lots. N 17th Street is a paved street that intersects E Iowa Avenue. Since N 17<sup>th</sup> Street is being paved by the MVJATC, the east corner lot at the intersection will not be assessed for the N

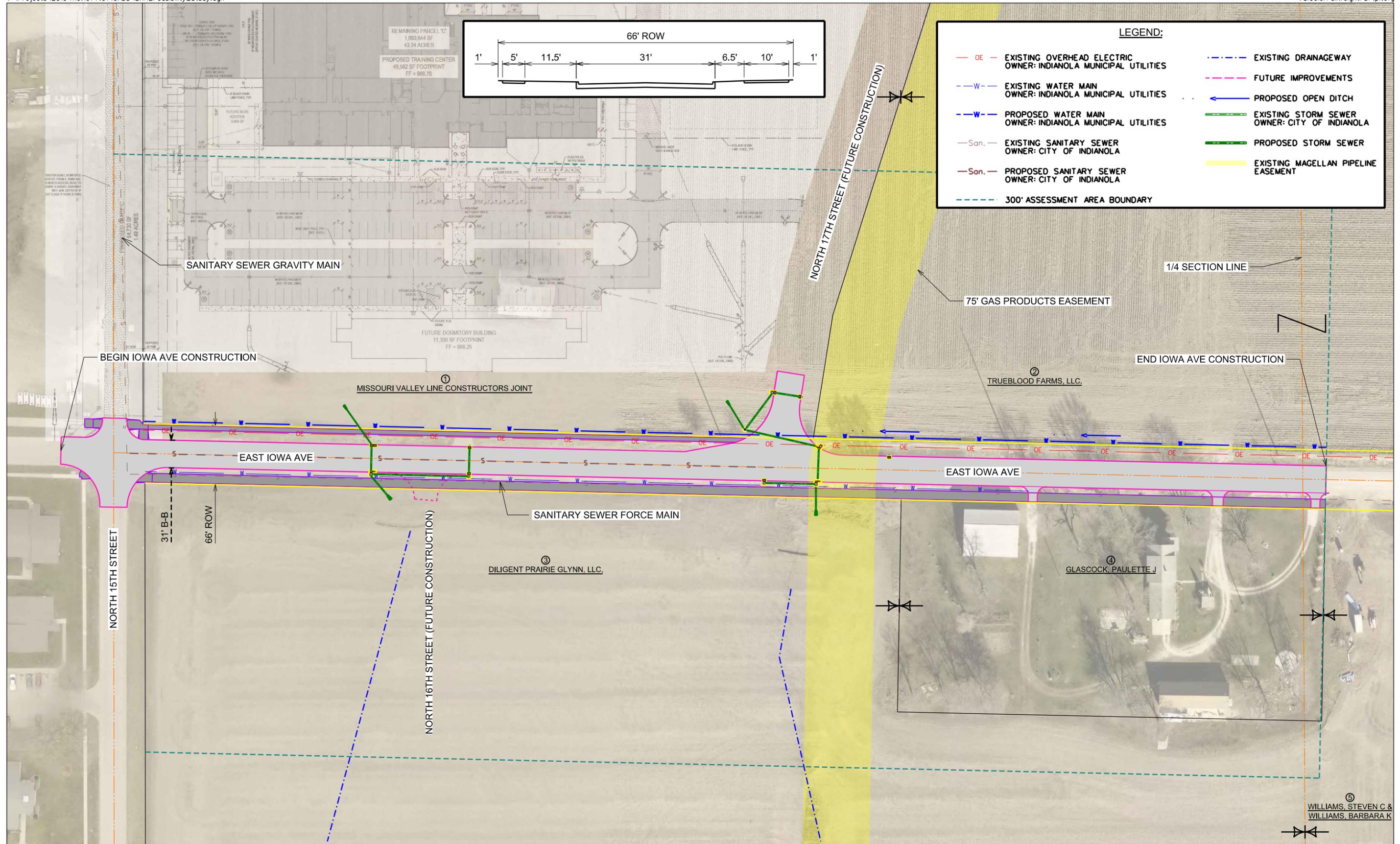
17<sup>th</sup> Street improvements, therefore no adjustment is warranted. However, the construction cost of N 17<sup>th</sup> Street should be considered in the assessment of the west corner lot.

9. Irregular Shaped Parcels. In the case of non-rectangular lots, the lot will be divided into smaller triangular or rectangular sub-parcels. Individual units of benefit will be calculated for each sub-parcel. Thus, the amount of the assessment will reflect the actual shape of the lot, in contrast to calculations made on a frontage basis.
10. Commercial and Multi-family Residential Uses. More intense uses, such as grocery stores, office buildings, and apartments generate more traffic and may be perceived to receive greater benefit from the improvements than single-family residential uses. The R-3 zoned parcel has direct access to E Iowa Avenue. We propose to assess the vacant R-3 and A-1 property based on their full benefit, rather than deferring a portion of the assessment as in the case of the large residential properties.

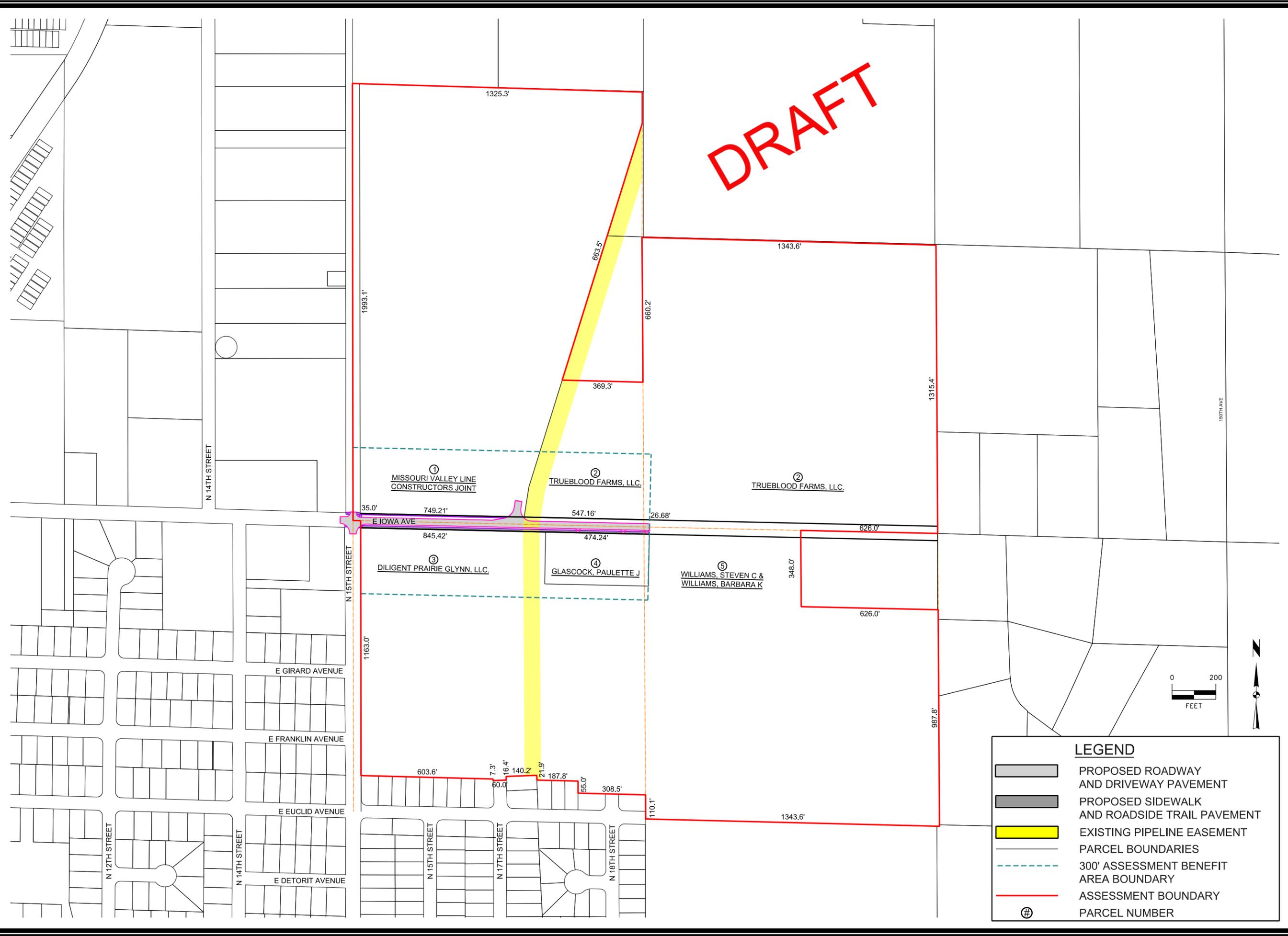
## **SUMMARY**

Assessing the properties abutting the street improvements recognizes the special benefit those properties receive in addition to the general benefit the project brings to the community. This process may become even more important for similar projects in the future that pose challenges to future development that may warrant special considerations.

We recommend the city's Bond Counsel and City Attorney review and approve the proposed concept and methodology for assessing a portion of the cost of the E Iowa Avenue improvements to the adjoining properties for the special benefit those properties receive.



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**DRAFT**

**LEGEND**

-  PROPOSED ROADWAY AND DRIVEWAY PAVEMENT
-  PROPOSED SIDEWALK AND ROADSIDE TRAIL PAVEMENT
-  EXISTING PIPELINE EASEMENT
-  PARCEL BOUNDARIES
-  300' ASSESSMENT BENEFIT AREA BOUNDARY
-  ASSESSMENT BOUNDARY
-  PARCEL NUMBER

MARK	REVISION	DATE	BY
Engineer: <b>MLA</b>	Checked By: <b>DNM</b>	Scale: <b>1" = 200'</b>	
Technician: <b>KSB</b>	Date: <b>1/23/2020</b>	Field Bc:	
Project No: <b>1191077</b>			Sheet <b>1 of 1</b>

**IOWA AVE PAVING 15TH STREET**

**PRELIMINARY ASSESSMENT PLAT**

**INDIANOLA, IOWA**

**SNYDER & ASSOCIATES, INC.**

2727 S.W. SNYDER BLVD.  
 ANKENY, IOWA 50023  
 515-964-2020 | www.snyder-associates.com



Project No: **1191077**

Sheet **225** 1 of 1



Meeting Date: 02/04/2020

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**Subject**

Consideration approving a preliminary resolution for construction of the Iowa Avenue Project and paying for the improvements in whole or in part by special assessment.

**Information**

More information is provided in the memorandum from Charlie Dissell, dated January 27, 2020, on page 201 of this packet.

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Letter and proceedings

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**Ahlers & Cooney, P.C.**  
*Attorneys at Law*

100 Court Avenue, Suite 600  
Des Moines, Iowa 50309-2231

**Phone:** 515-243-7611

**Fax:** 515-243-2149

**www.ahlerslaw.com**

Maria E. Brownell

515.246.0322

mbrownell@ahlerslaw.com

January 27, 2020

VIA EMAIL AND U.S. MAIL

Mr. Andy Lent  
City Clerk  
City of Indianola  
110 North 1st Street  
Indianola, Iowa 50125-0299

RE: East Iowa Avenue Paving Project

Dear Andy:

Enclosed are the proceedings for the February 4 meeting to begin the special assessment process for the above-referenced project.

An extra copy of the procedure is enclosed to be completed as the original and certified back to our office, together with a copy of the agenda.

If you have any questions concerning the above procedure, please contact me.

Very truly yours,

AHLERS & COONEY, P.C.

A handwritten signature in blue ink that reads 'Maria E. Brownell'. The signature is fluid and cursive, with the first name 'Maria' being the most prominent part.

Maria E. Brownell

MEB:aes

Enclosures

cc w/encl. (via email):

Charlie Dissell

Dave Moeller

01678049-1\13538-159

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF INDIANOLA, IOWA**

Procedure to initiate the East Iowa Avenue Paving Project.

- Preliminary resolution for construction.
- Resolution appointing three-member valuation committee

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,  
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

February 4, 2020

The City Council of the City of Indianola, State of Iowa, met in \_\_\_\_\_ session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "PRELIMINARY RESOLUTION FOR THE CONSTRUCTION OF STREET, STORM SEWER AND OTHER PUBLIC IMPROVEMENTS IN THE CITY OF INDIANOLA, STATE OF IOWA", and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the Resolution duly adopted as follows:

PRELIMINARY RESOLUTION FOR THE CONSTRUCTION OF  
STREET, STORM SEWER AND OTHER PUBLIC  
IMPROVEMENTS IN THE CITY OF INDIANOLA, STATE OF  
IOWA

WHEREAS, this Council, after a study of the requirements, is of the opinion that it is necessary and desirable that street, storm sewer and other public improvements be constructed within the City of Indianola, State of Iowa, as hereinafter described; and

WHEREAS, it is proposed that the project be constructed as a single improvement under the authority granted by Division IV of Chapter 384, Code of Iowa:

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

Subdivision A. That the City of Indianola, State of Iowa, construct street, storm sewer and other public improvements, as hereinafter described.

The project proposes to replace the existing gravel road with a paved street consisting of 31' wide PCC pavement with integral curb and gutter. The project will include replacement of major culverts and the addition of a storm sewer system to replace the roadside ditches. A 10' wide shared use path will be constructed on the south side of the street and a 5' sidewalk on the north of the street. The project will include street light replacement and possible extension of 10" water main and 8" sanitary sewer.

Subdivision B. The beginning and terminal points of the improvements shall be as follows:

The Iowa Avenue paving project will begin at N N 15th Street and extend east approximately 1300 feet to a location approximately 25 feet east of the NE corner of the SW ¼ of the SW ¼ of Section 20.

Subdivision C. That David N. Moeller, P.E. of Ankeny, Iowa, having been employed as Engineer to prepare plats, schedules, estimates, plans and specifications and otherwise to act in the capacity with respect to the project is hereby ordered to prepare and file with the Clerk preliminary plans and specifications and estimates of the total cost of the work and the plat and schedule of special assessments against benefited properties.

Subdivision D. That this Council hereby determines that all property within the area hereinafter described will be specially benefited by the improvements, to-wit:

PARCEL "C" OF THE SURVEY BEING THAT PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER AND THE SOUTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., WARREN COUNTY, IOWA, AS SHOWN IN INSTRUMENT NO: 2018-01472 IN THE OFFICE OF THE WARREN COUNTY RECORDER, IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA.

AND

THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, LYING EAST OF SAID PARCEL "C", ALL BEING IN SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA.

AND

THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA.

AND

THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA EXCEPT THE WEST 35.00 FEET OF SAID SOUTH 1/2 OF THE SOUTHWEST 1/4, EXCEPT PRAIRIE GLYNN PLAT 1, AN OFFICIAL PLAT, EXCEPT PARCEL "A" OF THE SURVEY OF THE SE 1/4 OF THE SW 1/4 OF SECTION 20, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., WARREN COUNTY, IOWA, AS SHOWN IN IRREGULAR PLAT BOOK 8, PAGE 10 OF 76-23 AND RECORDED ON

DECEMBER 14, 1995 IN THE OFFICE OF THE WARREN COUNTY  
RECORDER.

Subdivision E. The improvement shall be designated as the "East Iowa Avenue Paving Project", and such name shall be a sufficient designation to refer to the improvement in all subsequent proceedings.

PASSED AND APPROVED this 4th day of February, 2020.

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Mayor

ATTEST:

---

City Clerk

Meeting Date: 02/04/2020

---

**Subject**

Resolution ordering the appointment of a three-person committee to aid in the determination of valuation for special assessments for Iowa Avenue.

**Information**

Council will need to consider approving a resolution ordering the appointment of a three-person committee to aid in the determination of valuation for special assessments for Iowa Avenue.

Roll call is in order.

---

**Fiscal Impact**

**Attachments**

Resolution appointing committee

---

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION APPOINTING THREE-MEMBER VALUATION COMMITTEE FOR EAST IOWA AVENUE PAVING PROJECT", and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION APPOINTING THREE-MEMBER VALUATION COMMITTEE  
FOR EAST IOWA AVENUE PAVING PROJECT

WHEREAS, the City Council of the City of Indianola, Iowa, has ordered the preparation of plats, schedules, estimates, plans and specifications for the construction of a public improvement project known as the East Iowa Avenue Paving Project, which is to be paid for in part by special assessments; and

WHEREAS, before the schedule of assessments for said project can be computed, the City Council must determine the fair market value of each lot within the proposed assessment district with the proposed public improvement project completed; and

WHEREAS, pursuant to Iowa Code section 384.46, the City Council may appoint a committee to appraise the present fair value of said lots within the proposed assessment district; and

WHEREAS, the committee shall be composed of three persons skilled in the knowledge of real estate values within the city.

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

1. \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ are found qualified by reason of skill in the knowledge of real estate values within the City of Indianola, and are hereby appointed as members of the committee which shall appraise the present fair market value of each lot within the special assessment district for the East Iowa Avenue Paving Project.

2. Said committee shall appraise the present fair market value of each lot within the proposed special assessment district and shall file a written report of its appraisals with the council no later than March 3, 2020.

PASSED AND APPROVED this 4th day of February, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Meeting Date:** 02/04/2020

---

**Subject**

City Manager's Report - Ryan Waller.

**Information**

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 02/04/2020

---

**Subject**

Discussion and direction regarding a request to review the City's zoning regulations regarding a propane motor fuel station.

**Information**

---

**Fiscal Impact**

**Attachments**

Country Propane Request

---

# Country

Propane • Heating • Cooling • Plumbing

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

1/28/2020

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

**From:** Terry R. Davis  
President of Country Propane.

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

Respectfully.

*Terry R. Davis Pres.*

Terry R. Davis  
President of Country Propane.

Meeting Date: 02/04/2020

---

**Subject**

Discussion and direction regarding the State's Sponsored Project Program.

**Information**

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

Meeting Date: 02/04/2020

---

**Subject**

Budget and GO debt Proforma Presentation from Michael Maloney with D.A. Davidson.

**Information**

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 02/04/2020

---

**Subject**

Receive and file correspondence from January 17 and 24, 2020, weekly updates provided by City Manager, Ryan Waller.

**Information**

Roll call receiving and filing correspondence from the weekly update reports is in order.

---

**Fiscal Impact**

**Attachments**

2019 Bldg Permits 0124  
Waller's Weekly 01/17  
Building Permits 0117  
2020 Contractors Meeting  
Permits 0117  
Code Enforcement 0117  
Current Projects 0117  
Draft Feb 4  
Draft Feb 18  
Waller's Weekly 01/24  
Fact Sheet WRRF  
Press Release WRRF  
Award  
Code Enforcement 0124  
2020 Bldg Permits 0124  
Current Projects 0124  
Feb 4 Draft Agenda  
Feb 18 Draft  
March 2 Draft

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# Community Development

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

## 2019 Building Permit Report

Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalized 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		2/22/2019	\$74,145
13	2/28/2019	Wade Journey Homes	1502 E Euclid Ave	Wade Journey Homes	Single Family Dwelling		10/28/2019	\$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		12/31/2019	\$88,083
17	2/28/2019	Wade Journey Homes	1600 E Euclid Ave	Wade Journey Homes	Single Family Dwelling		1/20/2020	\$85,594
18	2/28/2019	Wade Journey Homes	1602 E Euclid Ave	Wade Journey Homes	Single Family Dwelling			\$74,145



# Community Development

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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		11/21/2019	\$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		10/16/2019	\$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		10/15/2019	\$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



# Community Development

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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		11/11/2019	\$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		5/16/2019	\$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		9/11/2019	\$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		5/28/2019	\$25,000
59	5/8/2019	Bill Hellmann	1207 N Jefferson Way	Davaco, LP	Commercial Remodel		8/14/2019	\$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		6/4/2019	\$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		7/23/2019	\$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		7/23/2019	\$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 EXPIRES 06/01/2020	\$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		9/10/2019	\$3,300
93	7/1/2019	Allegiant Homes	1105 S O Street	Allegiant Homes	Single Family Dwelling		TEMP CO 01/22/2020 EXPIRES 06/01/2020	\$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



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## 2019 Building Permit Report

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		01/20/2020 TEMP CO	\$215,000
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	1/6/2020	\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483	1/6/2020	\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622	1/6/2020	\$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



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## 2019 Building Permit Report

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
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		
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



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## 2019 Building Permit Report

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
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

## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, January 17, 2020 2:18 PM  
**To:** Ryan Waller  
**Subject:** Waller's Weekly 1.17.2020  
**Attachments:** 2019 Building Permits- Jan 17.pdf; 2020 Contractors Meetings.pdf; 2020 Permits- Jan 17.pdf; Code Enforcement- Jan 17.pdf; Curent Projects Update- Jan 17.pdf; Draft February 18, 2020.pdf; Draft February 4, 2020 Agenda.pdf

**Happy snowy Friday!**

I hope all are warm and dry. A big “thank you” the crews who are working around the clock to ensure the roadways, sidewalks, parking lots and trails are clear. Given the amount of snowfall and the upcoming forecast, this will take some time. We thank you all for your patience and understanding.

Below and attached, please find this week’s update email on various City happenings. Please feel free to share this update with others.

As always, if there are any questions regarding these or any other matters, please let me know.

Please stay warm and safe. Have a great weekend.

Ryan



**Ryan J. Waller**

City Manager

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

p: 515.962.5274

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

**City Council Meeting Packet** – The agenda packet for the January 21, 2020 City Council meeting has been updated and may be found on the City’s website at:

<http://www.indianolaiowa.gov/AgendaCenter/ViewFile/Agenda/01212020-944>.

The updates include additional correspondence received for agenda item 8.A.1. (Kading LLC Site Plan) and updated bid information for agenda item 8.B.1. (Indianola Water Resource Recovery Facility Project - WRRF). As you may recall, the bids for the WRRF were opened on January 16, 2020 at 2:00 p.m. Thank you to City Staff, as well as the City’s wastewater engineer and financial advisor for their detailed analysis of the bids in such a short period of time.

**Comprehensive Plan Adoption** – Thank you to everyone who attended the joint meeting of the City Council and Planning and Zoning Commission regarding the Comprehensive Master Plan Update Project. The following is the link to the presentation from that meeting:

[http://www.indianolaiowa.gov/DocumentCenter/View/10458/Present\\_2020-01-15\\_ElevateIndianola\\_FinalJointMtgr.](http://www.indianolaiowa.gov/DocumentCenter/View/10458/Present_2020-01-15_ElevateIndianola_FinalJointMtgr.)

As a reminder, this is a community document that helps to set a baseline for policies regarding housing, land use, recreation, transportation and utilities. The draft document will now head to the Planning and Zoning Commission for further review and discussion.

**Contractors/Developers Breakfast** – Earlier this week (Thursday, January 16, 2020), the City hosted its second annual contractors/developers breakfast to discuss the proposed changes and to share other important projects and initiatives being undertaken by the City in 2020. We had a great turnout with over 50 professionals in attendance. Staff is in the process of going through the received feedback and following up on raised questions and concerns. A copy of the presentation from this event is attached.

**Library Painting Project Update** – After a two-week closure to paint the interior and install floor outlets, the library will reopen on Monday, January 20, 2020. The project is a little behind schedule due to the conditions of the walls. Much of the library was covered in wallpaper installed 37 years ago. When that was removed, it was discovered that the walls underneath were in worse than expected shape and needed extensive repair. There was also mold damage, which has been treated. Library staff will work through the weekend to ensure the library opens as scheduled on Monday.

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

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



# Community Development

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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		12/31/2019	\$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



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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	NEEDS TO PAY FOR IRRIGATION METER		\$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



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## 2019 Building Permit Report

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
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	1/6/2020	\$181,000
122	8/16/2019	Jerry's Homes	400 North 18th St	Jerry's Homes	Single Family Dwelling	1483	1/6/2020	\$181,000
123	8/16/2019	Jerry's Homes	1710 East Detroit Place	Jerry's Homes	Single Family Dwelling	1622	1/6/2020	\$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



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## 2019 Building Permit Report

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
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	Artisian 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		
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



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## 2019 Building Permit Report

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
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

# CITY OF INDIANOLA, IOWA

Contractors and Developers Meeting

January 16, 2020



# AGENDA



- Why Indianola?
- 2019 Accomplishments
- Current Codes/Proposed Codes
- Proposed Fee Increases
- Looking Forward to 2020
- Feedback



# INDIANOLA, IOWA



- 16,000+ Population
- Distance to Metro
- Warren County
- Indianola Schools
- Simpson College
- National Balloon Classic
- Des Moines Metro Opera



# INDIANOLA, IOWA



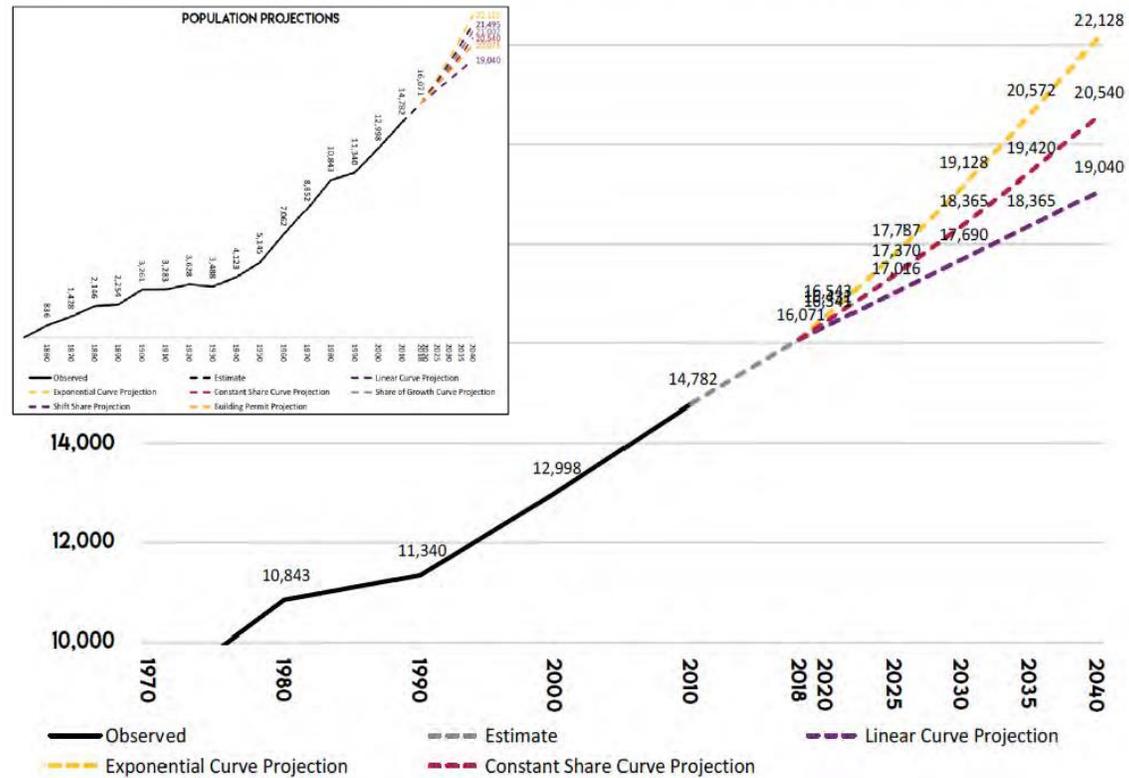
- Streamlined Development Process
- Tax Abatement
  - Residential (5 Year)
  - Commercial (4 Year)
  - Industrial (5 Year)
- Tax Increment Financing (TIF)
- Home Base Iowa



# INDIANOLA, IOWA



## POPULATION PROJECTIONS



# INDIANOLA, IOWA



INCOME RANGE	% OF CITY MEDIAN	AFFORDABILITY (MONTHLY PAYMENT)	# OF HOUSEHOLDS IN EACH RANGE	EST. VALUE OF HOME THEY CAN AFFORD (PURCHASE)	VALUE OF OWNER UNITS	# OF OWNER UNITS	EST. MONTHLY RENT THEY CAN AFFORD	# OF RENTER UNITS	TOTAL UNITS	BALANCE
\$0-24,999	45%	\$583	1,186	\$99,999	\$0-99,999	573	\$0-600	544	1,117	-69
\$25,000-49,999	90%	\$1,167	1,600	\$199,999	\$100,000-199,999	2,391	\$601-1,100	1,086	3,477	1,877
\$50,000-74,999	135%	\$1,750	1,256	\$299,999	\$200,000-299,999	763	\$1,101-1,700	227	990	-266
\$75,000-99,999	180%	\$2,333	762	\$399,999	\$300,000-399,999	229	\$1,701-2,300	25	254	-508
\$100,000-149,999	270%	\$3,500	790	\$499,999	\$400,000-499,999	28	\$2,301-3,500	37	65	-725
\$150,000+			454	\$500,000+	\$500,000+	40	\$3,501+	47	87	-367

# 2019 ACCOMPLISHMENTS



- City's total valuation surpassed \$1 billion
- Government Finance Officers Association (GFOA) Distinguished Budget Award
- Overnight and VIP host for 47<sup>th</sup> RAGBRAI
- Downtown Square Streetscape Master Plan
- Hillcrest and Jerry Kelley Trail Projects
- Water Resource Recovery Facility (WRRF) Project
- Nearing Completion of Updated Comprehensive Master Plan



# 2019 ACCOMPLISHMENTS



- 161 Building Permits
  - 55 New Residential Units (Over \$9 Million in Valuation)
  - 6 New Commercial Buildings (Over \$13 Million in Valuation)
  - 5 Remodels/Renovations to Facilitate New Businesses
  - 7 Remodels/Expansions of Current Businesses
- 135 lots that have either been approved or received preliminary plat approval from the Council
- Sold 3 of the 4 remaining D & D lots
- Updated Hillcrest TIF



# CURRENT CODES



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



# CENTRAL IOWA CODE CONSORTIUM



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



# PROPOSED CODES



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



# PROPOSED CODES



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

# 2018 BUILDING CODE



## Care Facility in Dwelling Units

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

# 2018 BUILDING CODE



## Care Facility in Dwelling Units (Cont.)

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

# 2018 BUILDING CODE



## Storm Shelters

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

# 2018 BUILDING CODE



## Storm Shelters (Cont.)

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

# 2018 BUILDING CODE



## Sprinkler Systems

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

# 2018 BUILDING CODE



## Sprinkler Systems (Cont.)

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

# 2018 BUILDING CODE



## Sprinkler Systems (Cont.)

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

# 2018 RESIDENTIAL BUILDING CODE



## Basement Ceiling Floor Protection

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

# 2018 RESIDENTIAL BUILDING CODE



## Townhome Sprinkler System

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

# 2018 RESIDENTIAL BUILDING CODE



## Appendix M

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

# 2018 RESIDENTIAL BUILDING CODE



## Appendix M (Cont.)

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

# 2018 EXISTING BUILDING CODE



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

# 2018 EXISTING BUILDING CODE



## Sprinkler System for Existing Apartment Buildings

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

# 2018 EXISITING BUILDING CODE



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

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

# 2018 EXISTING BUILDING CODE



## Storm Shelters

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

# 2012 ENERGY CONSERVATION CODE



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

# 2017 ELECTRICAL CODE



## Townhome Electrical Services

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

# PROPOSED FEE CHANGES



Mechanical and Plumbing Permits- Base Fee.....	\$25 to \$50
Driveway Permits.....	\$25 to \$30
Sign Permits.....	all base fees up \$25
Sign Exemption.....	\$30 to \$50
Demo Permit.....	\$30 to \$125
Board of Adjustment.....	\$100 to \$150

# PROPOSED FEE CHANGES



Site Plan Review.....	\$100 to \$225*
Rezoning.....	\$200 to \$250*
Plat of Survey.....	\$25 to \$75*
Preliminary Plat.....	\$150 to \$250*
Final Plat.....	\$100 to \$150*

*\*Plus Outside Engineering Costs*

# PROPOSED FEE CHANGES



Sidewalk Permit.....	\$20
Right-of-Way.....	\$100
Construction Documents.....	\$200*

*\*Plus Outside Engineering Costs*

# MOVING FORWARD 2020



- Updated Comprehensive Plan Adoption
- Begin Updates to Various City Codes
  - Zoning Regulations
  - Site Plan
  - Subdivision
- US Census 2020
  - Anticipation of Rental Regulations



# MOVING FORWARD 2020



- Iowa Avenue Paving/Missouri Valley JATC Project
- Indianola Water Resource Recovery Facility (WRRF)
- Quail Meadows Lift Station Relocation
- Hillcrest Avenue Reconstruction
- Square Streetscape Implementation
- South K Street Paving
- City Hall/Public Safety Improvements



# FEEDBACK



We want to hear from you!

- What does Indianola offer you?
- What can we do better?
- How was your experience with us in 2019?
- What are your thoughts on proposed code updates?
- How can we help you prosper in 2020?
- Any other feedback and comments?



# THANK YOU!



Charlie E. Dissell, AICP

Director of Community & Economic Development

City of Indianola

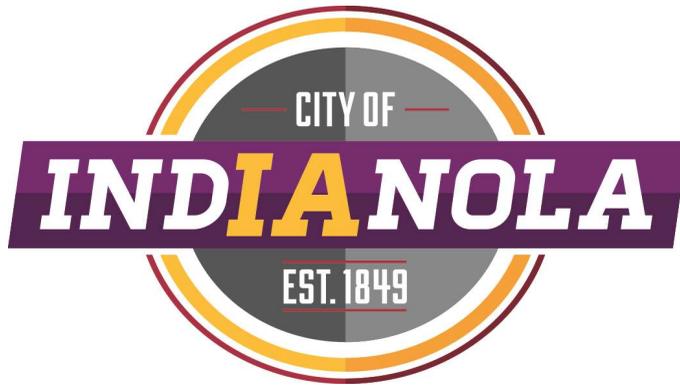
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# Community Development

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## 2020 Building Permit Report

Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalled Date	VALUE
1	1/2/2020	North American MHC LLC	9 Leonard Avenue	Heartland Living	Mobile Home			\$51,300
2	1/2/2020	North American MHC LLC	21 Leonard Avenue	Heartland Living	Mobile home			\$51,300
3	1/7/2020	Chad Keller	206 N Jefferson	B and D	DEMO			
4	1/7/2020	Chad Keller	208 N Jefferson	B and D	DEMO			
5	1/8/2020	North American MHC LLC	24 Leonard	Heartland Living	Mobile Home			\$51,300
6	1/8/2020	North American MHC LLC	26 Alfred	Heartland Living	Mobile Home			\$38,494
7	1/8/2020	North American MHC LLC	6 Leonard	Heartland Living	Mobile Home			\$38,494
8	1/14/2020	Foxwood Apts	1005 W 3rd	Rainbow International	Remodel			\$859,560
9	1/13/2020	Kurt Ripperger	804 N B	Construction by Cambron	Remodel			
10	1/16/2020	Wal Mart	1500 N Jefferson Way	Midland	Commercial Remodel			\$1,891,511
		IR Prilesh Patel	1215 N Jefferson Way	Rod Curtis	Commercial Remodel			\$80,000
		IR Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
		IR Jerry's Homes	402 N 18th	Jerry's Homes	Single Family Dwelling	1435		
		IR Jerry's Homes	406 N 18th	Jerry's Homes	Single Family Dwelling	1339		
		IR Jerry's Homes	408 N 18th	Jerry's Homes	Single Family Dwelling	1474		
		IR Jerry's Homes	1708 Detroit	Jerry's Homes	Single Family Dwelling	1644		
		IR Jerry's Homes	1704 Detroit	Jerry's Homes	Single Family Dwelling	1605		
		IR Jerry's Homes	506 N 17th	Jerry's Homes	Basement Finish			



# Community Development

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## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 03-2020	1/9/2020	Junk vehicles	208 South D Street	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020	1/20/2020	
Open	CE: 04-2020	1/9/2020	Junk and junk debris throughout property	107 North Kenwood	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020	1/20/2020	
Open	CE: 06-2020	1/9/2020	Junk on west side of home	1906 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020	1/20/2020	
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			Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Default judgement issued by court on December 6. Property owner had until January 5 to have all work completed. Working with City Attorney on next steps.	1/23/2020	
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. Corey called and asked for another extension due to the holidays. New date for compliance is 1/31/2020	1/31/2020	
Open			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior.	1/31/2020	
Open	CE: 05-2020	1/9/2020	Vehicles and trailers parked in grass, camper stored on driveway	1708 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Tim, gave 30 days to comply.	2/9/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels, menace to the public	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020	2/14/2020	
Open	CE: 01-2020	12/27/2019	Campers all over property. Junk and junk vehicles parked on driveway and other miscellaneous junk debris.	1801 West Euclid	1/2/2020	1/2/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Uele and established a 30 day deadline for each camper to be removed/moved on property.	2/17/2020	
Open	CE: 09-2020	1/10/2020	Shed in front/side yard	640 North N	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020.	2/17/2020	
Open	CE:10-2020	1/10/2020	Shed in front/side yard	606 North Kenwood	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020.	2/17/2020	
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.	2/17/2020	
Open			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior. Will check regularly.	2/17/2020	
Open			Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale. Will check regularly. House is up for sale by Berkshire Hathaway	2/17/2020	



# Community Development

110 N. First St., Indianola, IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)

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

## Code Enforcement Tracking Report

Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b>	3/30/2020	
Open			Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	3/30/2020	
Open			Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Open	CE 07-2020	1/9/2020	Abandoned/Dangerous/Unsafe Building	2110 West 2nd	1/9/2020	1/10/2020	Sent letter of Abandoned, Dangerous, & Unsafe Building on 1/10/2020 and established a date of April 9th for completion.	4/9/2020	
Open		9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	4/30/2020	
Open	CE: 02-2020	1/9/2020	Trailer park needs to be cleaned up. Junk and junk vehicles.	307 West 2nd	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of April 30th, 2020. Larry Throckmorton 515-249-9639	4/30/2020	
Open			Unsafe Building	208 N Jefferson Way	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open			Unsafe Building	206 N Jefferson	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
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



## COMMUNITY DEVELOPMENT

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** January 17, 2020  
**Subject:** Current Projects Update

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

- **Wal-Mart (1500 North Jefferson Way)**
  - Building Permit application and plans submitted on October 29 for a remodel of this building.
  - Building plans approved on November 7
  - Building Permit issued on January 16.
  - Applicant has indicated a start date of January 19, 2020.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17<sup>th</sup> 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 2<sup>nd</sup> Avenue)**
  - Sale of D&D lot and development agreement was approved by Council on October 21.
  - Staff hosted a preapplication meeting with the developers on October 22.
  - Developer closed on the property on November 22.
- **Scooters Coffee (1112 North Jefferson Way)**
  - Site plan and building permit were submitted on October 9.
  - Site plan comments returned to applicant on November 4.
  - Updated site plan submitted on November 18.
  - Staff continues to work with the property owner on a solution for the storm sewer pipe located on this property.

- **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 6<sup>th</sup> Street)**
  - Site plan and stormwater management plan were submitted on May 23.
  - Comments were returned to the applicant on June 2.
  - Building permit application submitted on June 13.
  - Site plan and stormwater management plan were approved on June 18.
  - Building permit comments returned on July 3.
  - Revised building permit plans were resubmitted on July 11.
  - Building permit was issued on July 15.

- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
  - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
  - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
  - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
  - A revised site plan was submitted on May 20.
  - Revised comments were returned on June 4.
  - A second revised site plan was submitted on June 11.
  - Site Plan was approved on June 11.
  - Building permit application was submitted on June 14.
  - Building permit comments were returned on July 2.
  - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
  - Building permit application submitted on August 2
  - Staff meet with the contractor on August 23 to discuss building/inspection process.
  - Fire review comments returned to applicant on September 23.
  - Response to fire review comments received on October 29.
  - Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
  - Staff met with the business owner on March 15 to discuss plans for future building.
  - Staff has submitted preliminary comments on the site plan to the business owner.
  - Site plan and building permit application plan were submitted on May 10.
  - Comments were returned to the applicant on May 22.
  - Revised site plans and building permit plans were resubmitted on July 10.
  - Site plan and building permit were issued on July 17.
  - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
  - City staff held a pre-development meeting on this project on February 22.
  - The old car wash was demolished the week of July 15.
  - The existing Mudslingers Coffee Shop would remain.
  - A code review was submitted to the City for review by the architect on July 29.
  - The City returned comments on that code review on July 31.
  - Engineer inquired about site plan approval process on August 23.
  - Site plan submitted on September 5.
  - Initial comments on the site plan were returned on September 19.

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

- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- **Heritage Hills Plat 10**
  - Located at the west end of Trailridge Road.
  - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
  - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
  - The City Council approved the preliminary plat at its August 19 meeting.
  - Construction Plans were submitted on August 27.
  - Comments on construction plans returned on September 11.
  - Revised construction plans were submitted on September 18
  - Construction plans were approved on October 8.
  - Plat of survey to convey property to developer was submitted on January 2. This Plat of survey was reviewed by the Planning Commission on January 15 and will be forwarded to the City Council on January 21.
- **Prairie Glynn Plat 2**
  - Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
  - Construction plans have been submitted and will be approved once changes are made.
  - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
  - Located on the north side of East Hillcrest Avenue between North 9<sup>th</sup> Street and the Summerset Trail.
  - Final Plat approved by Council on May 20.
  - Building permits for north side issued on May 23.
  - Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
  - Located west of Meadow Brooke Subdivision located at East 2<sup>nd</sup> Ave and South 20<sup>th</sup> St.
  - 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.

February 4, 2020  
Draft Council Agenda

- Minutes (Jan 15 and Jan 21)
- Claims
- Applications
  - Liquor Licenses for Dollar General, Deng's Garden, Z's Eatery, Casey's (TrailRidge)
  - Urban Revitalization Designation for 1502 E Euclid, 983 E Hillcrest and 1508 W Iowa
- City Manager's Report
- Salaries
- Resolution naming depositories
- Investment policy
- Resolution to set hearing date for maximum property tax dollars hearing for March 2
- Budget and GO debt Proforma Presentation
- Quail Meadows 3 Lift Station
  - Resolution approving construction contract and bond for Quail Meadows 3 Lift Station
  - Resolution awarding of contract to winning bidder
  - Resolution approving Mid-American Energy supplying electricity to QM 3 Lift Station
- Indianola WRRF
  - Resolution awarding contract
  - Resolution approving contract and bond
  - Notice to proceed
  - Two Public Hearing on Clean Water SRF Loan Agreements
  - Resolution approving Mid-American Energy to supply gas to the WRRF
- Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Sidewalk agreements for On the Rocks, The Groggy Dog, Daniel & Andrea Palmer (Local Vine)
- Police Department Annual Report
- Iowa Avenue Project
  - Approval of agreement with Ahlers and Cooney for legal services in connection with Iowa Avenue Special Assessment Project
  - Consideration and Approval of preliminary resolution for construction of the Iowa Avenue Project and pay for the improvements in whole or in part by special assessment
  - Review of plat and proposed Assessment Feasibility Report
  - Consideration and Approval of resolution ordering the appointment of a three-person committee to aid in the determination of valuation
  - Resolution on the preliminary plans and specs of the Iowa Avenue Project
  - Resolution of necessity – Iowa Avenue
  - Resolution setting a public hearing on Feb 18 regarding special assessments for Iowa Ave
- Discussion and direction regarding a request from the Sustainability Committee to adopt a resolution in support of a solar program in Indianola
- Public Hearing for a sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart Stores Inc, located at 1500 North Jefferson Way.

- Resolution accepting the sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart Stores Inc, located at 1500 North Jefferson Way.
- Consideration of a nomination to the Board of Trustees
- Amendment to Synder ESA for ICAAP Project
- Resolutions for Council appointment to DMMO
- Approve Warren County Emergency Management Commission 2020 appointments from the City of Indianola
- Joel Hoyer appointment
- Greater DM Convention Report – John Parker
- Indianola – Norwalk 28E Agreement
- Warren Co Emergency Management Commission 2020 Membership Appts.
- Utility accounts sent to state offset

**February 18, 2020  
Draft Council Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Concurrence of IDOT bid on ICAAP project
- Set public hearing for FY21 budget for March 25, 2020
- Resolution setting a public hearing and first consideration to update the City of Indianola Code of Ordinances
- Public Hearing for Iowa Ave Special Assessments
- Public hearing and first consideration of an ordinance amending the terms of the Planning and Zoning Commission and the Board of Adjustments.
- Public hearing and first consideration on QM 3 re- Zoning
- Receive and file the 2019 Planning and Zoning Commission Annual Report
- Consider Resolution Adopting Elevate Indianola, a Comprehensive Plan Update, Prepared with the Citizens of Indianola

February 18, 2020  
Draft Council Study Agenda

- Park & Rec annual report
- Memorial Aquatic Center Annual Report
- Presentation on updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Budget presentation

## Jackie Raffety

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**From:** Ryan Waller  
**Sent:** Friday, January 24, 2020 4:01 PM  
**To:** Ryan Waller  
**Subject:** Waller's Weekly 1.24.2020  
**Attachments:** FACT SHEET\_WRRF\_1.21.2020.pdf; Final\_WRRF\_PR\_1.21.2020.pdf; Award.pdf; Code Enforcement- Jan 24.pdf; 2019 Building Permits- Jan 24.pdf; 2020 Building Permits- Jan 24.pdf; Curent Projects Update- Jan 24.pdf; Draft February 4, 2020 Agenda.pdf; Draft February 18, 2020.pdf; Draft March 2, 2020.pdf

**Good afternoon, all.**

**I hope this finds you all well. Below/attached, please find this week's update email of City happenings (please feel free to share).**

**A big "thank you" to the crews who have been working around the clock to ensure the roadways, sidewalks, parking lots and trails are clear. I have received feedback from a number of individuals visiting for meetings about how great our crews have been doing compared to other communities around the Metro.**

**Please know crews will be conducting some additional clean-up efforts, focusing on the Square, late Sunday evening/early Monday morning.**

**As always, if there are any questions, please feel free to let me know.**

**Have a great weekend!**

**Ryan**



**Ryan J. Waller**

City Manager

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

p: 515.962.5274

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

**Water Resource Recovery Facility (WRRF)** – During its meeting on January 21<sup>st</sup>, the City Council received and filed the results of the bid opening for the City's proposed Water Resource Recovery Facility (WRRF). Attached, please find a press release and fact sheet regarding this item. Consideration of an award and financing of the project is scheduled for the City Council meeting on Tuesday, February 4, 2020.

**Traffic Signal Timing Project** – As you may recall, the City’s budget includes funding of a project to allow the traffic signals on Jefferson Way (US highway 65/69) and 2<sup>nd</sup> Ave (IA 92) to be better coordinated. This will help to reduce delays, improve safety along the corridor and help the environment by reducing emissions from idling. As part of this project, the pavement on Iowa Avenue from 1<sup>st</sup> Street to Jefferson Way will also be replaced. The City Engineer was recently notified that Iowa DOT, which is helping to fund a portion of this project, conducted a successful letting for this project. There were four bids received and the apparent low bidder was Sternquist Construction with a bid amount of \$257,606.85. The City Engineer has not yet received official bid tabulations from Iowa DOT. The project is anticipated to be completed by mid-July.

**Iowa Avenue Paving Grant** – Attached, please see the press release below announcing the award of a \$627,237 grant to the City to help build an extension to East Iowa Avenue in front of the new multimillion-dollar Missouri Valley Joint Apprentice Training Center currently under construction in the Industrial Park. Thank you to Community and Economic Development Director, Charlie Dissell, Finance Director/City Clerk, Andy Lent, and Dave Moeller, City Engineer with Snyder & Associates, for their efforts in securing this significant economic development grant.

**Mid Iowa Construction Code Committee (MICCC)** – As you may be aware, Indianola participates in monthly MICCC meetings. The MICCC is a group of building officials from municipalities around the Des Moines Metro area who gather to discuss various issues relating to building codes, building plan reviews, and building inspections. Each month, a different jurisdiction leads the topic of discussion. This Thursday, Indianola led the discussion where Tim Little (Building and Zoning Official) and Sam Hofer (Firefighter/Paramedic) discussed how the City’s Community Development and Fire Departments collaborate on a regular basis when reviewing building permit applications and plans, as well as when conducting building/fire inspections. Feedback received on the program was extremely positive.

**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).



## Indianola Wastewater Treatment Plant

### Fact Sheet

January 21, 2020

- Indianola is pursuing the construction of a new wastewater treatment plant. The innovative yet efficient new facility will replace the outdated plant and meet Iowa's new, stricter environmental regulations for such facilities.
- The new plant will be named the Indianola Water Resource Recovery Facility (WRRF).
- The new wastewater treatment plant must meet the Iowa Nutrient Reduction Strategy as required for all large wastewater treatment plants in Iowa.
- Indianola WRRF will be one of the first wastewater treatment facilities in Iowa to meet the new nutrient removal requirements.
- The process to design and construct a new wastewater treatment facility is a rigorous one with multiple regulatory requirements that need to be met.
- As part of its diligence, the city conducted a comprehensive study to review all available options. Indianola completed its study in 2014 and evaluated several options, including:
  - Renovating the current site
  - Connecting to the Wastewater Reclamation Authority (WRA) in Des Moines
  - Build a new WRRF at the city farm site northwest of town
- Indianola's farm site was deemed to be the most economical and viable option.
- The current plan is an innovative design that not only meets new requirements, but also treats peak flows in real time. The custom wastewater treatment solution selected reduces typical facility costs by \$12 million.
- A Local Option Sales Tax, passed in March 2016, has and will continue to benefit Indianola residents. With tourism events like the National Balloon Classic, Warren County Fair and Des Moines Metro Opera, Simpson College and others such as the Missouri Valley Technical Training facility drawing thousands of visitors to the community, the Local Option Sales Tax helps offset costs for the project because of the support of our local economy.
- Wastewater treatment facilities are not funded with property taxes, rather they are enterprise funds, which means funding is by user rates.
- Projections for when the Local Option Sales Tax was passed estimated that user rates would remain unchanged for several years. Without the passage of the Local Option Sales Tax, user rates would need to be raised by \$30.40 per month (based on average residential monthly bill with 4,000 gallons).
- Even with a rate adjustment in FY 21 (estimated at \$12.40 per month for the average user), Indianola will remain more affordable than many other communities throughout the greater Des Moines metro area and the State (especially factoring in those facilities that will need to upgrade to meet the costly requirements for the Nutrient Reduction Strategy).
- The last rate adjustment for Indianola residents was in September 2013 when rates were raised from \$32.50 to \$35.15 (based on average residential monthly bill with 4,000 gallons).
- Rates are not arbitrarily selected but are set to meet all the operation and maintenance costs of the facility and the collection system.

###



**For immediate release**

January 21, 2020

**Contact:**

Ryan J. Waller

City Manager

Phone: 515-961-9410

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

**Indianola, Iowa** – The city of Indianola opened bids last week on a proposed new wastewater treatment plant with the lowest bid coming in at \$45.6 million, which is \$7.2 million or 18.75 percent higher than the pre-bid estimated cost of \$38.4 million.

“The labor shortage experienced throughout the region and the impacts felt by international tariffs are major contributors of the bid overage,” said Ryan J. Waller, Indianola city manager. “There is nothing that can be removed from the design as all components are necessary to transport and treat the wastewater. With city council’s approval, our goal is to move this significant project forward, something we have been working toward for the last six years. We are in a great position financially, we approached it responsibly and now we are ready to take action,” said Waller.

If approved, a rate increase of \$12.40/month (for an average residential monthly bill with 4,000 gallons) is anticipated. This is because funding for the project, as well as the operations of the plant are done through user rates, not property taxes. This rate increase would have been much higher (\$30.40/month) if not for the passage of the Local Option Sales Tax which has generated \$4.3 million to date. The last rate adjustment was in September 2013 when rates were raised from \$32.50/month to \$35.15/month.

**Due Diligence**

As background, Waller explained the due diligence the city team, including the council, mayor and engineering consultants undertook before arriving at a proposal to build a new facility. “Three options were heavily considered,” said Waller. “Our primary focus is the best interest of our residents and our community – not the quickest solution. A wastewater treatment facility is an important, technology-driven, environmentally safe, heavily relied upon resource in a community. With that kind of significance, we must be good financial stewards and methodical in our approach to developing solutions.”

**Options**

The three options city officials considered during the decision-making process included:

- Renovating the current site
- Connecting to the Wastewater Reclamation Authority (WRA) in Des Moines
- Building a new facility at the city farm site northwest of Indianola

-more-



— CITY MANAGER —

**Result**

After thorough project and cost reviews of renovating the current facility or connecting to the Des Moines WRA, both options were deemed too expensive to pursue. The current wastewater treatment plant was constructed in 1978 and designed for a population of 11,600 residents. With the current facility beyond its useful life of 30 years, aging infrastructure and stricter regulations, replacement of the current plant is necessary.

In addition to meeting all required regulations, the new plant will incorporate an innovative design that allows it to function in a cost-effective manner on a regular basis because of a built-in secondary peak flow treatment that will activate only in extreme, as-needed circumstances. Historical data shows the city hit peak flow only seven times in the last five years, which is a testament to the City’s continued investment in its infrastructure.

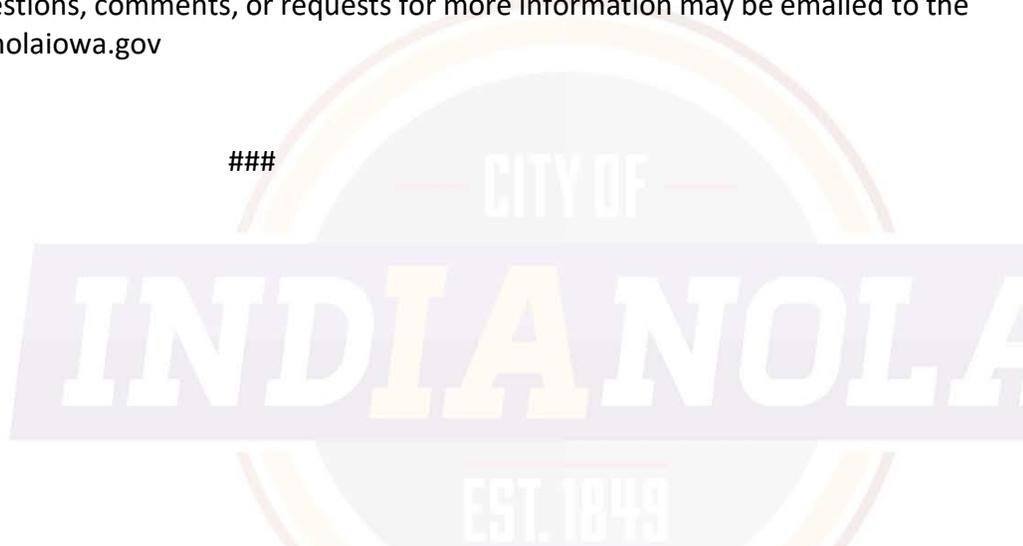
As required by the Iowa DNR, the plant will also meet the Iowa Nutrient Reduction Strategy, part of the treatment process, which will reduce the nitrogen and phosphorus that gets discharged into the receiving stream. The nutrient reduction strategy is a science and technology-based approach to assess and reduce nutrients delivered to Iowa waterways and the Gulf of Mexico. It outlines voluntary efforts to reduce nutrients in surface water from both point sources, such as wastewater treatment plants and industrial facilities, and nonpoint sources, including farm fields and urban areas, in a scientific, reasonable and cost-effective manner.

More information and details on the proposed wastewater treatment plant may be found on the [city’s website](#). Additionally, the attached fact sheet provides more detail.

**Next steps**

At its meeting on January 21, 2020, the city council set a public hearing for February 4<sup>th</sup> for the financing of the project. It is at this same meeting the city council will consider formal approval of a contract for the construction of the facility. In the meantime, questions, comments, or requests for more information may be emailed to the City Clerk’s Office at [jraffety@indianolaiowa.gov](mailto:jraffety@indianolaiowa.gov)

###





**FOR IMMEDIATE RELEASE**

Thursday, January 23, 2020

Contact: **John Atwood**  
[JAtwood@eda.gov](mailto:JAtwood@eda.gov)

**U.S. Department of Commerce Invests \$627,237 to  
Support Workforce Development Opportunities in Indianola, Iowa**

WASHINGTON – Today, the U.S. Department of Commerce’s Economic Development Administration (EDA) is awarding a \$627,237 grant to the city of Indianola, Iowa, to help build an access road that will serve a local workforce training facility. This EDA grant, to be matched with \$627,238 in local investment, is expected to create nearly 3,500 jobs.

“Helping our communities implement their plans to cultivate the workforce that businesses need is a top priority for the Trump Administration,” said **U.S. Assistant Secretary of Commerce for Economic Development Dr. John Fleming**. “This EDA investment will build the necessary road infrastructure to serve a workforce training facility that will fulfil the demand for trained electrical linemen.”

This project will address the local and regional need for a more skilled workforce by expanding the road and utilities along Iowa Avenue to provide access for the expansion of the Missouri Valley Joint Apprentice Training Center. The facility will help train skilled workers and create high-paying jobs in the electrical industry.

**About the U.S. Economic Development Administration ([www.eda.gov](http://www.eda.gov))**

The mission of the U.S. Economic Development Administration (EDA) is to lead the federal economic development agenda by promoting competitiveness and preparing the nation's regions for growth and success in the worldwide economy. An agency within the U.S. Department of Commerce, EDA makes investments in economically distressed communities in order to create jobs for U.S. workers, promote American innovation, and accelerate long-term sustainable economic growth.

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# Community Development

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

## Code Enforcement Tracking Report

Case Status	Case No.	Complaint Date	Description of Complaint	Location/Address	Date of Initial Inspection	Date of Written Notice	Current Status	Next Follow-up Date	Final Compliance Date
Open	CE: 03-2020	1/9/2020	Junk vehicles	208 South D Street	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020	1/29/2020	
Open	CE: 04-2020	1/9/2020	Junk and junk debris throughout property	107 North Kenwood	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020.	1/29/2020	
Open	CE: 06-2020	1/9/2020	Junk on west side of home	1906 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020	1/29/2020	
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. Working with attorney on next steps.	1/29/2020	
Open			Abandon/Unsafe Building	911 N C Street	3/28/2019	4/5/2019	Notice of unsafe building issued. Property owner has applied for a building permit. Default judgement issued by court on December 6. Property owner had until January 5 to have all work completed. Working on getting quotes for work to be completed to determine next steps	1/29/2020	
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. Corey called and asked for another extension due to the holidays. New date for compliance is 1/31/2020	1/31/2020	
Open			Unsafe Building	210 N Jefferson	7/29/2019	7/31/2019	Relative of the property owner claimed the home would be rehabbed. Notice of unsafe building issued. Work being done on building. Spoke with contractor on 10/17/19 about structural portion of front porch. Contractor will be pulling building permit sometime within the next week. <b>Spoke with property owner on 10/30. She asked for a 30 day extension to finish the exterior.</b>	1/31/2020	
Open	CE: 05-2020	1/9/2020	Vehicles and trailers parked in grass, camper stored on driveway	1708 West Euclid	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Tim, gave 30 days to comply.	2/9/2020	
Open	CE: 08-2020	1/9/2020	Sign missing panels, menace to the public	1801 West 2nd	1/10/2020	1/14/2020	Sent letter of Nuisance and Demand for Abatement on 1/14/2020 and established a deadline of February 13th, 2020	2/14/2020	
Open	CE: 01-2020	12/27/2019	Campers all over property. Junk and junk vehicles parked on driveway and other miscellaneous junk debris.	1801 West Euclid	1/2/2020	1/2/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of January 20th, 2020. Spoke with Uele and established a 30 day deadline for each camper to be removed/moved on property.	2/17/2020	
Open	CE:10-2020	1/10/2020	Shed in front/side yard	606 North Kenwood	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020.	2/17/2020	
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.	2/17/2020	
Open			Unsafe Building	306 S F Street	4/17/2018	8/16/2019	Posted as unsafe. Property purchased out of foreclosure. New property owner has rehabbed exterior of building and will begin on the interior. Will check regularly.	2/17/2020	
Open			Abandon/Unsafe Building	506 N Kenwood Blvd	4/17/2018	5/6/2019	Municipal Infraction Issued. Service has been attempted on property owner, and has failed. Discovered that property was in foreclosure, and was sold on August 15. New owner is working on updating property. Property is now for sale. Will check regularly. House is up for sale by Berkshire Hathaway	2/17/2020	



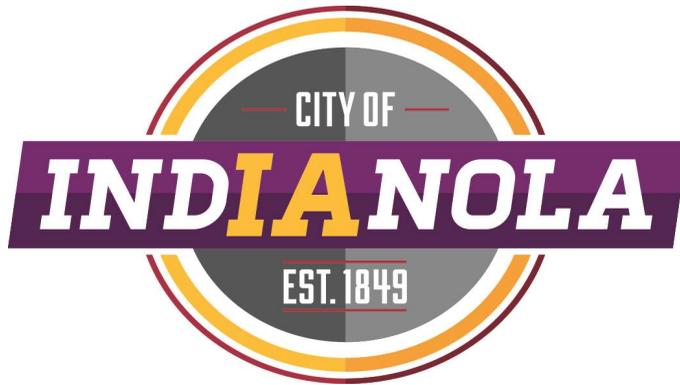
# Community Development

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## Code Enforcement Tracking Report

Open			Abandon/Unsafe Building	310 E Boston	3/28/2019	4/5/2019	Property posted as unsafe. Building has been ordered to be vacated and was posted to prevent further occupancy until the work is completed. Met with owner to discuss timing for making improvements. Deadline set for November 1. <b>Work has commenced on west side of house. Will check regularly.</b>	3/30/2020	
Open			Abandon/Unsafe Building	2103 N Jefferson	4/17/2018	5/6/2019	Municipal Infraction Issued. Property owner has discussed next steps with staff, including demolition. Will check regularly.	3/30/2020	
Open			Unsafe Building	401 W Salem	6/25/2019	6/26/2019	Notice of unsafe building issued. Property owner obtained a building permit for work. Substantial progress made. Still needs to finish roof and siding.	3/30/2020	
Open	CE 07-2020	1/9/2020	Abandoned/Dangerous/Unsafe Building	2110 West 2nd	1/9/2020	1/10/2020	Sent letter of Abandoned, Dangerous, & Unsafe Building on 1/10/2020 and established a date of April 9th for completion.	4/9/2020	
Open		9/17/2019	Tall Grass/Weeds, Debris	Property E of East Scenic Valley Ave	9/17/2019		Discussed this with the representative for property owner. Tall grass and weeds will be mowed, and they will work to get remaining construction debris off the property.	4/30/2020	
Open	CE: 02-2020	1/9/2020	Trailer park needs to be cleaned up. Junk and junk vehicles.	307 West 2nd	1/10/2020	1/10/2020	Sent letter of Nuisance and Demand for Abatement on 1/10/2020 and established a deadline of April 30th, 2020. Larry Throckmorton 515-249-9639	4/30/2020	
Open			Unsafe Building	208 N Jefferson Way	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open			Unsafe Building	206 N Jefferson	4/17/2018		Demolition has taken place. Will close out once all work is completed, and lot has been seeded.	4/30/2020	
Open	CE: 09-2020	1/10/2020	Shed in front/side yard	640 North N	1/14/2020	1/16/2020	Sent letter of ordinance violation on 1/16/2020 and established a deadline of February 14th, 2020. Spoke with Diana and gave extension until May 1st, 2020.	5/1/2020	
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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## 2020 Building Permit Report

Permit	DATE Permit Issued	NAME	ADDRESS	CONTRACTOR	CONSTRUCTION	SQUARE FEET *new residential only	Finalled Date	VALUE
1	1/2/2020	North American MHC LLC	9 Leonard Avenue	Heartland Living	Mobile Home			\$51,300
2	1/2/2020	North American MHC LLC	21 Leonard Avenue	Heartland Living	Mobile home			\$51,300
3	1/7/2020	Chad Keller	206 N Jefferson	B and D	DEMO			
4	1/7/2020	Chad Keller	208 N Jefferson	B and D	DEMO			
5	1/8/2020	North American MHC LLC	24 Leonard	Heartland Living	Mobile Home			\$51,300
6	1/8/2020	North American MHC LLC	26 Alfred	Heartland Living	Mobile Home			\$38,494
7	1/8/2020	North American MHC LLC	6 Leonard	Heartland Living	Mobile Home			\$38,494
9	1/13/2020	Kurt Ripperger	804 N B	Construction by Cambron	Remodel			
8	1/14/2020	Foxwood Apts	1005 W 3rd	Rainbow International	Remodel			\$859,560
10	1/16/2020	Wal Mart	1500 N Jefferson Way	Midland	Commercial Remodel			\$1,891,511
11	1/20/2020	Jerry's Homes	506 N 17th	Jerry's Homes	Basement Finish			\$18,000
		IR Prilesh Patel	1215 N Jefferson Way	Rod Curtis	Commercial Remodel			\$80,000
		IR Brew Enterprises (Scooters)	1112 N Jefferson Way	TBD	Commercial			\$75,000
		IR Jerry's Homes	402 N 18th	Jerry's Homes	Single Family Dwelling	1435		\$208,000
		IR Jerry's Homes	406 N 18th	Jerry's Homes	Single Family Dwelling	1339		\$203,000
		IR Jerry's Homes	408 N 18th	Jerry's Homes	Single Family Dwelling	1474		\$217,000
		IR Jerry's Homes	1708 Detroit	Jerry's Homes	Single Family Dwelling	1644		\$201,000
		IR Jerry's Homes	1704 Detroit	Jerry's Homes	Single Family Dwelling	1605		\$212,000



## COMMUNITY DEVELOPMENT

**To:** Ryan J. Waller, City Manager  
**From:** Charlie E. Dissell, AICP, Community and Economic Development Director  
**Date:** January 24, 2020  
**Subject:** Current Projects Update

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

- **Apple Tree Inn (1215 North Jefferson Way)**
  - Building permit application for interior remodel submitted on January 10.
- **Wal-Mart (1500 North Jefferson Way)**
  - Building Permit application and plans submitted on October 29 for a remodel of this building.
  - Building plans approved on November 7
  - Building Permit issued on January 16.
  - Applicant has indicated a start date of January 19.
- **Proposed Campground (Northwest Corner of South Jefferson Way and East 17<sup>th</sup> 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.
  - Council approved the rezoning on January 21.
- **Cabin Coffee (910 East 2<sup>nd</sup> Avenue)**
  - Sale of D&D lot and development agreement was approved by Council on October 21.
  - Staff hosted a preapplication meeting with the developers on October 22.
  - Developer closed on the property on November 22.
- **Scooters Coffee (1112 North Jefferson Way)**
  - Site plan and building permit were submitted on October 9.
  - Site plan comments returned to applicant on November 4.
  - Updated site plan submitted on November 18.
  - Staff continues to work with the property owner on a solution for the storm sewer pipe located on this property.

- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
  - Site plan and stormwater management plan were submitted on June 3.
  - 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 did not adopt a resolution of approval for the site plans at its January 21 meeting.
- **Indianola Pediatric Dentist (2001 North 6<sup>th</sup> Street)**
  - Site plan and stormwater management plan were submitted on May 23.
  - Comments were returned to the applicant on June 2.
  - Building permit application submitted on June 13.
  - Site plan and stormwater management plan were approved on June 18.
  - Building permit comments returned on July 3.
  - Revised building permit plans were resubmitted on July 11.
  - Building permit was issued on July 15.

- **Missouri Valley JATC Training Facility (1600 East Iowa Avenue)**
  - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
  - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
  - City staff met with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
  - A revised site plan was submitted on May 20.
  - Revised comments were returned on June 4.
  - A second revised site plan was submitted on June 11.
  - Site Plan was approved on June 11.
  - Building permit application was submitted on June 14.
  - Building permit comments were returned on July 2.
  - Staff has meet with Missouri Valley on a development agreement related to future infrastructure improvements.
  - Building permit application submitted on August 2
  - Staff meet with the contractor on August 23 to discuss building/inspection process.
  - Fire review comments returned to applicant on September 23.
  - Response to fire review comments received on October 29.
  - Full building permit issued on November 13.
- **Chumbley's Auto Care (110 South Jefferson Way)**
  - Staff met with the business owner on March 15 to discuss plans for future building.
  - Staff has submitted preliminary comments on the site plan to the business owner.
  - Site plan and building permit application plan were submitted on May 10.
  - Comments were returned to the applicant on May 22.
  - Revised site plans and building permit plans were resubmitted on July 10.
  - Site plan and building permit were issued on July 17.
  - Temp CO issued on November 26. Awaiting seed/sod and landscaping before final CO will be issued.
- **Ace Hardware (506 North Jefferson Way)**
  - City staff held a pre-development meeting on this project on February 22.
  - The old car wash was demolished the week of July 15.
  - The existing Mudslingers Coffee Shop would remain.
  - A code review was submitted to the City for review by the architect on July 29.
  - The City returned comments on that code review on July 31.
  - Engineer inquired about site plan approval process on August 23.
  - Site plan submitted on September 5.
  - Initial comments on the site plan were returned on September 19.

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

- Comments on preliminary plat returned on October 4.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12.
- City Council approved the preliminary plat at its November 18<sup>th</sup> meeting.
- Construction plans were submitted on December 2.
- Comments on construction plans returned on December 17.
- **Heritage Hills Plat 10**
  - Located at the west end of Trailridge Road.
  - Preliminary plat for a 10-lot residential subdivision was submitted to the City on July 12.
  - The Planning and Zoning Commission recommended approval of this plat at its August 13 meeting.
  - The City Council approved the preliminary plat at its August 19 meeting.
  - Construction Plans were submitted on August 27.
  - Comments on construction plans returned on September 11.
  - Revised construction plans were submitted on September 18
  - Construction plans were approved on October 8.
  - Plat of survey to convey property to developer was submitted on January 2. This Plat of survey was reviewed by the Planning Commission on January 15 and the City Council adopted a resolution of approval on January 21.
- **Prairie Glynn Plat 2**
  - Located east of East Franklin Avenue and North 15<sup>th</sup> Street.
  - Construction plans have been submitted and will be approved once changes are made.
  - A second revised preliminary and final plat were submitted on June 5. The Planning and Zoning Commission reviewed the preliminary plat at its July 9 meeting, and the Council approved the preliminary plat at its July 15 meeting.
- **Quail Meadows Townhomes Preliminary Plat**
  - Located on the north side of East Hillcrest Avenue between North 9<sup>th</sup> Street and the Summerset Trail.
  - Final Plat approved by Council on May 20.
  - Building permits for north side issued on May 23.
  - Site development is taking place and work is progressing.
- **McConnell Subdivision Preliminary Plat**
  - Located west of Meadow Brooke Subdivision located at East 2<sup>nd</sup> Ave and South 20<sup>th</sup> St.
  - 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.

February 4, 2020  
Draft Council Agenda

- Minutes (Jan 15 and Jan 21)
- Claims
- Applications
  - Liquor Licenses for Dollar General, Deng's Garden, Z's Eatery, Casey's (TrailRidge)
  - Urban Revitalization Designation for 1502 E Euclid, 983 E Hillcrest and 1508 W Iowa
- City Manager's Report
- Salaries
- Resolution naming depositories
- Investment policy
- Resolution to set hearing date for maximum property tax dollars hearing for March 2
- Budget and GO debt Proforma Presentation
- Quail Meadows 3 Lift Station
  - Resolution approving construction contract and bond for Quail Meadows 3 Lift Station
  - Resolution awarding of contract to winning bidder
  - Resolution approving Mid-American Energy supplying electricity to QM 3 Lift Station
- Indianola WRRF
  - Resolution awarding contract
  - Resolution approving contract and bond
  - Notice to proceed
  - Two Public Hearing on Clean Water SRF Loan Agreements
  - Resolution approving Mid-American Energy to supply gas to the WRRF
- Receive and file updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Sidewalk agreements for On the Rocks, The Groggy Dog, Daniel & Andrea Palmer (Local Vine)
- Police Department Annual Report
- Iowa Avenue Project
  - Approval of agreement with Ahlers and Cooney for legal services in connection with Iowa Avenue Special Assessment Project
  - Consideration and Approval of preliminary resolution for construction of the Iowa Avenue Project and pay for the improvements in whole or in part by special assessment
  - Review of plat and proposed Assessment Feasibility Report
  - Consideration and Approval of resolution ordering the appointment of a three-person committee to aid in the determination of valuation
  - Resolution on the preliminary plans and specs of the Iowa Avenue Project
  - Resolution of necessity – Iowa Avenue
  - Resolution setting a public hearing on Feb 18 regarding special assessments for Iowa Ave
- Discussion and direction regarding a request from the Sustainability Committee to adopt a resolution in support of a solar program in Indianola
- Public Hearing for a sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart Stores Inc, located at 1500 North Jefferson Way.

- Resolution accepting the sign exemption request from Bootz and Duke Signs, on behalf of Wal-Mart Stores Inc, located at 1500 North Jefferson Way.
- Consideration of a nomination to the Board of Trustees
- Amendment to Synder ESA for ICAAP Project
- Resolutions for Council appointment to DMMO
- Approve Warren County Emergency Management Commission 2020 appointments from the City of Indianola
- Joel Hoyer appointment
- Greater DM Convention Report – John Parker
- Indianola – Norwalk 28E Agreement
- Warren Co Emergency Management Commission 2020 Membership Appts.
- Utility accounts sent to state offset

**February 18, 2020  
Draft Council Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Concurrence of IDOT bid on ICAAP project
- Set public hearing for FY21 budget for March 25, 2020
- Resolution setting a public hearing and first consideration to update the City of Indianola Code of Ordinances
- Public Hearing for Iowa Ave Special Assessments
- Public hearing and first consideration of an ordinance amending the terms of the Planning and Zoning Commission and the Board of Adjustments.
- Public hearing and first consideration on QM 3 re- Zoning
- Receive and file the 2019 Planning and Zoning Commission Annual Report
- Consider Resolution Adopting Elevate Indianola, a Comprehensive Plan Update, Prepared with the Citizens of Indianola

February 18, 2020  
Draft Council Study Agenda

- Park & Rec annual report
- Memorial Aquatic Center Annual Report
- Presentation on updates to City's building, fire, mechanical, electrical, plumbing, fuel gas, liquified petroleum gas, energy conservation and property maintenance codes.
- Budget presentation

**March 2, 2020  
Draft Council Agenda**

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Budget Presentation
- Public hearing for maximum property tax dollars
- Resolution for maximum property tax dollars
- Second consideration of an ordinance amending the terms of the Planning and Zoning Commission and the Board of Adjustments.
- Second consideration for QM 3 rezoning ordinance

Meeting Date: 02/04/2020

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**Subject**

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

**Information**

Roll call to go into closed session is in order.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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