

AGENDA
Regular City Council Meeting
City Hall
Webster City, Iowa
June 15, 2020
6:00 p.m.

**Council Members and minimal staff will be meeting
in the Council Chambers at City Hall.**

Due to the COVID-19 concerns and social distancing recommendations, this meeting will be Open to the Public by ELECTRONIC MEANS ONLY. Iowa Code Section 21.8 outlines the guidelines to hold an electronic meeting when there are valid concerns that an in-person meeting is "impossible or impractical".

Topic: City Council Meeting - City of Webster City
Time: June 15, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82901908802?pwd=dmtDMWdXVnFIRHo1aHF4eGIXb01YZz09>

Meeting ID: 829 0190 8802

Password: 776298

One tap mobile

+13126266799,,82901908802# US (Chicago)

+16465588656,,82901908802# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

Join by Skype for Business

<https://us02web.zoom.us/skype/82901908802>

The meeting can also be accessed on TV Mediacom Channel 117.2 and by visiting the City of Webster City Facebook page where it will be live-streamed at <https://www.facebook.com/cityofwebstercity/> The video will also be posted to our YouTube Channel.

Anyone wishing to submit questions prior to the meeting, please email those to karyl_bonjour@webstercity.com or lhenderson@webstercity.com

Through the Zoom meeting, people will be able to message (Chat) with the Moderator if they wish or call in by phone. If they wish to speak on a topic, the Moderator will alert the Mayor of the participant wishing to speak. Participants speaking must provide their names and addresses. All participants will be muted upon joining the meeting and the Moderator will unmute Council Members and participants who have messaged and wish to speak on a topic. (Participants are encouraged to keep their individual computers muted at times when they are not speaking to minimize background noise). The Moderator of the Zoom meeting reserves the right to remove any participant engaging in inappropriate behavior or obscene language.

ROLL CALL

Motion on Approval of Agenda

Pledge of Allegiance

A. PETITIONS – COMMUNICATIONS – REQUESTS

This is the time of the meeting that a citizen may address the Council on a matter not on the Agenda. **(no more than five minutes per person)**

Except in cases of emergency, the City Council will not take any action at this meeting, but may ask the City Staff to research the matter or have the matter placed on the Agenda for a future meeting.

1. Public Information

B. MINUTES AND CLAIMS

The following items have been deemed to be non-controversial, routine actions to be approved by the Council in a single motion.

If a Council member, or a member of the audience wishes to have an item removed from this list, it will be considered in its normal sequence on the Agenda.

1. Minutes of June 1, 2020.
2. Resolution on Payroll for the period ending June 6, 2020 and paid on June 12, 2020
3. Resolution on Bills Fund List

C. GENERAL AGENDA

1. Motion on request from St. Thomas Aquinas Parish & School to close the 1000 block of Des Moines Street from Bank Street to Elm Street on June 16, 2020 from 1:00 p.m. to 4:30 p.m. for the Mobile Food Pantry. MAP
2. Motion on request from First Congregational United Church of Christ to close the 500 Block of Dubuque Street between Willson Avenue and Seneca Street on Sunday mornings for the months of July and August from 9:00 a.m. to 11:00 a.m. for Sunday Worship Services. MAP
3. Motion on Planning and Zoning Commission meeting minutes of June 8, 2020.
4. Motion on request from American Legion Post 191 to install a metal monument on the Boulevard of Valor in the 1000 block of Des Moines Street (front of Middle School)

City Council Meeting Agenda June 15, 2020

5. **COUNCIL MEMORANDUM**: **Resolution** setting time and place for a Public Hearing on the proposed rezoning of property from R-1 (Single Family Dwelling) District to R-3 (Over Four Unit Multiple Family Dwelling) District, said property being located on Wall Street, Webster City, Iowa. (July 6 6:05 p.m.) **MAP** **NOTICE**

LIST

6. Appointment of one member to the **Zoning Board of Adjustment** for the five year term beginning June 15, 2020 and ending May 31, 2025. (applicant-Doug Getter)
7. Appointment of one member to the **Airport Zoning Commission** for the vacant term ending May 31, 2025. (applicant-Doug Getter)
8. Appointment of two members to the **Senior Citizens Advisory Board** for three year terms beginning June 15, 2020 and ending May 31, 2023. (applicant-Tammy Greenfield)
(applicant Parks & Rec Dept-Larry Flaws)
9. Appointment of one member to the **Senior Citizens Advisory Board** for the vacant term ending May 31, 2022.
(applicant-Harlan Balsley)
10. **COUNCIL MEMORANDUM**: **Resolution** authorizing Cigarette//Tobacco/Nicotine/Vapor Permits for the 2020-2021 year.
11. **COUNCIL MEMORANDUM**: Second Reading of a proposed Ordinance, an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 42, Pertaining to Streets, Sidewalks and Other Public Places.
ORDINANCE
12. **COUNCIL MEMORANDUM**: **MEMO** **Resolution** adopting Group Benefit Plan for City Employees beginning July 1, 2020 with Iowa Governmental Health Care Plan, Third Party Administrator Employee Benefit Systems.
13. **COUNCIL MEMORANDUM**: **Resolution** adopting Employee Pay Plan for 2020-2021.
14. **COUNCIL MEMORANDUM**: **Resolution** Accepting Grant, authorizing the Mayor and City Clerk to enter into a Grant **Agreement** with The Wellmark Foundation and to Commit to Matching Funds with Cash and In-Kind Services for the East Twin Park Playground Project. **EXHIBITS**

15. **COUNCIL MEMORANDUM**: **Resolution** authorizing the Mayor and City Clerk to enter into an Agreement with inTANDEM Marketing, Webster City, Iowa for Website, Social Media, Public Relations and related services for a three month period.
AGREEMENT **PREV. AGREE**
16. **COUNCIL MEMORANDUM**: **Resolution** transferring Cash to provide funding for Certain Projects and return balances to supporting funds and make the Annual Transfers for Loan Payments and TIF Receipts.
17. **COUNCIL MEMORANDUM**: **Resolution** charging off from Active Accounts Receivable Delinquent Final Utility Bills and Department Charges. **LISTS**
18. **COUNCIL MEMORANDUM**: **Resolution** approving Change Order No. 2 to the 2020 Street Department Maintenance Building Project with Jensen Builders LLC., Fort Dodge, Iowa. **ENGR LTR CO2**
19. **COUNCIL MEMORANDUM**: **Resolution** authorizing the Mayor and City Clerk to enter into Amendment No. 14 to the On-Call Engineering Services Agreement with Snyder & Associates, Inc., Ankeny, Iowa providing for Street and Infrastructure Maintenance Engineering Services. **AMENDMENT**
20. **COUNCIL MEMORANDUM**: **Resolution** accepting and executing easements from those listed in the Resolution in connection with the 2020 Electrical Underground Conversion Project. (3 parcels)
21. **COUNCIL MEMORANDUM**: Request from Line Department Supervisor to purchase materials to replace the Annunciator Panel, Communications Processor for Sweazey Substation. **QUOTE**
22. **COUNCIL MEMORANDUM**: Request from Line Department Supervisor to purchase LED Light Bulbs for existing poles in the 400-700 blocks of Second Street.
23. **COUNCIL MEMORANDUM**: Discuss Electronic Payment fees.
 - a. Motion on Fees
24. **COUNCIL MEMORANDUM**: Discuss Recycling Bin located at the Street Department, 100 East Ohio Street.
 - a. Motion on Recycling Bin
25. Discuss **Plan** for Swimming Pool.
 - a. Motion on Pool

**D. REPORTS AND RECOMMENDATIONS OF OFFICERS,
BOARDS AND COMMISSIONS**

The following items have been deemed to be non-controversial, routine actions to be approved by the Council in a single motion.

If a Council member, or a member of the audience wishes to have an item removed from this list, it will be considered in its normal sequence on the Agenda.

1. Motion to accept and place on file the City Manager May Reports: Electric Wastewater Water ElectricYTD WaterYTD Inspection
2. Motion to accept and place on file the Police Department May Report.
3. Motion to accept and place on file the Fire Department May Report.
4. Motion to accept and place on file the Hamilton County Solid Waste Commission June Agenda Packet.
5. Council Committee Reports
6. Other reports and recommendations

E. OTHER ITEMS

1. Update/report on Frisbee Golf Course

F. CLOSED SESSIONS

1. Meet in Closed Session to evaluate the performance of the City Clerk, which is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session, as provided by Chapter 21.5 I of the Code of Iowa.
2. Meet in Closed Session to evaluate the performance of the City Manager, which is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session, as provided by Chapter 21.5 I of the Code of Iowa.

RETURN TO OPEN SESSION

G. ADJOURN

NOTE: The Council may act by motion, resolution or ordinance on items listed on the Agenda

**CITY COUNCIL MEETING MINUTES
Webster City, Iowa June 1, 2020**

Iowa Code Section 21.8 outlines the guidelines to hold an electronic meeting when there are valid concerns that an in-person meeting is "impossible or impractical".

Due to the COVID-19 concerns and social distancing recommendations, an electronic City Council meeting was held utilizing Zoom. The electronic meeting was available to the public. Details were provided in using the Zoom platform either by joining through the web portal or by calling in to view or participate.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on June 1, 2020, upon call of the Mayor and the advance agenda. Council Members were participating through the Zoom platform with the meeting being called to order by Mayor John Hawkins and roll being called there were present John Hawkins, Mayor, and the following Council Members: Katelin Hartmann, Matt McKinney, Brian Miller and Logan Welch.

It was moved by Miller and seconded by Hartmann to approve the agenda.

ROLL CALL: Hartmann, Hawkins, McKinney, Miller and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

Mayor Hawkins announced that as of today, City Hall is open by appointment only. The entire staff is back and practicing COVID-19 guidelines.

MINUTES AND CLAIMS

It was moved by Welch and seconded by McKinney that the following motion and Resolutions be approved and adopted collectively:

1. That the meeting minutes of May 18, 2020 be approved.
2. That Resolution No. 2020-102 approving Payroll for the period ending May 23, 2020 and paid on May 29, 2020 in the amount of \$166,944.14 be passed and adopted.
3. That Resolution No. 2020-103 approving bills paid in the amount of \$1,018,008.96 be passed and adopted.

ROLL CALL: Hawkins, McKinney, Miller, Welch and Hartmann voting aye.

GENERAL AGENDA

2. It was moved by Miller and seconded by Hartmann that the issuance of Beer and Liquor Licenses by the Iowa Department of Commerce be approved for the following:

- a. Renewal of Class C Liquor License and Sunday Sales
Lomita's Mexican Restaurant, 500 Second Street.

ROLL CALL: McKinney, Miller, Welch, Hartmann and Hawkins voting aye.

PUBLIC HEARING 6:05 p.m.

1. June 1, 2020 at 6:05 p.m., via electronic means of the Zoom Platform, at Webster City, Iowa, being the time and place for a Public Hearing on a Purchase Agreement for City owned property located on East Dubuque Street in Webster City, Iowa, the same was held. No written objections were received and no oral objections were presented.

1.A. It was moved by Miller and seconded by Welch that Resolution No. 2020-104 approving Purchase Agreement and authorizing execution of a Quit Claim Deed conveying City owned property on East Dubuque Street in Webster City, Iowa to John Harper, be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann, Hawkins and McKinney voting aye.
Karla Wetzler, Planning and Zoning Director, via electronic means, spoke on the agreement.

3. It was moved by Miller and seconded by McKinney that the appointment of Chris Kehoe to the Park and Recreation Advisory Commission for the four-year term beginning June 1, 2020 and ending May 31, 2024 be approved.

ROLL CALL: Welch, Hartmann, Hawkins, McKinney and Miller voting aye.

4. It was moved by Welch and seconded by Miller that the appointment of Lynn Jaycox and Sabrina Wohlford to the City Planning and Zoning Commission for the four-year terms beginning June 1, 2020 and ending May 31, 2024 be approved.

ROLL CALL: Hartmann, Hawkins, McKinney, Miller and Welch voting aye.

5. It was moved by Hartmann and seconded by McKinney that the appointment of Gary Groves and Lindsay McCormick Welch to the Wilson Brewer Historic Park Committee for the four-year terms beginning June 1, 2020 and ending May 31, 2024 be approved.

ROLL CALL: Hawkins, McKinney, Miller, Welch and Hartmann voting aye.

6. It was moved by Miller and seconded by Hartmann that the appointment of Harlan Balsley to the Traffic Study Committee for the four-year term beginning June 1, 2020 and ending May 31, 2024 be approved.

ROLL CALL: McKinney, Miller, Welch, Hartmann and Hawkins voting aye.

City Clerk Bonjour, advised there will be more appointments on the June 15, 2020 agenda. A short discussion was held on the Senior Citizen Advisory Board and the Youth Advisory Commission. Appointments to the Youth Advisory Commission will be deferred until this fall. Council Member Miller inquired about the additional Frisbee Golf Course that the previous Youth Advisory Commission had been assisting with. Breanne Leshner, Assistant Parks & Recreation and Public Grounds Director, via electronic means, reported that the DNR had just gotten back to her this week with permission to use part of the Prairie at Brewer Creek for the proposed frisbee golf course, so now planning can proceed.

7. It was moved by Welch and seconded by Miller that the First Reading of a proposed Ordinance, an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 42, Pertaining to Streets, Sidewalks and Other Public Places be approved.

ROLL CALL: Miller, Welch, Hartmann, Hawkins and McKinney voting aye.

Karla Wetzler, Planning and Zoning Director, via electronic means, informed Council Members this was primarily a housekeeping of the City Code to be consistent throughout in obtaining an encroachment permit.

8. It was moved by Welch and seconded by Miller that Resolution No. 2020-105 accepting work, authorizing Final Payment of \$798.00 and release of Retainage of \$7,751.86 in 30 days to Progressive Structures, Elkader, Iowa for completion of the 2019 Millards Lane Box Culvert Replacement Project be passed and adopted.

ROLL CALL: Welch, Hartmann, Hawkins, McKinney, and Miller voting aye.

Ken Wetzler, Public Works Director, via electronic means, informed Council Members that the punch list has been completed and staff has approved the completion of the project.

City Council Meeting Minutes, June 1, 2020

9. It was moved by Welch and seconded by Hartmann that Resolution No. 2020-106, a Resolution in support of a Workforce Housing Tax Credit Benefit Application to be submitted to the Iowa Economic Development Authority by Spring Lake Construction, LLC for a Housing Project located in Lynx Development, Webster City, Iowa be passed and adopted.

ROLL CALL: Hartmann, Hawkins, McKinney, Miller and Welch voting aye. Karla Wetzler, Planning and Zoning Director, via electronic means, provided details on the Resolution of Support and that the TIF Rebates already offered on the project will take care of the commitment of the City.

10. It was moved by McKinney and seconded by Hartmann that request from Line Department Supervisor to purchase material to update the lighting (LED) on First Street between Seneca and Prospect Streets be approved.

ROLL CALL: Hawkins, McKinney, Miller, Welch and Hartmann voting aye.

11. It was moved by Welch and seconded by Hartmann that Resolution No. 2020-107 authorizing the Mayor and City Clerk to enter into a Master Agreement for Professional Services with DGR Engineering for an Electric Utility Power Supply Cost and Rate Work Study and Task Order Amendment No. 1 be passed and adopted.

ROLL CALL: McKinney, Miller, Welch, Hartmann and Hawkins voting aye. City Manager Sheridan informed Council Members that DGR Engineering was the consultant recommended by Michael Maloney of D.A. Davidson as the next step in evaluating the electric utility.

REPORTS AND RECOMMENDATIONS OF OFFICERS, BOARDS AND COMMISSIONS

It was moved by McKinney and seconded by Welch that the following items (1 & 2) be accepted and placed on file:

1. The April 2020 Financial Reports including the Financial Report, Bank Reconciliation Report, Public Funds Checking Account, Public Funds SWEEP Account, Public Funds USDA Revolving Loan Account, Receipts and Summary of Investments
2. The inTANDEM activity report on City Social Media and Website accounts for the dates of February 1, 2020 to May 28, 2020.

ROLL CALL: Miller, Welch, Hartmann, Hawkins and McKinney voting aye.

UPDATE ON BANNERS

3. City Manager Sheridan provided Council Members an update on the Banners to be hung from the City Light Poles in recognition of the 2020 Senior Class of Webster City. The City has received all the brackets and the banners are expected any day. Once hung, a timeline has not been established for how long they will be on display.

COUNCIL COMMITTEE REPORTS

Council Member Kaitlin Hartmann shared she had been approached with an inquiry on the One-Way Streets in Webster City and if they were necessary or could be changed to two-way streets. This will be referred to the Traffic Study Committee. City Clerk Bonjour requested that if possible it would be best to get the concern in writing as well.

OTHER REPORTS AND RECOMMENDATIONS

City Manager Sheridan informed Council that the following Summer activities have been cancelled due to COVID-19: Youth Baseball and Softball, Adult Softball and Adult Sand Volleyball. A recommendation of the status of the pool opening will come at a later date.

He also shared a request from the Church of Christ to extend their previous request of the street closure on Des Moines Street on Sunday mornings from 10 a.m. to noon until the end of June. Consensus of Council was to grant the extension.

Discussion was held in regard to the next City Council Meeting scheduled for June 15, 2020. This meeting will be held in the Council Chambers at City Hall while adhering to social distancing guidelines. Further details will be provided at a later date.

OTHER ITEMS SENT TO COUNCIL

1. The City Attorney report dated 05/27/2020 was previously given to Council for review.

It was moved by Welch and seconded by Hartmann that Council adjourn.

ROLL CALL: Welch, Hartmann, Hawkins, McKinney and Miller voting aye.

The June 1, 2020 regular City Council Meeting stood adjourned at 6:54 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk

RESOLUTION NO. 2020 -

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEBSTER CITY,
IOWA:**

That the payroll for the 80 hour period ending June 6, 2020 and paid on
June 12, 2020 aggregating the sum of \$169,885.02 herewith presented,
be and the same is hereby approved.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
61171	ROE, DONALD J.	1,460.00	80.00	.00	.00	.00	.00	.00	.00	.00	620.97
Total BUILDING:											
		1	1,460.00	80.00	.00	.00	.00	.00	.00	.00	620.97
60722	CHELESVIG, BETH A.	2,887.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,874.51
61220	HENDERSON, LINDSAY E.	2,355.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,735.92
20030	SHERIDAN, DAVID JEFFREY	4,598.20	80.00	.00	.00	.00	.00	.00	175.00	.00	3,127.94
60003	SMITH, ELIZABETH A.	2,034.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,362.97
Total CITY MANAGER:											
		4	11,875.00	320.00	.00	.00	.00	.00	175.00	.00	8,101.34
30980	STRONER, BRIAN M.	2,608.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,822.23
Total ENVIRONMENTAL/SAFETY:											
		1	2,608.80	80.00	.00	.00	.00	.00	.00	.00	1,822.23
61164	BONJOUR, KARYL K.	2,093.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,374.24
61180	GRIMSHAW, STACY M.	1,501.60	80.00	.00	.00	.00	.00	.00	.00	.00	918.53
61190	NERLAND, DEDRA R.	1,542.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,080.02
61163	PEVESTORF, ELIZABETH J.	1,770.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,278.33
30329	WOLFGAM, DOREEN A.	2,881.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,986.65
Total FINANCE OFFICE:											
		5	9,789.60	400.00	.00	.00	.00	.00	.00	.00	6,635.77
40857	DOOLITTLE, KENDALL J.	25.00	.00	.00	.00	.00	.00	25.00	.00	21.44	.00
41263	ESTLUND, JEROMY J.	2,266.78	118.00	.00	.00	.00	.00	.00	.00	.00	1,619.10
41395	FEICKERT, DAKOTA L.	126.00	9.00	.00	.00	.00	.00	.00	.00	.00	107.03
41038	FERGUSON, WILLIAM M.	25.00	.00	.00	.00	.00	.00	25.00	.00	21.44	.00
41300	FOX, JEFFREY A.	35.00	.00	.00	.00	.00	.00	35.00	.00	.00	32.32
41438	FRAKES, JUSTIN M.	25.00	.00	.00	.00	.00	.00	25.00	.00	.00	23.09
41432	HANSON, STEVEN M.	80.00	.00	.00	.00	.00	.00	80.00	.00	.00	73.88
40971	HAYES, BRANDON W.	2,320.64	112.00	.00	.00	.00	.00	.00	.00	.00	1,653.47
41445	HAYES, HARRISON W.	371.00	24.00	.00	.00	.00	.00	35.00	.00	342.62	.00
41441	HAYES, HUNTER W.	25.00	.00	.00	.00	.00	.00	25.00	.00	23.09	.00
40031	HOLST, RONALD W	25.00	.00	.00	.00	.00	.00	25.00	.00	21.44	.00
41192	JESSEN, PHILLIP N.	259.00	16.00	.00	.00	.00	.00	35.00	.00	209.49	.00
41200	MADSEN, TODD M	25.00	.00	.00	.00	.00	.00	25.00	.00	.00	21.44
41490	MCKIBBAN, JACOB D.	200.00	.00	.00	.00	.00	.00	200.00	.00	.00	177.32
41219	SOWLE JR., ANDREW W.	2,505.88	118.00	.00	.00	.00	.00	.00	82.16	.00	1,687.34
41400	STANSFIELD, CHARLES T.	2,844.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,921.17
41029	STEWART, EARL L	25.00	.00	.00	.00	.00	.00	25.00	.00	.00	23.09
41485	THUMMA, AMANDA L.	25.00	.00	.00	.00	.00	.00	25.00	.00	23.09	.00
41088	TOLLE, PAUL A.	25.00	.00	.00	.00	.00	.00	25.00	.00	21.44	.00
41216	WEINSCHENK, KENRIC J	25.00	.00	.00	.00	.00	.00	25.00	.00	.00	23.09
41213	WILLIAMS, ZACHARY W.	25.00	.00	.00	.00	.00	.00	25.00	.00	.00	21.44
40815	WILLS, DON H.	45.00	.00	.00	.00	.00	.00	45.00	.00	38.59	.00
41340	YOUNGDALE, COLE C.	25.00	.00	.00	.00	.00	.00	25.00	.00	23.09	.00
41270	ZEHNER, DONALD F.	25.00	.00	.00	.00	.00	.00	25.00	.00	.00	23.09
Total FIRE DEPARTMENT:											
		24	11,378.30	477.00	.00	.00	.00	755.00	82.16	745.73	7,406.87
61235	SIMPSON, CORY L.	1,740.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,214.00

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
Total INSPECTION:											
		1	1,740.00	80.00	.00	.00	.00	.00	.00	.00	1,214.00
31210	BARNES, DERRICK S.	2,292.48	87.00	.00	.00	.00	.00	.00	.00	.00	1,540.46
31185	CASEY, DANA R.	2,608.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,784.34
31190	DAYTON, BRYAN K.	2,589.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,807.07
30678	DICKINSON, ADAM L.	3,512.60	90.00	.00	115.80	.00	.00	.00	.00	.00	2,363.76
31208	HUGHES, NATHAN R.	2,108.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,470.67
31184	MOURTON, RUSSELL E.	2,609.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,471.36
31186	ORTON, RYAN D.	2,608.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,687.28
30918	PARKHILL, MARTY E.	2,842.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,948.84
31077	PETERSBURG, RYAN W.	2,840.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,624.79
Total LINE DEPARTMENT:											
		9	24,011.48	737.00	.00	115.80	.00	.00	.00	.00	15,698.57
30976	MADSEN, TODD M.	1,867.32	90.00	.00	61.56	.00	.00	.00	.00	.00	1,338.63
31188	PASCHKE, RODNEY A.	1,580.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,136.02
Total METER DEPARTMENT:											
		2	3,447.33	170.00	.00	61.56	.00	.00	.00	.00	2,474.65
60421	WETZLER, KARLA J.	2,669.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,929.04
Total PLANNING/ZONING:											
		1	2,669.60	80.00	.00	.00	.00	.00	.00	.00	1,929.04
40540	ARENDS, PEGGY J.	2,266.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,417.42
41435	ARONSON, ALISSA A.	1,594.68	72.00	.00	452.40	.00	.00	.00	.00	.00	1,153.69
41360	DURNELL, KAYCE J.	1,511.20	72.00	.00	453.36	.00	.00	.00	.00	.00	1,076.71
41390	NOWELL, TANNER J.	1,601.88	72.00	.00	452.88	.00	.00	.00	.00	.00	1,159.07
41475	RUSH, DEBORAH G.	1,520.80	72.00	.00	451.20	.00	.00	.00	.00	.00	1,032.53
41074	SCHULZ, RHONDA F.	1,782.40	72.00	.00	509.28	.00	.00	.00	.00	.00	1,144.01
41207	WINDSCHITL, JOAN E.	1,696.00	72.00	.00	505.44	.00	.00	.00	.00	.00	1,077.96
Total POLICE DEPARTMENT-D:											
		7	11,973.36	512.00	.00	2,824.56	.00	.00	.00	.00	8,061.39
41430	BASINGER, RYAN A.	2,876.02	99.00	570.60	.00	.00	.00	.00	.00	.00	2,104.03
41191	HOUGE, CLINTON J.	2,417.04	84.00	.00	.00	.00	.00	.00	.00	.00	1,687.78
41453	LEHMAN, MICHEAL L.	2,674.56	96.00	469.44	.00	.00	.00	.00	.00	.00	1,998.29
41465	LOWE, ANDREW T.	3,135.72	108.00	883.44	.00	.00	.00	.00	.00	.00	2,281.72
41479	LUFT, ANTHONY J.	1,889.06	84.00	131.46	.00	.00	.00	.00	.00	.00	1,395.26
41230	MCKINLEY, ERIC K.	2,546.40	84.00	.00	.00	.00	.00	.00	.00	.00	1,842.18
41110	MORK, SHILOH B.	3,019.20	80.00	.00	.00	.00	.00	.00	.00	.00	2,007.60
41471	MOURLAM, DALTON G.	2,329.94	87.00	110.34	.00	.00	.00	.00	.00	.00	1,712.95
41225	PRITCHARD, BRANDON D.	3,219.36	96.00	.00	.00	663.36	.00	.00	.00	.00	2,270.27
41482	RICHARDSON, COLT A.	2,641.20	100.00	131.46	.00	525.84	.00	.00	.00	.00	1,994.71
41426	ROSE, DYLAN M.	2,204.44	84.00	.00	.00	.00	.00	.00	.00	.00	1,531.47
41450	THUMMA, STEVEN L.	2,288.80	88.00	152.16	.00	.00	.00	.00	.00	.00	1,234.59
Total POLICE DEPARTMENT-O:											
		12	31,241.74	1,090.00	2,448.90	.00	1,189.20	.00	.00	.00	22,060.85
81291	ASKLUND, ANTHONY T.	915.56	64.25	.00	.00	.00	.00	.00	.00	.00	753.93

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
50891	BAUER, LANNY R.	2,288.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,557.41
81672	CRYSTAL, EVERETT T.	882.00	72.00	.00	.00	.00	.00	.00	.00	.00	726.05
81697	FARO, FRANK L.	480.00	40.00	.00	.00	.00	.00	.00	.00	.00	429.28
70980	HARMS, BRIAN K.	1,546.41	80.00	.00	.00	.00	.00	.00	.00	.00	1,140.73
81696	HOOKER, TERRY E.	732.00	61.00	.00	.00	.00	.00	.00	.00	649.01	.00
70975	LESHER, BREANNE M.	1,968.81	80.00	.00	.00	.00	.00	.00	.00	.00	1,247.08
81617	OLSON, NICHOLAS L.	787.50	63.00	.00	.00	.00	.00	.00	.00	597.58	.00
81695	SCHAA, RANDY L.	672.00	56.00	.00	.00	.00	.00	.00	.00	596.60	.00
81662	VASQUEZ, MICHAEL R.	900.00	72.00	.00	.00	.00	.00	.00	.00	.00	669.47
Total PUBLIC GROUNDS:											
		10	11,173.08	668.25	.00	.00	.00	.00	.00	1,843.19	6,523.95
61200	ALCAZAR, MATTHEW D.	1,959.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,370.58
61068	HISLER, KATHY J.	675.00	45.00	.00	.00	.00	.00	.00	.00	.00	497.13
20025	WETZLER, KENNETH L.	3,270.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,996.85
Total PUBLIC WORKS:											
		3	5,904.60	205.00	.00	.00	.00	.00	.00	.00	3,864.56
81575	FLAWS, HALEY M.	253.00	23.00	.00	.00	.00	.00	.00	.00	217.73	.00
70100	FLAWS, LARRY J.	2,353.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,551.64
81649	GALLENINE, MORGAN R.	351.00	39.00	.00	.00	.00	.00	.00	.00	296.67	.00
70107	GLASCOCK, MARK A.	1,675.64	81.00	.00	30.84	.00	.00	.00	.00	.00	1,132.01
81602	HARFST, MAXWELL K.	275.00	25.00	.00	.00	.00	.00	.00	.00	.00	221.51
81479	MC KENZIE, JERRY L.	562.50	45.00	.00	.00	.00	.00	.00	.00	.00	367.60
81673	MCKEE, BRONWYN E.	341.25	39.00	.00	.00	.00	.00	.00	.00	295.63	.00
81689	NELSEN, DENISE L.	652.50	45.00	.00	.00	.00	.00	.00	.00	.00	526.16
81665	PRUISMANN, LINDA A.	621.86	40.25	.00	.00	.00	.00	.00	.00	.00	474.37
81583	VOGELBACHER, SARAH A.	360.75	37.00	.00	.00	.00	.00	.00	.00	.00	333.15
81650	WILLSON, JACOB B.	346.50	38.50	.00	.00	.00	.00	.00	.00	292.97	.00
Total RECREATION:											
		11	7,793.60	492.75	.00	30.84	.00	.00	.00	1,103.00	4,606.44
51187	BAHRENFUSS, BRANDON D.	2,734.42	83.00	.00	145.62	.00	.00	.00	.00	.00	1,882.16
51178	DOOLITTLE, DAN L	880.00	40.00	.00	.00	.00	.00	.00	.00	.00	690.63
51189	MACRUNNEL, MATTHEW A.	1,736.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,238.97
51200	MCKIBBAN, JACOB D.	1,734.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,233.52
31195	PETERSON, RICK E.	1,919.29	88.00	.00	.00	.00	.00	.00	.00	.00	1,325.78
51190	RATCLIFF, BRETT D.	1,900.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,253.84
51195	RODEN, JACOB J.	1,734.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,187.85
51184	WILLIAMS, ZACHARY W.	2,080.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,423.98
51124	ZIEGENBEIN, TIMOTHY L.	2,182.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,447.22
Total STREET DEPARTMENT:											
		9	16,901.71	691.00	.00	145.62	.00	.00	.00	.00	11,683.95
30772	DINGMAN, CHAD M.	2,103.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,555.09
30977	JACKSON, JEFFREY S.	2,159.24	88.00	.00	.00	.00	.00	.00	.00	.00	1,456.79
31179	WEST, JOHN A.	1,872.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,339.11
Total WASTEWATER:											
		3	6,134.44	248.00	.00	.00	.00	.00	.00	.00	4,350.99
31189	CHAMBERS, TODD A.	2,134.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,427.74

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-00 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-00 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-00 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
31191	DANIELSON, TIMOTHY E.	3,341.36	88.00	.00	.00	.00	.00	.00	.00	.00	2,287.13
30358	JOHNSTON, GEORGE A.	1,986.62	80.00	.00	.00	.00	.00	.00	.00	1,240.65	.00
31215	KNOWLES, NICHOLAS A.	2,320.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,575.67
Total WATER PLANT:		4	9,782.38	328.00	.00	.00	.00	.00	.00	1,240.65	5,290.74
Grand Totals:		107	169,885.02	6,659.00	2,448.90	3,178.38	1,189.20	.00	755.00	257.16	4,932.57

RESOLUTION NO. 2020 -

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

That we, the City Council of the City of Webster City, Iowa, having examined bills aggregating the sum of \$1,338,167.76 presented herewith, hereby approve said bills, and the City Clerk is hereby authorized to issue warrants in payment of the same.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
RUAN, INCORPORATED (6862)							
39918	1	Invoice	T10610 - MONTHLY VEHICLE LEASE	06/01/2020	1,547.23	12/20	100-41-21-5110-510
39918	2	Invoice	T10611 - MONTHLY VEHICLE LEASE	06/01/2020	1,212.49	12/20	100-41-21-5110-510
39918	3	Invoice	T10612 - MONTHLY VEHICLE LEASE	06/01/2020	1,230.61	12/20	100-41-21-5110-510
Total 39918:					3,990.33		
Total RUAN, INCORPORATED (6862):					3,990.33		
Total 06/04/2020:					3,990.33		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
PROGRESSIVE STRUCTURES (6854)							
PYMT #2-FIN	1	Invoice	2019 MILLARDS LN BOX CULVERT REPLACE	10/21/2019	798.00	12/20	528-23-30-5310-299
Total PYMT #2-FINAL					798.00		
Total PROGRESSIVE STRUCTURES (6854)					798.00		
Total 06/09/2020					798.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
NORTH IOWA MUNICIPAL ELECTRIC (706)							
060520	1	Invoice	PURCHASED POWER - MAY 2020	06/05/2020	566,742.12	12/20	601-23-50-5555-233
Total 060520:					566,742.12		
Total NORTH IOWA MUNICIPAL ELECTRIC (706):					566,742.12		
Total 06/10/2020:					566,742.12		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
A & T AUTO TRUCK CENTER, INC. (5801)							
050820	1	Invoice	SERVICE TRUCK #12	05/08/2020	20.38	12/20	601-23-80-5935-227
050820	2	Invoice	SERVICE TRUCK #12	05/08/2020	20.37	12/20	602-23-80-5935-227
Total 050820:					40.75		
Total A & T AUTO TRUCK CENTER, INC. (5801):					40.75		
ACCU JET SEWER AND DRAIN CLEANING (5369)							
4835	1	Invoice	CLEAN & TELEWISE SANITARY SEWERS	05/27/2020	11,780.00	12/20	603-23-71-5673-229
Total 4835:					11,780.00		
Total ACCU JET SEWER AND DRAIN CLEANING (5369):					11,780.00		
AFLAC, INC. (20)							
208526	1	Invoice	AFLAC PREMIUMS	06/09/2020	2,418.81	12/20	902-11215
Total 208526:					2,418.81		
Total AFLAC, INC. (20):					2,418.81		
AGSOURCE (4458)							
2020051210	1	Invoice	POOL WATER TEST	05/31/2020	13.50	12/20	100-22-42-5233-299
Total 2020051210839:					13.50		
Total AGSOURCE (4458):					13.50		
ALEX AIR APPARATUS (6481)							
INV-41667	1	Invoice	HOSE/HANDLES/GLOVES-DNR GRANT	05/29/2020	1,495.85	12/20	100-21-22-5140-311
Total INV-41667:					1,495.85		
Total ALEX AIR APPARATUS (6481):					1,495.85		
ARNOLD MOTOR SUPPLY (68)							
26CR003263	1	Invoice	RETURN BREAK AWAY CABLE	05/28/2020	3.64	12/20	601-23-52-5588-318
Total 26CR003263:					3.64		
26NV032353	1	Invoice	DEEP CYCLE BATTERY	05/21/2020	111.27	12/20	601-23-52-5935-315
Total 26NV032353:					111.27		
26NV032661	1	Invoice	BREAK AWAY CABLE	05/28/2020	3.64	12/20	601-23-52-5588-318
Total 26NV032661:					3.64		
26NV032702	1	Invoice	MUFFLER CLAMP #33	05/28/2020	4.02	12/20	100-21-22-5140-227
Total 26NV032702:					4.02		
Total ARNOLD MOTOR SUPPLY (68):					115.29		
BLACK HILLS ENERGY (3466)							
2074931097	1	Invoice	GAS UTILITY/CEMETERY	05/21/2020	89.24	12/20	100-23-42-5371-234

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 2074931097 05/21/20:					89.24		
6886529163	1	Invoice	GAS UTILITY/OD POOL	05/22/2020	35.03	12/20	100-22-42-5242-234
Total 6886529163 05/22/20:					35.03		
7824805624	1	Invoice	GAS UTILITY/WWTP	05/26/2020	79.58	12/20	603-23-70-5642-234
Total 7824805624 05/26/20:					79.58		
9634407409	1	Invoice	GAS UTILITY/STREET DEPT	05/22/2020	39.43	12/20	204-23-30-5310-234
Total 9634407409 05/22/20:					39.43		
Total BLACK HILLS ENERGY (3466):					243.28		
BOLTON & MENK INC. (106)							
0250143	1	Invoice	ENG - WASTEWATER DESIGN-FACILITY IMP	04/30/2020	3,437.50	12/20	603-23-70-5652-860
Total 0250143:					3,437.50		
Total BOLTON & MENK INC. (106):					3,437.50		
BOMGAARS (5165)							
62588571	1	Invoice	DISINFECTANT SPRAYER (playground equipm	05/21/2020	171.97	12/20	100-22-42-5222-318
Total 62588571:					171.97		
62591279	1	Invoice	BITS & HOSE	05/20/2020	114.21	12/20	601-23-52-5588-318
Total 62591279:					114.21		
62591367	1	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	4.71	12/20	100-24-36-5480-310
62591367	2	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	3.36	12/20	601-23-36-5480-310
62591367	3	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	2.69	12/20	602-23-36-5480-310
62591367	4	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	2.69	12/20	603-23-36-5480-310
Total 62591367:					13.45		
62591479	1	Invoice	3/8" RATCHET	05/21/2020	27.99	12/20	601-23-52-5588-311
Total 62591479:					27.99		
62592104	1	Invoice	2-1/2" HOLE SAW	05/22/2020	10.99	12/20	601-23-52-5588-311
Total 62592104:					10.99		
62592250	1	Invoice	SPRING EXTN	05/22/2020	23.99	12/20	602-23-61-5642-318
Total 62592250:					23.99		
62593856	1	Invoice	MISC SUPPLIES	05/26/2020	42.68	12/20	100-22-42-5210-318
Total 62593856:					42.68		
62593873	1	Invoice	LASER LEVEL	05/26/2020	349.99	12/20	601-23-52-5588-311
62593873	2	Invoice	FASTENERS	05/26/2020	16.99	12/20	601-23-52-5588-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 62593873:					366.98		
62594892	1	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	6.57	12/20	100-24-36-5480-310
62594892	2	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	4.71	12/20	601-23-36-5480-310
62594892	3	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	3.77	12/20	602-23-36-5480-310
62594892	4	Invoice	SNAP HOOKS TO HANG PLEXIGLASS	05/28/2020	3.78	12/20	603-23-36-5480-310
Total 62594892:					18.83		
62595182	1	Invoice	GLOVE & ANCHOR RINGS	05/29/2020	29.46	12/20	204-23-30-5320-314
Total 62595182:					29.46		
62597543	1	Invoice	HYDROSTATIC FLUID & DETERGENT	06/02/2020	18.48	12/20	603-23-70-5642-318
Total 62597543:					18.48		
62597817	1	Invoice	VARIETY OF FASTENERS	06/03/2020	76.97	12/20	204-23-30-5310-318
Total 62597817:					76.97		
Total BOMGAARS (5165):					916.00		
BROWN SUPPLY COMPANY, INC. (122)							
101603	1	Invoice	2 # 4" HYMAX COUPLERS	05/19/2020	385.96	12/20	602-23-62-5662-318
Total 101603:					385.96		
Total BROWN SUPPLY COMPANY, INC (122):					385.96		
CAPITAL SANITARY SUPPLY (6096)							
C302300A	1	Invoice	DISINFECTANT WIPES	06/03/2020	17.42	12/20	100-24-36-5480-318
C302300A	2	Invoice	DISINFECTANT WIPES	06/03/2020	12.44	12/20	601-23-36-5480-318
C302300A	3	Invoice	DISINFECTANT WIPES	06/03/2020	9.96	12/20	602-23-36-5480-318
C302300A	4	Invoice	DISINFECTANT WIPES	06/03/2020	9.95	12/20	603-23-36-5480-318
Total C302300A:					49.77		
C302886A	2	Invoice	DISPENSER/SANITIZER	06/03/2020	22.25	12/20	100-24-36-5480-318
C302886A	3	Invoice	DISPENSER/SANITIZER	06/03/2020	15.90	12/20	601-23-36-5480-318
C302886A	4	Invoice	DISPENSER/SANITIZER	06/03/2020	12.71	12/20	602-23-36-5480-318
C302886A	5	Invoice	DISPENSER/SANITIZER	06/03/2020	12.71	12/20	603-23-36-5480-318
Total C302886A:					63.57		
C303031C	2	Invoice	DISINFECTANT WIPES	06/03/2020	17.41	12/20	100-24-36-5480-318
C303031C	3	Invoice	DISINFECTANT WIPES	06/03/2020	12.44	12/20	601-23-36-5480-318
C303031C	4	Invoice	DISINFECTANT WIPES	06/03/2020	9.96	12/20	602-23-36-5480-318
C303031C	5	Invoice	DISINFECTANT WIPES	06/03/2020	9.96	12/20	603-23-36-5480-318
Total C303031C:					49.77		
C303369A	1	Invoice	FULLER HALL CLEANING SUPPLIES	06/03/2020	99.54	12/20	100-22-42-5233-318
Total C303369A:					99.54		
C304090B	1	Invoice	B/O TERI WIPES	05/20/2020	76.95	12/20	100-23-42-5371-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total C304090B:					76.95		
C307412	1	Invoice	FULLER HALL CLEANING SUPPLIES	05/27/2020	116.79	12/20	100-22-42-5233-318
Total C307412:					116.79		
C307868	1	Invoice	SOAP/TOWELS/CLEANER	06/03/2020	66.41	12/20	100-24-36-5480-318
C307868	2	Invoice	SOAP/TOWELS/CLEANER	06/03/2020	47.44	12/20	601-23-36-5480-318
C307868	3	Invoice	SOAP/TOWELS/CLEANER	06/03/2020	37.95	12/20	602-23-36-5480-318
C307868	4	Invoice	SOAP/TOWELS/CLEANER	06/03/2020	37.94	12/20	603-23-36-5480-318
Total C307868:					189.74		
C308143	1	Invoice	FULLER HALL CLEANING SUPPLIES	06/03/2020	131.12	12/20	100-22-42-5233-318
Total C308143:					131.12		
C308148	1	Invoice	OUTDOOR PLAYGROUND DISINFECTANT	06/03/2020	88.66	12/20	100-22-42-5222-318
Total C308148:					88.66		
Total CAPITAL SANITARY SUPPLY (6096):					865.91		
CARD SERVICES (140)							
0000 06/01/2	1	Invoice	LAB SUPPLIES	06/01/2020	85.58	12/20	603-23-70-5642-319
0000 06/01/2	2	Invoice	CLEANING SUPPLIES/LINE DEPT	06/01/2020	27.71	12/20	601-23-52-5588-318
0000 06/01/2	3	Invoice	CLEANING SUPPLIES/LINE DEPT	06/01/2020	22.95	12/20	601-23-52-5588-318
0000 06/01/2	4	Invoice	BELTS & FILTER FOR MOWER	06/01/2020	96.27	12/20	602-23-61-5935-314
Total 0000 06/01/20:					232.51		
0002 06/01/2	1	Invoice	HANDICAP SHOWER BENCH	06/01/2020	57.69	12/20	100-22-42-5233-318
Total 0002 06/01/20:					57.69		
0004 06/01/2	1	Invoice	THERMOMETERS/COVID-19	06/01/2020	68.21	12/20	100-24-12-5430-316
0004 06/01/2	2	Invoice	THERMOMETERS/COVID-19	06/01/2020	106.45	12/20	601-23-81-5921-316
0004 06/01/2	3	Invoice	THERMOMETERS/COVID-19	06/01/2020	26.36	12/20	602-23-81-5921-316
0004 06/01/2	4	Invoice	THERMOMETERS/COVID-19	06/01/2020	26.35	12/20	603-23-81-5921-316
Total 0004 06/01/20:					227.37		
0197 06/01/2	1	Invoice	CD READER/MARKERS/PENS	06/01/2020	120.30	12/20	100-21-22-5140-316
0197 06/01/2	2	Invoice	PARTS FOR VACUUM REPAIR	06/01/2020	37.92	12/20	100-21-22-5140-318
0197 06/01/2	3	Invoice	RADIO STRAPS/DNR GRANT	06/01/2020	165.97	12/20	100-21-22-5140-515
Total 0197 06/01/20:					324.19		
0205 06/01/2	1	Invoice	BODY ARMOR VEST	06/01/2020	173.56	12/20	100-21-21-5110-312
0205 06/01/2	2	Invoice	10-ROUND MAGAZINES	06/01/2020	153.47	12/20	100-21-21-5110-231
0205 06/01/2	3	Invoice	ANTENNA CAR #5	06/01/2020	55.84	12/20	100-21-21-5110-314
0205 06/01/2	4	Invoice	HANDBOOK OF IOWA LAWS	06/01/2020	21.49	12/20	100-21-21-5110-318
0205 06/01/2	5	Invoice	MISC CASES	06/01/2020	139.80	12/20	100-21-21-5110-312
0205 06/01/2	6	Invoice	CIGARETTE LIGHTER POWER ADAPTER	06/01/2020	18.10	12/20	100-21-21-5110-318
0205 06/01/2	7	Invoice	MOBILE POWER CORD ASSEMBLY	06/01/2020	20.44	12/20	100-21-21-5110-318
0205 06/01/2	8	Invoice	USB PROGRAMMING CABLE	06/01/2020	27.77	12/20	100-21-21-5110-318
0205 06/01/2	9	Invoice	ALUMINUM BATON	06/01/2020	74.85	12/20	100-21-21-5110-231

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
0205 06/01/2	10	Invoice	MOTOROLA FACEPLATE/CAR #1	06/01/2020	77.20	12/20	100-21-21-5110-314
0205 06/01/2	11	Invoice	HELMET CHIN STRAP	06/01/2020	7.44	12/20	100-21-21-5110-312
0205 06/01/2	12	Invoice	RIOT FACE SHIELD	06/01/2020	19.06	12/20	100-21-21-5110-312
0205 06/01/2	13	Invoice	DUTY HOLSTER	06/01/2020	61.75	12/20	100-21-21-5110-312
0205 06/01/2	14	Invoice	S&W FACTORY GRIPS PIN	06/01/2020	9.91	12/20	100-21-21-5110-312
0205 06/01/2	15	Invoice	RECOIL SPRING	06/01/2020	12.81	12/20	100-21-21-5110-312
0205 06/01/2	16	Invoice	S&W FACTORY GRIPS STRAIGHT	06/01/2020	20.03	12/20	100-21-21-5110-312
0205 06/01/2	17	Invoice	LOCK HOLE BELT HOLSTER	06/01/2020	57.29	12/20	100-21-21-5110-318
0205 06/01/2	18	Invoice	TACTICAL BODY ARMOR CARRIER	06/01/2020	206.28	12/20	100-21-21-5110-318
0205 06/01/2	19	Invoice	11-ROUND FACTORY MAGAZINE	06/01/2020	168.44	12/20	100-21-21-5110-231
0205 06/01/2	20	Invoice	DUTY HOLSTER	06/01/2020	146.22	12/20	100-21-21-5110-231
0205 06/01/2	21	Invoice	11-ROUND GOOD TO VT STS MAGAZINE	06/01/2020	109.94	12/20	100-21-21-5110-231
0205 06/01/2	22	Invoice	ZIPPERED PADFOLIO	06/01/2020	35.57	12/20	100-21-21-5110-316
0205 06/01/2	23	Invoice	HANDCUFF CASES (6)	06/01/2020	34.65	12/20	100-21-21-5110-312
Total 0205 06/01/20:					1,651.91		
Total CARD SERVICES (140):					2,493.67		
CARRICO AQUATIC RESOURCES (6820)							
20201755	1	Invoice	OUTDOOR POOL CHEMICALS	05/14/2020	5,763.71	12/20	100-22-42-5242-318
Total 20201755:					5,763.71		
Total CARRICO AQUATIC RESOURCES (6820):					5,763.71		
CASADY BROTHERS IMP. (145)							
58657W	1	Invoice	CREDIT FOR EXCHANGE INV#58653	02/25/2020	2.14-	12/20	601-23-52-5588-318
Total 58657W:					2.14-		
59662W	1	Invoice	OIL FILTERS & CHAIN	05/13/2020	86.65	12/20	100-23-42-5371-314
59662W	2	Invoice	BELTS & BLADES	05/13/2020	341.30	12/20	100-22-42-5210-314
Total 59662W:					427.95		
59734W	1	Invoice	HYDRAULIC FLUID	05/19/2020	27.90	12/20	603-23-70-5642-318
Total 59734W:					27.90		
59769W	1	Invoice	STARTER / WATER PLANT	05/21/2020	44.86	12/20	602-23-61-5642-318
Total 59769W:					44.86		
59817W	1	Invoice	OIL/AIR/FUEL FILTERS	05/26/2020	118.66	12/20	100-22-42-5210-314
59817W	2	Invoice	OIL	05/26/2020	92.10	12/20	100-22-42-5210-315
Total 59817W:					210.76		
59980W	1	Invoice	SWITCH & BLADES (WW)	06/01/2020	88.80	12/20	603-23-70-5642-318
Total 59980W:					88.80		
Total CASADY BROTHERS IMP. (145):					798.13		
CEMSTONE CONCRETE MATERIALS, LLC (6320)							
C2173000	1	Invoice	CONCRETE - WATER MAIN MAINT (BANK ST	05/07/2020	605.00	12/20	602-23-62-5662-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total C2173000:					605.00		
C2173037	1	Invoice	CONCRETE - WATER MAIN MAINT	05/08/2020	392.50	12/20	602-23-62-5662-318
Total C2173037:					392.50		
Total CEMSTONE CONCRETE MATERIALS, LLC (6320):					997.50		
CENTRAL TRUST BANK (6350)							
052920	1	Invoice	LEASE PYMT #4 FOR CIS SOFTWARE	05/29/2020	39,406.83	12/20	100-41-21-5110-515
Total 052920					39,406.83		
Total CENTRAL TRUST BANK (6350):					39,406.83		
CENTURY LINK (4614)							
832-2525 05/	1	Invoice	PHONE SERVICE-SENIOR CENTER	05/22/2020	137.32	12/20	100-22-42-5280-230
Total 832-2525 05/22/20:					137.32		
832-9133 05/	1	Invoice	FIRE DEPT FAX LINE	05/22/2020	68.99	12/20	100-21-22-5140-230
Total 832-9133 05/22/20:					68.99		
832-9166 05/	1	Invoice	PHONE SERVICE - POLICE DEPT	05/22/2020	291.76	12/20	100-21-21-5110-230
Total 832-9166 05/22/20:					291.76		
832-9190 05/	1	Invoice	PHONE SERVICE-OD POOL	05/22/2020	60.99	12/20	100-22-42-5242-230
Total 832-9190 05/22/20:					60.99		
E65-4065 06/	1	Invoice	ALARM CIRCUIT LINE	06/01/2020	148.00	12/20	100-21-22-5140-230
Total E65-4065 06/01/20					148.00		
Total CENTURY LINK (4614):					707.06		
CHIZEK LAW OFFICE (5715)							
052220+	1	Invoice	COSTS ADVANCED/RECORD QCD BLAKES	05/22/2020	40.00	12/20	536-23-30-5310-299
052220+	2	Invoice	COSTS ADVANCED/RECORD AFFIDAVIT-TIM	05/22/2020	35.00	12/20	100-21-18-5190-214
Total 052220+:					75.00		
Total CHIZEK LAW OFFICE (5715):					75.00		
CI CONCRETE INC. (6909)							
187385	1	Invoice	CONCRETE - WATER MAIN MAINT - GEORG	05/15/2020	438.61	12/20	602-23-62-5662-318
Total 187385					438.61		
Total Ci CONCRETE INC. (6909):					438.61		
CITY OF WEBSTER CITY (176)							
05/26/20 PLA	1	Invoice	CITY UTILITIES/PLAZA	05/26/2020	42.34	12/20	100-23-36-5393-233
05/26/20 PLA	2	Invoice	CITY UTILITIES/PLAZA	05/26/2020	42.33	12/20	601-23-36-5393-233

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 05/26/20 PLAZA:					84.67		
05/26/20 SH	1	Invoice	CITY UTILITIES/WEST TWIN SHELTER	05/26/2020	85.00	12/20	100-22-42-5222-233
Total 05/26/20 SHELTER:					85.00		
05/26/20 WE	1	Invoice	CITY UTILITIES - WELL #8	05/26/2020	2,121.23	12/20	602-23-60-5601-233
Total 05/26/20 WELL #8:					2,121.23		
052620	1	Invoice	CITY UTILITIES	05/26/2020	478.12	12/20	100-24-36-5480-233
052620	2	Invoice	CITY UTILITIES	05/26/2020	341.48	12/20	601-23-36-5480-233
052620	3	Invoice	CITY UTILITIES	05/26/2020	273.21	12/20	602-23-36-5480-233
052620	4	Invoice	CITY UTILITIES	05/26/2020	273.21	12/20	603-23-36-5480-233
052620	5	Invoice	CITY UTILITIES	05/26/2020	874.15	12/20	100-21-22-5140-233
052620	6	Invoice	CITY UTILITIES	05/26/2020	362.68	12/20	204-23-30-5310-233
052620	7	Invoice	CITY UTILITIES	05/26/2020	833.26	12/20	100-21-30-5120-233
052620	8	Invoice	CITY UTILITIES	05/26/2020	183.69	12/20	602-23-62-5662-233
052620	9	Invoice	CITY UTILITIES	05/26/2020	642.20	12/20	603-23-71-5662-233
052620	10	Invoice	CITY UTILITIES	05/26/2020	16,123.43	12/20	603-23-70-5642-233
052620	11	Invoice	CITY UTILITIES	05/26/2020	10,068.71	12/20	100-21-30-5160-233
052620	12	Invoice	CITY UTILITIES	05/26/2020	267.78	12/20	100-22-42-5221-233
052620	13	Invoice	CITY UTILITIES	05/26/2020	305.45	12/20	100-22-42-5210-233
052620	14	Invoice	CITY UTILITIES	05/26/2020	26.56	12/20	100-22-42-5210-233
052620	15	Invoice	CITY UTILITIES	05/26/2020	361.28	12/20	100-22-42-5222-233
052620	16	Invoice	CITY UTILITIES	05/26/2020	1,588.53	12/20	100-22-42-5233-233
052620	17	Invoice	CITY UTILITIES	05/26/2020	467.43	12/20	100-23-42-5371-233
052620	18	Invoice	CITY UTILITIES	05/26/2020	5,857.19	12/20	602-23-60-5601-233
052620	19	Invoice	CITY UTILITIES	05/26/2020	118.47	12/20	601-23-51-5586-233
052620	20	Invoice	CITY UTILITIES	05/26/2020	122.06	12/20	601-23-52-5588-233
052620	21	Invoice	CITY UTILITIES	05/26/2020	118.47	12/20	601-23-52-5586-233
052620	22	Invoice	CITY UTILITIES	05/26/2020	431.42	12/20	100-22-42-5242-233
052620	23	Invoice	CITY UTILITIES	05/26/2020	1,927.40	12/20	602-23-61-5642-233
052620	24	Invoice	CITY UTILITIES	05/26/2020	211.97	12/20	100-23-43-5361-233
052620	25	Invoice	CITY UTILITIES	05/26/2020	730.27	12/20	100-22-42-5280-233
052620	26	Invoice	CITY UTILITIES	05/26/2020	360.48	12/20	100-21-22-5140-233
Total 052620:					43,348.90		
Total CITY OF WEBSTER CITY (176):					45,639.80		
CLARION EVENTS, INC. (7069)							
4034 969864	1	Invoice	FIRE TRAINING VIDEOS	05/28/2020	336.75	12/20	100-21-22-5140-231
Total 4034-969864:					336.75		
Total CLARION EVENTS, INC. (7069):					336.75		
CONFERENCE TECHNOLOGIES, INC. (5644)							
ST20100010	1	Invoice	MEDIA ROOM-REPAIRS/PARTS	06/09/2020	2,192.06	12/20	100-22-12-5370-299
ST20100010	2	Invoice	MEDIA ROOM-REPAIRS/PARTS	06/09/2020	57.56	12/20	100-22-12-5370-299
Total ST201000104:					2,249.62		
Total CONFERENCE TECHNOLOGIES, INC. (5644):					2,249.62		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
COUNSEL OFFICE & DOCUMENT (3995)							
34AR473596	1	Invoice	COPIER MAINTENANCE/COPY CHARGES-FH	05/19/2020	69.57	12/20	100-22-42-5233-299
Total 34AR473596					69.57		
Total COUNSEL OFFICE & DOCUMENT (3995):					69.57		
CRESCENT ELECTRIC SUPPLY (203)							
S507872217	1	Invoice	2 = 2"PVC EXPANSION	05/18/2020	38.02	12/20	601-23-52-5588-318
S507872217	2	Invoice	10 = 2" STRUT CLAMPS	05/18/2020	15.16	12/20	601-23-52-5588-318
S507872217	3	Invoice	1 = 200 AMP METER SOCKET	05/18/2020	239.98	12/20	601-23-52-5588-318
Total S507872217.001:					293.16		
Total CRESCENT ELECTRIC SUPPLY (203):					293.16		
CTS LANGUAGE LINK (6323)							
166815	1	Invoice	TELE LANGUAGE TRANSLATION/PD	06/01/2020	68.70	12/20	100-21-21-5110-318
166815	2	Invoice	TELE LANGUAGE TRANSLATION/UTILITIES	06/01/2020	11.74	12/20	601-23-80-5930-299
Total 166815:					80.44		
Total CTS LANGUAGE LINK (6323):					80.44		
CULLIGAN FORT DODGE (207)							
052020	1	Invoice	AIRPORT-SOFT WATER SERVICE	05/20/2020	138.09	12/20	205-23-45-5372-299
Total 052020:					138.09		
Total CULLIGAN FORT DODGE (207):					138.09		
D & B AGRO SYSTEMS, LTD. (2339)							
18684	1	Invoice	ROOF & GUTTER PROJECT - CEMETERY OF	05/14/2020	49,905.00	12/20	100-23-42-5371-880
Total 18684:					49,905.00		
Total D & B AGRO SYSTEMS, LTD (2339):					49,905.00		
DAILY FREEMAN JOURNAL, INC. (211)							
6038	1	Invoice	PH NOTICE/TAX ABATEMENT	05/08/2020	27.05	12/20	100-24-18-5470-210
Total 6038:					27.05		
6089	1	Invoice	CM 05/18/2020	06/01/2020	328.66	12/20	100-24-14-5435-210
Total 6089:					328.66		
Total DAILY FREEMAN JOURNAL, INC. (211):					355.71		
ELECTRONIC ENGINEERING-D M (260)							
552002288	1	Invoice	WORK ON PHONE LINE	05/27/2020	295.00	12/20	100-21-22-5140-299
Total 552002288:					295.00		
Total ELECTRONIC ENGINEERING-D M (260):					295.00		
ESO SOLUTIONS, INC. (6616)							
ESO-35215	1	Invoice	FIREHOUSE SOFTWARE	06/01/2020	1,854.00	12/20	100-21-22-5140-215

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total ESO-35215:					1,854.00		
Total ESO SOLUTIONS, INC. (6616):					1,854.00		
FLETCHER-REINHARDT COMPANY (305)							
S1221802 00	1	Invoice	10M PREFORMS & JOHNNY BALL INSULATO	05/19/2020	466.52	12/20	601-23-52-5588-318
Total S1221802.001:					466.52		
S1221802 00	1	Invoice	JOHNNY BALL INSULATOR	05/21/2020	118.77	12/20	601-23-52-5588-318
Total S1221802.002:					118.77		
Total FLETCHER-REINHARDT COMPANY (305):					585.29		
FLOWER CART (308)							
88527	1	Invoice	PERPETUAL CARE FLOWERS	05/21/2020	28.53	12/20	400-23-42-5371-310
88527	2	Invoice	PERPETUAL CARE FLOWERS	05/21/2020	28.53	12/20	401-23-42-5371-310
88527	3	Invoice	PERPETUAL CARE FLOWERS	05/21/2020	28.54	12/20	403-23-42-5371-310
Total 88527:					85.60		
Total FLOWER CART (308):					85.60		
GORDON FLESCH COMPANY (6978)							
IN12942509	1	Invoice	CANON/IR C350IF	05/19/2020	12.60	12/20	100-24-14-5435-225
IN12942509	2	Invoice	CANON/IR C350IF	05/19/2020	91.06	12/20	601-23-80-5931-225
IN12942509	3	Invoice	CANON/IR C350IF	05/19/2020	28.02	12/20	602-23-80-5931-225
IN12942509	4	Invoice	CANON/IR C350IF	05/19/2020	8.41	12/20	603-23-80-5931-225
Total IN12942509:					140.09		
IN12946026	1	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	11.40	12/20	100-24-12-5430-225
IN12946026	2	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	31.35	12/20	601-23-81-5931-225
IN12946026	3	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	7.13	12/20	602-23-81-5931-225
IN12946026	4	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	7.13	12/20	603-23-81-5931-225
IN12946026	5	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	5.13	12/20	100-24-14-5435-225
IN12946026	6	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	37.05	12/20	601-23-80-5931-225
IN12946026	7	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	11.40	12/20	602-23-80-5931-225
IN12946026	8	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	3.42	12/20	603-23-80-5931-225
IN12946026	9	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	4.85	12/20	100-24-30-5380-225
IN12946026	10	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	4.84	12/20	601-24-30-5380-225
IN12946026	11	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	4.84	12/20	602-24-30-5380-225
IN12946026	12	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	4.84	12/20	603-24-30-5380-225
IN12946026	13	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	18.81	12/20	100-21-18-5190-225
IN12946026	14	Invoice	XEROX ALTA LINK/AL C8055 H2	05/22/2020	18.81	12/20	100-24-18-5470-225
Total IN12946026:					171.00		
Total GORDON FLESCH COMPANY (6978):					311.09		
HAMILTON COUNTY (366)							
060920	1	Invoice	IT SERVICES/MAY 2020	06/09/2020	1,098.52	12/20	100-24-16-5420-212
060920	2	Invoice	IT SERVICES/MAY 2020	06/09/2020	3,020.93	12/20	601-24-16-5923-212
060920	3	Invoice	IT SERVICES/MAY 2020	06/09/2020	686.58	12/20	602-24-16-5923-212
060920	4	Invoice	IT SERVICES/MAY 2020	06/09/2020	686.58	12/20	603-24-16-5923-212
060920	5	Invoice	CELL PHONE REIMBURSEMENT	06/09/2020	5.00	12/20	100-24-16-5420-230

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
060920	6	Invoice	CELL PHONE REIMBURSEMENT	06/09/2020	13.74	12/20	601-24-16-5921-230
060920	7	Invoice	CELL PHONE REIMBURSEMENT	06/09/2020	3.13	12/20	602-24-16-5921-230
060920	8	Invoice	CELL PHONE REIMBURSEMENT	06/09/2020	3.13	12/20	603-24-16-5921-230
060920	9	Invoice	ICIT MEMBERSHIP	06/09/2020	48.00	12/20	100-24-16-5420-231
060920	10	Invoice	ICIT MEMBERSHIP	06/09/2020	120.00	12/20	601-24-16-5926-231
060920	11	Invoice	ICIT MEMBERSHIP	06/09/2020	36.00	12/20	602-24-16-5926-231
060920	12	Invoice	ICIT MEMBERSHIP	06/09/2020	36.00	12/20	603-24-16-5926-231
Total 060920:					5,757.61		
1048	1	Invoice	EASEMENT/ELECTRICAL CONV 20/21	05/14/2020	37.00	12/20	601-23-52-5588-871
Total 1048:					37.00		
1139	1	Invoice	EASEMENT/2ND STREET	05/21/2020	27.00	12/20	536-23-30-5310-299
Total 1139:					27.00		
Total HAMILTON COUNTY (366):					5,821.61		
HAMILTON COUNTY VETERANS AFFAIRS (6583)							
052220	1	Invoice	VETERAN MARKER REPLACEMENT (we dam	05/22/2020	35.00	12/20	100-23-42-5371-318
Total 052220:					35.00		
Total HAMILTON COUNTY VETERANS AFFAIRS (6583):					35.00		
HANSON, SHAD (6535)							
051720	1	Invoice	ENERGY EFFICIENCY REBATE	05/17/2020	114.50	12/20	601-23-36-5930-979
Total 051720:					114.50		
Total HANSON, SHAD (6535):					114.50		
HAWKINS, INC. (3668)							
4717629	1	Invoice	Chlorine & SODIUM ALUMINATE	05/18/2020	4,384.14	12/20	602-23-61-5641-318
Total 4717629:					4,384.14		
4721348	1	Invoice	Chlorine & SODIUM BISULFITE	05/26/2020	2,712.15	12/20	603-23-70-5641-318
Total 4721348:					2,712.15		
Total HAWKINS, INC. (3668):					7,096.29		
HILPIPRE, COLE (7072)							
1014680205	1	Invoice	CUSTOMER DEPOSIT REFUND	05/28/2020	268.45	12/20	601-21011
Total 1014680205:					268.45		
Total HILPIPRE, COLE (7072):					268.45		
HOLMES MURPHY & ASSOCIATES, LLC (5556)							
544941	1	Invoice	HOLMES MURPHY FEES-JUNE 2020	06/08/2020	2,345.00	12/20	902-11215
Total 544941:					2,345.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total HOLMES MURPHY & ASSOCIATES, LLC (5556):					2,345.00		
inTANDEM (6526)							
2111	1	Invoice	THIS IS IOWA AD MESSAGE/CONTENT	05/14/2020	60.00	12/20	100-23-36-5393-210
2111	2	Invoice	THIS IS IOWA AD MESSAGE/CONTENT	05/14/2020	60.00	12/20	601-23-36-5393-210
Total 2111:					120.00		
2112	1	Invoice	ANNUAL DOMAIN REGISTRATION	05/14/2020	19.99	12/20	601-23-36-5393-299
Total 2112:					19.99		
Total inTANDEM (6526):					139.99		
IOWA PLAINS SIGNING, INC. (487)							
44107	1	Invoice	TRAFFIC LINE PAINTING 62,915 / \$.09 NEW C	05/27/2020	5,662.35	12/20	100-21-30-5120-299
Total 44107:					5,662.35		
Total IOWA PLAINS SIGNING INC (487):					5,662.35		
ITsavvy LLC (5472)							
01188189	1	Invoice	12 EATON BATTERY BACKUP/SURGE PROT	05/21/2020	744.00	12/20	602-23-61-5642-318
Total 01188189:					744.00		
Total ITsavvy LLC (5472):					744.00		
JEO CONSULTING GROUP INC (6285)							
116752	1	Invoice	ENGR AIRPORT REHAB PARALLEL TAXIWAY	05/14/2020	3,193.53	12/20	205-23-45-5372-880
Total 116752:					3,193.53		
116753	1	Invoice	ENGR AIRPORT AIRFIELD PAVEMENT REHA	05/14/2020	3,661.25	12/20	205-23-45-5372-880
Total 116753:					3,661.25		
Total JEO CONSULTING GROUP INC (6285):					6,854.78		
JOHNSTON, WILL (6239)							
052620	1	Invoice	EE REBATE/1125 1ST ST #2	05/26/2020	75.00	12/20	601-23-36-5930-979
052620	2	Invoice	CB A/C REBATE/1125 1ST ST #2	05/26/2020	150.00	12/20	601-23-53-5930-979
Total 052620:					225.00		
Total JOHNSTON, WILL (6239):					225.00		
KQWC RADIO STATION (553)							
20050064	1	Invoice	RECYCLING ADS	05/31/2020	153.00	12/20	100-23-30-5340-235
Total 20050064:					153.00		
Total KQWC RADIO STATION (553):					153.00		
LAMPERT'S (564)							
1348960	1	Invoice	BOX CEILING TILE FOR RSVP	05/14/2020	55.92	12/20	100-22-42-5280-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 1348960					55.92		
1397560	1	Invoice	CAULK & 2x8x20 (WATER MAIN UPDATES)	05/19/2020	113.99	12/20	602-23-62-5662-318
Total 1397560:					113.99		
1412280	1	Invoice	MATERIAL FOR ST#32 (TRAILER)	05/20/2020	303.38	12/20	204-23-30-5310-314
Total 1412280:					303.38		
1429940	1	Invoice	MATERIAL FOR ST#32 (TRAILER)	05/22/2020	62.83	12/20	204-23-30-5310-314
Total 1429940:					62.83		
1455255	1	Invoice	QUIKRETE MIX (STORM)	05/26/2020	35.12	12/20	204-23-30-5330-318
Total 1455255:					35.12		
Total LAMPERT'S (564):					571.24		
LINCOLN NATL LIFE INSURANCE CO (3031)							
060920	1	Invoice	LIFE INSURANCE PREMIUMS	06/09/2020	1,523.58	12/20	902-11215
Total 060920:					1,523.58		
Total LINCOLN NATL LIFE INSURANCE CO (3031):					1,523.58		
MACQUEEN EQUIPMENT (5144)							
P10415	1	Invoice	6=SIDE BROOMS	05/20/2020	956.82	12/20	100-23-30-5350-315
Total P10415					956.82		
Total MACQUEEN EQUIPMENT (5144):					956.82		
MAVERICK MACHINE TOOL (1512)							
7080	1	Invoice	REPAIR THREAD ON SHAFT	05/27/2020	150.00	12/20	602-23-61-5642-299
Total 7080:					150.00		
Total MAVERICK MACHINE TOOL (1512)					150.00		
MENARDS (622)							
26937	1	Invoice	MULCH FOR FIRE STATION	05/29/2020	83.70	12/20	100-21-22-5140-310
Total 26937					83.70		
Total MENARDS (622)					83.70		
MIDAMERICAN ENERGY (629)							
400532077	1	Invoice	BOOSTER STATION ELECTRICITY	06/01/2020	232.18	12/20	602-23-62-5662-237
Total 400532077:					232.18		
Total MIDAMERICAN ENERGY (629):					232.18		
MIDLAND GIS SOLUTIONS, LLC (6658)							
11638	1	Invoice	ANNUAL INTEGRITY GIS WEBSITE HOSTING	06/01/2020	900.00	12/20	100-23-31-5420-299

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
11638	2	Invoice	ANNUAL INTEGRITY GIS WEBSITE HOSTING	06/01/2020	900.00	12/20	601-23-31-5420-299
11638	3	Invoice	ANNUAL INTEGRITY GIS WEBSITE HOSTING	06/01/2020	900.00	12/20	602-23-31-5420-299
11638	4	Invoice	ANNUAL INTEGRITY GIS WEBSITE HOSTING	06/01/2020	900.00	12/20	603-23-31-5420-299
Total 11638:					3,600.00		
11689	1	Invoice	UTILITY GPS/GIS PROJECT ~ ELECTRIC NET	06/02/2020	1,800.00	12/20	601-23-52-5588-871
11689	2	Invoice	UTILITY GPS/GIS PROJECT ~ STORM SEWE	06/02/2020	6,681.00	12/20	204-23-30-5330-880
11689	3	Invoice	UTILITY GPS/GIS PROJECT ~ SIGN INVENTO	06/02/2020	17,765.00	12/20	100-21-30-5120-880
Total 11689:					26,246.00		
Total MIDLAND GIS SOLUTIONS, LLC (6658):					29,846.00		
MISSISSIPPI LIME COMPANY (652)							
1492534	1	Invoice	QUICKLIME 24.7 T	05/28/2020	4,322.50	12/20	602-23-61-5641-318
Total 1492534:					4,322.50		
Total MISSISSIPPI LIME COMPANY (652):					4,322.50		
MOTOROLA SOLUTIONS, INC. (5413)							
8280965029	1	Invoice	VEHICLE CHARGER/REMOTE SPEAKER	05/28/2020	1,280.40	12/20	100-21-21-5110-513
Total 8280965029:					1,280.40		
Total MOTOROLA SOLUTIONS INC (5413)					1,280.40		
MY MED MART (2258)							
051220	1	Invoice	DISPOSABLE MASKS	05/12/2020	44.10	12/20	100-24-36-5480-318
051220	2	Invoice	DISPOSABLE MASKS	05/12/2020	31.50	12/20	601-23-36-5480-318
051220	3	Invoice	DISPOSABLE MASKS	05/12/2020	25.20	12/20	602-23-36-5480-318
051220	4	Invoice	DISPOSABLE MASKS	05/12/2020	25.20	12/20	603-23-36-5480-318
Total 051220:					126.00		
Total MY MED MART (2258):					126.00		
NAPA AUTO PARTS (677)							
895918	1	Invoice	BATTERY FOR ST#30	05/14/2020	156.73	12/20	204-23-30-5310-314
Total 895918:					156.73		
896461	1	Invoice	RV PLUG	05/26/2020	9.86	12/20	601-23-52-5588-318
Total 896461:					9.86		
896949	1	Invoice	HYD HOSE FITTING FOR POWER WASHER	06/02/2020	18.49	12/20	204-23-30-5310-318
Total 896949:					18.49		
Total NAPA AUTO PARTS (677):					185.08		
NCL OF WISCONSIN, INC. (687)							
439482	1	Invoice	LAB SUPPLIES	05/20/2020	205.09	12/20	603-23-70-5642-319
Total 439482:					205.09		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total NCL OF WISCONSIN, INC. (687):					205.09		
ON-HOLD PRODUCTIONS (726)							
6349	1	Invoice	ON HOLD MESSAGE - JUNE 2020	05/29/2020	15.20	12/20	100-22-12-5370-210
6349	2	Invoice	ON HOLD MESSAGE - JUNE 2020	05/29/2020	41.80	12/20	601-23-81-5930-210
6349	3	Invoice	ON HOLD MESSAGE - JUNE 2020	05/29/2020	9.50	12/20	602-23-81-5930-210
6349	4	Invoice	ON HOLD MESSAGE - JUNE 2020	05/29/2020	9.50	12/20	603-23-81-5930-210
Total 6349:					76.00		
Total ON-HOLD PRODUCTIONS (726):					76.00		
O'REILLY AUTOMOTIVE, INC. (727)							
0357-462838	1	Invoice	WIPER BLADES -ST#26	05/20/2020	26.88	12/20	204-23-30-5310-314
Total 0357-462838:					26.88		
0357-462939	1	Invoice	2 STAR SOCKETS	05/21/2020	9.98	12/20	204-23-30-5310-311
Total 0357-462939:					9.98		
0357-463483	1	Invoice	POWER STEERING HOSE	05/27/2020	33.17	12/20	204-23-30-5310-314
Total 0357-463483:					33.17		
Total O'REILLY AUTOMOTIVE, INC. (727):					70.03		
PAGEL REPAIR (3497)							
22321	1	Invoice	PLASTIC PARTITIONS FOR FRONT DESK	05/27/2020	240.00	12/20	100-22-42-5233-226
Total 22321:					240.00		
96512	1	Invoice	PLEXIGLASS PANELS FOR DESKS	05/29/2020	344.20	12/20	100-24-36-5480-310
96512	2	Invoice	PLEXIGLASS PANELS FOR DESKS	05/29/2020	245.85	12/20	601-23-36-5480-310
96512	3	Invoice	PLEXIGLASS PANELS FOR DESKS	05/29/2020	196.69	12/20	602-23-36-5480-310
96512	4	Invoice	PLEXIGLASS PANELS FOR DESKS	05/29/2020	196.69	12/20	603-23-36-5480-310
Total 96512:					983.43		
Total PAGEL REPAIR (3497):					1,223.43		
PEERLESS WELL & PUMP (6614)							
767	1	Invoice	NEW 200hp US MOTOR, DELIVERED, INSTAL	05/28/2020	19,570.00	12/20	602-23-61-5642-299
Total 767:					19,570.00		
Total PEERLESS WELL & PUMP (6614):					19,570.00		
PLEASANT HILL (2166)							
060520	1	Invoice	STREET LIGHTS/PH LINE/VIRGINIA PKWY	06/05/2020	402.53	12/20	100-21-30-5160-233
Total 060520:					402.53		
Total PLEASANT HILL (2166):					402.53		
PRIMORIS T&D SERVICES, LLC (6876)							
APP #11/400	1	Invoice	CONSTRUCTION - URD CONVERSION PROJ	06/02/2020	42,452.70	12/20	601-23-52-5588-871

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total APP #11/400072-11:					42,452.70		
Total PRIMORIS T&D SERVICES, LLC (6876):					42,452.70		
PROGRESSIVE STRUCTURES (6854)							
RETAINAGE	2	Invoice	RETAINAGE 2019 MILLARDS LN BOX CULVE	10/21/2019	7,751.86	12/20	528-23-30-5310-299
Total RETAINAGE:					7,751.86		
Total PROGRESSIVE STRUCTURES (6854):					7,751.86		
RASCH CONSTRUCTION, INC. (6999)							
PYMT NO. 4	1	Invoice	2020 SECOND ST RECONSTRUCTION-PYMT	06/08/2020	217,425.44	12/20	536-23-30-5310-299
Total PYMT NO. 4:					217,425.44		
Total RASCH CONSTRUCTION, INC. (6999):					217,425.44		
RELIANT FIRE APPARATUS, INC. (5088)							
3C1000323	1	Invoice	MUFFLER ASSEMBLY/E33	05/27/2020	938.98	12/20	100-21-22-5140-224
Total 3C1000323:					938.98		
Total RELIANT FIRE APPARATUS, INC. (5088):					938.98		
RESCO (812)							
776210-03	1	Invoice	URD CONVERSION (2) MATERIALS	05/11/2020	8,320.32	12/20	601-23-52-5588-871
Total 776210-03:					8,320.32		
776270-00	1	Invoice	URD CONVERSION (2) MATERIALS	05/18/2020	54,231.88	12/20	601-23-52-5588-871
Total 776270-00:					54,231.88		
776270-01	1	Invoice	URD CONVERSION (2) MATERIALS	05/21/2020	8,546.36	12/20	601-23-52-5588-871
Total 776270-01:					8,546.36		
Total RESCO (812):					71,098.56		
RIVER CITY COMMUNICATIONS, INC (818)							
91912	1	Invoice	ON HOLD MP3 PLAYER	05/14/2020	13.00	12/20	603-23-36-5480-226
91912	2	Invoice	ON HOLD MP3 PLAYER	05/14/2020	13.25	12/20	602-23-36-5480-226
91912	3	Invoice	ON HOLD MP3 PLAYER	05/14/2020	96.25	12/20	601-23-36-5480-226
91912	4	Invoice	ON HOLD MP3 PLAYER	05/14/2020	52.50	12/20	100-24-36-5480-226
Total 91912:					175.00		
Total RIVER CITY COMMUNICATIONS, INC (818):					175.00		
RUBA LAWN CARE (2708)							
24177	1	Invoice	SPRAY WEEDS (POISON IVY) AROUND CON	05/25/2020	75.00	12/20	100-22-42-5210-299
Total 24177:					75.00		
24181	1	Invoice	PLAYGROUND MULCH FOR LIONS PARK	05/26/2020	5,350.00	12/20	100-22-42-5210-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 24181:					<u>5,350.00</u>		
24182	1	Invoice	RED MULCH - LINE DEPARTMENT PU	05/26/2020	52.50	12/20	601-23-52-5588-318
Total 24182:					<u>52.50</u>		
24182+	1	Invoice	MAINTENANCE AROUND CITY HALL	05/26/2020	558.69	12/20	100-24-36-5480-310
24182+	2	Invoice	MAINTENANCE AROUND CITY HALL	05/26/2020	319.25	12/20	602-23-36-5480-310
24182+	3	Invoice	MAINTENANCE AROUND CITY HALL	05/26/2020	319.25	12/20	603-23-36-5480-310
24182+	4	Invoice	MAINTENANCE AROUND CITY HALL	05/26/2020	399.06	12/20	601-23-36-5480-310
Total 24182+:					<u>1,596.25</u>		
Total RUBA LAWN CARE (2708):					<u>7,073.75</u>		
SANDRY FIRE SUPPLY (834)							
INV-010711	1	Invoice	BELT FOR SCBA	05/19/2020	79.60	12/20	100-21-22-5140-318
Total INV-010711:					<u>79.60</u>		
Total SANDRY FIRE SUPPLY (834):					<u>79.60</u>		
SCHLOTFELDT ENGINEERING, INC. (836)							
27177	1	Invoice	Eng Fees - WILSON BREWER PARK GROUN	06/03/2020	10,662.00	12/20	534-23-42-5221-212
Total 27177:					<u>10,662.00</u>		
Total SCHLOTFELDT ENGINEERING, INC. (836):					<u>10,662.00</u>		
SHUTTLEWORTH & INGERSOLL, P.L.C. (6731)							
4415548	1	Invoice	LEGAL FEES - VEROBLUE BANKRUPTCY	06/03/2020	29.70	12/20	100-24-14-5435-212
4415548	2	Invoice	LEGAL FEES - VEROBLUE BANKRUPTCY	06/03/2020	214.50	12/20	601-23-80-5923-212
4415548	3	Invoice	LEGAL FEES - VEROBLUE BANKRUPTCY	06/03/2020	66.00	12/20	602-23-80-5923-212
4415548	4	Invoice	LEGAL FEES - VEROBLUE BANKRUPTCY	06/03/2020	19.80	12/20	603-23-80-5923-212
Total 4415548:					<u>330.00</u>		
Total SHUTTLEWORTH & INGERSOLL, P.L.C. (6731):					<u>330.00</u>		
STEIN HEATING & COOLING, INC. (5576)							
9636	1	Invoice	REPAIR OD POOL PLMBG	06/01/2020	578.11	12/20	100-22-42-5242-310
Total 9636:					<u>578.11</u>		
Total STEIN HEATING & COOLING, INC. (5576):					<u>578.11</u>		
STENSLAND, CALEB (6880)							
1013701415	1	Invoice	CUSTOMER DEPOSIT REFUND	05/28/2020	27.64	12/20	601-21011
Total 1013701415:					<u>27.64</u>		
Total STENSLAND, CALEB (6880):					<u>27.64</u>		
SUPER VACUUM MANUFACTURING CO., INC. (7070)							
103960	1	Invoice	RUBBER FOOT FOR FAN	05/21/2020	11.00	12/20	100-21-22-5140-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 103960:					11.00		
Total SUPER VACUUM MANUFACTURING CO., INC (7070):					11.00		
THE PAVEMENT DOCTOR (1483)							
1008	1	Invoice	SPRAY PATCHING of CITY STREETS (61.24t	05/22/2020	15,000.00	12/20	204-23-30-5310-299
Total 1008:					15 000 00		
Total THE PAVEMENT DOCTOR (1483):					15,000.00		
THE TRASHMAN, LLC (943)							
663-1616	1	Invoice	EXTRA SVC/CARDBOARD-FH	06/01/2020	5.00	12/20	100-22-42-5233-236
Total 663-1616:					5.00		
663-1896	1	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	26.95	12/20	100-24-36-5480-236
663-1896	2	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	19.25	12/20	601-23-36-5480-236
663-1896	3	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	15.40	12/20	602-23-36-5480-236
663-1896	4	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	15.40	12/20	603-23-36-5480-236
663-1896	5	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	77.00	12/20	100-22-42-5280-236
663-1896	6	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	44.00	12/20	204-23-30-5310-236
663-1896	7	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	16.50	12/20	100-21-22-5140-236
663-1896	8	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	77.00	12/20	100-22-42-5233-236
663-1896	9	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	44.00	12/20	601-23-52-5588-236
663-1896	10	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	44.00	12/20	603-23-70-5642-236
663-1896	11	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	44.00	12/20	100-22-42-5210-236
663-1896	12	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	44.00	12/20	602-23-61-5642-236
663-1896	13	Invoice	TRASH SERVICE/FUEL SURCHARGE	06/01/2020	44.00	12/20	205-23-45-5372-236
Total 663-1896:					511.50		
663-1897	1	Invoice	DROP BOX CHARGES/EXTRA SVC	06/01/2020	309.00	12/20	100-23-30-5340-235
Total 663-1897:					309.00		
664-101	1	Invoice	CURB RECYCLING - MAY 2020	06/03/2020	12,985.84	12/20	100-23-30-5340-235
Total 664-101:					12,985.84		
Total THE TRASHMAN, LLC (943):					13,811.34		
TITAN MACHINERY (3357)							
13956963	1	Invoice	SHAFT	05/07/2020	266.00	12/20	204-23-30-5310-314
Total 13956963:					266.00		
14007459	1	Invoice	SHAFT RETURNED	05/21/2020	266.00	12/20	204-23-30-5310-314
Total 14007459:					266.00		
Total TITAN MACHINERY (3357):					.00		
TOLLE AUTOMOTIVE, INC. (3188)							
0015495	1	Invoice	2 NEW TIRES TOWMASTER TRAILER#32	05/26/2020	328.49	12/20	204-23-30-5310-227

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 0015495					328.49		
T15467	1	Invoice	2 NEW TIRES BEHNKE TRAILER=#1	05/05/2020	314.00	12/20	204-23-30-5310-227
Total T15467:					314.00		
T15470	1	Invoice	10 TIRES MOUNTED,BALANCED & DISPOSE	05/05/2020	3,884.08	12/20	204-23-30-5310-227
Total T15470:					3,884.08		
Total TOLLE AUTOMOTIVE, INC (3188):					4,526.57		
TONY'S TIRE SERVICE (958)							
165757	1	Invoice	TIRE REPAIR ON KUBOTA	05/11/2020	63.54	12/20	100-22-42-5210-227
Total 165757:					63.54		
Total TONY'S TIRE SERVICE (958):					63.54		
TRUJILLO, JUAN (972)							
042120	1	Invoice	TRANSLATER FEE 4/21/20	04/21/2020	60.00	12/20	100-21-21-5110-318
Total 042120:					60.00		
Total TRUJILLO, JUAN (972):					60.00		
TURNER SERVICE (2195)							
824239	1	Invoice	VALVE EXERCISING	04/16/2020	2,288.00	12/20	602-23-62-5673-299
Total 824239					2,288.00		
Total TURNER SERVICE (2195):					2,288.00		
UNITED COOPERATIVE (979)							
05526	1	Invoice	GAS REPORT	05/15/2020	523.09	12/20	100-21-21-5110-315
05526	2	Invoice	GAS REPORT	05/15/2020	26.88	12/20	100-21-22-5140-315
05526	3	Invoice	GAS REPORT	05/15/2020	151.89	12/20	204-23-30-5310-315
05526	4	Invoice	GAS REPORT	05/15/2020	112.60	12/20	603-23-70-5935-315
05526	5	Invoice	GAS REPORT	05/15/2020	111.49	12/20	601-23-52-5935-315
05526	6	Invoice	GAS REPORT	05/15/2020	47.24	12/20	601-23-51-5935-315
05526	7	Invoice	GAS REPORT	05/15/2020	31.65	12/20	601-23-80-5935-315
05526	8	Invoice	GAS REPORT	05/15/2020	31.65	12/20	602-23-80-5935-315
05526	9	Invoice	GAS REPORT	05/15/2020	184.96	12/20	100-23-42-5371-315
05526	10	Invoice	GAS REPORT	05/15/2020	68.54	12/20	100-24-14-5435-315
Total 05526:					1,289.99		
05537	1	Invoice	GAS REPORT	05/20/2020	27.02	12/20	100-21-22-5140-315
05537	2	Invoice	GAS REPORT	05/20/2020	361.77	12/20	204-23-30-5310-315
05537	3	Invoice	GAS REPORT	05/20/2020	289.22	12/20	601-23-52-5935-315
05537	4	Invoice	GAS REPORT	05/20/2020	146.71	12/20	100-23-42-5371-315
05537	5	Invoice	GAS REPORT	05/20/2020	258.53	12/20	100-24-14-5435-315
Total 05537:					1,083.25		
05577	1	Invoice	GAS REPORT	05/28/2020	537.67	12/20	100-21-21-5110-315
05577	2	Invoice	GAS REPORT	05/28/2020	167.21	12/20	204-23-30-5310-315

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
05577	3	Invoice	GAS REPORT	05/28/2020	45.20	12/20	603-23-70-5935-315
05577	4	Invoice	GAS REPORT	05/28/2020	71.13	12/20	602-23-61-5935-315
05577	5	Invoice	GAS REPORT	05/28/2020	211.85	12/20	601-23-52-5935-315
05577	6	Invoice	GAS REPORT	05/28/2020	21.00	12/20	601-23-80-5935-315
05577	7	Invoice	GAS REPORT	05/28/2020	21.00	12/20	602-23-80-5935-315
05577	8	Invoice	GAS REPORT	05/28/2020	30.92	12/20	100-22-42-5233-315
05577	9	Invoice	GAS REPORT	05/28/2020	33.14	12/20	100-22-42-5210-315
05577	10	Invoice	GAS REPORT	05/28/2020	247.76	12/20	100-23-42-5371-315
05577	11	Invoice	GAS REPORT	05/28/2020	75.58	12/20	100-24-14-5435-315
Total 05577:					1,462.46		
05578	1	Invoice	GAS REPORT	05/28/2020	36.20	12/20	100-21-22-5140-315
05578	2	Invoice	GAS REPORT	05/28/2020	286.20	12/20	204-23-30-5310-315
05578	3	Invoice	GAS REPORT	05/28/2020	77.01	12/20	602-23-61-5935-315
05578	4	Invoice	GAS REPORT	05/28/2020	252.85	12/20	601-23-52-5935-315
05578	5	Invoice	GAS REPORT	05/28/2020	120.83	12/20	100-23-42-5371-315
05578	6	Invoice	GAS REPORT	05/28/2020	187.40	12/20	100-24-14-5435-315
Total 05578:					960.49		
Total UNITED COOPERATIVE (979):					4,796.19		
US BANK OPERATIONS CENTER (4821)							
060920	1	Invoice	PRIN PYMT-2019 EL REFUND BOND	06/09/2020	50,000.00	12/20	601-21009
060920	2	Invoice	INT PYMT-2019 EL REFUND BOND	06/09/2020	40,262.79	12/20	601-21005
Total 060920:					90,262.79		
Total US BANK OPERATIONS CENTER (4821):					90,262.79		
US CELLULAR (986)							
0374945947	1	Invoice	CELLULAR SERVICE	05/20/2020	250.68	12/20	100-21-21-5110-230
0374945947	2	Invoice	CELLULAR SERVICE	05/20/2020	43.52	12/20	204-23-30-5310-230
0374945947	3	Invoice	CELLULAR SERVICE	05/20/2020	32.28	12/20	601-23-52-5588-230
0374945947	4	Invoice	CELLULAR SERVICE	05/20/2020	32.27	12/20	601-23-51-5566-230
0374945947	5	Invoice	CELLULAR SERVICE	05/20/2020	43.52	12/20	100-21-18-5190-230
0374945947	6	Invoice	CELLULAR SERVICE	05/20/2020	21.76	12/20	100-24-30-5380-230
0374945947	7	Invoice	CELLULAR SERVICE	05/20/2020	21.76	12/20	601-24-30-5380-230
0374945947	8	Invoice	CELLULAR SERVICE	05/20/2020	21.76	12/20	602-24-30-5380-230
0374945947	9	Invoice	CELLULAR SERVICE	05/20/2020	21.76	12/20	603-24-30-5380-230
0374945947	10	Invoice	CELLULAR SERVICE	05/20/2020	13.06	12/20	100-24-16-5420-215
0374945947	11	Invoice	CELLULAR SERVICE	05/20/2020	47.87	12/20	601-24-16-5930-215
0374945947	12	Invoice	CELLULAR SERVICE	05/20/2020	13.05	12/20	602-24-16-5930-215
0374945947	13	Invoice	CELLULAR SERVICE	05/20/2020	13.05	12/20	603-24-16-5930-215
0374945947	14	Invoice	CELLULAR SERVICE	05/20/2020	304.57	12/20	100-21-21-5110-230
0374945947	15	Invoice	CELLULAR SERVICE	05/20/2020	8.70	12/20	100-24-12-5430-230
0374945947	16	Invoice	CELLULAR SERVICE	05/20/2020	23.93	12/20	601-23-81-5921-230
0374945947	17	Invoice	CELLULAR SERVICE	05/20/2020	5.44	12/20	602-23-81-5921-230
0374945947	18	Invoice	CELLULAR SERVICE	05/20/2020	5.44	12/20	603-23-81-5921-230
0374945947	19	Invoice	CELLULAR SERVICE	05/20/2020	43.51	12/20	100-23-43-5361-230
0374945947	20	Invoice	CELLULAR SERVICE	05/20/2020	21.75	12/20	602-23-80-5902-299
0374945947	21	Invoice	CELLULAR SERVICE	05/20/2020	21.76	12/20	601-23-80-5905-299
0374945947	22	Invoice	CELLULAR SERVICE	05/20/2020	43.51	12/20	100-21-22-5140-230
Total 0374945947:					1,054.95		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total US CELLULAR (986):					1,054.95		
US POSTAL SERVICE (6602)							
BOX 217 06/	1	Invoice	ANNUAL BOX RENT #217	06/01/2020	120.00	12/20	601-23-80-5931-224
Total BOX 217 06/01/20:					120.00		
Total US POSTAL SERVICE (6502):					120.00		
VALUTECH PEST CONTROL (6822)							
010553945	1	Invoice	DOWNTOWN AREA-CO-OP/SSM/D	05/15/2020	65.00	12/20	260-23-36-5393-210
Total 010553945:					65.00		
010969926	1	Invoice	PEST CONTROL/CEMETERY	05/15/2020	35.00	12/20	100-23-42-5371-299
Total 010969926:					35.00		
Total VALUTECH PEST CONTROL (6822):					100.00		
VAN DIEST SUPPLY COMPANY (1455)							
44809	1	Invoice	SPEEDZONE CONTROL	05/22/2020	819.50	12/20	100-23-42-5371-318
44809	2	Invoice	SPEEDZONE CONTROL	05/22/2020	819.50	12/20	100-22-42-5210-318
Total 44809:					1,639.00		
Total VAN DIEST SUPPLY COMPANY (1455):					1,639.00		
VERMEER SALES & SERVICE INC. (6073)							
00600379	1	Invoice	GASKET & BOWLS	05/22/2020	35.58	12/20	601-23-52-5588-318
Total 00600379:					35.58		
Total VERMEER SALES & SERVICE INC (6073):					35.58		
VOTE HOUSE MOVING (7068)							
126629	1	Invoice	MOVE 36'x60' STEEL BLDG ONTO NEW FOU	05/20/2020	7,200.00	12/20	204-23-30-5310-880
Total 126629:					7,200.00		
Total VOTE HOUSE MOVING (7068):					7,200.00		
WEBSTER CITY TRUE VALUE (2155)							
143626	1	Invoice	CLEANING SUPPLIES	05/19/2020	59.45	12/20	100-22-42-5242-318
Total 143626:					59.45		
143782	1	Invoice	CLEANING SUPPLIES	05/26/2020	77.85	12/20	100-22-42-5242-318
Total 143782:					77.85		
143812	1	Invoice	BATTERIES & NUTS	05/27/2020	38.43	12/20	100-22-42-5210-318
Total 143812:					38.43		
143823	1	Invoice	MISC ELECT MATERIAL FOR NEW ST SHOP	05/27/2020	17.24	12/20	204-23-30-5310-880

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 143823:					<u>17.24</u>		
143844	1	Invoice	20x20x2 PLEAT 40 FILTER	05/27/2020	59.92	12/20	603-23-70-5642-318
Total 143844:					<u>59.92</u>		
143850	1	Invoice	COUPLING TO REPAIR HOSE	05/28/2020	7.49	12/20	100-21-21-5110-227
Total 143850:					<u>7.49</u>		
143871	1	Invoice	PLIERS & SIDE CUTTERS	05/28/2020	39.98	12/20	100-22-42-5210-311
143871	2	Invoice	KN95MASK (10pk)	05/28/2020	81.98	12/20	100-22-42-5210-312
Total 143871:					<u>121.96</u>		
143894	1	Invoice	SOCKET ADAPTER	05/29/2020	3.49	12/20	100-22-42-5210-311
Total 143894:					<u>3.49</u>		
143911	1	Invoice	POLY BRUSH-FLEX SEAL-WIRE BRUSH	05/29/2020	27.77	12/20	602-23 61-5642-318
Total 143911:					<u>27.77</u>		
143988	1	Invoice	MOTOR OIL	06/02/2020	8.58	12/20	602-23 61-5642-318
Total 143988:					<u>8.58</u>		
143997	1	Invoice	OD POOL CLEANING SUPPLIES	06/03/2020	115.07	12/20	100-22-42-5242-318
Total 143997:					<u>115.07</u>		
Total WEBSTER CITY TRUE VALUE (2155):					<u>537.25</u>		
WEISBERG IMPLEMENT (6364)							
21411	1	Invoice	NUTS & SCREWS	05/18/2020	8.60	12/20	204-23-30-5310-318
Total 21411:					<u>8.60</u>		
Total WEISBERG IMPLEMENT (6364):					<u>8.60</u>		
WINDOW MAN (3653)							
12081	1	Invoice	1st QTR WINDOW CLEANING - SR CENTER	03/31/2020	36.00	12/20	100-22-42-5280-299
Total 12081:					<u>36.00</u>		
Total WINDOW MAN (3653):					<u>36.00</u>		
WITMER PUBLIC SAFETY GROUP, INC. (7071)							
GT12931	1	Invoice	S&W FIREARM	05/27/2020	395.97	12/20	100-21-21-5110-312
Total GT12931:					<u>395.97</u>		
Total WITMER PUBLIC SAFETY GROUP, INC. (7071):					<u>395.97</u>		
WOLFGRAM, JOE (5604)							
040820	1	Invoice	LED LIGHTING REBATE/1209 2ND ST	04/08/2020	95.11	12/20	601-23-36-5930-979
040820	2	Invoice	CB LED LIGHTING REBATE/1209 2ND	04/08/2020	42.00	12/20	601-23-53-5930-979

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 040820					137.11		
040820+	1	Invoice	LED LIGHTING REBATE/1013 MADSEN	04/08/2020	89.28	12/20	601-23-36-5930-979
040820+	2	Invoice	CB LED LIGHTING REBATE/1013 MADSEN	04/08/2020	53.11	12/20	601-23-53-5930-979
Total 040820+:					142.39		
050920	1	Invoice	LED LIGHTING REBATE/930 FIRST STREET	05/09/2020	80.20	12/20	601-23-36-5930-979
050920	2	Invoice	CB LED LIGHTING REBATE/930 FIRST STRE	05/09/2020	36.00	12/20	601-23-53-5930-979
Total 050920:					116.20		
Total WOLFGRAM, JOE (5604):					395.70		
WOOLSTOCK MUTUAL TELEPHONE ASN (1054)							
839-1086 06/	1	Invoice	INTERNET SERVICE	06/01/2020	3.03	12/20	100-24-14-5435-230
839-1086 06/	2	Invoice	INTERNET SERVICE	06/01/2020	21.90	12/20	601-23-80-5903-230
839-1086 06/	3	Invoice	INTERNET SERVICE	06/01/2020	6.74	12/20	602-23-80-5921-230
839-1086 06/	4	Invoice	INTERNET SERVICE	06/01/2020	2.02	12/20	603-23-80-5921-230
839-1086 06/	5	Invoice	INTERNET SERVICE	06/01/2020	3.61	12/20	100-24-12-5430-230
839-1086 06/	6	Invoice	INTERNET SERVICE	06/01/2020	12.03	12/20	601-23-81-5921-230
839-1086 06/	7	Invoice	INTERNET SERVICE	06/01/2020	7.22	12/20	602-23-81-5921-230
839-1086 06/	8	Invoice	INTERNET SERVICE	06/01/2020	1.20	12/20	603-23-81-5921-230
839-1086 06/	9	Invoice	INTERNET SERVICE	06/01/2020	6.02	12/20	100-24-30-5380-230
839-1086 06/	10	Invoice	INTERNET SERVICE	06/01/2020	6.02	12/20	601-24-30-5380-230
839-1086 06/	11	Invoice	INTERNET SERVICE	06/01/2020	6.02	12/20	602-24-30-5380-230
839-1086 06/	12	Invoice	INTERNET SERVICE	06/01/2020	6.01	12/20	603-24-30-5380-230
839-1086 06/	13	Invoice	INTERNET SERVICE	06/01/2020	14.44	12/20	100-21-22-5140-230
839-1086 06/	14	Invoice	INTERNET SERVICE	06/01/2020	38.50	12/20	100-21-21-5110-230
839-1086 06/	15	Invoice	INTERNET SERVICE	06/01/2020	7.22	12/20	601-23-52-5588-230
839-1086 06/	16	Invoice	INTERNET SERVICE	06/01/2020	7.22	12/20	601-23-51-5566-230
839-1086 06/	17	Invoice	INTERNET SERVICE	06/01/2020	14.44	12/20	602-23-61-5642-230
839-1086 06/	18	Invoice	INTERNET SERVICE	06/01/2020	4.81	12/20	100-23-43-5361-230
839-1086 06/	19	Invoice	INTERNET SERVICE	06/01/2020	19.25	12/20	100-22-42-5233-230
839-1086 06/	20	Invoice	INTERNET SERVICE	06/01/2020	118.62	12/20	601-24-16-5921-230
839-1086 06/	21	Invoice	INTERNET SERVICE	06/01/2020	20.84	12/20	602-24-16-5921-230
839-1086 06/	22	Invoice	INTERNET SERVICE	06/01/2020	20.84	12/20	603-24-16-5921-230
Total 839-1086 06/01/20:					348.00		
839-3034 06/	1	Invoice	INTERNET SERVICE/RSVP	06/01/2020	29.95	12/20	100-22-42-5280-230
Total 839-3034 06/01/20:					29.95		
839-6192 06/	1	Invoice	INTERNET SERVICE/DEPOT	06/01/2020	29.95	12/20	100-22-42-5221-230
Total 839-6192 06/01/20:					29.95		
839-7981 06/	1	Invoice	INTERNET SERVICE/FULLER HALL	06/01/2020	29.95	12/20	100-22-42-5233-230
Total 839-7981 06/01/20:					29.95		
Total WOOLSTOCK MUTUAL TELEPHONE ASN (1054):					437.85		
ZIEGLER, INC. (1071)							
PC51030441	1	Invoice	PEDAL & CABLE	05/20/2020	386.31	12/20	204-23-30-5310-314

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total PC510304417:					386.31		
Total ZIEGLER, INC. (1071):					386.31		
Total 06/15/2020					766,637.31		
Grand Totals					1,338,167.76		

Report GL Period Summary

GL Period	Amount
12/20	1,338,167.76
Grand Totals	1,338,167.76

Vendor number hash: 609682
 Vendor number hash - split: 1085038
 Total number of invoices: 190
 Total number of transactions: 417

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,338,167.76	1,338,167.76
Grand Totals	1,338,167.76	1,338,167.76

FUND LIST TOTALS FOR BILLS June 15, 2020

Account	Fund	Total Amount
100	General	183,914.37
204	Road Use Tax Fund	36,029.43
205	Airport Fund	7,036.87
260	SSMID	65.00
400	Joe E. Barr Trust	28.53
401	Edgar Foster Trust	28.53
403	Zella Silvers Trust	28.54
528	Columbia Bridge Impr	8,549.86
534	Wilson Brewer Park Impr Project	10,662.00
536	2020 Second Street Reconstruction Project	217,492.44
601	Electric Utility	782,887.83
602	Water Utility	46,999.28
603	Sewer Utility	38,157.69
902	Medical/Flex	6,287.39
	Grand Total	1,338,167.76



St. Thomas Aquinas Food Pantry - June 16

1 message

Tesdahl, Heidi <dbq218s1@dbqarch.org>

Mon, Jun 8, 2020 at 4:34 PM

To: citymanager@webstercity.com

St. Thomas Aquinas would like to request the closure of Des Moines Street to through traffic from Bank Street to Elm Street on Tuesday, June 16th from 1:00PM to 4:30PM. We will be doing the Mobile Food Pantry in the Webster City Middle School Parking lot starting at 3:00. The food truck is delivering at 2:00. This is a drive-thru only pick up. We anticipate cars to line up prior to the start time and we plan to have the line up on Bank Street across from Fuller Hall. Once we start at 3:00 the line should move quickly and we anticipate being done by 4:00-4:30.

Thank you,

Heidi Tesdahl

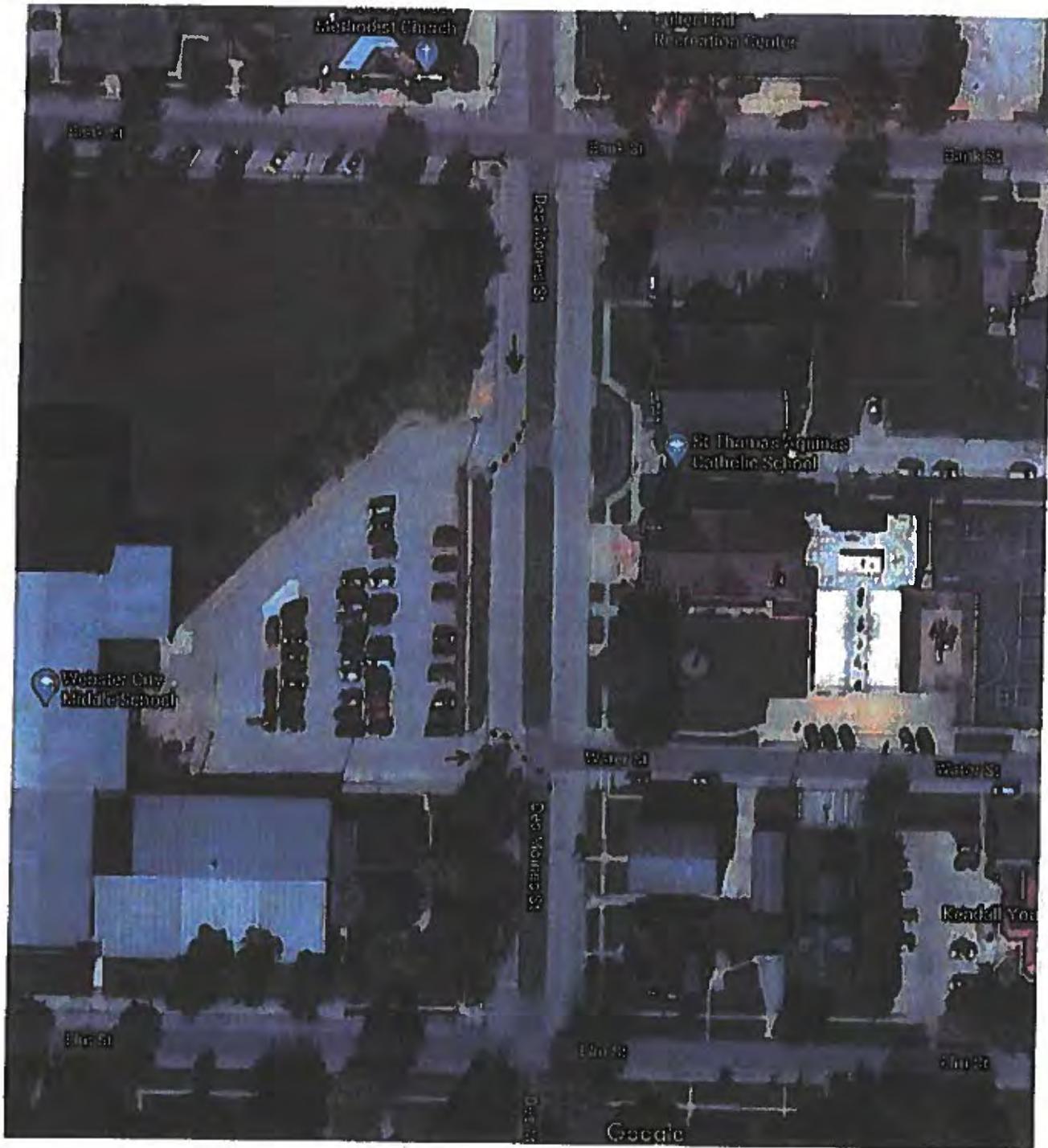
Development Director

St. Thomas Aquinas Parish & School - Webster City, IA

O: 515-832-1190

C: 515-835-9359

..... CONES
Y BRUSH





City Manager Webster City Ia <citymanager@webstercity.com>

Gretchen McGlynn - Request to block street

1 message

James McGlynn <jamesa.mcglynn@gmail.com>

Tue, Jun 9, 2020 at 2:28 PM

To: "citymanager@webstercity.com" <citymanager@webstercity.com>

Jeff Sheridan, the City Manager of Webster City,

On behalf of the First Congregational United Church of Christ, I am requesting permission to block off a portion of Dubuque Street between Willson and Seneca Street for Sunday worship services. We would be using it from 9:00 to 11:00 a.m. on Sunday morning. I am going to ask for permission to do this for the months of July and August, but have no idea exactly how long we may choose to have these out-door services.

If you have any additional questions, please contact me at:

Jamesa.mcglynn@gmail.com

Or

515-832-4763

Thank you very much for considering this.

Gretchen McGlynn

Church Moderator

Sent from [Mail](#) for Windows 10

511

BANK ST



WILSON AV

Special Needs Seating

DUBUQUE ST

Proposed road closure



Regular Member Seating
 Property is owned by
 the Church

1104



WEBSTER CITY PLANNING AND ZONING COMMISSION MINUTES

June 8, 2020

The regular meeting of the Webster City Planning and Zoning Commission was held on June 8, 2020 utilizing Zoom. The electronic meeting was called to order by Chairperson Steve Struchen at 6:00 P.M.

ROLL CALL: Present: Doug Bailey, Jill Burtnett, Lynn Jaycox, Jim Kumm,
Shelby Kroona, Steve Struchen, Barb Wollan
Absent: Carolyn Cross, Sabrina Wohlford

Also in attendance: Karla Wetzler, Planning Director
Jeff Sheridan, City Manager
Karie Kading Ramsey, Kading Properties
Mark Lee, Lee Chamberlin Engineers
Rich Stroner, American Legion
Pat Powers, KQWC

It was moved by Bailey and seconded by Kumm that the minutes of the May 11, 2020, meeting be approved as emailed to the Commission.

ROLL CALL: Aye: Doug Bailey, Jill Burtnett, Lynn Jaycox, Jim Kumm,
Shelby Kroona, Steve Struchen, Barb Wollan
Nay: NONE
MOTION CARRIED.

Petitions – Communications – Requests: None

It was moved by Wollan and seconded by Jaycox to recommend that the request by the American Legion to place a metal monument on City property located in the Boulevard of Valor on Des Moines Street be approved.

ROLL CALL: Aye: Jill Burtnett, Lynn Jaycox, Jim Kumm, Shelby Kroona, Steve Struchen,
Barb Wollan, Doug Bailey
Nay: NONE
MOTION CARRIED.

It was moved by Kumm and seconded by Bailey to recommend that the request by Marilyn Williams, 2400 Kamen Drive, Webster City, Iowa, to rezone the following described property on Wall Street from R-1 (Single Family Dwelling) District to R-3 (Over Four-Unit Multiple Family Dwelling) District for a housing proposal be approved:

The West 650' of Parcel "K" of the Southwest Quarter of the Southeast Quarter of Section 2, Township 88N, Range 26 West of the 5th P.M. as recorded in document number Book 2017, Page 389 in the Hamilton County Recorder's Office, Webster City, Hamilton County, Iowa.

The proposed plan for this property will be for Kading Properties to construct approximately 190 units on the 25 acres of land within the next 7 years starting in 2021.

ROLL CALL: Aye: Lynn Jaycox, Jim Kumm, Shelby Kroona, Steve Struchen, Barb Wollan, Doug Bailey, Jill Burtnett,

Nay: NONE

MOTION CARRIED.

Jim Kumm
Secretary

Fwd: Metal Monument

1 message

Rich/Diana <rjdfstroner@gmail.com>

To: citymanager@webstercity.com

Wed, May 13, 2020 at 3:20 PM

Jeff,

Attached should be a picture of the metal monument we would like to install on the Boulevard of Valor in front of the middle school. The monument is about 3 ft. high and about 4 ft. wide and it is made out of 1/4 inch thick steel plate. It has been powder coated and has 4 mounting angled feet. We would have to pour a concrete base for it and the base would be about 2 ft. wide, 6 ft. long, and 6 inches deep. The city would have no costs for this project.

thanks

Richard Stroner

American Legion Post 191 Commander

641-780-2814

----- Forwarded message -----

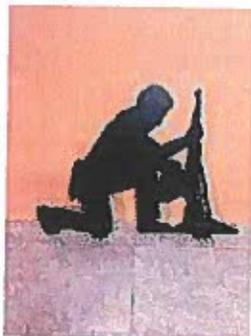
From: **Richard Stroner** <stronerrj@icloud.com>

Date: Wed, May 13, 2020 at 2:57 PM

Subject: Metal Monument

To: Rich Stroner <rjdfstroner@gmail.com>

Sent from my iPhone



IMG_1349.jpg
77K



MEMORANDUM

TO: City Manager
Mayor and City Council

FROM: Planning Director

DATE: June 9, 2020

RE: Setting Public Hearing for Rezoning Property on Wall Street

SUMMARY: On June 8th, 2020, the Planning and Zoning Commission recommended to rezone a parcel on Wall Street from R-1 (Single Family Dwelling) District to R-3 (Over Four Unit Multiple Dwelling) District. A Public Hearing needs to be set.

PREVIOUS COUNCIL ACTION: The last time the City Council approved a rezoning recommendation in this particular area of town was in 2007 for Windsor Manor. Before that, in 1998 C. Marvin Brown was selling a parcel to Peterson Construction for an apartment complex on Lynx Avenue. Both requests were to rezone from R-1 to R-3 also. Public Hearings were held at the onset.

BACKGROUND/DISCUSSION: At their June 8th meeting, the P&Z Commission recommended that due to the upcoming sale of land and prospective development plans that will be taking place on Wall Street, the Official Zoning Map needs to be amended. This parcel is unplatted land owned by the Marilyn L. Williams Living Trust & ETAL. It will be sold to Kading Properties, Urbandale, Iowa, for the construction of approximately 190 units over the next 7 years. The existing R-1 zoning designation does not permit anything more than a duplex. Their plans are for duplexes up to 6-plexes.

The R-3 zoning designation permits “multiple-family dwelling, not to exceed 8 families” and “one and two-family dwelling”. The P&Z perceives this use to fill a public need in our community. The use conforms with the future land use map in the current Comprehensive Plan. The rezoning will not put undo hardship on any adjacent property owners. The rezoning will not allow a use that will disrupt the normal uses of the surrounding area. And, this is not considered spot zoning as it is contiguous with existing R-3 on the east and north. More information will be given to you before the Public Hearing.

FINANCIAL IMPLICATIONS: N/A

RECOMMENDATION: Set the Public Hearing for July 6, 2020, at 6:05 p.m.

ALTERNATIVES: The Council could decide not to hold a hearing with justification.

CITY MANAGER COMMENTS: I agree with the recommendation of the Planning Director.

RESOLUTION NO. 2020 - ____

**SETTING TIME AND PLACE FOR A PUBLIC HEARING ON THE
PROPOSED REZONING OF PROPERTY FROM R-1 (SINGLE FAMILY
DWELLING) DISTRICT TO R-3 (OVER FOUR UNIT MULTIPLE FAMILY
DWELLING) DISTRICT, SAID PROPERTY BEING LOCATED ON WALL
STREET, WEBSTER CITY, IOWA.**

WHEREAS, the City Planning and Zoning Commission has recommended to rezone the following property from a R-1 (Single Family Dwelling) District to R-3 (Over Four Unit Multiple Family Dwelling) District and has filed a report on June 8, 2020, recommending that the property be rezoned as proposed:

That the land described as follows be rezoned from R-1 (Single Family Dwelling) District to R-3 (Over Four Unit Multiple Family Dwelling) District:

The West 650' of Parcel "K" of the Southwest Quarter of the Southeast Quarter of Section 2, Township 88N, Range 26 West of the 5th P.M. as recorded in document number Book 2017, Page 389 in the Hamilton County Recorder's Office, Webster City, Hamilton County, Iowa.

WHEREAS, the necessary legal description is now available and a public hearing on the proposal may be set for consideration by the Council.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that a Public Hearing be set at the Council Chambers on the 6th day of July, 2020, at 6:05 P.M. on the aforementioned proposal and that the City Clerk is directed to publish notice as required by law.

Passed and adopted this 15th day of June, 2020.

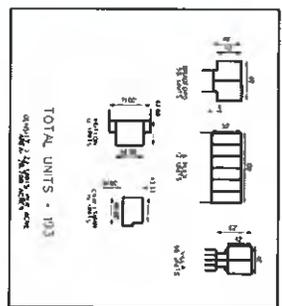
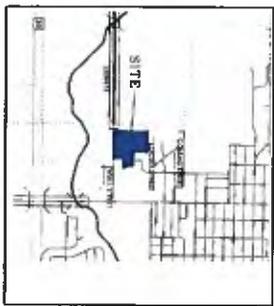
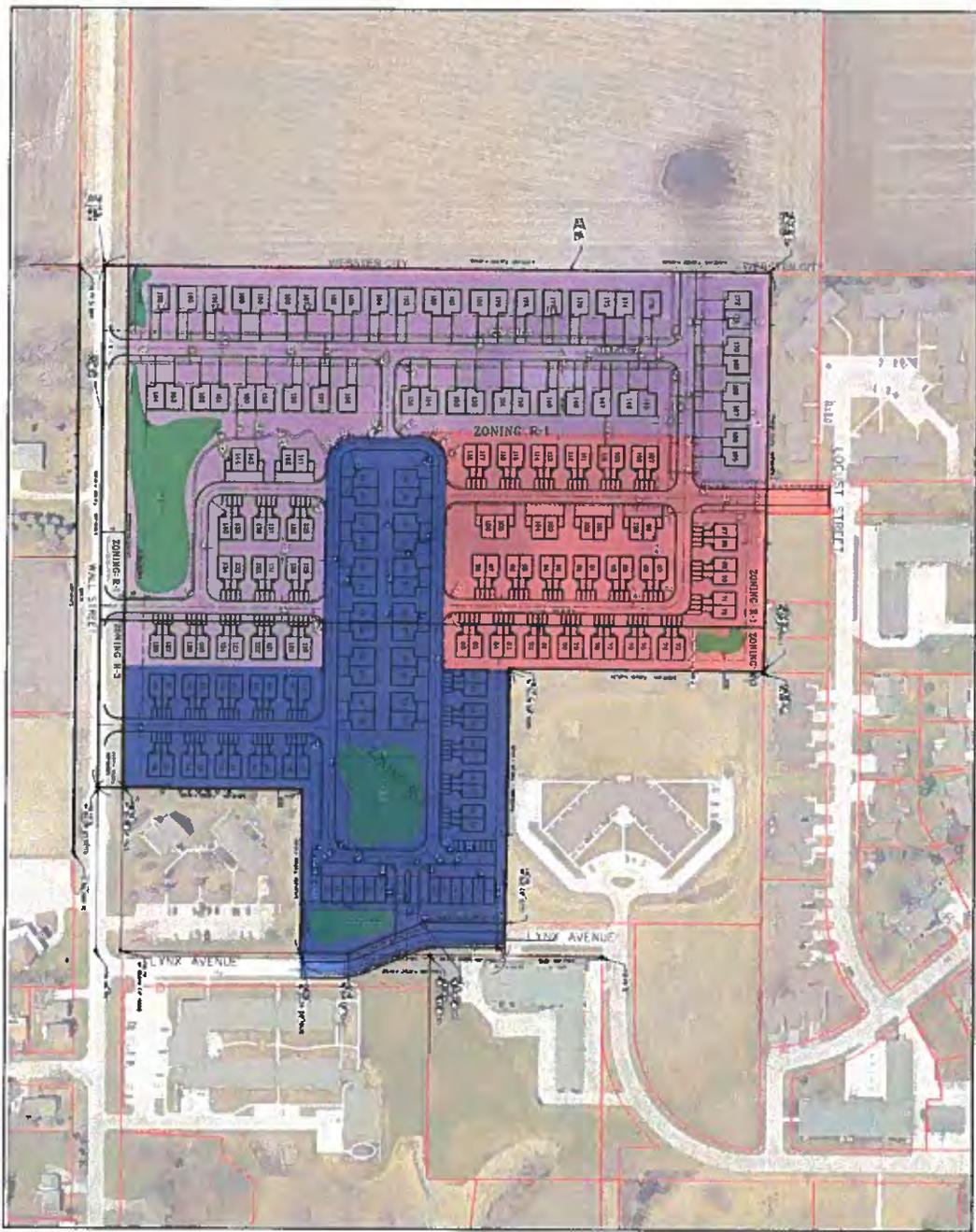
CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl Bonjour, City Clerk

PHASE I CONSTRUCTION 2020	UNITS 168	668 UNITS TOTAL
PHASE II CONSTRUCTION 2021	UNITS 67 118	82 UNITS TOTAL
PHASE III CONSTRUCTION 2022	UNITS 119 100 176	UNITS TOTAL
		TOTAL UNITS 182



SHEET NO. 52 OF 182
 PROJECT NO. 20008
 DATE: 01/11/23
 C01

CHAMBERLIN
 CONSULTANT ENGINEERS
 1000 W. 14th St. S.W.
 DES MOINES, IOWA 50319
 TEL: 515.281.4444
 FAX: 515.281.4444
 WWW.CHAMBERLIN-ENG.COM

WEBSTER CONDOMINIUMS
 CONCEPT PLAN C
 CONSTRUCTION PHASING
 WEBSTER, HAMILTON COUNTY, IOWA

SHEET NO. 52 OF 182
 PROJECT NO. 20008
 DATE: 01/11/23
 C01

PUBLIC NOTICE

Public Notice is hereby given that the City Council of the City of Webster City, Iowa, will meet in a regular session at the Council Chambers, on the 6th day of July, 2020, at 6:05 P.M., at which meeting the Council will consider the proposed rezoning of property from R-1 (Single Family Dwelling) District to R-3 (Over Four-Unit Multiple-Family Dwelling) District, said property being located on Wall Street, Webster City, Iowa, more particularly described as follows:

Rezoning parcel of land located within the city limits of the City of Webster City, Iowa, more particularly described as follows:

The West 650' of Parcel "K" of the Southwest Quarter of the Southeast Quarter of Section 2, Township 88N, Range 26 West of the 5th P.M. as recorded in document number Book 2017, Page 389 in the Hamilton County Recorder's Office, Webster City, Hamilton County, Iowa.

The Public Hearing on this rezoning will be held at the time and place stated above at which time written and oral objections will be heard.

CITY OF WEBSTER CITY

Karyl Bonjour, City Clerk

COMMISSION/BOARD LIST 05-04-2020

ZONING BOARD OF ADJUSTMENT:-INTERVIEW

Seven Members – Five year term - two term limit - five members who are residents of the City appointed by Council, Two members from two mile zoning area outside city limits must be appointed by Hamilton Co. Board of Supervisors Limited to two terms. City Code Chapter 50 - Zoning

Jose Burgos-Lozada 06-01-2017 / 05-31-2022

Connie Evans 06-01-2018 / 05-31-2023

Dane Barner 06-01-2019 / 05/31/2024

John Daniels 06-15-2015 / 05-31-2020

06/15/20 / 05/31/2025

Dan Goodpaster 06-20-2016 / 05-31-2021

Chairman

Two Mile Limit Repr (Ord 1035 - Must be appointed by Board of Supervisors)

County:

**** Bridget Chambers 05-23-2017/12-31-2021**

**** Kim Witting 01-01-2019/12-31-2023**

SENIOR CITIZENS CENTER ADVISORY BOARD:

Four members - three year term – Appointment by Council of three members 4th member to be Parks & Recreation Department Director or Designee City Code Chapter 36 Parks, Recreation & Community Facilities

vacant

06-15-2020 / 05-31-2022

Bob Erickson 06-01-2017 / 05-31-2020

06-15-2020 / 05-31-2023

Em Loughry 06-01-2018 / 05-31-2021

Larry Flaws 06-01-2017 / 05-31-2020

(Parks & Recr. Dept)

06-15-2020 / 05-31-2023



MEMORANDUM

TO: City Manager
Mayor and City Council

FROM: Karyl Bonjour, City Clerk

DATE: 06/05/2020

RE: Resolution for Renewal of 2020-2021
Cigarette/Tobacco/Nicotine/Vapor Permits

SUMMARY: This Resolution is for twelve businesses in Webster City that wish to renew their Cigarette/Tobacco/Nicotine/Vapor Permit.

PREVIOUS COUNCIL ACTION: All of these businesses were approved for the renewal of their annual permits at the June 17th, 2019 meeting last year. An additional permit was issued to AA Tobacco Outlet after the annual June 30th renewal date. That business never did open so the permit was relinquished and the pro-rated refund amount set by the state was returned to the owner.

BACKGROUND/DISCUSSION: These Permits are renewed annually in June of each year for the fiscal year beginning in July. The City Clerk reviews the applications and upon approval from Council, issues the renewal permits. A copy of the applications are also sent to the Iowa Alcohol Beverage Division for their records. The Police Department performs compliance checks on these businesses randomly throughout the year to make sure they are following the law of selling the products. In the previous year, one violation was issued. A hearing before Council was scheduled, but the issue was resolved prior to the hearing date, so the hearing was cancelled.

FINANCIAL IMPLICATIONS: The annual renewal fee for the Permit is \$75.00 each and the money goes into the General Fund.

RECOMMENDATION: Providing the application and fee for each business is presented to me by the end of June, I recommend that you renew these Cigarette/Tobacco/Nicotine/Vapor permits for fiscal year 2020-2021. If the application and payment are not received, I will not issue the permit until both are received, which may cause a lapse in their permit to sell.

ALTERNATIVES: Do not renew all or selected Cigarette/Tobacco/Nicotine/Vapor Permits.

CITY MANAGER COMMENTS: I concur with the recommendation of the City Clerk.

RESOLUTION NO. 2020 -

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEBSTER CITY,
IOWA:**

That the City Clerk be authorized to issue Cigarette/Tobacco/Nicotine/Vapor permits to the following:

Casey's General Store #1828, 1300 Second Street
Casey's General Store #3054, 700 Superior Street
Doc's Stop #9, 407 Closz Drive
Dollar General, 814 Superior Street
Fareway Stores, Inc., 942 Second Street
Fast and Fresh (Hy-Vee, Inc.), 819 Second Street
Hiway 20 Liquor & Tobacco, 1345 Second Street
Hy-Vee Food Stores, 823 Second Street
Kwik Star #924, 505 Fairmeadow Drive
McCoy's 1447, 1447 Second Street
Yesway Store #10018, 1803 Superior Street
Yesway Store #10021, 1102 Second Street

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



MEMORANDUM

TO: City Manager
Mayor and City Council

FROM: Planning Director

DATE: June 5, 2020

RE: Second Reading - Ordinance Amendment Pertaining to Merchandise Displays in the City Right-of-Way

SUMMARY: The City Council needs to amend the Municipal Code pertaining to merchandise displays in City right-of-way to be in sync with the City's Encroachment Policy.

PREVIOUS COUNCIL ACTION: City Council approved the first reading of this ordinance amendment at their June 1, 2020, meeting.

BACKGROUND/DISCUSSION: With the weather changing, some of the retailers have been putting their merchandise on display on the City sidewalks. Since 2006, we have always required that they get permission to do so by applying for an Encroachment Permit. This allows the retailer to have some flexibility with the City's guidance. To have more "teeth" in the policy, in 2019 the City Council adopted the policy as an ordinance and amended the Municipal Code to include Article XIII in Chapter 42, "Encroachment of Public Right-of-way Within the Corporate Limits of Webster City". Another section in the Municipal Code, Section 42-256, addresses merchandise display on City right-of-way but does not mention obtaining a permit from the City. After discussing this with the City Manager and City Attorney, the following amendment to Section 42-256 is recommended to read as follows:

"It is unlawful for a person to place upon or above any sidewalk, any goods or merchandise for sale or for display in such a manner as to interfere with the free and uninterrupted passage of pedestrians on the sidewalk without first obtaining an encroachment permit from the City. At no time should said encroachment permit allow said person or business to place said goods or merchandise for sale or for display outside of the building requested overnight or for times outside of the business' operational hours, if applicable."

By doing so, both sections in the Municipal Code will contain the same directives.

FINANCIAL IMPLICATIONS: N/A

RECOMMENDATION: Approve second reading of the ordinance. I would like to suggest that the Council waive the third reading.

ALTERNATIVES: The Council could choose not to approve this ordinance or offer other suggestions.

CITY MANAGER COMMENTS: I concur with the recommendation of the Planning Director.

ORDINANCE NO. 2020 - _____

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE CITY OF WEBSTER CITY, IOWA, 2019, BY
AMENDING CHAPTER 42, PERTAINING TO STREETS,
SIDEWALKS AND OTHER PUBLIC PLACES.**

BE IT ENACTED by the City Council of the City of Webster City, Iowa, as follows, to-wit:

SECTION 1. SECTION MODIFIED. Chapter 42, Section 42.256, of the Code of Ordinances of the City of Webster City, Iowa, 1996, is hereby repealed and the following adopted in lieu thereof:

Sec. 42-256. - Merchandise display.

It is unlawful for a person to place upon or above any sidewalk, any goods or merchandise for sale or for display in such a manner as to interfere with the free and uninterrupted passage of pedestrians on the sidewalk without first obtaining an encroachment permit from the City. At no time should said encroachment permit allow said person or business to place said goods or merchandise for sale or for display outside of the building requested overnight or for times outside of the business' operational hours, if applicable.

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

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

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

Passed and adopted this _____ day of _____, 2020.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



MEMORANDUM

TO: Mayor and Council

FROM: Beth Chelesvig

DATE OF MEMO: May 28, 2020

RE: Health Insurance Renewal FY20-21

SUMMARY: Attached is memo outlining the recommendation for health/dental/vision insurance renewal for FY 20-21. The Employee Health Insurance Committee met and reviewed all of the information and it is the recommendation that we continue with the current plan for FY 20-21 with Iowa Governmental Health Care Plan (IGHCP) with third party administrator Two Rivers/Employee Benefit Systems (EBS).

This year after a few meetings with the Health Insurance Committee reviewing options it is the recommendation of the committee that there be a 4% increase in health premium for FY20-21.

Last year the recommendation of the committee was that we increase the deductible at the Wellmark level and with that change we were able to reduce the increase last year from a 7.74% to a 5% increase in premium for FY19-20. Another change that was made last year was to offer an additional dental plan that offered orthodontic coverage.

PREVIOUS COUNCIL ACTION: We are bound by contract for the fire bargaining unit for the contribution rates for health insurance, which is currently 100% single, 87% Family. The police bargaining unit, by current contract, is bound to the contribution rates that are established for non-bargaining employees which is currently 100% single, 90% family. The members of the IUOE unit that was decertified in November of 2017 are now part of the non-bargaining employee group.

BACKGROUND/DISCUSSION: The City of Webster City has been with this program since January of 2012. Being a part of this group has been beneficial for the City of Webster City in controlling health care costs and providing quality insurance benefits for our employees.

FINANCIAL IMPLICATIONS: Budget will support the recommendation that is made.

RECOMMENDATION: Approval of plan as listed above.

ALTERNATIVES: Consider changing to another insurance carrier.

CITY MANAGER COMMENTS: I concur with the recommendation of the Administrative Services Director.

Memo

To: Jeff Sheridan

From: Beth Chelesvig

Date: May 28, 2020

RE: Health Insurance Renewal FY 20-21

The initial increase for our health insurance plan this year was at 7.70%. Through negotiating and an adjustment on the partial self-funding level the recommended increase for FY 20-21 is 4% for the health plan, there will be no increase to the dental or vision plans.

In January of 2012 we changed from Coventry to Iowa Governmental Health Care Plan (IGHCP) with third party administrator Two Rivers/Employee Benefit Systems (EBS). At the time we entered into an 18-month agreement which changed our renewal for health insurance from calendar year to fiscal year. IGHCP is a pool of cities, counties and a few school systems. A high deductible plan is purchased from Wellmark, current levels are \$5000/\$10000 deductible, \$7350/\$14700 out of pocket maximum (we started the program at \$2000/\$4000 deductible, \$4000/\$8000 out of pocket maximum and changed to the current levels for FY 19-20), then the plan is partially self-funded to the current level of benefits that employees are receiving (deductible of \$750/\$1500, out of pocket maximum of \$1500/\$3000). The employees have been pleased with the program and it has been working well for us financially.

The premium from Wellmark then has claims funding amount and administration fees added in to arrive at the monthly premium. The claims funding amount is an actuarial estimate based on claims history and plan design.

Each year when we receive our renewal, we have the option to adjust the plan design and claims funding amount to off-set any increase in premium. This year after meeting with the Health Insurance Committee and reviewing options it is the recommendation of the committee that we make the adjustments to the self-funding portion of the plan design which will result in a 4% increase in health premium for FY 20-21.

History of increases:

- 2010 – Principal – 9.6% increase
- 2011 – Coventry – 27.5% increase
- 2012 – IGHCP – No increase, transition process
- 2013/14 – IGHCP – 4.29% increase
- 2014/15 – IGHCP – 2.5% increase
- 2015/16 – IGHCP – 4.23% increase
- 2016/17 – IGHCP – 4.12% increase
- 2017/18 – IGHCP – 0% increase
- 2018/19 – IGHCP – 3.39% increase
- 2019/20 – IGHCP – 5% increase

We are currently under contract with the fire union. The city contribution for the fire unit is set at 100% for single coverage, 87% for family coverage. The city contribution rate for police union is set at the same rate as non-bargaining employees which is currently 100% single, 90% for family coverage.

I would like to thank all of the members of the committee for the time and attention they continue to dedicate to this process. The current members are Brian Stroner, Rhonda Schulz, Marty Parkhill, George Johnston, Zach Williams and Breanne Leshner.

I would like to have this on the agenda for the June 15, 2020 meeting.

RESOLUTION NO. 2020-

ADOPTING GROUP BENEFIT PLAN FOR CITY EMPLOYEES BEGINNING JULY 1, 2020, WITH IOWA GOVERNMENTAL HEALTH CARE PLAN, THIRD PARTY ADMINISTRATOR EMPLOYEE BENEFIT SYSTEMS.

WHEREAS, the City of Webster City desires to continue with agreement for the Group Health Insurance Plan with Iowa Governmental Health Care Plan administered by Two Rivers/Employee Benefit Systems, Third Party Administrative Services for Dental, Vision and Section 125 Flexible Benefit Plan with Two Rivers/Employee Benefit Systems; and,

WHEREAS, the City of Webster City desires to continue the following agreements for group insurance plan and group Section 125 Flexible Benefits for City employees;

Iowa Governmental Health Care Plan 28E agreement administered by Two Rivers/Employee Benefit Systems

Two Rivers/Employee Benefits Systems Third Party Administration Service Agreement for Dental, Vision and Section 125 Flexible Benefit Plan

WHEREAS, the said Group Health Plan and Flexible Benefits Program should be approved for the period of July 1, 2020 – June 30, 2021.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa that the above mentioned Group Benefit Plans are hereby adopted and approved, to be effective July 1, 2020 and the Administrative Services Director is hereby authorized and directed to execute the necessary documents for implementation.

Passed and adopted this 15th day of June, 2020.

ATTEST: _____
Karyl Bonjour, City Clerk

John Hawkins, Mayor



MEMORANDUM

TO: Mayor and Council
FROM: Beth Chelesvig
DATE OF MEMO: June 5, 2020
RE: Pay Plan 20-21

SUMMARY:

The 20-21 pay plan has been prepared reflecting the following:

Iowa State Policeman’s Association Local, American Federation of State, County and Municipal Employees Council 61, AFL-CIO (AFSCME) – 2.25% increase in base wage (16 employees in this unit)

Iowa Professional Fire Fighter’s Local, #1940 – 3% increase in base wage (3 employees in this unit)

Police unit has a three-year contract July 1, 2018 – June 30, 2021

Fire unit has a three-year contract July 1, 2020 – June 30, 2023

Recommendation for Non-Bargaining Employees (49 employees)

The recommendation for this year will be a 2% increase in base wage for non-bargaining employees (49 employees), there may be additional adjustments as needed based on survey results. Any additional increases were budgeted for in the budget approved by council on March 16, 2020. If a non-bargaining employee has a needs improvement rating on their evaluation, they would receive no increase at 7-1-20 and would be reviewed again at 6 months with opportunity for an increase at that point if rating has improved.

PREVIOUS COUNCIL ACTION:

Discussed below in background/discussion

BACKGROUND/DISCUSSION:

Last year a 3% increase was given to non-bargaining employees, which was the same as the Fire unit, Police unit received 2.25% last year.

In surveying other cities, the range for wage adjustments for non-bargaining for 7-1-20 is running from 2% - 3%.

FINANCIAL IMPLICATIONS: Increases are budgeted in 20-21 budget for non-bargaining employees.

RECOMMENDATION: Approving increases as discussed above for non-bargaining employees.

ALTERNATIVES: Use another method to determine % increase for non-bargaining. In the past we have used a scale that takes into account the evaluation rating and position within job band to determine the amount of increase for each non-bargaining employee, with the overall result not exceeding % budgeted.

CITY MANAGER COMMENTS: I concur with the Administrative Services Director's recommendation.

**STANDARD PACKAGE
FOR NON-BARGAINING CITY EMPLOYEES**

LONGEVITY	Maximum .60/hour at 30 years of service.								
FLEXIBLE BENEFITS	Employee may choose single or family health dental & vision coverage. For single plans the employee will contribute per month \$0.00. For family the employee will contribute \$188.92 or \$191.32. They may also choose other benefits including disability, deferred compensation, dependent life, etc.								
LIFE INSURANCE	\$20,000 each employee								
VACATION	<table border="0" style="margin-left: 40px;"> <tr> <td>1 – 5 years of service</td> <td>8 hours per month</td> </tr> <tr> <td>6 – 10 years of service</td> <td>10 hours per month</td> </tr> <tr> <td>11 - 20 years of service</td> <td>12 hours per month</td> </tr> <tr> <td>21 years of service or more</td> <td>14 hours per month</td> </tr> </table> <p style="margin-left: 40px;">Regular permanent part time will earn vacation at a rate of 4 hours per month.</p> <p style="margin-left: 40px;">As of 1-1-18 no more than 15 days (120 hours) of vacation may be carried over to the next year. In special circumstances, the City Manager may allow an employee to carry over more than 15 days (120 hours).</p>	1 – 5 years of service	8 hours per month	6 – 10 years of service	10 hours per month	11 - 20 years of service	12 hours per month	21 years of service or more	14 hours per month
1 – 5 years of service	8 hours per month								
6 – 10 years of service	10 hours per month								
11 - 20 years of service	12 hours per month								
21 years of service or more	14 hours per month								
HOLIDAYS	9 days per year ½ day – December 24 & ½ day – December 31								
PERSONAL DAY	1 day per year								
SICK LEAVE	12 days per year – accumulate to 150 days								
SEVERANCE PAY	20% of unused sick leave not to exceed 30 days will be given for unused sick leave after 10 years								
RECOGNITION	Employees will receive recognition for various reasons, including but not limited to years of service, safety records, attendance records, etc. at an annual recognition dinner.								

BASIC WAGE INCREASE INFORMATION

DEPARTMENT DIRECTORS & STAFF	As per Budget adopted by City Council March 16, 2020.
POLICE (Agreement) Resolution 18-025 (February 19, 2018)	2.25% increase July 1, 2019 – June 30, 2020
FIRE (Agreement) Resolution 20-039 (February 17, 2020)	3% increase July 1, 2020 – June 30, 2023

ALL EMPLOYEES

The City Manager shall set the position of the employee in the pay plan.

APPOINTED EMPLOYEES

The City Council shall appoint and determine the wages of the City Manager and City Clerk.

The City Manager and City Clerk shall be covered by the same fringe benefits that cover non-bargaining employees.

Police Department

July 1, 2020 – June 30, 2021 –2.25% increase in annual base pay

<u>Classification</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
Police Officer	22.40	23.06	23.83		
Sr. Police Officer	25.07	25.88	26.65	27.40	28.21
Sergeant			28.89	29.73	30.64
Dispatcher	17.23	18.23	19.22	20.17	21.23

1. Steps:

A) After an officer becomes certified by the Iowa Law Enforcement Academy, he/she will be placed at Step 1 Senior Patrolman. Dispatchers hired as NCIC Certified, EMD Certified will be allowed to bring with them their years of service as a certified dispatcher in another department for the purposes of advancing through the step criteria. Police Officers who are hired with previous ILEA certification and training are qualified to be immediately adjusted to the step pay commensurate with their years of previous service and training.

2.

B) All Senior patrolman, sergeant and dispatcher steps shall be awarded at the discretion of the Chief of Police with the approval of the City Manager pursuant to criteria developed by the department (including the chief and members) and the City Manager. Criteria may be reviewed at the request of the union or the Chief of Police. Specific change to be made in criteria language prior to July 1, 2000 shall be made in the language regarding overall rating of the employee's performance. Language shall be agreed upon to reflect that the overall employee's performance must "MEET EXPECTATIONS" for a minimum of two consecutive years.

Fire Department

July 1, 2020 - June 30, 2021 3% across - the - board

<u>Classification</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
11 Firefighter	15.61	16.07	16.53	17.19	17.67
13 Captain	18.16	18.91	19.65	20.28	20.97

RESOLUTION NO. 2020 -

ADOPTING EMPLOYEE PAY PLAN FOR 2020-2021

WHEREAS, the employee pay plan for classified employees has been updated and revised as deemed appropriate by the City Manager and the Administrative Services Director.

WHEREAS, the employees of the Police bargaining unit will receive basic wage increase of 2.25% July 1, 2020 as per Resolution No. 2018-025; and,

WHEREAS, the employees of the Fire bargaining unit will receive basic wage increases of 3% July 1, 2020 as per Resolution No. 2020-039; and,

WHEREAS, funds have been budgeted for non-bargaining employees as approved in budget adopted March 16, 2020.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa that the proposed 2020-2021 employee pay plan for the fiscal year ending June 30, 2021 is hereby adopted.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



MEMORANDUM

TO: City Manager
Mayor and City Council

FROM: Community Vitality Director

DATE: June 15th, 2020

RE: Grant – East Twin Park Playground Project

SUMMARY: Resolution to approve the Grant Agreement with The Wellmark Foundation for the East Twin Park Playground Project.

PREVIOUS COUNCIL ACTION: n/a

BACKGROUND/DISCUSSION:

Following the Council’s rejection of an offer to buy the City owned property known as East Twin Park, community members began an effort to raise money for improvements at the park. A fund was established at Enhance Hamilton County to facilitate charitable donations. To date, \$17,023.25 has been raised/earmarked for East Twin Park, less \$1,474.00 spent on new basketball backboards, Administrative Fees of \$62.50 and change in market value of \$841.95, the remaining balance for this park is currently \$14,644.80. An additional \$125.00 has been earmarked to go toward any park improvement.

To help support the revitalization effort, the Community Vitality Director sought approval from the Webster City Parks & Recreation Committee to apply for a large MATCH grant from The Wellmark Foundation to help pay for new playground and outdoor fitness equipment. (see Grant Application and Proposed Plan documents, Exhibit A & B)

Webster City is awarded a grant in the amount of \$96,928. The grant requires a match, of which 50% must be cash.

FINANCIAL IMPLICATIONS: \$96,928 must be provided in match, 50% of which may be in kind, making the full cash implication \$48,464, minus any funds raised by the public. See the attached grant budget (Exhibit C) for full project cost estimate. We have until September 4th, 2020 to raise the remaining match amount. The total project cost estimate for Phase I is \$289,937 with an estimated \$144,121 cash and \$35,888 in-kind contributions from the City. It is proposed that the required funds would come from our Community & Economic Development reserve.

RECOMMENDATION: Council approves Resolution to approve the agreement with the Wellmark Foundation, and commits to match requirement for the Grant.

ALTERNATIVES: none recommended

CITY MANAGER COMMENTS: I concur with the Community Vitality Director’s recommendation and commend her for her exemplary effort on this project.

RESOLUTION NO. 2020 -

**RESOLUTION ACCEPTING GRANT, AUTHORIZING THE MAYOR
AND CITY CLERK TO ENTER INTO A GRANT AGREEMENT WITH
THE WELLMARK FOUNDATION AND TO COMMIT TO MATCHING FUNDS
WITH CASH AND IN-KIND SERVICES
FOR THE EAST TWIN PARK PLAYGROUND PROJECT.**

WHEREAS, the City of Webster City, Iowa is desirous to make improvements to the East Twin Park; and

WHEREAS, Webster City community members began an effort to raise money for improvements at the park; and

WHEREAS, the City of Webster City submitted a grant application to The Wellmark Foundation for a grant to implement the improvements, consisting of updated playground and outdoor fitness equipment; and

WHEREAS, The Wellmark Foundation has awarded a grant in the amount of \$96,928.00 for the East Twin Park Playground Project with provisions outlined in the agreement; and

WHEREAS, the grant requires a match of \$96,928.00; 50% of which may be in-kind services with a cash match of \$48,464.00.

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

1. To authorize the Mayor and City Clerk to enter into the Grant Agreement with The Wellmark Foundation for the East Twin Park Playground Project
2. To commit to the local match of cash and in-kind services for the East Twin Park Playground Project.

Passed and adopted this 15th day of June, 2020.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk

The Wellmark Foundation Grant Agreement

This Wellmark Foundation Grant Agreement ("**Agreement**") is made by and between The Wellmark Foundation ("**Foundation**"), an Iowa nonprofit corporation, and the GRANTEE identified on the signature page (hereinafter, "**Grantee**").

RECITALS:

- A. Foundation qualifies as a private foundation under the Internal Revenue Code of 1986 as amended ("**Code**").
- B. The purpose of this Agreement is to set forth the terms and conditions under which the Foundation has awarded a grant to Grantee.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

Article I Scope

This Agreement applies to the project submitted by Grantee as a grant application entitled "East Twin Park Playground Project," as more fully described in Grantee's written proposal (Grant ID 2020-01-063) to the Foundation incorporated by this reference as a part of this Agreement ("**Grant Project**"). This Agreement does not apply to any other project or program of Grantee or the Foundation.

Article II Grant Award

The Foundation agrees to award Grantee the total of \$96,928.00 for the Grant Project to be paid in one (1) payment over the Grant Period defined in Article III at the discretion of the Foundation (\$96,928.00 overall award; \$96,928.00 full grant payment to be made on or about September 18, 2020). The payment shall be made subsequent to the announcement of the Grant Project award and full execution of this Agreement.

All payments hereunder are subject to the terms and conditions of this Agreement and shall be used only for purposes specified in the Grant Project. Grant Project funds shall not be used to reimburse expenses incurred prior to the Foundation's date of acceptance of this Agreement. Any funds that are not used by the end of the next calendar year following the end of the Grant Period shall be transferred back to the Foundation. The process and procedure for the transfer of unexpended funds will be done in accordance with instructions by the Foundation. An unfunded extension of the Grant Period may be granted in writing at the sole discretion of the Foundation.

Article III Grantee Responsibilities and Representations

Grantee shall perform all services and activities as described in the grant application submitted to the Foundation. Grantee also shall comply with such procedures as the Foundation has established, from time to time, as requirements for the Grant Project award and as set forth in its notification of the award and/or posted on the Foundation website (www.wellmark.com/foundation), incorporated herein by reference and made a part of this Agreement. The "**Grant Period**" will be September 18, 2020 through December 31, 2022. Grantee agrees to submit written progress and budget reports to the Foundation every six months during the Grant Period (initial report due June 1, 2021) and a final report upon completion. Grantee agrees to include video or photographs as may be appropriate with the progress reports and agrees to submit other reports that the Foundation may reasonably request. Grantee agrees to permit the Foundation to visit the Grant Project and videotape or photograph the Grant Project.

In carrying out the Grant Project, Grantee shall comply with all applicable laws, regulations, and rules and will not infringe, misappropriate, or violate the intellectual property rights of any third party. At all times during the Grant Period, Grantee shall maintain its tax-exempt status under (and conduct its activities in accordance with) Section 501(c)(3) of the Code unless Grantee is a government entity.

**Article IV
Changes in Grant Project**

Any changes in the Grant Project (including, without limitation, any changes in the services or activities described in the proposal materials or work plan) require the prior written approval of the Foundation. Failure to obtain prior approval may result in the suspension of the award payments or termination of this Agreement in accordance with Article XI.

**Article V
Changes in Key Personnel**

Grantee shall provide notice to the Foundation within ten (10) days of any changes in the key personnel performing services for the Grant Project. Such written notice shall include the individual's successor, title and resume.

**Article VI
Records; Right to Examination and Audit**

Grantee shall maintain adequate accounting records and other records related to the Grant Project. Grantee will permit the Foundation on-site visits and access to examine and audit all records and documents reasonably related to Grantee's obligations under this Agreement. Grantee agrees to ensure the cooperation of its employees, officers, directors and agents in such examination and audit. The Foundation will provide notice to Grantee prior to the performance of an examination and audit and arrange a mutually acceptable time for it.

**Article VII
Assignment**

This Agreement shall not be assigned by either party without the prior written consent of the other party, which consent shall not be unreasonably withheld. Any assignment not in accordance with this Article VII shall be null and void.

**Article VIII
Publication by Foundation and Grantee; Rights to Data**

The Foundation may include information about the Grant Project, including any videos or photographs, in its periodic public reports and may make such information available on the Wellmark.com/foundation website as part of press releases, public reports, presentations, newsletters, tax returns, and other public disclosures.

Grantee may publish the results of the Grant Project subject to the Foundation's prior review and comment. Any materials used by Grantee for the purpose of publicity pursuant to this Agreement shall display the Foundation's designated and approved logo in a manner acceptable to and approved by the Foundation.

In the event activities supported by this Agreement produce original computer programs, writing, sound recordings, pictorial reproductions, drawings or other graphic representations and works of similar nature (the term computer programs includes executable computer programs and supporting data in any form) (collectively, the "Materials"), the Foundation reserves the right to use, duplicate and disclose, in whole or in part, the Materials in any manner for any purpose whatsoever. Without limiting the foregoing, Grantee hereby grants to the Foundation a non-exclusive, transferable, perpetual, irrevocable, royalty-free, paid-up, worldwide license to use or publish the Materials in any manner for any purpose whatsoever.

**Article IX
Release of Information**

Grantee agrees to provide to the Foundation, upon request, all written program records including, but not limited to, non-identifiable physician and client records, statistical information, board, administrative and financial records, including budget, accounting activities, financial statements and audits reasonably related to the Grant Project.

**Article X
Remedies for Breach**

In the event Grantee violates or breaches the terms of this Agreement, the Foundation reserves all contractual and legal remedies that are available.

Upon notice, the Foundation may suspend this Agreement, in whole or in part, and withhold payment of funds or recoup awarded funds when the Grantee has failed to comply with the terms of this Agreement until a corrective action plan has been submitted and approved by the Foundation. Reasons for suspension of this Agreement may include, but are not limited to, the following:

- a. Delinquency in submitting required reports by established due dates.
- b. Failure to show satisfactory progress in achieving the objectives of the Grant Project or failure to meet the terms and conditions of this Agreement.
- c. Failure to provide adequate management of the Grant Project funds.
- d. Failure to obtain matching funding in the amount and time required in the award notification when such funding was a condition of the grant award.

A suspension shall be in effect until the Grantee has taken corrective action or given evidence satisfactory to the Foundation that corrective action will be taken or until this Agreement is terminated.

Costs incurred by the Grantee during the suspension period shall not be allowed under this Agreement unless expressly authorized in the notice of suspension. Necessary costs that the Grantee could not reasonably avoid during the suspension shall be allowed only if the Grantee had a prior obligation for these expenses.

**Article XI
Term and Termination**

This Agreement shall commence upon the date of acceptance by the Foundation and shall terminate at the conclusion of the Grant Period. This Agreement may be terminated immediately upon notice (1) if circumstances beyond the control of the Foundation or the Grantee make continuation of this Agreement impossible, or (2) in the event of the Grantee's noncompliance with any term or condition, related rules, regulations or requests or the Grantee has proven unable to fulfill the work and services described in this Agreement.

In the event of such termination, the Grantee shall be reimbursed by the Foundation only for those costs allowable under the award for the Grant Project that are incurred prior to the termination date. Any unexpended funds shall be immediately returned to the Foundation unless otherwise agreed by the Foundation.

**Article XII
Notices**

Any notice required to be given under this Agreement shall be in writing and deemed delivered when personally delivered, sent by a commercial overnight courier, sent by certified mail, return receipt requested, or

transmitted by electronic means, to the address set forth on the signature page to this Agreement and the Grant Project.

**Article XIII
Nonwaiver and Invalidity**

Failure of either party to exercise any of such party's rights under this Agreement will not constitute a waiver of such rights in the future. In the event any provision of this Agreement is held invalid, illegal or unenforceable, in whole or in part, the remaining provisions of this Agreement shall not be affected thereby and shall continue to be valid and enforceable.

**Article XIV
Section Headings and Interpretation**

The Section headings used in this Agreement have been inserted for convenience of reference only and shall not in any manner modify or restrict any of its terms or provisions. This Agreement shall not be construed more strongly against any party regardless of who was more responsible for its preparation.

**Article XV
Entire Agreement and Amendments**

This Agreements and all attachments hereto constitute the entire Agreement between the parties with respect to the subject matter hereof and any prior agreements, understandings, representations and warranties, whether written or oral in regard to the subject matter hereof, are hereby superseded. No amendment, change or modification of any of the terms, provisions or conditions of this Agreement shall be effective unless such amendment is clearly identified as an amendment to this Agreement, made in writing and signed by authorized personnel of both parties.

**Article XVI
Governing Law**

This Agreement shall be construed and enforced in accordance with the laws of the State of Iowa without regard to conflict of laws principles.

**Article XVII
Limitation of Action**

No action, regardless of form, may be brought by either party on any claim arising out of this Agreement more than two years after the claim arose.

**Article XVIII
Indemnification**

The Grantee shall indemnify and hold Foundation harmless from and against any and all liabilities, losses, damages, costs or expenses, including, but not limited to, reasonable attorneys' fees and legal expenses, incurred by Foundation as a result of a breach of this Agreement by the Grantee or any tortious, unlawful or unauthorized acts or omissions by the Grantee,

**Article XIX
Consent to Jurisdiction**

Each of the parties hereby irrevocably submits to the exclusive jurisdiction of any United States District Court or Iowa District Court sitting in Des Moines, Iowa in any action or proceeding arising out of or relating to this Agreement, and each party hereby irrevocably agrees that all claims in respect of such action or proceeding shall be heard and determined in either of such courts. Each of the parties irrevocably waives any objection, including without limitation, any objection on the grounds of forum nonconveniens, which it may now or

hereafter have to the bringing of any such action or proceedings in such respective jurisdictions. In addition, the parties agree that neither of them shall commence any action arising out of or relating to this Agreement in any court other than the United States District Court or the Iowa District Court sitting in Des Moines, Iowa.

**Article XX
Waiver of Jury Trial**

EACH OF THE PARTIES IRREVOCABLY WAIVES ALL RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT.

IN WITNESS WHEREOF, THE PARTIES HAVE CAUSED THIS AGREEMENT TO BE EXECUTED IN DUPLICATE COUNTERPARTS, EACH BEING DEEMED AN ORIGINAL, AS OF THE DATE of execution set forth below.

Legal Name of Grantee	City of Webster City
IRS Tax Identification Number	
Mailing Address	
Email Address	
Signature	
Printed Name and Title	
Date Signed	

Name of Grantor	The Wellmark Foundation
Mailing Address	1331 Grand Avenue, Des Moines, IA 50309
Email Address	WellmarkFoundation@Wellmark.com
Signature	
Printed Name and Title	
Date of Acceptance	

Certificate Of Completion

Envelope Id: 6D26D67E978546819E0BC1DCD08DC114
 Subject: Grant Agreement available for City of Webster City
 Source Envelope:
 Document Pages: 5
 Certificate Pages: 5
 AutoNav: Enabled
 EnvelopeId Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Sent

Signatures: 0
 Initials: 0

Envelope Originator:
 Gina Rooney
 rooneygj@wellmark.com
 IP Address: 198.245.41.130

Record Tracking

Status: Original
 5/20/2020 2:37:48 PM

Holder: Gina Rooney
 rooneygj@wellmark.com

Location: DocuSign

Signer Events

Signature

Timestamp

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Mary Lawyer
 LawyerM@Wellmark.com

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Lindsay Henderson
 lhenderson@webstercity.com

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Accepted: 6/1/2020 7:28:54 AM
 ID: ca801449-21dd-4d1f-bdc1-5245cc8bbdfc
 Company Name: The Wellmark Foundation

Sent: 5/20/2020 2:44:41 PM
 Viewed: 6/1/2020 7:28:54 AM

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Bryan Morrissey
 bmorrissey@midascog.net

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carbon Copy Events**Status****Timestamp**

Wellmark Foundation Manager

RooneyG@Wellmark.com

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**
Not Offered via DocuSign**Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

5/20/2020 2:44:41 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, The Wellmark Foundation (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact The Wellmark Foundation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: WellmarkFoundation@wellmark.com

To advise The Wellmark Foundation of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at WellmarkFoundation@wellmark.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from The Wellmark Foundation

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to WellmarkFoundation@wellmark.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with The Wellmark Foundation

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to WellmarkFoundation@wellmark.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify The Wellmark Foundation as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by The Wellmark Foundation during the course of your relationship with The Wellmark Foundation.



The Wellmark Foundation is an independent licensee of the Blue Cross and Blue Shield Association.

2020 Large MATCH Grant Application

Exhibit A

Preparation

Before beginning the application, review the guidelines and requirements in the Wellmark Foundation Matching Assets to Community Health 2020 Request for Proposal.

This application is an Adobe PDF fillable form. To best complete this application, use Adobe Acrobat. The latest version of Adobe Acrobat can be downloaded for free from <https://get.adobe.com/reader/otherversions/>.

Completed applications and required attachments must be submitted to WellmarkFoundation@wellmark.com by 5:00 PM CST on Friday, February 21, 2020.

Organization Information

Organization Name: City of Webster City

Mailing Address: 400 2nd Street

City: Webster City

State: Iowa

Zip: 50595

Website: webstercity.com

Type of Organization: 501(c)(3)

Government Entity

Other: _____

Organization's 9-digit Tax ID number: _____

Primary Contact Information

First Name: Lindsay

Last Name: Henderson

Organization Name: City of Webster City

Title: Community Vitality Director

Mailing Address: 402 2nd Street

City: Webster City

State: Iowa

Zip: 50595

Email Address: lhenderson@webstercity.com

Telephone Number: 515-832-9151

Secondary Contact Information

First Name: Bryan

Last Name: Morrissey

Organization Name: Mid-Iowa Development Association Council of Governments

Title: Planner I

Mailing Address: 602 1st Avenue South

City: Fort Dodge

State: Iowa

Zip: 50501

Email Address: bmorrissey@midascog.net

Telephone Number: 515-576-7183 ext. 213

Project Information

Project Name: East Twin Park Playground Project

City: Webster City

County: Hamilton

State: Iowa

Project website: webstercity.com https://webstercity.com/wp-content/uploads/2020/01/webster city pr master plan FINAL.pdf

Project start date: June 2020

Project end date: September 2020

Amount requested: \$96,928

Total Project Budget: \$289,937

Amount Secured/Raised-to-date: \$13,000 to date. The rest of the match will come from City reserve funds and additional donations

Detailed Project Information

The Wellmark Foundation has identified two areas of focus. We are looking for sustainable solutions within the two areas below. Select which one best aligns with the project.

- Access to and consumption of healthy foods
- Safe environments in which to be physically active

1. Describe the project.

The East Twin Park Playground Project is an effort to address the concerns related to the recreation equipment at the East Twin Park that were identified in the 2019 Webster City Parks and Recreation Master Plan. The needs identified for the playground equipment at East Twin Parks include: increasing the number of ADA accessible pieces of equipment, making the park more desirable for younger families, and providing more opportunities for activities for all residents.

The City of Webster City is applying for this grant to purchase multiple pieces of playground equipment for East Twin Park that will address the concerns from those in the community. These concerns were expressed by residents during the early stages of the parks and recreation master plan. Currently, there are only two sets of swings, a teeter totter, and a set of monkey bars at East Twin Park. The overall lack of playground equipment paired with the fact none of the pieces of equipment are ADA accessible has resulted in declined usage by many residents, including young families in the community. Recently, an offer to buy the park for commercial development was rejected by the City Council after many in the public voiced their desire to save and improve the park. The City is now looking to capitalize off the recent momentum gained from saving the park to address the concerns highlighted in the parks and recreation master plan. The City is applying for this grant to purchase new ADA accessible playground and outdoor fitness equipment that in turn will attract many of the residents that have stopped using the park over the years.

2. What are the goals and objectives of the project?

The East Twin Park Playground Project has three primary goals it's looking to address. The first goal is to attract young families to use the parks regularly. The City believes that the lack of a fully equipped playground has prevented many young families in the community from using the park on a regular basis. Upon completion of the project, the park will have multiple pieces of fully equipped playground equipment, making the park more attractive for younger families. The second goal of this project is to increase activity levels among residents. Current health statistics provided by the 2019 Hamilton County Community Health Needs Assessment notes that obesity is the the second most concerning health condition for residents, just behind mental illness. The revitalization of East Twin Park will provide more attractive opportunities for residents looking to address their obesity concerns. The third and final goal of the project is to make the park more accessible for those with disabilities. Currently, none of the playground equipment at East Twin Park is ADA accessible, forcing residents with disabilities to look elsewhere for activity. Upon completion, East Twin Park will have new equipment that will be ADA accessible, providing more opportunities to those with disabilities.

3. How did you identify the need for the project?

Two different resources were used to identify the need for the East Twin Park Playground Project. The first, a study from Iowa State University Extension and Outreach titled "A Profile of Webster City from 1994 to 2014", examined life in Webster City during that time. In the study, residents were surveyed every ten years (1994, 2004, 2014) to rate the quality of various services provided by the City. In 1994, 87% of respondents rated the condition of the parks to be "Good" or "Very Good". In 2004, that number dropped to 71%, and in 2014 that number dropped again to 62%. The declining percentage of residents who believe that the parks are in good condition highlights a need to update the park's facilities.

The second resource used to identify the need for the East Twin Playground Project was identified through the 2019 Webster City Parks and Recreation Master Plan. In the plan, public input was collected through a variety of ways. One method in particular let residents voice their opinion on ideas by displaying potential improvements and allowing residents to vote on their favorite idea. Of the ideas to improve East Twin Park, upgrading the playground equipment scored the second highest of all the ideas, just behind installing a new splash pad. Since the master plan's completion, the City has decided to move forward with upgrading the playground equipment.

4. What are you attempting to solve by implementing the project? Why?

The City is attempting to address two main concerns through the East Twin Park Project. The first concern is that none of the current playground equipment is ADA accessible. The absence of equipment that is usable by those with disabilities has been a concern of the City for some time now, and they see the East Twin Park Project as a way to address this concern. The second problem that will be addressed is the low levels of park usage by young families. Through the Iowa State University Extension and Outreach report that was previously mentioned, it has become apparent to community leaders that the conditions of the parks in Webster City have been declining over the years. The City sees the East Twin Park Project as a way to attract younger families that have not been using the park's facilities regularly.

Another reason to preserve and improve East Twin Park is that it is the only playground on the east side of a four-lane main commercial corridor that separates the east side of the community from the rest of town. The east side of the city also happens to be a low-income census tract, and is home to more disadvantaged and under-served neighborhoods. It is essential that to provide safe and easy access to park amenities on this side of the town.

5. Who will benefit and how? Include relevant demographics such as number of residents within the community, city or county; community/county health statistics; workforce; population; etc.

Per the 2010 Census, Webster City has a total of 8,070 residents with a total of 3,433 households. Of those households, 29.2% have at least one individual under the age of 18 present. According to the 2017 American Community Survey's 5-Year Estimates for Webster City; 4.9% of residents under 19 years of age have a disability, 9.7% of residents age 19 to 64 have a disability, and 28.7% of residents over the age of 65 have a disability. Furthermore, according to a 2019 Community Health Needs Assessment conducted by Hamilton County Public Health, obesity was ranked as the second highest perceived health concern in the community, coming second only to mental health. Improvements in the quality and accessibility of parks and park equipment are associated with improved metrics in both areas of concern.

Major types of employment in Hamilton County include agriculture (32.7%), finance, insurance, and housing (17.7%); and education, health care, and social services (10.7%).

6. Who are the critical stakeholders/key partners necessary for the success of the project and how are they being engaged?

The critical stakeholders and key partners involved include the City of Webster City Council and staff, the Parks & Recreation Commission, and several informal community groups. On the same night that the Council turned down the offer to sell the park to a retail development, a 14 year old resident started a GoFundMe page to start fundraising for park improvements. By the end of the week, another resident stepped forward with a donation and opened a field of interest fund with the local community foundation which allowed for tax-deductible charitable donations towards improvements in the Webster City Parks & Recreation system. The fund is controlled by the WC Parks & Recreation Commission, and donors can earmark their donations for specific parks or facilities. To date, approximately \$13,000 has been raised for East Twin Park. More donors have stated their interest in contributing as progress is made with specific improvements, such as the playground equipment that is planned if the Wellmark grant is awarded.

Another informal committee that is involved is the Twin Parks Revitalization Group, which has formed its own Facebook page and is assisting with promoting the fundraising efforts, and coordinating volunteer support. The group has plans to lead an effort this summer to paint the skateboard park which is one of the improvements recommended in the Master Parks & Recreation Plan. A local youth group called SHIFT Happens has also joined in the fundraising effort by choosing the East Twin Improvement project as the recipient of the funds raised through their annual "Dodge for a Cause" dodgeball tournament, which is a very successful event that has gone on for several years.

7. How will the project continue to provide value to the community over time? How will you ensure the project is sustainable?

The East Twin Park Playground Project is looking to add value to the community by providing increased opportunities for all residents to use a flourishing park in the center of the community. The revitalized park will provide new and exciting activities for residents to use and together with the West Twin Park will serve as a social hub for the community. The project will be sustained and managed by the City's Parks and Recreation department who will ensure that the park stays in desirable shape, is safe, and is available for use once the project is complete. Additionally, with the creation of the Friends of Webster City Parks & Recreation Fund at the Community Foundation, residents will have a way to continuously give charitable donations to support future maintenance and improvements.

8. Once the project is complete, how will you measure if you have achieved the stated goals and objectives? How will you evaluate the overall impact and effectiveness of the project?

As mentioned previously, in 1994, 2004, & 2014, surveys were distributed by Iowa State University Extension & Outreach gauging residents' satisfaction with the services provided by the City (A Profile of Webster City from 1994 to 2014). Park quality was one of the topics discussed in the survey. The City is planning to distribute a similar survey to residents upon the completion of the East Twin Park Playground Project. This survey should be sufficient in measuring the impact the project has had on the public and will encourage residents to share their experiences on how accessible the park is and how frequently they are using it.

9. Describe how you plan to obtain the required dollar-for-dollar match amount. Remember that half of the required match amount can be in-kind goods and services, while the other half must be financial. Include all in-kind and financial commitments that have been made or secured to-date.

Currently, the City of Webster City has collected \$13,000 in donations since December from residents with a desire to improve the Twin Parks. A majority of these donations were raised after the City Council rejected a bid to turn Twin Parks into commercial development. The City is looking to capitalize off of the momentum gained since rejecting the commercial bid for the park to address the concerns highlighted in the parks and recreation plan. The City of Webster City plans to cover the rest of the match not raised by donations to reach the required dollar-for-dollar amount for the grant. Fundraisers are currently still in progress, put together by the Webster City Twin Parks Revitalization Committee.

10. How would a grant from The Wellmark Foundation impact your project and fundraising efforts?

A grant from the Wellmark Foundation would allow the City of Webster City to capitalize off of its fundraising efforts that began this past winter. The public is enthusiastic about making progress towards revitalizing East Twin Park, but additional funds are still needed. A grant from Wellmark would allow the City to begin the project shortly after the award date in hopes to have new playground equipment by the end of the summer. Without the grant, the start date for the project would be pushed back significantly as additional funds would need to be raised. If the start date for the project were to be pushed back because of a lack of funds, it is expected that public's optimism about the project being completed would likely decline. The City did not have major improvements planned for the park in the Capital Improvement Plan. The energy and support from the community for saving and improving this park has created a sense of urgency, and moved this particular park to the top of the priority list, but without the grant, the City does not know when they will be able to make similar progress.

Organization Overview

11. Provide an overview of your organization's mission, work and expertise. Include any experience your organization has in administering projects of this kind.

The City of Webster City is a local government entity in north central Iowa that has been serving the residents of the community since the mid-1800's. Aside from the normal day-to-day operations that are carried out by many local governments, the City of Webster City aims to enhance the quality of life for all residents in the community by promoting sustainability and economic resiliency.

The City of Webster City has completed a variety of community development projects over the years, and is sufficiently staffed to handle a project of this kind. Examples of community development projects include extensive improvements that are in progress at our Wilson Brewer Historical Complex, where the City has rebuilt and restored two cabins belonging to the town's founders, and the renovation and relocation of a historical church. With the past two years, with the help of local service clubs, the City has installed playground equipment at two other small parks on the opposite ends of town from East Twin. Webster City provides a combination of natural beauty and recreation with easy access to regional amenities. The residents are resilient, resourceful, diverse, and work hard to preserve the relaxed, safe, and family-friendly culture of the community.

12. Has your organization received grant funding from The Wellmark Foundation within the past five years?

Yes No

If Yes, when and for what?

13. Has your organization applied for grant funding from The Wellmark Foundation within the past five years?

Yes No

If Yes, when and for what?

Include the following attachments with your application:

Required

1. A copy of your IRS Determination Letter. If you are a government entity, we recognize that you do not have a determination letter. (PDF) [Attach IRS Letter](#)
2. A detailed project budget that shows the expenses associated with the project. If your organization has secured funding, include a listing of the amounts and funding sources. (PDF, Microsoft Excel or Word) [Attach detailed budget](#)
3. A high-level timeline for the project. Not that the project must be completed by December 2022 in order to be considered for 2020 Large MATCH Grant. (PDF, Microsoft Excel or Word) [Attach high-level timeline](#)

Optional

1. Any pertinent materials you would like to share such as renderings, photos, letters of support, etc. Combine material into no more than two PDF or Microsoft Excel or Word files. [Attach additional materials](#)

Completed applications and required attachments must be submitted to WellmarkFoundation@wellmark.com by 5:00 PM CST on Friday, February 21, 2020.

The application and attachments need to be sent via email as attachments. Do not use file sharing sites to submit the application.

If you have questions about the grant process or need assistance with the application, contact:

WellmarkFoundation@wellmark.com or (515) 376-6420.

Required Federal Accessibility and Nondiscrimination Notice



Discrimination is against the law

Wellmark complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex. Wellmark does not exclude people or treat them differently because of their race, color, national origin, age, disability or sex.

Wellmark provides:

- Free aids and services to people with disabilities so they may communicate effectively with us, such as:
 - Qualified sign language interpreters
 - Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Free language services to people whose primary language is not English, such as:
 - Qualified interpreters
 - Information written in other languages

If you need these services, call 800-524-9242.

If you believe that Wellmark has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability or sex, you can file a grievance with: Wellmark Civil Rights Coordinator, 1331 Grand Avenue, Station 5W189, Des Moines, IA 50309-2901, 515-376-4500, TTY 888-781-4262, Fax 515-376-9073, Email CRC@Wellmark.com. You can file a grievance in person, by mail, fax or email. If you need help filing a grievance, the Wellmark Civil Rights Coordinator is available to help you. You can also file a civil rights complaint with the U.S. Department of Health and Human Services Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail, phone or fax at: U.S. Department of Health and Human Services, 200 Independence Avenue S.W., Room 509F, HHH Building, Washington DC 20201, 800-368-1019, 800-537-7697 (TDD).

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

ATENCIÓN: Si habla español, los servicios de asistencia de idiomas se encuentran disponibles gratuitamente para usted. Comuníquese al 800-524-9242 o al (TTY: 888-781-4262).

注意: 如果您说普通话, 我们可免费为您提供语言协助服务。请拨打 800-524-9242 或 (听障专线: 888-781-4262)。

CHÚ Ý: Nếu quý vị nói tiếng Việt, các dịch vụ hỗ trợ ngôn ngữ miễn phí có sẵn cho quý vị. Xin hãy liên hệ 800-524-9242 hoặc (TTY: 888-781-4262).

NAPOMENA: Ako govorite hrvatski, dostupna Vam je besplatna podrška na Vašem jeziku. Kontaktirajte 800-524-9242 ili (tekstualni telefon za osobe oštećena sluha: 888-781-4262).

ACHTUNG: Wenn Sie deutsch sprechen, stehen Ihnen kostenlose sprachliche Assistenzdienste zur Verfügung. Rufnummer: 800-524-9242 oder (TTY: 888-781-4262).

تنبه: إذا كنت تتحدث اللغة العربية، فإننا نوفر لك خدمات المساعدة للغة مجاناً. اتصل بالرقم 800-524-9242 أو (خدمة الهاتف للنسب: 888-781-4262).

ສິ່ງຄວນເອົາໃຈໃສ່: ພາສາລາວ ຖ້າທ່ານເວົ້າ: ພວກເຮົາມີບໍລິການຄວາມຊ່ວຍເຫຼືອດ້ານພາສາ ໃຫ້ທ່ານໂດຍບໍ່ເສຍຄ່າ ຫຼື 800-524-9242 ຄືນຄື. (TTY: 888-781-4262.)

주의: 한국어 를 사용하지는 경우, 무료 언어 지원 서비스를 이용하실 수 있습니다. 800-524-9242번 또는 (TTY: 888-781-4262)번으로 연락해 주십시오.

ध्यान रखें: अगर आपकी भाषा हिन्दी है, तो आपके लिए भाषा सहायता सेवाएँ, नि:शुल्क उपलब्ध हैं। 800-524-9242 पर संपर्क करें या (TTY: 888-781-4262)।

ATTENTION: si vous parlez français, des services d'assistance dans votre langue sont à votre disposition gratuitement. Appelez le 800 524 9242 (ou la ligne ATS au 888 781 4262).

Get Acht: Wann du Deutsch schwetze duscht, kannst du Hilf in dei eegri Schprooch kochedfrei griege. Ruf 800-524-9242 odder (TTY: 888-781-4262) uff.

โปรดดูทราบ: หากคุณพูด ไทย เรามีบริการช่วยเหลือคำแปลภาษาสำหรับคุณโดยไม่มีค่าใช้จ่าย ติดต่อ 800-524-9242 หรือ (TTY: 888-781-4262)

PAG-UKULAN NG PANSIN: Kung Tagalog ang wikang ginagamit mo, may makukuha kang mga serbisyong tulong sa wika na walang bayad. Makipag-ugnayan sa 800-524-9242 o (TTY: 888-781-4262).

සිද්ධි: ඔබගේ මවුභාෂාව ඉංග්‍රීසි බවට පත්වීමට අවස්ථාවක් ඇති නම්, ඔබට මවුභාෂා සහාය සේවාවක් ලබා ගත හැකිය. 800-524-9242 හි (TTY: 888-781-4262) සම්බන්ධ කර ගන්න.

ВНИМАНИЕ! Если ваш родной язык русский, вам могут быть предоставлены бесплатные переводческие услуги. Обращайтесь 800-524-9242 (телефайн: 888-781-4262).

सावधान: यदि आपकी मूलभाषा रूसी है, तो आपके लिए नि:शुल्क रूपमा भाषा सहायता सेवाएँ उपलब्ध गरायेंगे। 800-524-9242 या (TTY: 888-781-4262) या सम्पर्क गर्नुहोस्।

ማሳሰቢያ: ለማርኛ የሚናገሩ ስዎን: የቋንቋ ለገዛ ለገልገሎቶች ለከፍፊያ ነፃ: ያገኛሉ: በ 800-524-9242 ወይም በ(TTY: 888-781-4262) ደውለው ያነጋግሩ::

HEETINA To a woiwa Fulfulde laabi wallinde dow woida, nas e njobdi, ene ngoodi ngam maada. Hebir 800-524-9242 malla (TTY: 888-781-4262).

FUULEFFANNA: Yo lain Oromiffaa, kan dubbattan taatan, tajaajiloonni gargaarsa afaanii, kaffattii malee, isiniif ni jiru. 800-524-9242 yookin (TTY: 888-781-4262) quunnaama.

УВАГА! Якщо ви розмовляєте українською мовою, для вас доступні безкоштовні послуги мовної підтримки. Зателефонуйте за номером 800-524-9242 або (телефайн: 888-781-4262).

Ge': Diné k'éhjí yáníít'go níká bizaad bee áká' adooowí, t'ásá jilk'é, náhíóó. Koj' hóíne' 800-524-9242 doodai' (TTY: 888-781-4262)

Wellmark Blue Cross and Blue Shield of Iowa, Wellmark Health Plan of Iowa, Inc., Wellmark Synergy Health, Inc., Wellmark Value Health Plan, Inc. and Wellmark Blue Cross and Blue Shield of South Dakota are independent licensees of the Blue Cross and Blue Shield Association

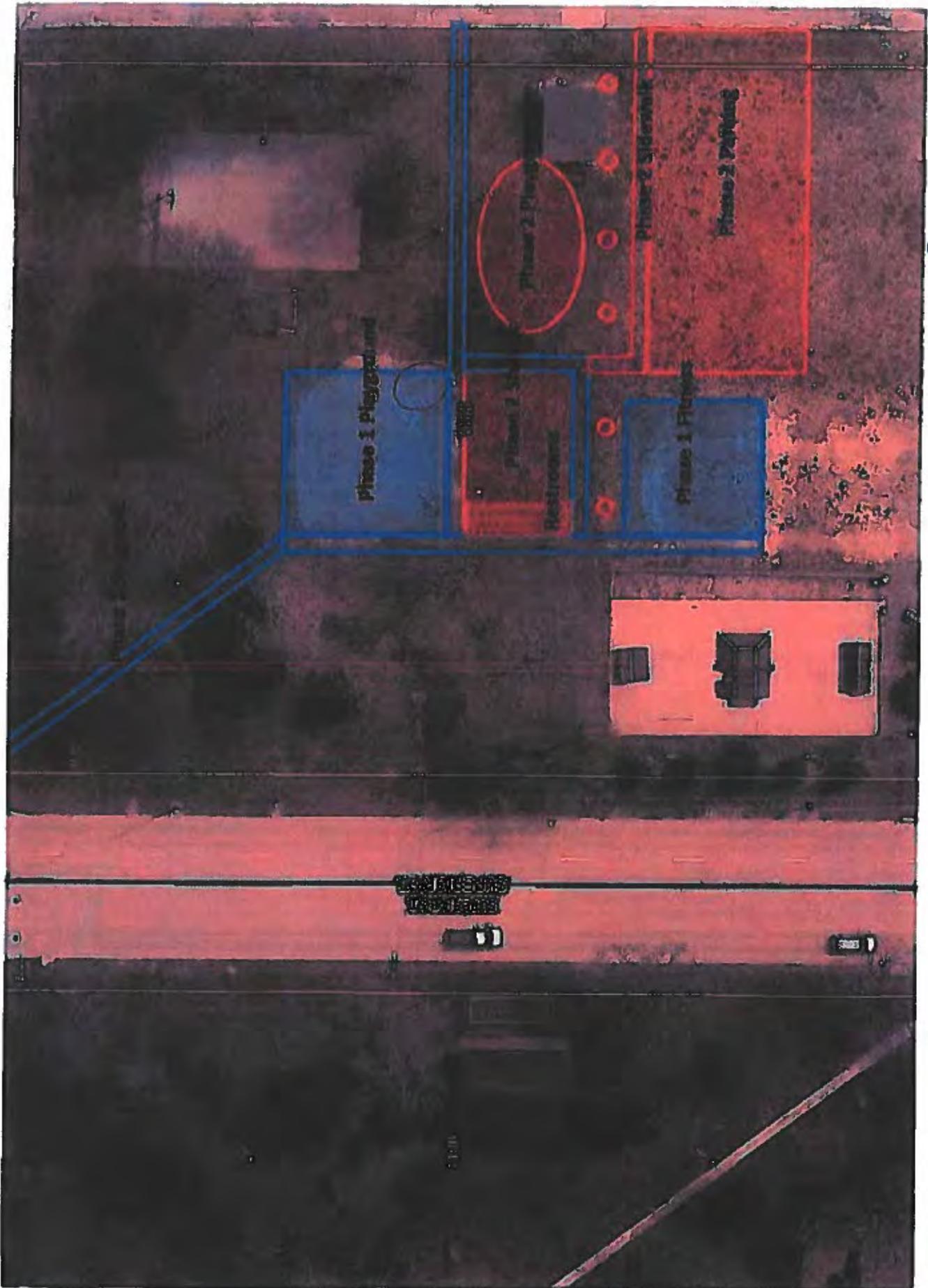


Exhibit B

Mark Boland
Owner, Sales
Jordan Judkins
Sales, Iowa
Blake Judkins
Sales, Iowa



www.bolandrecreation.com

2347 Oak Park Road
Marshalltown, IA 50158
1-800-798-7589
641-752-7589

Webster City, IA

2/17/20

All equipment in **Webster City, Option #1:** **\$69,250** (Delivered)

Installation Supervisor w/volunteers: *Free

OR

Installation by Miracle Certified Crew: \$26,520

All equipment in **Webster City, Option #2:** **\$61,825** (Delivered)

Installation Supervisor w/volunteers: *Free

OR

Installation by Miracle Certified Crew: \$25,100

Surfacing (60' x 60' area):

Poured in Place Rubber: \$57,600 (Delivered & Installed)

OR

Loose Fill Rubber Mulch: \$16,200 (Delivered)

(6" depth)

OR

Engineered Wood Fiber: \$5,000 (Delivered)

(8" after compaction)

Prepared by: Jordan Judkins

Prices are good for 30 days

Prices include delivery to your job site

*Prices **DO NOT** include sales tax, if applicable*

Payment for materials is due by 30 days after delivery.

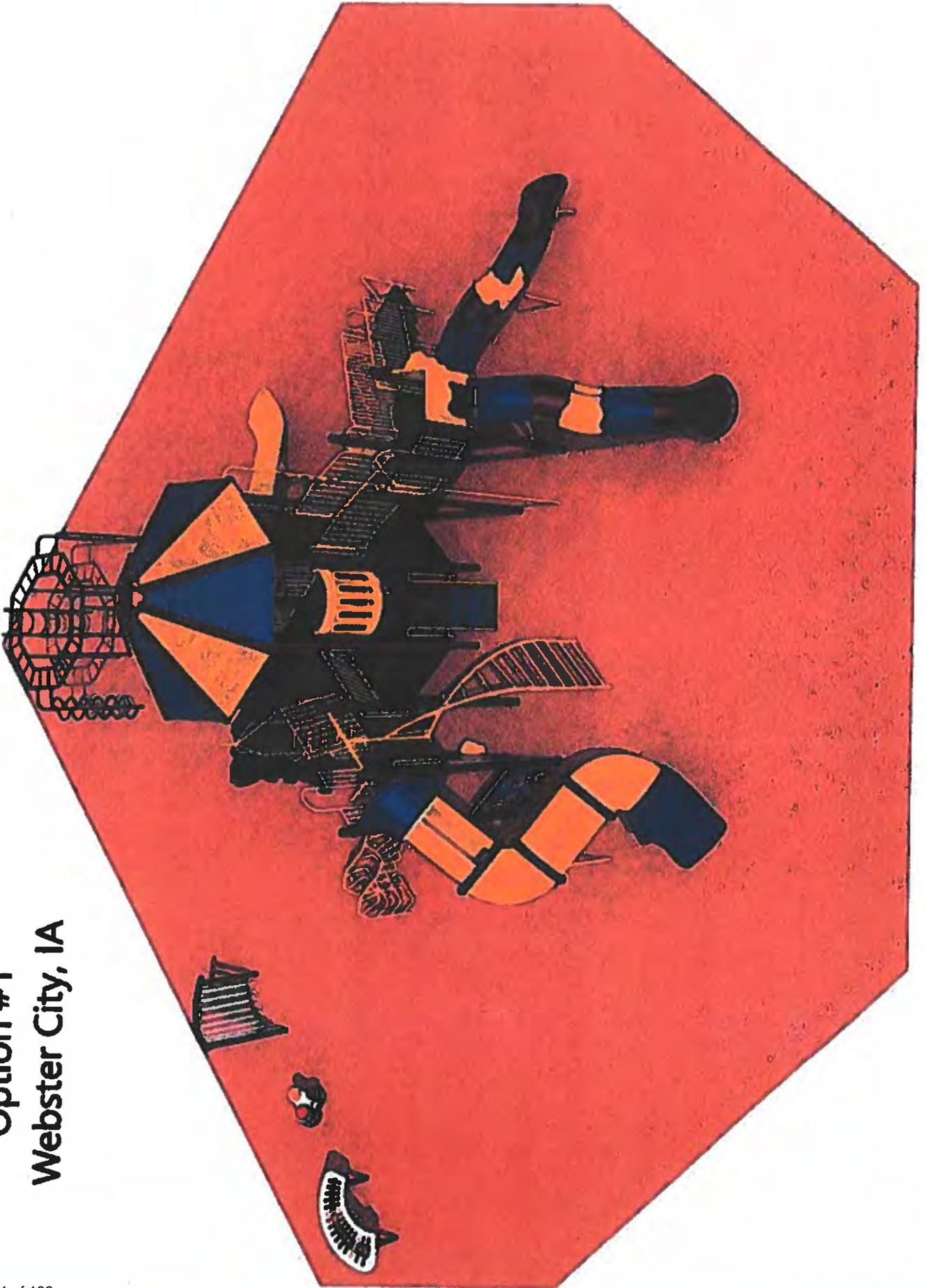
Payment for installation services is due by 15 days after completion of work.

Boland Recreation reserves the right to charge a 1.5% fee on past due invoices.

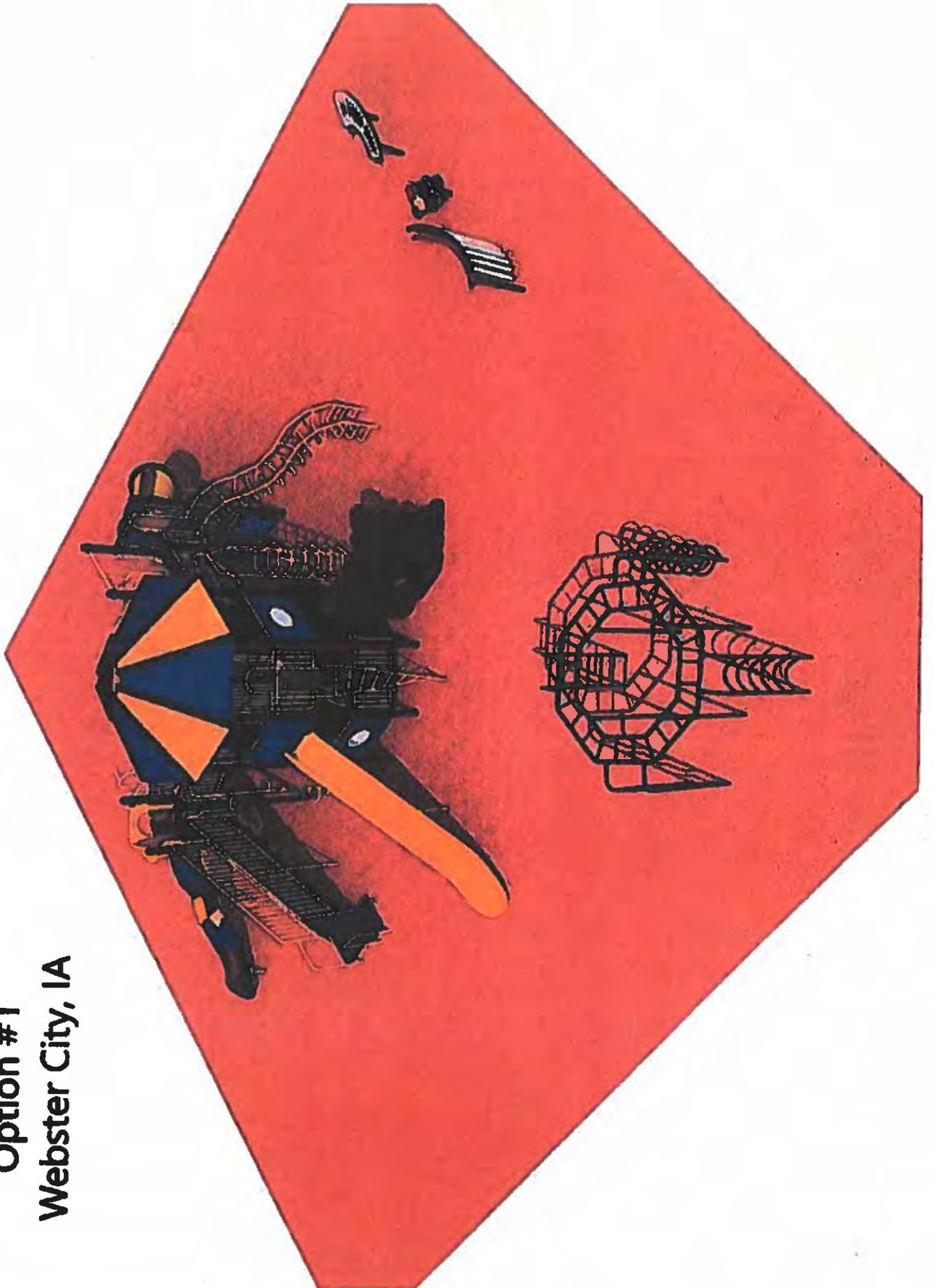
Delivery time is four-six weeks after the order has been placed, unless agreed upon differently

NOTE: Boland Recreation, Inc. is **NOT RESPONSIBLE** for unloading of equipment, storage, permits, fees, ground preparation, pea gravel, borders, disposal of trash, sales tax, or anything in addition to what is listed above.

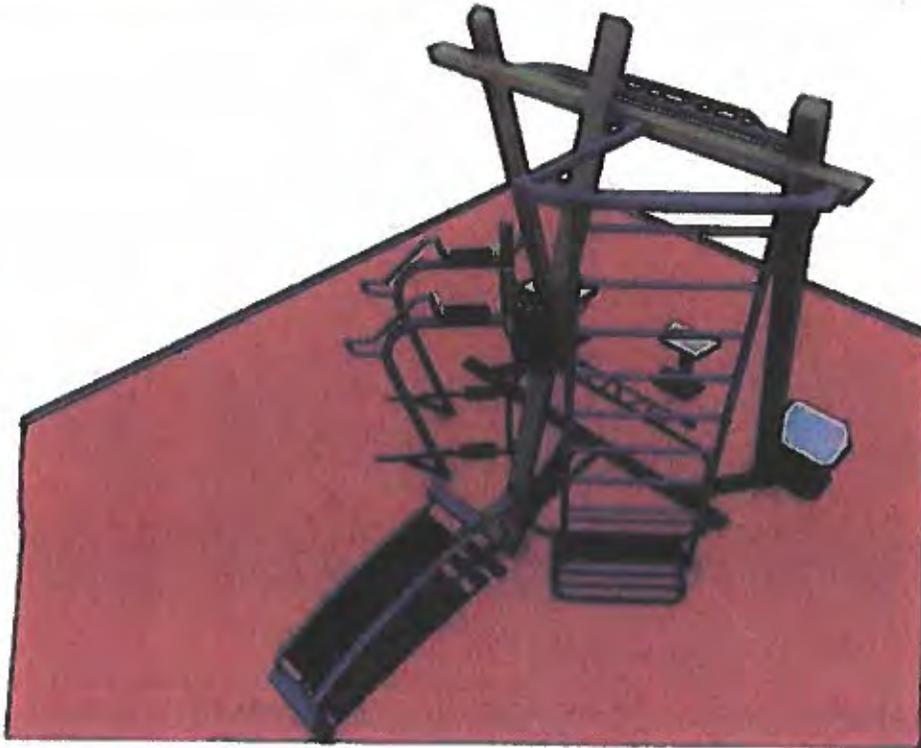
**Option #1
Webster City, IA**



**Option #1
Webster City, IA**







In as little as 250-square feet up to five users can achieve a full body workout with THRIVE 250. This compact functional fitness system is constructed of durable materials and designed to withstand the elements, as well as heavy use by adults in high traffic areas such as parks, community centers and campus facilities. Be sure to check out our THRIVE workouts -- complete with...

Features and Benefits:

- Durable steel and plastic design
- Accommodates five users at the same time
- Variable training options (beginner, intermediate, advanced users)
- Multifunctional (isolate specific muscle groups)

Model: 14911
Use Zone: 19' X 21'
Age Group: 13+ Years

Limited Lifetime Warranty on uprights, hardware and connections. Visit gametime.com/warranty for full warranty information



Designing award-winning playgrounds since 1929.



Certified Installer Network - GameTime trained for GameTime playgrounds.



Complies with ASTM standards before it leaves the factory.



Your Quote Cart

You have 2 items listed to quote



Fitness Square

1 in cart

\$16,585



1 in cart

Thrive 250

\$10,421

Exhibit C

Estimated Project Expenses	Wellmark	Cash Match - City	Cash Match - Donations from Friends of WC Parks & Rec	In-Kind Contribution	Total Projected Costs
1. ADA Sidewalks					
a. Labor	\$		\$	\$ 16,000	\$
b. Equipment rental	\$	16,100	\$	\$	\$
c. Materials	\$	6,775	\$	\$	\$
2. Playground Surface Preparation					
a. Labor				\$ 5,568	
b. Equipment rental		4,648			
c. Materials		1,330			
3. Playground Equipment					
4. Playground Equipment Installation	\$	34,625	\$ 6,500	\$	\$
5. Fitness Surface Preparation					
a. Labor				\$ 4,320	
b. Equipment Rental		5,896			
c. Materials		924			
6. Fitness Equipment					
7. Fitness Equipment Installation	\$	13,503	\$ 6,500	\$ 10,000	\$
8. Poured Rubber Surface - Playground	\$	28,800	\$		\$
9. Poured Rubber Surface - Fitness	\$	20,000	\$		\$
10. Other:	\$		\$		\$
Total Grant Request					
TOTAL (Sum of 1-11)	\$	144,121	\$ 13,000	\$ 35,888	\$ 289,937

**Enhance Hamilton County Foundation
 Friends of Webster City Parks Fund (#285221)**

Fund Opened: January 9, 2020

Last Updated: June 9, 2020

**East Twin Parks \$17,023.25
 General \$125.00**

Fund Balance: \$14,769.80

Total Donations Received To Date: \$17,148.25
 Change in Market Value: **-\$841.95**
 Payments Out: **-\$1,474.00**
 Admin Fees: **-\$62.50**

Grants Out

Item	Date	Amount
Basketball backboards for East Twin Parks	3/11/20	\$ 1,474.00



MEMORANDUM

TO: Mayor, City Council

FROM: D. Jeffrey Sheridan, City Manager

DATE: June 10, 2020

RE: inTANDEM agreement renewal

SUMMARY: The current agreement with inTANDEM expires June 30th, 2020. The current proposal revises the previous agreement. The proposed revisions include the amount and term(s) of the agreement.

PREVIOUS COUNCIL ACTION: The Council previously agreed to revise and extend the agreement with inTANDEM through June 30, 2020.

BACKGROUND/DISCUSSION: Due to the covid-19 pandemic, the City staff is reviewing much of the 2020-2021 budget to reduce spending, at least for the remainder of calendar year 2020. For example, we have reduced our proposed sanitary sewer slip lining budget by 50% or \$250,000 and cut one of the two water line replacement projects. Both decisions will be reviewed at the end of 2020 when we hope to have a more clear picture of the fiscal impact of the pandemic. As such, I worked with Ms. Swon to modify the inTANDEM agreement to reduce it in scope and cost by approximately 25%. In addition, the agreement is in three month increments rather than locking us in for one year.

FINANCIAL IMPLICATIONS: The currently proposed agreement is for \$2,440, a reduction of \$840 per month. Her hours are reduced from 41 hours a month to 30.5 a month. It is expected to review the agreement and consider restoring some or all of the cuts in the future.

RECOMMENDATION: I recommend that Council approve the revised agreement as proposed to continue receiving her services in Website Administration, Social Media, Public Relations and other miscellaneous assistance.

ALTERNATIVES: Council could continue the agreement with inTANDEM on the same terms as the agreement that expires June 30, 2020.

RESOLUTION NO. 2020 -

**AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER
INTO AN AGREEMENT WITH
inTANDEM MARKETING, WEBSTER CITY, IOWA
FOR SERVICES IN CONNECTION WITH WEBSITE, SOCIAL MEDIA,
PUBLIC RELATIONS AND RELATED SERVICES**

WHEREAS, the City Council of the City of Webster City, Iowa, desires to enter into an Agreement with inTANDEM Marketing, Webster City, Iowa for services in connection with Website, Social Media, Public Relations and related services; and,

WHEREAS provisions are outlined in the Agreement which is for the period of July 1, 2020 to September 30, 2020 in the amount of \$2,440.00 per month.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that the Mayor and City Clerk are hereby authorized and directed to enter into an Agreement with inTANDEM Marketing, Webster City, Iowa for services in connection with Website, Social Media, Public Relations and related services.

BE IT FURTHER RESOLVED that said Agreement is hereby approved upon being executed by both parties

Passed and adopted this 15th day of June, 2020.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk



City of Webster City

June 9, 2020

This agreement is between the City of Webster City and inTANDEM marketing for the timeframe of July 1, 2020 – September 30, 2020, in the amount of \$2,440 per month to cover the following marketing services:

1. Website Administration and Maintenance - 12 hours - \$960/month

- Upload City Council Agendas/Minutes/Videos and special meeting information.
- Update NEWS & EVENTS as City press releases and local news media reports dictate.
- Manage City calendar.
- Management of timely upload and removal of content as requested (ex. Notice to Bidders, job openings, emergency messages, photos, staff updates, police and fire department monthly reports, etc.)
- Brewer Creek Estates Map – update of map to show lots sold and availability.
- Management of WordPress platform – plugin updates, etc.
- Content updates as requested.
- Quarterly analytic analysis and report generation.

2. Social Media – 12.5 hours - \$1,000/month

Management of the City and Parks and Recreation pages by providing the following services:

- Content management and development of posts to effectively share information that are in compliance with City policies.
- Work with City staff to gather information to update and educate the community to aid in transparency on various city topics.
- Generate an editorial calendar to assist with message focus.
- Daily monitoring of Facebook accounts.
- Craft responses to answer questions and address comments and, when information is not readily known, work with City staff to obtain the correct information to share.
- Utilize social media platforms as a marketing tool to build the City's brand.
- Other updates as requested.

3. Public Relations – 2 hours - \$160/month

- Provide review of all City press releases and public information prior to distribution to maximize effectiveness and to ensure information is clear, concise and complete.

4. Miscellaneous Services – 4 hours - \$320/month

- Attend staff meetings to gather information and identify potential opportunities to communicate with the community and minimize areas of potential risk.
- Additional services as requested – ex. brand management, meetings, training of staff, review/proof materials, general marketing material and graphic development.
Items larger in scope would require an estimate and approval prior to work commencing.

501 Bank Street, Suite 1 | Webster City IA 50595 | 515.835.0437

WITNESS THEREOF, the parties here to have set their hands for the purpose herein expressed.

Date

Date

inTANDEM Marketing

City of Webster City, Iowa

Darcy Swon

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk

City of Webster City

June 9, 2020

This agreement is between the City of Webster City and inTANDEM marketing for the timeframe of July 1, 2020 – December 31, 2020, in the amount of ~~\$3,280~~ \$2,440 per month to cover the following marketing services:

1. Website Administration and Maintenance - 12 hours - \$960/month

- Upload City Council Agendas/Minutes/Videos and special meeting information.
- Update NEWS & EVENTS as City press releases and local news media reports dictate.
- Manage City calendar.
- Management of timely upload and removal of content as requested (ex. Notice to Bidders, job openings, emergency messages, photos, staff updates, police and fire department monthly reports, etc.)
- Brewer Creek Estates Map – update of map to show lots sold and availability.
- Management of WordPress platform – plugin updates, etc.
- Content updates as requested.
- Quarterly analytic analysis and report generation.

2. Social Media – 18 hours - \$1,440/month – REDUCTION to 12.5 hrs - \$1,000/month

Management of the City, Parks and Recreation ~~and Wilson Brewer Facebook~~ pages by providing the following services:

- Content management and development of posts to effectively share information that are in compliance with City policies.
- Work with City staff to gather information to update and educate the community to aid in transparency on various city topics.
- Generate an editorial calendar to assist with message focus.
- Daily monitoring of Facebook accounts.
- Craft responses to answer questions and address comments and, when information is not readily known, work with City staff to obtain the correct information to share.
- Utilize social media platforms as a marketing tool to build the City's brand.
- Other updates as requested.

3. Public Relations – 4 hours - \$320/month – REDUCTION to 2 hrs - \$160/month

- Provide review of all City press releases and public information prior to distribution to maximize effectiveness and to ensure information is clear, concise and complete.
- ~~Assist with messaging to minimize confusion and increase transparency with residents and the community.~~

4. Miscellaneous Services – 7 hours - \$560 – REDUCTION to 4 hrs - \$320/month

- Attend staff meetings to gather information and identify potential opportunities to communicate with the community and minimize areas of potential risk.
- Additional services as requested – ex. brand management, meetings, training of staff, review/proof materials, general marketing material and graphic development. *Items larger in scope would require an estimate and approval prior to work commencing.*

501 Bank Street, Suite 1 | Webster City IA 50595 | 515.835.0437



MEMO

TO: Mayor and City Council

FROM: Dodie Wolfgram, Finance Director

DATE: June 10, 2020

RE: Transfer of Various Funds

SUMMARY: I would like council authorization to make the 19 transfers described below for a total of \$6,915,661.10.

PREVIOUS COUNCIL ACTION: The transfer procedure is done in December and June of each year.

BACKGROUND/DISCUSSION: The transfer transactions that are included in the 2020 resolution are:

1. Annual transfer to move FY20 revenue received in the Emergency Levy to the General Fund
2. Transfer the cost to install a new sanitary sewer line in the Cemetery
3. Annual transfer to move a portion of the Riverview TIF funds received to SSMID
4. The balance of the Riverview TIF Funds transferred to the 2nd Street Reconstruction Project
5. Transferring the majority of the balance in the Brewer Creek Estates TIF fund to the Brewer Creek Estates Project Fund to offset expenditures
6. Gourley TIF Fund annual transfer to the LMI Fund
7. Transfer from WCF TIF to the Sewer Reserve Fund to pay back debt for an advance for necessary sewer work
8. Ridge Development TIF Fund annual transfer to the LMI Fund
9. Transfer from the Capital Improvement Fund (LOSST Receipts) to the Annual Street Maintenance Fund to cover the costs for the MacKinlay Kantor resurfacing project, reconcile the final payments for the Beach Street Resurfacing Project and 2019 Street Improvement Project (Broadway, William, John & Water) as well as pay for anticipated engineering expenses for the 2020 Street Improvement Project (Edgewood, Lynx, E 2nd and the parking lot in the 500 block of 1st Street).
10. The transfer will move the bond proceeds from the Capital Improvement Fund to the 2020 2nd Street Project Fund
11. Transferring the balance in the Brewer Creek Estates Fund to the Electric Improvement Reserve Fund to pay internal debt
12. Transfer from Electric Reserve to Electric Operations for Capital Improvement Projects (portion of City Hall Remodeling Project, Annunciator Panel at Sweazey Substation, LED lights on First Street, GIS Project and a portion of costs for the FY19 Underground Project)
13. Transfer from Electric Reserve to the 2020 2nd Street Project Fund for the Water Distribution expenses. This is an internal loan from Electric to Water.

14. Transfer from Electric Reserve for the Sewer portion of the 2020 2nd Street Project, also an internal loan.
15. Annual transfer from Water Operations to the Water Improvement Reserve
16. Transfer from the Water Equipment Fund to the Water Improvement Reserve
17. Transfer from Water Improvement Reserve to Water Operations to reimburse for projects (portion of City Hall Remodeling Project, 19/20 Water Main Project, Lime/Ash Control Project, GIS Project and the engineering expenses for the Ingraham Water Main Project as they were not eligible expenses for the Economic Development Revolving Fund)
18. Annual transfer from Sewer Operations to the Sewer Improvement Reserve
19. Transfer from Sewer Improvement Reserve to Sewer Operations to reimburse for projects (portion of City Hall Remodeling Project, FY19 Sewer Rehab Project and the GIS Project)

FINANCIAL IMPLICATIONS: The transfers were budgeted or needed to reconcile accounts.

RECOMMENDATION: I recommend that the Council approve the requested transfers.

ALTERNATIVES: Only approve a portion of the transfers requested.

CITY MANAGER COMMENTS: I concur with the recommendation of the Finance Director.

RESOLUTION NO. 2020 –

TRANSFERRING CASH TO PROVIDE FUNDING FOR CERTAIN PROJECTS AND RETURN BALANCES TO SUPPORTING FUNDS AND MAKE THE ANNUAL TRANSFERS FOR LOAN PAYMENTS AND TIF RECEIPTS

WHEREAS, the following projects require transfers in cash for funding of certain projects, and to return balances of completed projects to their supporting funds as follows:

	CASH TRANSFERS	FUND	TRANSFERS IN	TRANSFERS OUT	FUND
(1)	209-Emergency Levy Fund to 100-General Fund	100	62,906.40	62,906.40	209
(2)	603-Sewer Reserve to 100-General Fund	100	16,597.00	16,597.00	603D
(3)	250-Riverview TIF Fund to 260-SSMID	260	137.51	137.51	100
(4)	250-Riverview TIF Fund to 504-2nd Street Reconstruction	504	720.60	720.60	100
(5)	255-BC Estates TIF Fund to 502-BC Estates Project Fund	502	61,000.00	61,000.00	255
(6)	281-Gourley TIF Fund to 228-LMI Fund	228	6,405.49	6,405.49	281
(7)	287-WCF Financial TIF Fund to 603D-Sewer Impr Reserve	603D	5,908.28	5,908.28	287
(8)	294-Ridge Development TIF to 228-LMI Fund	228	3,815.16	3,815.16	294
(9)	500-Capital Improvement Fund to 525-Annual Street Maintenance	525	350,632.00	350,632.00	500
(10)	500-Capital Improvement Fund to 536-2020 2nd Street Project	536	4,100,000.00	4,100,000.00	500
(11)	502-BC Estates Fund to 601D-Electric Reserve	601D	48,792.00	48,792.00	502
(12)	601D-Electric Reserve to 601 Electric Operations	601D	284,609.50	284,609.50	601

CASH TRANSFERS	FUND	TRANSFERS IN	TRANSFERS OUT	FUND
(13) 601D-Electric Improvement Reserve to 536-2020 2nd Street Project	536	718,968.36	718,968.36	601D
(14) 601D-Electric Improvement Reserve to 536-2020 2nd Street Project	536	511,400.80	511,400.80	601D
(15) 602-Water Operations to 602D-Water Improvement Reserve	602D	125,000.00	125,000.00	602
(16) 602E-Water Equipment Replacement to 602D-Water Improvement Reserve	602D	50,000.00	50,000.00	602E
(17) 602D-Water Improvement Reserve to 602 Water Operations	602	304,201.00	304,201.00	602D
(18) 603-Sewer Operations to 603D-Sewer Improvement Reserve	603	200,000.00	200,000.00	603D
(19) 603D-Sewer Improvement Reserve to 603-Sewer Operations	603	64,567.00	64,567.00	603D
TOTAL TRANSFERS		6,915,661.10	6,915,661.10	

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa that the Finance Director is hereby authorized and directed to make the cash transfers in the amounts described above.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

MEMO

TO: Mayor and City Council

FROM: Dodie Wolfgram, Finance Director

DATE: June 10, 2020

RE: Accounts Receivable and Utility Write Off's

SUMMARY: The City's procedure for handling uncollectible accounts is to write off those accounts that have been inactive for three years, or known to be uncollectible. The utility accounts on this year's list have been inactive from July 1, 2016 – June 30, 2017. The majority of AR accounts have been inactive for the same time period, except the loan issued in 2010 and the billing for salvaging the old Light Plant in 2007. This procedure moves the accounts from current to bad debt but does not permanently remove the account from our records.

PRIOR COUNCIL ACTION: This is an annual procedure that is given to City Council for approval in June.

BACKGROUND/DISCUSSION: The write off total for the 2019/20 fiscal year is \$833,392.70 which includes \$33,918.75 for utility accounts and \$799,473.95 for department charges.

The procedure of moving an inactive account from current to bad debt does not mean that we cannot still collect in the future. If a customer would need to put utilities in their name at a later date the old account will show in our software. The customer is required to pay the outstanding debt prior to the new account being established.

The AR this year include several Haz-Mat cleanup calls and frozen water meters. The majority of the Haz-Mat calls were from non-residents of Webster City so we do not have social security numbers to be able to put them on the Iowa Offset Program. The other write off's for AR include:

- Legal Fees – Shopko reimbursed the City \$4,500.00 for legal fees to set up the URA and draft the original development agreement. Two years later we sent an invoice for \$2,500.00 for legal fees to amend the original agreement due to a change of ownership. They were notified that rebate payments would cease due to default of the agreement and did not make any payments prior to filing for bankruptcy.
- Drive-Tek – the City initially entered into an economic development loan agreement with Auto Manufacturing Systems Inc /Drive Tek on August 27,

2010. Over the next few months the City advanced AMS/Drive Tek \$790,000 that was to be paid in full no later than July 19, 2011. Although several extensions were made they were unable to make payments and ultimately filed for bankruptcy with the City receiving notice on April 6, 2012. It is highly unlikely that we will receive any payment going forward but again, just because we have moved it from a receivable to bad debt does not mean we cannot collect at a later date.

- Salvage material at the old Light Plant – the original invoice was issued on 6-30-07 for \$8,000. Partial payments were made over the next few years but has been stagnant since August of 2007. This is another account that is very old and would like to write off to remove from our current AR.

We continue to be successful using the Iowa Offset Program to collect outstanding accounts. The amount owed must be over \$50.00 and a social security number is required to file. The City began utilizing this program in 2014 with \$97,072.09 collected through December 31, 2018 - \$28,881.27 from former write offs.

FINANCIAL IMPLICATIONS: We budget an expense for uncollectible accounts each fiscal year. This allowance is used to off-set the annual write offs to give us a better picture of actual revenue.

RECOMMENDATION: I recommend that Council authorize the write-off of these inactive accounts from our current accounts receivable. Our auditor will verify we have a process in place as this is part of generally accepted accounting principles.

CITY MANAGER'S RECOMMENDATION: I concur with the recommendation of the Finance Director.

RESOLUTION NO. 2020 - _____

CHARGING OFF FROM ACTIVE ACCOUNTS RECEIVABLE DELINQUENT FINAL UTILITY BILLS AND DEPARTMENT CHARGES

WHEREAS, efforts have been made to contact and collect delinquent final utility bills in the amount of \$33,918.75 and delinquent department charges in the amount of \$799,473.95, and

WHEREAS, said accounts outstanding and unpaid are listed and attached to this resolution for final utility bills, department charges and loans.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa as follows:

That the Finance Director is authorized and directed to remove the attached list of delinquent utility accounts accumulating to \$33,918.75 and department charges accumulating to \$799,473.95 from the active accounts receivable, but it is stated that said accounts are still collectible that have not been negotiated through legal procedures or the courts.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

AR WRITE-OFFS 2020

CUST #	INVOICE #	DATE BILLED	AMOUNT	FUND		Sent to Offset Program
1479	143339	3/31/2017	\$500.00	100	Vehicle Extrication	Unknown SS
1358	143130	1/4/2017	\$102.50	602	Frozen Water Meter	X
1433	142764	8/26/2016	\$250.00	100	Haz-Mat Cleanup	Unknown SS
1446	142972	11/9/2016	\$250.00	100	Haz-Mat Cleanup	Unknown SS
1450	142982	11/18/2016	\$81.45	601	Contractor damaged transformer	Unknown EIN
1475	143317	3/24/2017	\$134.00	100	Haz-Mat Cleanup	X
1437	142770	8/26/2016	\$201.00	100	Haz-Mat Cleanup	X
1363	143126	1/4/2017	\$2,500.00	289	Legal Fees-Shopko URA Amend	Bankrupt
1470	143176	1/13/2017	\$102.50	602	Frozen Water Meter	Unknown SS
1469	143174	1/13/2017	\$102.50	602	Frozen Water Meter	X
1432	142763	8/26/2016	\$250.00	100	Haz-Mat Cleanup	X
1474	143310	3/24/2017	\$250.00	100	Haz-Mat Cleanup	Unknown SS
1036	136933	8/31/2010	\$790,000.00	601	Drive-Tek	Bankrupt
723	132442	6/30/2007	\$4,750.00	601	Salvage Material-old Light Plant	Unknown EIN

We have received partial payments on 2 of the Haz-Mat Cleanups and both are currently filed with the Iowa Offset Program

TOTAL WRITE-OFFS	\$799,473.95	
	\$1,835.00	General
	\$2,500.00	Shopko TIF
	\$794,831.45	Electric
	\$307.50	Water

FY 2019-2020 UTILITY DELINQUENT ACCOUNT WRITE-OFFS

Termination dates of July 1, 2016 - June 30, 2017

ACCOUNT #	TERMINATION DATE	ELECTRIC	WATER	SEWER	RECYCLE	LANDFILL	TOTAL	STATUS
1948550716	11/28/2007	\$6.64			\$0.36		\$7.00	Unable to Locate
315880305	7/1/2016	\$55.08			\$3.82	\$1.79	\$60.69	Unable to Locate
214060722	7/1/2016	\$88.22	\$36.07	\$59.37	\$10.31	\$4.81	\$198.78	Unable to Locate
914960211	7/1/2016	\$123.63	\$40.48	\$55.92	\$8.38	\$3.91	\$232.32	Unable to Locate
213240509	7/1/2016	\$707.11	\$226.79	\$229.67	\$22.25	\$10.38	\$1,196.20	Unable to Locate
1512640216	7/5/2016	\$76.38			\$2.53	\$1.19	\$80.10	Unable to Locate
514680912	7/7/2016	\$127.98	\$20.87	\$24.39	\$3.02	\$1.41	\$177.67	Unable to Locate
1512380027	7/7/2016	\$201.83			\$6.76	\$3.15	\$211.74	Unable to Locate
514900307	7/8/2016	\$77.77	\$21.03	\$29.73	\$4.57	\$2.13	\$135.23	Unable to Locate
410431409	7/8/2016	\$377.51	\$121.30	\$120.01	\$11.15	\$5.22	\$635.19	Unable to Locate
1011540516	7/11/2016	\$135.01	\$28.63	\$34.32	\$4.41	\$2.07	\$204.44	Unable to Locate
1433232015	7/14/2016	\$25.27			\$0.89	\$0.42	\$26.58	Unable to Locate
512360207	7/28/2016	\$824.54	\$273.59	\$262.42	\$39.73	\$18.55	\$1,418.83	Unable to Locate
1512280714	8/2/2016	\$200.87			\$9.74	\$4.54	\$215.15	Unable to Locate
1512160521	8/2/2016	\$245.05			\$6.25	\$2.93	\$254.23	Unable to Locate
1512360014	8/2/2016	\$326.47			\$5.78	\$2.70	\$334.95	Unable to Locate
812960004	8/4/2016	\$190.18	\$75.57	\$68.29	\$5.04	\$2.35	\$341.43	Unable to Locate
611310516	8/8/2016	\$447.48	\$279.32	\$228.62	\$17.02	\$7.95	\$980.39	Unable to Locate
911600012	8/17/2016	\$478.93	\$294.99	\$241.36	\$12.27	\$5.73	\$1,033.28	Unable to Locate
210820112	8/29/2016	\$30.12	\$14.78	\$13.25	\$0.96	\$0.45	\$59.56	Unable to Locate
214020636	8/30/2016	\$40.46	\$3.53	\$6.57	\$1.24	\$0.58	\$52.38	Unable to Locate
274370003	8/30/2016	\$109.29				\$29.81	\$139.10	Unable to Locate
1110880102	9/7/2016	\$241.64	\$74.46	\$73.07	\$6.66	\$3.11	\$398.94	Deceased
512360208	9/9/2016	\$48.14	\$12.11	\$12.35	\$1.22	\$0.57	\$74.39	Unable to Locate
315910109	9/15/2016	\$180.04			\$5.85	\$2.73	\$188.62	Unable to Locate
1433248020	9/29/2016	\$235.97			\$11.43		\$247.40	Unable to Locate
315890417	9/30/2016	\$58.49			\$1.46	\$0.68	\$60.63	Unable to Locate
413020218	10/10/2016	\$274.22	\$85.16	\$82.32	\$7.24	\$3.38	\$452.32	Unable to Locate
514680913	10/11/2016	\$382.62	\$86.35	\$86.00	\$8.10	\$3.79	\$566.86	Unable to Locate
916280003	10/14/2016	\$438.65	\$144.66	\$146.96	\$14.42	\$6.73	\$751.42	Unable to Locate
915580412	10/17/2016	\$76.42	\$71.71	\$61.39	\$3.77	\$1.75	\$215.04	Unable to Locate
413223123	10/18/2016	\$4.42			\$0.50	\$0.23	\$5.15	Unable to Locate
211020005	10/18/2016	\$201.02	\$70.43	\$78.03	\$8.92	\$4.16	\$362.56	Unable to Locate
612875016	10/19/2016	\$320.37	\$99.69	\$120.58	\$15.60	\$7.28	\$563.52	Unable to Locate
1014841816	10/28/2016	\$158.52	\$56.14	\$53.61	\$4.60	\$2.16	\$275.03	Unable to Locate
413400107	10/31/2016	\$299.71	\$313.91	\$263.25	\$18.89	\$8.81	\$904.57	Unable to Locate
215080409	11/1/2016	\$119.35	\$46.53	\$46.16	\$4.31	\$2.01	\$218.36	Unable to Locate
612400011	11/4/2016	\$211.44	\$272.23	\$212.84	\$7.93	\$3.70	\$708.14	Unable to Locate
1011220001	11/9/2016	\$255.61	\$76.97	\$99.40	\$13.92	\$6.51	\$452.41	Unable to Locate
1937120313	11/10/2016	\$52.56			\$2.50	\$1.17	\$56.23	Unable to Locate
1433257213	11/14/2016	\$116.10			\$8.22	\$3.85	\$128.17	Unable to Locate
1512540023	11/16/2016	\$29.52			\$2.57	\$1.20	\$33.29	Unable to Locate
411093422	11/18/2016	\$94.37	\$26.98	\$44.18	\$7.64	\$3.56	\$176.73	Unable to Locate
510700007	11/21/2016	\$315.59	\$139.82	\$148.56	\$15.91	\$7.43	\$627.31	Unable to Locate
1015640021	11/30/2016	\$4.47	\$4.05	\$3.26	\$0.16	\$0.08	\$12.02	Unable to Locate
511753106	11/30/2016	\$22.99	\$10.59	\$13.37	\$1.83	\$0.85	\$49.63	Unable to Locate
1438620610	12.7/16	\$128.00			\$5.50	\$2.57	\$136.07	Unable to Locate
513560007	12/25/2016	\$212.74	\$424.50	\$422.45	\$16.54	\$7.72	\$1,083.95	Unable to Locate
1437250506	12/29/2016	\$330.23			\$16.39	\$7.65	\$354.27	Unable to Locate
2016 total		\$9,709.02	\$3,453.24	\$3,341.70	\$388.56	\$205.75	\$17,098.27	

ACCOUNT #	TERMINATION DATE	ELECTRIC	WATER	SEWER	RECYCLE	LANDFILL	TOTAL	STATUS
714020027	1/4/2017	\$116.68	\$40.42	\$44.39	\$5.01	\$2.34	\$208.84	Unable to Locate
410600807	1/5/2017	\$163.32	\$34.81	\$55.85	\$9.55	\$4.47	\$268.00	Unable to Locate
1214040709	1/24/2017	\$203.09	\$58.54	\$64.35	\$7.28	\$3.40	\$336.66	Unable to Locate
1437520607	1/30/2017	\$129.37			\$3.17	\$1.48	\$134.02	Unable to Locate
611666807	1/31/2017	\$27.30	\$11.46	\$14.45	\$1.98	\$0.92	\$56.11	Unable to Locate
713650017	2/1/2017	\$106.34	\$101.71	\$84.67	\$4.63	\$2.16	\$299.51	Unable to Locate
210300002	2/13/2017	\$460.67	\$149.80	\$178.02	\$22.53	\$10.53	\$821.55	Unable to Locate
1213440003	2/22/17	\$631.36	\$819.37	\$544.01	\$20.83	\$9.73	\$2,025.30	Unable to Locate
315860511	3/1/2017	\$197.05			\$6.17	\$2.88	\$206.10	Unable to Locate
211100005	3/7/2017	\$1,076.38	\$185.24	\$183.86	\$17.16	\$8.01	\$1,470.65	Unable to Locate
1512960017	6/4/1900	\$156.76			\$7.67	\$3.58	\$168.01	Unable to Locate
214140224	3/9/2017	\$122.81	\$210.30	\$176.75	\$10.07	\$4.70	\$524.63	Unable to Locate
915380416	3/21/2017	\$0.51	\$0.44	\$0.47	\$0.06	\$0.03	\$1.51	Deceased
610000819	4/4/2017	\$193.36	\$62.64	\$65.72	\$6.85	\$3.20	\$331.77	Unable to Locate
1512240026	4/4/2017	\$468.56			\$22.31	\$10.42	\$501.29	Unable to Locate
111580309	4/4/2017	\$445.13	\$156.27	\$165.57	\$21.80	\$10.18	\$798.95	Unable to Locate
514900309	4/5/2017	\$762.17	\$140.81	\$141.31	\$13.49	\$6.29	\$1,064.07	Unable to Locate
1437220410	4/11/2017	\$359.77			\$9.81	\$4.58	\$374.16	Unable to Locate
1438530211	4/12/2017	\$136.01			\$6.21	\$2.90	\$145.12	Unable to Locate
513440204	4/13/2017	\$30.00	\$212.22	\$392.96	\$72.91	\$34.02	\$742.11	Unable to Locate
312990216	4/17/2017	\$56.68			\$9.75	\$4.55	\$70.98	Unable to Locate
1511692114	4/20/2017	\$12.57	\$3.52	\$5.71	\$0.99	\$0.46	\$23.25	Unable to Locate
410800110	4/25/2017	\$384.06	\$159.55	\$142.22	\$10.10	\$4.71	\$700.64	Unable to Locate
611800008	5/1/2017	\$52.57	\$10.94	\$14.20	\$2.01	\$0.94	\$80.66	Unable to Locate
1011180014	5/3/2017	\$432.89	\$223.28	\$193.56	\$12.46	\$5.82	\$868.01	Unable to Locate
912540102	5/8/2017	\$21.49	\$10.17	\$12.42	\$1.63	\$0.76	\$46.47	Unable to Locate
1948350323	5/9/2017	\$22.60			\$1.75	\$0.82	\$25.17	Unable to Locate
1937190620	5/15/2017	\$83.19			\$2.28	\$1.07	\$86.54	Unable to Locate
210080713	5/24/2017	\$169.36	\$111.76	\$186.87	\$32.75	\$15.28	\$516.02	Unable to Locate
121260211	5/25/2017	\$302.43	\$75.75		\$13.59	\$6.35	\$398.12	Unable to Locate
51160521	5/31/2017	\$115.85	\$34.56	\$37.31	\$4.10	\$1.92	\$193.74	Unable to Locate
311950323	6/1/2017	\$98.42			\$6.50	\$3.04	\$107.96	Unable to Locate
113020005	6/2/2017	\$30.00					\$30.00	Unable to Locate
1434120415	6/13/2017	\$156.07			\$9.94	\$4.64	\$170.65	Unable to Locate
1211890102	6/13/2017	\$416.81	\$238.02	\$206.96	\$13.50	\$6.30	\$881.59	Unable to Locate
1433251015	6/14/2017	\$221.43			\$10.27	\$4.79	\$236.49	Unable to Locate
1015720419	6/14/2017	\$570.10	\$159.60	\$159.33	\$15.06	\$7.03	\$911.12	Unable to Locate
1215020103	6/23/2017	\$27.96	\$5.67	\$10.54	\$1.98	\$0.93	\$47.08	Unable to Locate
410410227	6/26/2017	\$93.74	\$49.21	\$51.25	\$5.30	\$2.48	\$201.98	Unable to Locate
215080411	6/27/2017	\$89.02	\$44.75	\$63.75	\$9.87	\$4.61	\$212.00	Unable to Locate
1937020711	6/29/2017	\$514.33			\$13.17	\$6.15	\$533.65	Unable to Locate
2017 total		\$9,658.21	\$3,310.81	\$3,196.50	\$446.49	\$208.47	\$16,820.48	
Total New Write Off's		\$19,367.23	\$6,764.05	\$6,538.20	\$835.05	\$414.22	\$33,918.75	



MEMORANDUM

TO: D. Jeffrey Sheridan, City Manager
Mayor and Council

FROM: Ken Wetzler, Public Works Director

DATE: June 3, 2020

RE: Change Order No. 2, 2020 Street Department Maintenance Building Project

SUMMARY: Change Order No. 2 consists of providing a deduction to the contract in revising the water main portion of the project. The water main revision resulted in changing a 12” cross to a 12” tee. Doing so eliminates a 4” valve, 12” cap and 10’ of 12” water main.

PREVIOUS COUNCIL ACTION: The project was approved and contract awarded to Jensen Builders LLC., Fort Dodge, Iowa on March 2nd 2020 by the City Council. Change Order No.1 was approved at the regular City Council Meeting May 18, 2020.

BACKGROUND/DISCUSSION: Approving the Change Order will allow for a “clean” transition with future water main upgrades.

Original contract with Jensen Builders LLC., Fort Dodge, Iowa	\$ 1,322,300.00
Change Order No. 1 Increase - Work requested amounts	\$ 9,965.00
Change Order No. 2 Decrease -	\$ <u>-1,050.00</u>
Revised Contract price	\$ 1,331,215.00

FINANCIAL IMPLICATIONS: Funding for the project is from road use tax revenue bonds and electric interfund loan to be refunded by water and sewer funds for related portions of the project costs.

RECOMMENDATION: Approve Change Order No. 2 per the attached Resolution for the revised contract price of \$1,331,215.00.

ALTERNATIVES: The City Council could choose to not approve the Change Order.

CITY MANAGER COMMENTS: I agree with the recommendation of the Public Works Director.

RESOLUTION NO. 2020 - _____

**APPROVING CHANGE ORDER NO. 2 TO THE
2020 STREET DEPARTMENT MAINTENANCE BUILDING PROJECT
WITH JENSEN BUILDERS LLC., FORT DODGE, IOWA**

WHEREAS, on March 2, 2020, the City Council of the City of Webster City, Iowa, did enter into a contract with Jensen Builders, LLC., Fort Dodge, Iowa, for completion of the 2020 Street Department Maintenance Building Project, and

WHEREAS, contract Change Order No. 2 has been prepared as follows:

The following items are hereby deleted to the contract previously approved by the City Council:

water main portion - changing a 12" cross to a 12" tee, which eliminates a 4" valve, 12" cap and 10' of 12" water main.

By virtue of such changes in the Contract, the following revisions shall be made in the Contract price:

Original Contract Price	\$1,322,300.00
Contract Price Increase by Change Order No. 1 (approved 05/18/20). ...	\$ 9,965.00
Contract Price Decrease by Change Order No. 2.....	\$ <u>-1,050.00</u>
Revised Contract Price.....	\$1,331,215.00

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that Change Order No. 2 to the 2020 Street Department Maintenance Building Project contract with Jensen Builders LLC., Fort Dodge, Iowa, as described above and attached hereto is hereby approved.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



June 1, 2020

Matt Alcazar
City of Webster City
400 East Second Street
Webster City, Iowa 50595

RE: 2020 STREET DEPARTMENT MAINTENANCE BUILDING PROJECT
CHANGE REQUEST # 2 RECOMMENDATION

Dear Matt:

Change Request #2 offers a credit to the contract for a revised water main. The water main revision resulted in changing a 12" cross to a 12" tee, eliminating a 4" valve, a 12" cap, and 10 ft. of 12" water main for a credit to the contract of \$1,050.

Shuck-Britson Inc. recommends that the City of Webster City accept Change Request #2 to take advantage of the savings in the reduction of the length and complexity of the water main connection.

Feel free to contact us if you have any questions.

Respectfully,

SHUCK-BRITSON, INC.

A handwritten signature in blue ink that reads 'Tyler VonWeihe'.

Tyler VonWeihe, P.E.
Project Manager

cc: Ken Wetzler
Brandon Bahrenfuss
Paul Jacobson, P.E.

Enclosure: 20-051 CR 002 - Water Main Revisions



DESIGN-BUILD GENERAL CONTRACTOR

1175 S 32nd Street • Fort Dodge, IA 50501 • Phone (515) 573-3292 • Fax (515) 573-5146
2097 NE 60th Avenue • Des Moines, IA 50313 • Phone (515) 292-5000 • Fax (515) 292-5100

Change Request

To: Shuck-Britson
2409 Grand Ave
Des Moines, IA 50312
Ph: 515-243-4477

Number: 2
Date: 5/29/20
Job: 20-051 2020 St Dept Maint - Webster
Phone:

Description: Water Main Revisions

We are pleased to offer the following specifications and pricing to make the following changes:
Credit to contract for revised water main, as per e-mail received from Snyder & Associates (Jeremy Purvis) on 5/19/2020.
Change current 12" cross to a 12" tee, and move the 12" valve to the South of the new 12" tee. Net change eliminates one (1) 4" valve, one (1) 12" cap, and 10 LF of 12" water main.

The total amount to provide this work is \$-1,050.00

If you have any questions, please contact me at (515)573-3292.

Submitted by: Steve Ahlers
JENSEN BUILDERS LTD

Approved by: _____
Date: _____



MEMORANDUM

TO: D. Jeffrey Sheridan, City Manager
Mayor and City Council

FROM: Ken Wetzler, Public Works Director

DATE: June 9, 2020

RE: Snyder & Associates On-Call Agreement Amendment #14 for
Street and Infrastructure Maintenance

SUMMARY: February 6, 2017 Council approved an agreement with Snyder & Associates to perform On-Call Paving Engineering. Amendment No. 14 to said agreement is attached. Said Amendment No. 14 provides for Engineering of infrastructure maintenance and street improvements, water main repairs, a water main loop, and sewer rehabilitation and repair project with Snyder & Associates.

PREVIOUS COUNCIL ACTION: The Council approved an Agreement with the engineer to provide these On-Call Paving Specialist services on February 6, 2017. The Council also previously approved Amendments #1 thru #13 for ongoing construction projects.

BACKGROUND/DISCUSSION: Amendment No. 14 sets out to provide Engineering for Street and infrastructure maintenance in the following areas:

A. 2020 HMA (Hot Mix Asphalt) STREET IMPROVEMENTS PROJECT

1. South Edgewood Drive from East of Superior Street to Oakwood Drive;
2. Lynx Avenue from Elm Street to Bank Street;
3. East Second Street from East of All Cultures Equal thru the intersection of County Road R35; and,
4. Parking Lot Improvements North of First Street between Seneca Street and Willson Avenue.

B. WATER MAIN REPAIR PROJECT

1. 2020 Project: River Street from Ohio Street to the intersection of Dubuque Street. The improvements include installing an 8" PVC water main on the East side of River Street, water services, and installing new fire hydrants and valves. Limited amounts of rock excavation is expected with this project site.

2. 2021-2022 Project: Des Moines Street from Hillcrest Drive to East Street. The improvements include boring a new 12" PVC water main on the East side of Des Moines Street under the Boone River, and removing the existing suspended water main attached to the bridge.

C. 2020-2021 EDGEWOOD WATER MAIN LOOP PROJECT

From Edgewood Drive to the area in front of the Street Department Building. The project scope does include acquiring ROW, construction easements, and obtaining railroad permits.

D. 2020 SEWER REHABILITATION AND REPAIR PROJECT

1. STORM-1: Storm sewer spot repair located at the intersection of East Dubuque Street and Park Avenue. Remove and replace storm sewer outlet to Boone River.
2. SAN-1: Sanitary sewer spot repair between MH-282 and MH-285 along Cedar Street near Union Street. Includes patching back with PCC pavement.
3. SAN-2: Sanitary sewer spot repair near MH-960 along Edgewood Drive. Includes patching back driveway with PCC pavement.
4. SAN-3: Sanitary sewer spot repair between MH-202 and MH-206 along Superior Street near Pleasant Street. Includes patching back with PCC pavement.
5. SAN-4: Sanitary sewer spot repair between I12-65 and I12-70 along Apple Avenue near Willow Street. Includes patching back with PCC pavement.
6. SAN-5: Sanitary sewer spot repair between MH-653 and MH-654 along Lincoln Drive. Includes patching back with PCC pavement.

FINANCIAL IMPLICATIONS: This amendment is for Engineering not to exceed amount of \$394,700.00 for all the aforementioned projects.

RECOMMENDATION: Council approve Amendment No. 14 to provide for infrastructure maintenance and street improvements engineering with Snyder & Associates.

ALTERNATIVES: Not perform the maintenance and thus, loose infrastructure and fall further behind on street maintenance.

CITY MANAGER COMMENTS: I agree with the recommendation of the Public Works Director.

RESOLUTION NO. 2020 – _____

**AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO
AMENDMENT NO. 14 TO THE ON-CALL ENGINEERING SERVICES AGREEMENT
WITH SNYDER & ASSOCIATES, INC., ANKENY, IOWA
PROVIDING FOR STREET AND INFRASTRUCTURE
MAINTENANCE ENGINEERING SERVICES**

WHEREAS, on February 6, 2017, the City of Webster City did enter into an On-Call Services Agreement with Snyder & Associates, Inc., Ankeny, Iowa; and,

WHEREAS, the City of Webster City has an ongoing street and infrastructure maintenance program for street improvements, water main repairs, water main loop connections, and sewer rehabilitation and repair projects, and

WHEREAS, the On-Call Agreement Amendment No. 14 has been prepared to provide for street and infrastructure maintenance; and,

WHEREAS, the City Council of the City of Webster City, and City Staff have reviewed said On-Call Agreement Amendment No. 14.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Webster City, Iowa that On-Call Agreement Amendment No. 14 with Snyder & Associates, Inc., Ankeny, Iowa, as described above and attached hereto is hereby approved.

BE IT FURTHER RESOLVED that said On-Call Agreement Amendment No. 14 is hereby approved upon being executed by both parties.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

WEBSTER CITY, IOWA
AMENDMENT No. 14 TO THE
AGREEMENT FOR PROFESSIONAL SERVICES FOR THE
ON-CALL STREET PAVING SPECIALIST

This Amendment to the Agreement for Engineering Services is made and entered into on the date hereinafter stated under City's signature, between the City of Webster City ("City"), Iowa, and Snyder & Associates, Inc. ("Professional").

For work on the On-Call Street Paving Specialist, the parties agree as follows:

1. **Engagement.** The City hereby engages the Professional to perform work necessary to provide all services as described in the Scope of Work in connection with this Amendment to the Contract.
2. **Scope of Work.** The Professional shall perform in a competent and professional manner, the Scope of Work as set forth in **Exhibit "A"** attached hereto and by reference incorporated herein.
3. **Completion.** The Professional shall commence work immediately upon receipt of a written notice from the City and complete the Scope of Work in an expeditious and professional manner as set forth in **Exhibit "B"** attached hereto and by reference incorporated herein.
4. **Payment.** The prices for work performed by the Professional on this Amendment shall not exceed those prices as set forth in **Exhibit "C"** attached hereto and by reference incorporated herein.
5. **Fee Schedule.** Billing rates for work performed under this agreement shall be in accordance with **Exhibit "D"**.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Amendment to the Agreement. All provisions of the Agreement shall remain in full force and effect.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

Dated: June 15, 2020

SNYDER & ASSOCIATES, INC.

EXHIBIT “A”

SCOPE OF WORK

To accomplish the City’s mission of providing quality street, alley, electric, water, wastewater, and storm water services for its customers, it owns and maintains streets and alleys with appurtenant structures, electric facilities with appurtenant structures, water treatment and distribution systems, wastewater collection and treatment systems and storm water collection systems within public rights-of-way.

I. GENERAL

A. 2020 HMA STREET IMPROVEMENTS PROJECT

This Scope of Services is for the preliminary and final design, topographic survey, limited utility coordination, plan preparation, contract documents, bid assistance services and construction services for HMA Street and Parking Lot Improvements within the City of Webster City at four locations:

1. S Edgewood Drive from east of Superior Street to Oakwood Drive;
2. Lynx Avenue from Elm Street to Bank Street;
3. E Second Street from east of All Cultures Equal thru the intersection of County Rd R35; and,
4. Parking Lot Improvements north of First Street between Seneca Street and Willson Avenue; to be known as the Project.

The Project also includes full-depth patching; shouldering and edge treatments; driveway and approach fillets; milling; select driveway and ADA ramp improvements; traffic control and staging plans; utility fixture adjustments; and pavement markings.

Refer to Exhibit E for locations, limits and scope details.

One plan set will be prepared for the Project. It is anticipated the bid letting for the Project will be in the summer of 2020 and construction will occur in 2020 and 2021.

The staging plan will maintain access to residences and businesses during construction. It is anticipated detour routing will not be required.

B. 2020 WATER MAIN REPAIR PROJECT

This Scope of Services is for the preliminary and final design, plan preparation, contract documents, bid assistance, and construction services for the 2020 Water Main Repair Project at the following locations:

1. River Street from Ohio Street to the intersection of Dubuque Street. The improvements include installing an 8” PVC water main on the east side of River Street, water services, and installing new fire hydrants and valves. Limited amounts of rock excavation is expected with this project site.
2. Des Moines Street from Hillcrest Drive to East Street. The improvements include boring a new 12” PVC water main on the east side of Des Moines Street under the Boone River, and removing the existing suspended water main attached to the bridge.

The Professional will prepare a staging plan to limit street and driveway closures and reduce inconveniences for the public. The scope of the Project will be adjusted to meet the City's available budget.

The project scope does not include replacement of utilities or acquiring construction easements.

C. EDGEWOOD WATER MAIN LOOP PROJECT

This Scope of Services is for the preliminary and final design, plan preparation, contract documents, bid assistance services, and construction services for the Edgewood Water Main Loop Project. The alignment and grade will be determined to minimize the number of parcel impacts.

The Professional will prepare a staging plan to limit street and driveway closures and reduce inconveniences for the public. The scope of the Project will be adjusted to meet the City's available budget.

The project scope does include acquiring ROW, construction easements, and obtaining railroad permits.

D. 2020 SEWER REHABILITATION AND REPAIR PROJECT

This Scope of Services is for the preliminary and final design, plan preparation, contract documents, bid assistance services, and construction services for the 2020 Sewer Rehabilitation and Repair Project. The locations were determined by information from the City, conditions of the existing storm or sanitary pipe, and the City's budget amount. The project will include six (6) locations briefly described below:

1. STORM-1: Storm sewer spot repair located at the intersection of E. Dubuque Street and Park Ave. Remove and replace storm sewer outlet to Boone River.
2. SAN-1: Sanitary sewer spot repair between MH-282 and MH-285 along Cedar Street near Union Street. Includes patching back with PCC pavement.
3. SAN-2: Sanitary sewer spot repair near MH-960 along Edgewood Drive. Includes patching back driveway with PCC pavement.
4. SAN-3: Sanitary sewer spot repair between MH-202 and MH-206 along Superior Street near Pleasant Street. Includes patching back with PCC pavement
5. SAN-4: Sanitary sewer spot repair between I12-65 and I12-70 along Apple Ave near Willow Street. Includes patching back with PCC pavement.
6. SAN-5: Sanitary sewer spot repair between MH-653 and MH-654 along Lincoln Drive. Includes patching back with PCC pavement.

Spot repairs will require full closures. The Professional will make field measurements for plan preparation. The scope of the Project will be adjusted to meet the City's available budget and prioritization. This includes field revisions that may be necessary based on pre-construction cleaning and televising of each line. The Professional and the City will coordinate the scope of work and repair locations for inclusion in the construction drawings.

II. BASIC SERVICES

The following basic services will be provided where applicable.

A. PROJECT DEVELOPMENT

An initial project meeting will be held with the representatives of the City to establish lines of communication regarding elements of the scope and schedule, set design parameters for the Project, and review replacement locations. One additional meeting will be held for the purpose of reviewing design, and reviewing budget considerations as the Project progresses.

B. PROJECT ADMINISTRATION

For the duration of the Project, the Professional will confer with the City for the purpose of accomplishing the following:

1. Necessary project coordination efforts by the Professional to assure proper integration of participation levels from the Professional's staff, and the City.
2. The Professional shall work with the City to develop a schedule for the Project. Anticipated preliminary schedules are outlined in Exhibit "B".
3. The Professional will provide to the City a monthly project status report. This written report will be submitted in such a way that is suitable for the use as a City Council information item. Accompanying this report at monthly intervals, the Professional will submit a certified invoice for allowable cost incurred for the performance of the project agreement. Invoice statements will be based on actual cost incurred by the Professional per invoice period. All invoices will be documented, detailing the work performed by the Professional during the invoice period.

C. PRELIMINARY SURVEY

1. For the 2020 HMA Street Improvements project, the Professional will complete a limited topographic survey of the project corridor to gather necessary information for design and plan preparation. The topographic survey will be limited to information needed to design ADA ramps and driveway pavement; design the parking lot to lines and grades that provide adequate drainage. The survey will be reduced to prepare a base map and digital terrain model. Typical information gathered will include existing roadway centerlines and profiles, location of existing features, spot elevations, and utility locations, including elevations as required. Topographic survey will include primarily the specific features listed above. No survey is anticipated for the Edgewood Drive location. Boundary retracement surveys will not be performed.

The utility portion of the survey for the Lynx Avenue and parking lot improvements segments of the Project shall be created using the field survey and information provided to the Professional from the utility owners by either existing record and or physical field locates. The Professional shall make a diligent attempt to make an accurate representation of underground utilities, vaults and related items but no guarantee can be made as to the condition or location horizontally or vertically between each structure. This portion of the topographic survey would constitute a level "C" utility survey as outlined by the Subsurface Utility Engineering profession.

2. For the 2020 Water Main Repairs and Edgewood Water Main Loop projects, the Professional will complete a detailed topographic survey of the Project corridor to gather necessary information for design and plan preparation. The survey will be reduced to prepare a base map and digital terrain model. Typical information gathered will include existing roadway centerlines and profiles, location of existing features, spot elevations, and utility locations, including elevations as required. Topographic survey will include the Project limits. Boundary retracement surveys will be performed to establish property corner locations for use in calculating existing and proposed right of way throughout the topographic survey limits to aid in calculating existing right of way in the remainder of the corridor.

The utility portion of the survey shall be created using the field survey and information provided to the Professional from the utility owners by either existing record and or physical field locates. The Professional shall make a diligent attempt to make an accurate representation of underground utilities, vaults and related items but no guarantee can be made as to the condition or location horizontally or vertically between each structure. This portion of the topographic survey would constitute a level "C" utility survey as outlined by the Subsurface Utility Engineering profession. Additional work may be required to upgrade to level "B" or better during advanced states of design and that work would be considered extra services as outlined in Section VI - Additional Services.

3. For the 2020 Sewer Repairs project, the Professional does not anticipate the need for a Preliminary Survey.

D. DESIGN, PLANS, AND CONTRACT DOCUMENTS

The Professional will design and prepare plan documents for review, comment and coordination. The plans will address significant project features such as project limits, patch locations and limits, driveway fillets, milling limits, driveway pavement, utility fixture adjustment locations, parking lot grading, parking lot pavement marking layouts, pavement, water main alignment and grade, traffic control and other design issues that would affect the limits of construction.

Geotechnical Services have been included for consultation with a Geotechnical Engineer as subsurface investigation and testing is warranted for the 2020 Water Main Repair and Edgewood Water Main Loop Project. One meeting is anticipated to be held with the City to review the design.

The Professional will prepare plans for bidding in accordance with the City's process. Plan sets will include construction details, layout information, tabulations, and quantities. Production will include submittal of final plans, and contract documents for review and approval. All plans will be created on bond paper, with an 11" x 17" size. Final Plans will be certified by a Licensed Professional Engineer, licensed in the State of Iowa.

This Project will be let by the City and the Professional shall supply the necessary documents for this process. The Professional shall prepare the final special provisions to be included in the contract documents. Also included in the special provisions will be working day and liquidated damage requirements and project related information for the NPDES permit requirements, when applicable.

The Professional will prepare final cost opinion based on the final plans. Opinions of probable construction cost prepared by the Professional represent the best judgment of 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 the competitive bidding or market conditions. Accordingly, the Professional does not guarantee that any actual cost will not vary from any cost opinion prepared by the Professional.

E. ACQUISITION PLATS, EASEMENT PLATS AND TEMPORARY CONSTRUCTION EASEMENT EXHIBITS

Acquisition, Permanent, and Temporary easement plats are anticipated for the Edgewood Water Main Loop Project. Upon approval by the CLIENT, the PROFESSIONAL will prepare acquisition plats and legal descriptions for fee title on up to two (2) parcels; prepare acquisition plats and legal descriptions for permanent utility easement on up to two (2) parcels; and prepare exhibits for temporary construction easement on up to two (2) parcels.

F. PUBLIC PARTICIPATION

Public participation meetings are not included in this Scope of Services.

A summary of the anticipated Engineering Services for each of the Project designs are as follows:

1. 2020 HMA Street Improvements Project

- a. HMA Street and Parking lot layout
- b. Traffic Control Plan
- c. Project quantities for bidding
- d. Generation for Check Plans for review by the City
- e. Generation of Final Construction Plans based on City input
- f. Generate Project Contract Documents
- g. Cost Estimate

2. 2020 Water Main Repair Project

- a. Water main layout
- b. Traffic Control Plan
- c. Geotechnical Services
- d. Project quantities for bidding
- e. Generation for Check Plans for review by the City
- f. Generation of Final Construction Plans based on City input
- g. Generate Project Contract Documents
- h. Cost Estimate
- i. Obtain US Army Corps of Engineers nationwide permit
- j. Obtain DNR water main construction permit

3. Edgewood Water Main Loop Project

- a. Water main layout for loop and PE & TE
- b. Traffic Control Plan
- c. Geotechnical Services
- d. ROW Acquisition
- e. Project quantities for bidding
- f. Generation for Check Plans for review by the City
- g. Generation of final construction plans based on City input

- h. Generate Project Contract Documents
- i. Cost Estimate
- j. Obtain UP railroad permit
- k. Obtain DNR water main construction permit

4. 2020 Sewer Rehabilitation and Repair Project

- a. Storm sewer spot repair
- b. Sanitary sewer spot repairs
- c. Traffic Control Plan
- d. Project quantities for bidding
- e. Generation for Check Plans for review by the City
- f. Generation of final construction plans based on City input
- g. Generate Project Contract Documents
- h. Cost Estimate

III. CONSTRUCTION SERVICES

A. CONSTRUCTION ADMINISTRATION

Upon award of the initial construction contracts, the Professional shall perform the following administrative services during construction of each Project:

1. During the construction phases, the Professional shall specify the testing of materials and administrative procedures as per the City's requirements and as directed by the Professional.
2. Preconstruction Conferences - The Professional shall arrange and conduct a preconstruction conference with the contractor and City, to review the contract requirements, details of construction, utility conflicts and work schedule prior to construction.
3. Site Observation – The Professional shall visit the construction site, at such times and with such frequency deemed necessary to (a) observe the progress and (b) determine if the results of the construction work substantially conforms to the drawings and specifications in the Construction Documents.
4. 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.
5. Notification of Nonconformance - The Professional shall notify the City of any known work which does not conform to the construction contract, make recommendations to the City for the correction of nonconforming work and, at the request of the City, see that these recommendations are implemented by the contractor.
6. Shop Drawings - The Professional shall review shop drawings and other submissions of the contractor for general compliance with the construction contract.
7. Change Orders - The Professional shall prepare change orders for approval of the City.
8. 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 for each construction phase.

9. During the Construction Services Phase, the Project Manager shall confer with the City to report Project status. A written progress report shall be submitted and written in such a way that it is suitable for use as a City Council information item.
10. If the contractor exceeds the estimated working days in completing construction of the Project for any of the Project lettings, or if change orders or project additions require additional working days, the Professional will be compensated for administration and observation services based on established hourly rates and fixed expenses, as agreed and amended by the parties to this Agreement.
11. Final Acceptance - It is understood that the City will accept any portion of the Projects only after recommendation by the Professional. Final acceptance of the Projects by the City 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.

B. CONSTRUCTION OBSERVATION

The Professional will provide one or more Resident Engineer or Resident Construction Observer for the Projects as required during the construction phases. 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 City for their determination. No waiver shall be granted if such waiver would serve to reduce the quality of the final product. The City shall never be deemed to have authorized the Professional to consent to the use of defective workmanship or materials. The Construction Observer will give guidance to the Project during the construction periods, including the following:

1. Setting and/or checking of lines and grades required during construction.
2. Observation of the work for general compliance with plans and specifications.
3. Keep a record or log of contractor's activities throughout construction, including notation on the nature and cost of any extra work or changes ordered during construction.
4. Resident Services provide the City 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 Resident Services do not guarantee the contractor's performance. Resident services do not include responsibility for construction means, controls, techniques, sequences, procedures or safety.
5. The Resident Engineer or Construction Observer shall coordinate the acceptance testing and monitoring according to City requirements. Concrete field air and slump tests required will be completed by the Resident Engineer or Construction Observer. Moisture and density control tests will be required by the contractor. Assurance sampling, testing and source inspection required is not expected to be provided by the Professional. All material testing and inspection shall be provided either by the Professional or by the contractor with review for acceptance or denial by the Professional.

C. CONSTRUCTION SURVEY

The Professional shall perform the following Construction Survey for the 2020 HMA Street Improvements, 2020 Water Main Repair and Edgewood Water Main Loop projects as specified in 2020 Iowa SUDAS Standard Specifications Division 11 Section 11,010 excluding monument preservation survey. Monument preservation survey, if required, will be by amendment.

The Professional does not anticipate the need for Construction Survey for the 2020 Sewer Rehabilitation and Repair projects.

D. RECORD DRAWINGS

Record Documents – The Professional shall furnish reproducible record documents for the 2020 Water Main Repair and Edgewood Water Main Loop Projects according to City requirements. Such as-builts may contain a waiver of liability phrase in regard to unknown changes made by the Contractor without City/Professional approval. All material testing and inspection shall be provided either by the Professional or the construction contractor with review for acceptance or denial by Professional.

IV. ADDITIONAL SERVICES:

The following items shall be considered additional services and are not included within the Scope of Work. These items are listed to further assist with clarity of project scope as well as provide a listing of services, which the Professional could perform upon request.

1. Assessment Plats and Schedules other than specified
2. Easement Plats and/or Acquisition Plats other than specified
3. Right-of-way Services other than specified
4. Submittal fees and/or permit fees to any and all regulatory agencies.
5. Subsurface utility investigation
6. Franchise utility services, such as electrical, telephone, fiber optic and gas services
7. Client requested major revisions
8. Environmental Services not detailed herein
9. Deleterious Materials Testing
10. As-built documents other than specified
11. Monument Preservation Survey

All work is on an “as needed” basis and work on each project shall be as directed by the City. Costs for each project assigned shall be negotiated as ‘lump sum,’ ‘not to exceed,’ or performed on a ‘time and materials’ basis, as mutually agreed and detailed in Exhibit “C.”

Deleterious Materials testing for asbestos (insulation around the water main suspended on the Des Moines Street Bridge) is expected to be performed by a Supplemental Agreement. If the City does find previous test reports that can be shared, a supplemental agreement may not be required.

Responsible persons assigned to this Project shall be:

City – Ken Wetzler

Professional – John Haldeman, Paul Jacobson

EXHIBIT “B”

COMPLETION

Professional shall commence work immediately upon receipt of a written Notice to Proceed from the City, and shall complete all phases of the Scope of Work as expeditiously as is consistent with professional skill and care and the orderly progress of the Work in a timely manner.

A. 2020 HMA Street Improvements Project

The parties anticipate that all design work pursuant to this agreement shall be completed to facilitate a late summer/early fall 2020 bid letting. The contractor will be permitted a flexible schedule to commence work on sites between September 2020 and complete work, and construction is anticipated to be completed in August 2021 prior to the start of the school year. Once a site has been commenced the site improvements must be completed expeditiously.

The anticipated schedule for the Projects are as follows:

<u>Task</u>	<u>Completion Date</u>
City Council Approve Contract	June 15, 2020
Complete Topographic Survey	June 16, 2020
Submit Preliminary Plans (50%)	June 16, 2020
PMT Meeting	June 23, 2020
Submit Check Plans (90%)	July 7, 2020
Complete Final Plans and Contract Documents	July 14, 2020
City Council set Letting and Hearing Dates	July 20, 2020
Bid Letting	August 19, 2020
Memo – Engineer Letter of Recommendation	September 1, 2020
City Council Review Bids Received / Contract Award	September 8, 2020
Preconstruction Meeting	September 2020
Early Start Construction	September 2020
End Construction	August 2021

B. 2020 Water Main Repair Project

The parties anticipate that all design work pursuant to this agreement shall be completed to facilitate a Winter 2020 bid letting. The contractor will commence work Spring 2021, and construction is anticipated to be completed in the Summer 2021.

The anticipated schedule for the Projects are as follows:

<u>Task</u>	<u>Completion Date</u>
City Council Approve Contract	June 15, 2020
Preliminary Survey Complete	Summer 2020
Complete Design and Plans	Fall 2020
Meeting with City to Review Plans	Fall 2020
Complete Final Plans and Contract Docs	Fall 2020
City Council set Letting and Hearing Dates	Winter 2020
Bid Letting	Winter 2020
Memo – Engineer Letter of Recommendation	Winter 2020

City Council Review Bids Received / Contract Award	Winter 2020
Preconstruction Meeting	Spring 2021
Start Construction	Spring 2021 – Summer 2021
End Construction	2 month after starting

It is anticipated a US Army Corps of Engineers nationwide permit will be required for the Des Moines Street water main replacement and can take up to 4-6 weeks to acquire. Any additional time to obtaining the permit may delay the above schedule further.

C. Edgewood Water Main Loop

The parties anticipate that all design work pursuant to this agreement shall be completed to facilitate a Fall 2021 bid letting. The contractor will commence work Spring 2022, and construction is anticipated to be completed in the Summer 2022.

The anticipated schedule for the Projects are as follows:

<u>Task</u>	<u>Completion Date</u>
City Council Approve Contract	June 15, 2020
Preliminary Survey Complete	Spring 2020 – Summer 2020
Complete Design and Plans	Spring 2020 – Summer 2021
Meeting with City to Review Plans	Summer 2021
Complete Final Plans and Contract Docs	Summer 2021
City Council set Letting and Hearing Dates	Fall 2021
Bid Letting	Fall 2021
Memo – Engineer Letter of Recommendation	Winter 2022
City Council Review Bids Received / Contract Award	Winter 2022
Preconstruction Meeting	Spring 2022
Start Construction	Spring 2022 – Summer 2022
End Construction	1 month after starting

It is anticipated a Union Pacific Railroad permit can take up to 9-12 months to acquire. Any additional time to obtaining the permit may delay the above schedule further.

D. 2020 Sewer Rehabilitation and Repair

The parties anticipate that all design work pursuant to this agreement shall be completed to facilitate a Fall 2020 bid letting.

The anticipated schedule for the Projects are as follows:

<u>Task</u>	<u>Completion Date</u>
City Council Approve Contract	June 15, 2020
Complete Design and Plans	Fall 2020
Meeting with City to Review Plans	Fall 2020
Complete Final Plans and Contract Docs	Fall 2020
City Council set Letting and Hearing Dates	Fall 2020
Bid Letting	Fall/Winter 2020
Memo – Engineer Letter of Recommendation	Fall/Winter 2020

City Council Review Bids Received / Contract Award
Preconstruction Meeting
Start Construction
End Construction

Fall 2020/Winter
Fall 2020/Winter
Fall 2020 – Spring 2021
1 month after starting

NOTE: In order to receive the best possible competitive bid on this project, a completion date for the overall project is anticipated to be Spring/Summer 2021. This will allow flexibility for the contractor to complete this project that best fits their schedule for the upcoming construction season. It is anticipated that the project will be suspended over winter 2020/2021.

Upon request of the City, Professional shall submit, for the City's approval, a schedule for the performance of Professional's services which shall be adjusted as required as the Project proceeds, and which shall include allowances for periods of time required by the City for review and approval of submissions and for approvals of authorities having jurisdiction over the Project. This schedule, when approved by the City, shall not, except for reasonable cause, be exceeded by the Professional.

All other incidental completion dates required to complete work under this Agreement shall be adhered to as stipulated.

EXHIBIT “C”

PAYMENT

COMPENSATION

Below is a table summarizing the Professional’s fees for the scope of services outlined in this Exhibit “A”. Fees will be invoiced and paid on an hourly rate plus expenses basis not to exceed amount and rates will be accrued in accordance with the Professional’s 2020-2021 Standard Fee Schedule contained in Exhibit “D” of this Amendment No. 14 to the Agreement for Professional Services.

A. 2020 HMA Street Improvements Project

BASIC SERVICES

Project Administration	\$6,800
Preliminary Survey	\$6,800
Preliminary Design and Plans	\$31,700
Final Design and Plans	\$17,100
Bid Letting Services (One Bid Letting)	<u>\$2,900</u>
Subtotal	\$65,300

CONSTRUCTION SERVICES

Construction Administration	\$9,250
Construction Observation	\$27,750
Construction Staking	<u>\$6,000</u>
Subtotal	\$43,000

2020 HMA Street Improvements Project Total **\$108,300**

B. 2020 Water Main Repair Project

BASIC SERVICES

Project Administration	\$5,600
Topographic Survey (River Street)	\$18,500
Topographic Survey (Des Moines Street)	\$15,500
Geotechnical Engineering Services (River Street)	\$10,000
Geotechnical Engineering Services (Des Moines Street)	\$5,000
Design, Plans, and Contract Documents (River Street)	\$37,000
Design, Plans, and Contract Documents (Des Moines Street)	\$41,300
Wetland and Stream Permitting (Des Moines Street)	\$1,200
Bid Letting Services (One Bid Letting)	<u>\$2,900</u>
Subtotal	\$137,000

2020 Water Main Repair Project Continued

CONSTRUCTION SERVICES

Construction Administration	\$12,000
Construction Observation (River Street)	\$24,800
Construction Observation (Des Moines Street)	\$13,500
Construction Survey (River Street)	\$2,500
Construction Survey (Des Moines Street)	\$2,000
Record Drawing	<u>\$1,500</u>
Subtotal	\$56,300

ADDITIONAL SERVICES

Deleterious Materials Testing (Des Moines Street)	By Supplemental Agreement
2020 Water Main Repair Project Total	\$193,300

C. Edgewood Water Main Loop Project

BASIC SERVICES

Project Administration	\$3,000
Preliminary Survey	\$4,500
Geotechnical Engineering Services	\$4,600
Permanent Easement and Temporary Easement Plats	\$2,400
ROW Acquisition	\$11,900
Design, Plans, and Contract Documents	\$26,200
Bid Letting Services (One Bid Letting)	\$2,700
UP Railroad Permit Fees	<u>\$1,800</u>
Subtotal	\$57,100

CONSTRUCTION SERVICES

Construction Administration	\$4,000
Construction Observation	\$6,000
Construction Survey	\$3,000
Record Drawing	<u>\$1,000</u>
Subtotal	\$14,000

Edgewood Water Main Loop Project Total \$71,060

D. 2020 Sewer Rehabilitation and Repair Project

BASIC SERVICES

Project Development and Administration	\$1,500
Design, Plans and Contract Documents	\$7,500
Bid Letting Services	<u>\$2,500</u>
Subtotal	\$11,000

2020 Sewer Rehabilitation and Repair Project Continued

CONSTRUCTION SERVICES

Construction Administration	\$2,500
Construction Observation	<u>\$8,500</u>
Subtotal	\$11,000

2020 Sewer Rehabilitation and Repair Project Total **\$22,000**

2020 HMA Street Improvements Project Total **\$108,300**

2020 Water Main Repair Project Total **\$193,300**

Edgewood Water Main Loop Project Total **\$71,100**

2020 Sewer Rehabilitation and Repair Project Total **\$22,000**

Amendment #14 Total **\$394,700**

EXHIBIT "D"

SNYDER & ASSOCIATES, INC. 2020-21 STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate
Professional	
<i>Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer</i>	
Principal II	\$214.00 /hour
Principal I	\$203.00 /hour
Senior	\$182.00 /hour
VIII	\$169.00 /hour
VII	\$160.00 /hour
VI	\$152.00 /hour
V	\$142.00 /hour
IV	\$132.00 /hour
III	\$120.00 /hour
II	\$109.00 /hour
I	\$96.00 /hour
Technical	
<i>CADD, Survey, Construction Observation</i>	
Lead	\$129.00 /hour
Senior	\$123.00 /hour
VIII	\$115.00 /hour
VII	\$106.00 /hour
VI	\$95.00 /hour
V	\$85.00 /hour
IV	\$78.00 /hour
III	\$66.00 /hour
II	\$58.00 /hour
I	\$50.00 /hour
Administrative	
II	\$66.00 /hour
I	\$54.00 /hour
Reimbursables	
Mileage	<i>current IRS standard rate</i>
Outside Services	<i>As Invoiced</i>



WEBSTER
CITY

MEMORANDUM

TO: D. Jeffrey Sheridan, City Manager
Mayor and Council

FROM: Ken Wetzler, Public Works Director

DATE: June 9, 2020

RE: Electrical Easements 2020 Electrical Underground Conversion Project

SUMMARY: To accomplish the Electrical Underground Conversion Project existing easements either did not exist or were not in the desired location to avoid existing storage sheds and etc.

PREVIOUS COUNCIL ACTION: February 3, 2020, Council awarded the construction and material purchase for the 2020 Electrical Underground Conversion Project. The City Council has authorized easements by acceptance and execution by resolution.

BACKGROUND/DISCUSSION: In order for the Electric Utility to provide electrical service to another party on or across private property we require permission from the property owner in the form of an easement and record the document with the Hamilton County Recorder.

Therefore, note the three (3) easements as listed on the resolution. Each easement is signed and notarized by the property owner. We will have about four (4) more easements.

FINANCIAL IMPLICATIONS: Recording costs of the documents will be part of the project cost.

RECOMMENDATION: Council approve acceptance and execution of the easement by the attached resolution.

ALTERNATIVES: The Council could choose not to approve the easements. Thus, the underground Electrical Conversion project would not move forward.

CITY MANAGER COMMENTS: I agree with the recommendation of the Public Works Director.

RESOLUTION NO. 2020 -

**ACCEPTING AND EXECUTING EASEMENTS FROM
THOSE LISTED HEREIN IN CONNECTION WITH THE
2020 ELECTRICAL UNDERGROUND CONVERSION PROJECT**

WHEREAS, the 2020 Electrical Underground Conversion Project consists of installing new underground electrical lines and removing the existing overhead lines; and,

WHEREAS, for the construction and maintenance of the underground lines the accompanying easements are required;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Webster City, Iowa, as follows:

the easements granted by:

113 Parkview Drive, Patrick R. Foley and Linda K. Foley, husband and wife, Webster City, Iowa
1616 Sparboe Court, Mark R. Keigan, Webster City, Iowa
818 Fair Meadow Drive, Phillip N. Jessen and Carrie M. Jessen, Webster City, Iowa

be accepted; and,

BE IT FURTHER RESOLVED that said easements are hereby approved upon being executed by both parties.

Passed and adopted this 15th day of June, 2020.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

MEMORANDUM

TO: City Manager, Jeff Sheridan
Public Works Director, Ken Wetzler
Mayor and City Council

FROM: Adam Dickinson, Line Department Superintendent
Ryan Orton, City Electrician

DATE: June 10, 2020

RE: Replace Annunciator Panel at Sweazey Sub

SUMMARY: We are requesting permission to purchase materials to replace the Annunciator Panel, Communications Processor with a RTAC and (2) SEL501 relays and (1) SEL587 relays at the Sweazey Substation. The project has increased from the budgeted amount of \$16,700 by an additional \$3,189.50.

PREVIOUS COUNCIL ACTION: City Council approved the budgeted amount of \$16,700 in the 2019/20 Capital Improvement Plan to replace the annunciator panel.

BACKGROUND/DISCUSSION: The need of this project to replace the Annunciator Panel has grown due to a failing communication processor that needs to be replaced with a RTAC Unit. The city's Electrical Engineer is also recommending replacing (2) SEL-501 relays and (1) SEL587 relay that are equipped with RS-485 communications, and all other relays are running on RS-232. This issue has prevented staff from being able to make needed programming changes. Replacing the relays during the same time as the Annunciator and RTAC will save expense by keeping "Programmers" and "Relay Testers" from making two trips to the site. It will also minimize the needed down time for the substation. All wiring and installation of the equipment will be done by city staff. We will only need to contract the programming, which is estimated at \$2,889.

FINANCIAL IMPLICATIONS: Pro-Tech Power Sales Incorporated has provided us with a quote for all the materials needed totaling \$19,719.35. The Utili Code Programmer's fee is estimated at \$2,889. Corn Belt Power is going to pay for a portion of the materials for this update; (2) SEL-501 Relays and (2) different Serial cables, \$2,718.85. The city will invoice Corn Belt for the agreed upon materials upon completion of the project.

RECOMMENDATION: We ask that you grant us permission to proceed with the purchasing of material as stated above to replace the needed equipment at the Sweazey Substation.

ALTERNATIVES: Not replace the Annunciator Panel

PUBLIC WORKS DIRECTOR COMMENTS: Recommend Council approve the Annunciator Panel upgrades and the programming.

CITY MANAGER COMMENTS: I concur with the recommendations of the Line Department staff, Line Department Superintendent, and Public Works Director.



PRO-TECH POWER SALES INC.

Monday, June 8, 2020

TO: City of Webster City

FROM: Tamra Gillen

Email: tgillen@pro-techpower.com

Phone: (651) 633-0573

SUBJECT: SEL Quote # USPRT1120-20, Rev. 1

Thank you for this inquiry. We are pleased to offer the following quotation:

NO.	DESCRIPTION	UNIT PRICE	QTY	TOTAL PRICE
1	Part No. 3530#7DG8 SEL-3530 RTAC	\$6,880.00	1	\$6,880.00
2	Part No. 2523#0101 SEL-2523 Annunciator Panel (Popular Model)	\$3,940.00	2	\$7,880.00
<i>Note: Popular Models offer fast and easy product configuration to simplify order processing. Popular model pricing and part numbers do not apply for special requests.</i>				
3	Part No. CA605#974G (CA605CAX030) Category 5e Ethernet Cable	\$41.90	1	\$41.90
4	Part No. 050100BX561B2C Key: 6124 SEL-501 -0, -1, -2 Dual Universal Overcurrent Relay	\$1,320.00	2	\$2,640.00 ← Cornbelt
5	Part No. 058710B25B1 Key: 3613 SEL-587-0, -1 Current Differential Relay	\$2,160.00	1	\$2,160.00
6	Part No. C273A#HDN8 (C273A-020) SEL-C273A Serial Cable (RS-232, DTE-DTE, DB9 M/DB9 M, IRIG-B, Hardware Flow Control)	\$38.60	2	\$77.20
7	Part No. C273A#F447 (C273A-025) SEL-C273A Serial Cable (RS-232, DTE-DTE, DB9 M/DB9 M, IRIG-B, Hardware Flow Control) SEL-C273A EIA-232 Serial Cable With IRIG-B, 25 Feet (Popular Model)	\$40.25	1	\$40.25
TOTAL (USD)				\$19,719.35

On behalf of Schweitzer Engineering Labs, thank you for the opportunity to provide you with the following quotation per your recent request:

"All sales are subject to the SEL Sales Terms, which are available at SEL's website at <https://www.selinc.com/termsandconditions/> and are incorporated herein by reference"

Please Reference: Complete part number & provided Key Code (if available) on each line item of your purchase orders – this will help ensure order accuracy.

Taxable States: SEL invoices with sales tax unless a valid tax exempt certificate is submitted with the purchase order

Current Lead/Build Times: 5-10 Working Days ARO + transit time

NOTE: Lead/Build times listed are how long it takes for the Factory to build the item(s) & when they expect to ship from the Factory. The shipping dates are calculated from receipt of complete/accurate order and do not include transit time. Build-times are not guaranteed and may be affected by special situations existing at the time the order is processed.

+ 2889 - Program
 - 2718.85 Cornbelt
 19,889.50
 - 16,700.00
 3,189.50
 over budget

MEMORANDUM

TO: City Manager, Jeff Sheridan
Public Works Director, Ken Wetzler
Mayor and City Council

FROM: Adam Dickinson, Line Department Superintendent

DATE: June 10, 2020

RE: 2nd Street LED Changeout (business district)

SUMMARY: We are requesting permission to purchase LED light bulbs for the existing decorative light poles in the 400-700 blocks of 2nd Street.

PREVIOUS COUNCIL ACTION: City Council approved the budgeted amount of \$23,700 for this project in the 2019/20 Capital Improvement Plan.

BACKGROUND/DISCUSSION: This project will consist of changing out the existing High-Pressure Sodium bulbs (orange color) to LED bulbs. The Line Department will be doing the work of removing ballasts and bulbs. This project consists of swapping out 253 light bulbs.

FINANCIAL IMPLICATIONS: We sent bids out to (4) different vendors.

Electrical Wholesale = \$5,856.95
Yellow Blue LED = \$18,261.00
Evluma Lighting = \$41,732.75
Vega Lighting Systems = \$63,250.00

There is such a large range of prices between the vendors due to the fact that Electrical Wholesale could provide us with the appropriate LED bulbs that we'd be able to use with our current fixtures with little to no modifications being made. The other (3) vendors had much higher tech fixtures, which is reflecting in the pricing.

LED light bulbs are more energy efficient and are also eligible for rebates through Corn Belt.

RECOMMENDATION: We're asking for permission to proceed to purchase light bulbs from Electrical Wholesale in the amount of \$5,856.95. The decision was made to go with the cheaper light bulbs due to the fact that the existing light poles are already 20 years old.

ALTERNATIVES: We can leave the existing high-pressure lighting, resulting in more energy consumption.

PUBLIC WORKS DIRECTOR COMMENTS: Recommend Council approve proceeding with the purchase from Electrical Wholesale in the amount of \$5,856.95.

CITY MANAGER COMMENTS: I agree with the recommendations of the Line Superintendent and the Public Works Director.



MEMO

TO: Mayor and City Council

FROM: Dodie Wolfgram, Finance Director

DATE: June 11, 2020

RE: Electronic Payment Fees

SUMMARY: I am asking council to consider waiving the user fees for electronic payments through Xpress Bill Pay.

PRIOR COUNCIL ACTION: The City began using Xpress Bill Pay to process online electronic payments in August of 2014. Council chose to charge service fees to offset the costs for customers to pay with an EFT, debit or credit card. The fee was set at 2.75% of the transaction amount based on information we received from the credit card processing companies. We felt that we wanted to use a rate that would cover our costs without needing to be adjusted often.

BACKGROUND/DISCUSSION: I believe the City has accepted credit/debit cards since 2006 with the use of a swipe machine in the Utility Office. The customer had to have the card in hand to process a transaction and fees were not passed on to the customer. The cost to the City in FY13 was \$8,587.80 and FY14 was \$9,435.55. This method was just another form of payment and all transactions needed to be hand receipted into our software.

Chase Paymentech became our credit card processing company upon the recommendation of Xpress. I have had several other processing companies evaluate the rates we are paying and have been unable to provide the service at a lower cost. We were told that some credit cards would offer a better rate for utility payments but we could not qualify if we assessed a service or customer fee.

At the onset of the COVID-19 pandemic we chose to waive the fees for electronic payments to reduce the "hands on" transactions and help those customers facing financial difficulty. Utility payment by check includes several steps and handling of the payment. If the check is put in the drop box or mailed the envelope is of course opened, all the payments for mail are balanced, manually entered into our software, verified the totals match then handled again when put with other checks to be deposited. The same process is used for night drop. We use a code to show which method was used for payment (night drop, mail, over the counter, Xpress Bill Pay) in order to help find payments later on. Another benefit is in the event of a NSF the Xpress payment will automatically post the reversal to the account without any manual

entry vs returned check to the bank would need a manual entry, delivery slip, re-deposit and sometimes journal entry if it has gone through direct pay.

The charts below show our actual financials related to the credit cards and the proposed which shows if we were on the utility rate. Xpress Bill Pay evaluated our recent credit card statements and found that the utility rate would reduce the charges by approximately 25%. The Government Rate we are currently on charges a percentage of the transaction + .10 per item fee. These fees would remain for any non-utility payments such as parking tickets and permits. The utility rate would charge a flat per item charge for utility related payments which would include customer deposits and delivery slip fees. The range of per item fees are .65 - \$1.50 from the sampling given. All credit cards used do not qualify for the utility rate, therefore would not change in cost.

The charts below show our actual vs proposed costs for July 1, 2016 – May 31, 2020. The processing fees on the proposed chart have been reduced by 25% and the service fees eliminated.

ACTUAL								
FY	Trans	Process			Svc Fee	Total	Customer	
		Fee	Xpress	Sub-Total			Fees	City Cost
16-17	1,215	4,343.97	3,622.94	7,966.91	603.78	8,570.69	(7,090.55)	1,480.14
17-18	1,583	3,364.94	4,168.60	7,533.54	722.64	8,256.18	(6,832.12)	1,424.06
18-19	1,894	4,201.29	5,570.75	9,772.04	866.29	10,638.33	(8,503.30)	2,135.03
19-20	2,078	4,473.46	5,125.41	9,598.87	795.83	10,394.70	(6,723.27)	3,671.43

PROPOSED									
FY	Trans	Process			Svc Fee	Total	Customer		
		Fee	Xpress	Sub-Total			Fees	City Cost	Increase
16-17	1,215	3,257.98	3,622.94	6,880.92	-	6,880.92	-	6,880.92	5,400.78
17-18	1,583	2,523.71	4,168.60	6,692.31	-	6,692.31	-	6,692.31	5,268.25
18-19	1,894	3,150.97	5,570.75	8,721.72	-	8,721.72	-	8,721.72	6,586.69
19-20	2,078	3,355.10	5,125.41	8,480.51	-	8,480.51	-	8,480.51	4,809.08

The Xpress Bill Pay monthly invoice contains the following types of charges:

- EFT Web Transactions – .44/transaction
- EFT Return or account closed – 12.00/item (we currently charge \$25.00 for a returned electronic payment, I did not show this offset of revenue on the chart but ranged from \$325.00 - \$1,775.00 per year)
- Credit/Debit card web transactions - .34/transaction
- Online Banking – Bank Bill Pay Transactions - .20/transaction
- Account Maintenance Fee - \$19.00/month (can be waived with keeping a minimum of \$25,000 in the Xpress account)

- Support, Maintenance, Hosting - \$75.77 (minimum of 75.00/month but calculated on the number of utility bills uploaded to the site at a rate of .015/bill)

Xpress has also evaluated December-May credit card processing fee statements to show which credit cards would qualify for the utility rate. We had 1,223 credit card transactions – 1,021 qualify for utility rate; 199 do not but have a low rate (.05%) with .65 per item fee and 3 did not qualify with the high rate of 2.7%. The chart below shows the 3 types of cards used and came from our April 2020 credit card statement.

Current Rates					
<u>Sales Amount</u>	<u>Trans</u>	<u>Rate</u>	<u>Per Item Fee</u>	<u>Total</u>	
22,708.01	169	0.65%	0.15	172.95	Utility Rate Qualified
9,345.86	35	0.05%	0.22	12.37	No Util-Low Rate
1,000.00	1	2.70%	0.10	27.10	No Util-High Rate

Utility Rates					
<u>Sales Amount</u>	<u>Trans</u>	<u>Rate</u>	<u>Per Item Fee</u>	<u>Total</u>	<u>Difference</u>
22,708.01	169	0.00%	0.65	109.85	(63.10)
9,345.86	35	0.05%	0.22	12.37	-
1,000.00	1	2.70%	0.10	27.10	-

FINANCIAL IMPLICATIONS: Using the projections from actual transactions it would appear we could easily spend \$10,000 per year on fees associated with electronic payments and individuals viewing their account online. I would continue to use the Finance Office budget and allocation of 9%-General Fund; 65%-Electric Fund; 20%-Water Fund and 6%-Sewer Fund. Transactions will be evaluated and if an increase in non-utility payments occur the allocation will change to a higher General Fund percentage.

Due to so many business credit cards not being eligible for the utility rate and typically have a higher processing rate, I limit this option to residential accounts only.

RECOMMENDATION: I recommend that Council authorize the continuation of waiving the service fees on electronic payments for residential accounts to reduce the “hands on” payments, hopefully decrease the amount of bad debt, reduce the amount of data entry as well as the amount of time it takes to process daily payments.

CITY MANAGER COMMENTS: The Finance Director and I have discussed this in great detail and I agree with her recommendation.



MEMORANDUM

TO: D. Jeffrey Sheridan, City Manager
Mayor and Council

FROM: Karyl Bonjour, City Clerk
Brandon Bahrenfuss, Street Department Supervisor

DATE: June 9, 2020

RE: Continuation of Drop Box for Recycling available to the Public

SUMMARY: For the past several years there has been a Drop Box located by the Street Department for the public to use for Recycling of cardboard, plastic, glass and paper. The County has shared in the monthly cost of this service to the community.

BACKGROUND/DISCUSSION: Until recently this Drop Box had been located to the North of the Street Department Buildings by Ohio Street. The Trash Man charges \$80 each time the Drop Box is emptied, which is usually 2-3 times a month or occasionally a fourth time if needed. Once the City receives the bill, an invoice is generated to the County for half of the cost for the monthly charge. With the Construction of the new Street Maintenance Building, a new location for the Drop Box was needed, which brought about the discussion where to relocate the Drop Box, or if the service should continue to be offered to the community. Over the years, it has been an ongoing problem with items being left on the outside of the Drop Box that are not considered recyclable, such as bags of garbage, small furniture, appliances, etc. After doing a little research, it appears that around May of 2017, The Trash Man began charging an occasional extra service charge fee (usually \$15.00) for picking up items that had been left on the outside of the bin. Prior to June of 2018 it appears this occurred once every couple of months, since that time, the charge for extra services has increased to an average of \$45.00 per month, or almost every time the Drop Box is emptied, due to other items being left at the site.

At a previous Council Meeting Street Superintendent Bahrenfuss discussed options for relocation of the Drop Box and also contacted the County to see if they were still interested in continuing to help support this service. At that time, the County expressed if it was decided to do away with the Drop Box, they were okay with that decision and would not continue to offer to the public at their sole cost. It was suggested by Council to relocate the Drop Box in a different area by the Street Department and continue the service until further discussion was held. The Drop Box is now located on the East side of Ohio Street where the Line Department stores their stock of electric poles. This week, Bandon reached out to the County once again and was informed by Kim Schaa that she had met with the Board of Supervisors and they were very happy with the relocation of the Drop Box and would continue to split the cost as long as the City was involved.

In a discussion with Chris Kehoe, owner of The Trash Man, if this service was discontinued, people would still be able to take recyclables to The Trash Man site to dispose of, but only between the hours of 7:00 a.m. – 3:00 p.m. Monday through Friday. The gates are locked at the business after 3:00 weekdays and on the weekends due to a lot of the same issues as we experience with the Drop Box.

PREVIOUS COUNCIL ACTION: At a previous Council Meeting, City Council suggested to relocate the Drop Box until further contact with the County could be made and to discuss more details at a later date.

FINANCIAL IMPLICATIONS: The monthly fees for the Trash Man to empty the Drop Box have been ongoing through each budget year. With the increased cost of the extra services at approximately \$45 per month (\$540 annually on average), it was felt this should be relayed to Council. This doesn't seem like a large expense, but over time, can add up. Keep in mind, that half of this cost is absorbed by the County.

RECOMMENDATION: No specific recommendation is being made as the information is just being provided to Council for their input and decision moving forward. Staff requests that Council take action on whether to continue/discontinue this service to the Community.

ALTERNATIVE(s): Come up with other possible solutions or suggestions on "managing" the Drop Box Site area, such as being gated, setting hours of service, fencing, etc., however this could also require an attendant to be on site as well.

CITY MANAGER'S COMMENTS: I recommend that this service be maintained at the new location for the time being but should be reevaluated periodically.

Opening date – Tuesday, June 23rd

Closing Date – Friday, August 21 (may be subject to change based on school start date and staffing availability)

Information listed below may be subject to change if circumstances warrant.

Open Swim

The Governor recently announced that pools can open using social distancing and using the Iowa Department of Public Health guidelines. Upon contacting Iowa Department of Public Health for those guidelines we were told they were working on it and to use –

[CDC Reopening Considerations for Pools, Hot Tubs, and Water Playgrounds](#)

[Red Cross Considerations for Aquatic Facilities and Lifeguarding](#)

In addition, IDPH has developed general guidelines for businesses reopening:

<https://idph.iowa.gov/Emerging-Health-Issues/Novel-Coronavirus/Guidance>

Capacity - 108

Source for calculating social distancing at swimming pools is The Pool Management Group. They have put out guidelines for both wet area capacity and deck space capacity. Since we are required by Iowa State Law to take a 10-minute break every hour, deck space capacity was used.

To maintain social distancing the group recommends one person for every 101 square feet. Our pool currently has 10,900 square feet of deck space. Which would give us a total patron number of 108 (10,900/101).

Pool Sanitation- We will continue with sanitizing all pools with the recommended 2-4 ppm of chlorine and the PH between the 7.2-8.0 range suggested by the CDC.

Staff- The aquatics staff will be structured to ensure total coverage as well as back up coverage in the case of an emergency. Additional staff will be needed for required cleaning duties and monitoring of guidelines. The indoor staff break area will be limited to allow for social distancing. All Lifeguards will use individualized safety gear (rescue tube and rescue hip pack) and sanitize at the start and end of each shift. All staff will be required to wear a face covering during all hours of work. The exception would be in the event of an emergency and when up on high stands. A face covering would need to be removed to alert the EAP, blow the whistle, enter the water, and perform the appropriate rescue. In the event of an emergency where resuscitation is needed, the staff will use a BVM (bag valve mask) as the primary device to reduce the exposure to Covid-19. All other standard practices will remain the same.

Patron Pre-visit Requirements- All participants should shower using soap and water before entering the water. Patrons are required to swim with members of the same household only and maintain social distancing from other families in the pool area. We request the patron be “swim ready” as there will be limited amenities available for changing. Patron’s temperatures will be checked before entering the facility. Anyone with a temperature of 100.4 or more will not be allowed in the facility. Swimmers will not be allowed entry into the facility if they have any symptoms or exposure risks as listed by the CDC guidelines. <https://www.cdc.gov/>

Symptoms include -

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue

- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Facility Amenities- There will be limited services to minimize contact with high touch areas. All deck chairs will be removed from the facility. Patrons will be required to bring their own chairs or loungers for use in the facility. Concessions will be limited to bottled water only and sold at the front desk, you may bring in your own water bottle – no glass allowed. Showers will be available with limiting number of patrons in the bathhouse to ensure social distancing. Rest rooms will still be an essential function of the facility. It is suggested that only 4 participants are in the restroom at any given time to help ensure social distancing. Hand soap and hand sanitizer will be stocked at every sink location. The following will not be available; water slide, diving boards, water fountain, storage lockers/bags, concession food, lounge chairs, water noodles, flotation devices.

Cleaning/ sanitation practices- The restrooms and high touch areas will be cleaned and sanitized frequently. An approved sanitizer will be used to wipe down all high touch surfaces. A hand sanitizing station will be set up inside the entry to the facility and throughout the facility for patron use. The staff will have individualized safety gear for use for their shift. Each shift the equipment will be sanitized for that staff members use.

Sanitation Station Location:

Outside main entrance door

Inside main entrance door on pool deck near water fountain

On pool deck located in the middle of the pool

Rates/ Memberships- There will only be a day fee associated with the use of the swimming pool. No memberships will be available. In the case that we digress and return to a stricter phase, there would be less refunds needed. Attendance restricted to residents of Hamilton County.

Charges for Pool Per Day: (Charges and admittance to outdoor pool limited to Hamilton County residents and those that attend school in Webster City school system– Honor System)

Children (Under 2): Free

Children (2-17): \$2.00

Adults (18+): \$4.00

Family Day Pass: \$5.00

(All children under the age of 12 must be accompanied by a 16+ year old or an adult)

Proposed Schedule:

9:00-11:00 – Private Swim Lessons

11:00-11:30 – Sanitation Break (During this time the pool locker rooms, pool deck, benches and railings will be sprayed with a chlorine jacketed caplet hooked to a hose for sanitation. Also, there will be a sanitation employee wiping/spraying down frequently touched surfaces throughout their shift)

11:30-1:00 – Adult Lap Swim

1:00-1:30 – Sanitation Break

1:30-4:00 – Open Swim Shift #1

4:00-4:30 – Sanitation Break

4:30-7:00 – Open Swim Shift #2 (During this time new lifeguards come on duty & new session of adults and children may be submitted into pool area)

Budget information

2019 -\$1745/daily loss

Payroll 88313

Operating Expenses 70338

Total 158651/70 days pool operated

Daily expense - \$2,266

Revenue 2019 36,458/70 days pool operated

Daily revenue - \$521

2020 est. -\$2,300/daily loss

Payroll 89290

Additional staff 11520

Operating Expenses 72524

Additional masks, sanitation supplies and equip. 10000

Total 183334/60 days of operation

Daily expense – \$3,056

Revenue – 45360 (if fill to capacity 2xday for 60 days)

Daily revenue - \$756.00

ELECTRIC REPORT FOR THE MONTH OF MAY 2020

(Production Month-April 2020; Billing Month (Due) - May 2020)

	<u>MONTH</u> May	<u>Year to</u> Date 2020	<u>MONTH</u> May	<u>Year to</u> Date 2019
TOTAL PURCHASED POWER K.W.	7,301,474	42,018,161	7,704,343	43,434,023
Gross K.W. Generated For Maint. For Corn Belt	0 0	29,610 0	0 0	0 46,020
Station Power K.W.	14,051	102,711	14,609	135,474
NET K.W.TO BOARD	7,287,423	41,915,450	7,689,734	43,298,549
Billed by Clerk's Office to Customers K.W.:				
Commercial Sales	1,807,523	10,129,540	1,918,844	10,523,551
Industrial Sales	2,464,099	12,305,485	2,626,783	12,570,238
Residential Sales	2,023,804	12,163,873	1,926,538	12,483,784
Sales for Resale-Wholesale	615,700	3,450,900	543,400	3,341,900
City Departments & Street Lights	360,727	2,205,012	375,265	2,308,360
KILOWATTS UNACCOUNTED	15,570	1,660,640	298,904	2,070,716
Percentage of Unaccounted for	0.21%	3.96%	3.89%	4.78%

LOAD COMPARISON	<u>2020</u>	<u>2019</u>
Peak K.W. Demand	14,178	14,810
Purchased Power	7,301,474	7,704,343
Net to Board	7,287,423	7,689,734

REMARKS:

WASTEWATER TREATMENT PLANT REPORT FOR THE MONTH OF MAY 2020

	<u>MONTH</u> <u>May</u>	<u>Year to</u> <u>Date 2020</u>	<u>MONTH</u> <u>May</u>	<u>Year to</u> <u>Date 2019</u>	
Total gallons flow	56,645,000	262,143,000	101,536,000	311,273,000	gal
Average daily flow	1,827,258		3,275,354		gal/da
Percentage treated	100		100		%
Total gallons raw sludge	140,226	689,589	132,872	568,325	gal
Total gallons digested sludge out	0		0		gal
Total gallons sludge transferred to storage tank	80,440		132,872		gal
Total gallons supernatant returned	74,664		53,372		gal
Methane gas produced	176,946		143,992		cu.ft.
Average effluent CBOD (25 mg/l aver. 40 mg/l max.)	9.5		6.8		mg/l
Number of days max. limit was exceeded	0		0		da
Average % removal	95		90.4		%
Average effluent suspended solids (30 mg/l aver. 45 mg/l max.)	9.5		7.57		mg/l
Number of days max. limit was exceeded	0		0		da
Average percent removal	94.9		92.9		%
Average effluent ammonia nitrogen "May" (1.8 mg/l average, 15.2 mg/l max. limitation)	0		0		mg/l
Number of days max. limit was exceeded	0		0		da

WATER PLANT REPORT FOR THE MONTH OF MAY 2020

(Production Month- April 2020 Billing Month (Due) - May 2020)

	MONTH May	Year to Date 2020	MONTH May	Year to Date 2019
Total Gallons Pumped from Wells	22,686,000	113,215,000	22,777,000	108,547,000
Average Gallons Pumped	(731,806)		(711,781)	
Gallons for Sludge	68,150	256,150	63,450	232,650
Total Gallons to Water Plant	22,617,850	112,958,850	22,713,550	108,314,350
Gallons to Distribution System From From Water Plant (Effluent reading)	24,195,000	119,994,000	26,117,000	122,695,000
TOTAL TO SYSTEM - CUBIC FEET	3,234,401	16,040,863	3,491,335	16,401,935
Billed by Clerk's Office to Customers Cubic Feet	2,493,400	11,655,300	2,249,400	11,032,700
Billed by City Departments Cubic Feet	149,000	651,800	149,200	552,600
Used by City Departments, but not billed-estimated Cubic Feet				
Fire	0	0	0	0
Meter	0	0	0	0
Sew. Disp.	0	0	0	0
Street,Water,SewerDistribution,Line Est <i>(main breaks,hydrant flush,sewer, valve rpr,w.tower, line dept</i>	13,368	152,342	5,989	351,454
Water Plant filter backwash	127,050	635,250	127,050	635,250
Ground storage tank loss				
Recreation-Drink.Fount.	4,547	4,547	4,547	4,547
Cemetery	400	400	400	400
Change in Distribution System		0	0	0
Used by Contractor		0	0	0
CUBIC FEET UNACCOUNTED FOR	446,636	2,941,224	954,749	3,824,984
Percentage of Unaccounted for	13.81%	18.34%	27.35%	23.32%

NOTE: 29 loads of lime sludge
hailed to farm ground

NOTE: 27 loads of lime sludge
hailed to farm ground

REMARKS:
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**CITY OF WEBSTER CITY, IOWA - UTILITY REPORT
ELECTRIC UTILITY PURCHASES & SALES - 2020**

Purch. Power Period	Billing Month (Due)	Month Purch.Power kWh	Pur Pwr lessStaPwr = Net to Board kWh	Month Billed kWh less StaPwr	Col D Net to Board		Month Unaccounted For %	Yr To Date Purch.Power less sta pwrkWh	Yr To Date Billed & SPwr kWh	Yr To Date Unaccounted kWh	Yr To Date Unaccounted For %
					Mo Unaccountec For	Mo billed					
Dec	Jan 2020	9,094,812	9,076,434	8,870,578	205,856		2.27%	9,076,434	8,870,578	205,856	2.27%
Jan	Feb 2020	9,196,568	9,171,752	8,819,809	351,943		3.84%	18,248,186	17,690,387	557,799	3.06%
Feb	Mar 2020	8,262,298	8,238,319	7,687,568	550,751		6.69%	26,486,505	25,377,955	1,108,550	4.19%
Mar	Apr 2020	8,163,009	8,141,522	7,605,002	536,520		6.59%	34,628,027	32,982,957	1,645,070	4.75%
Apr	May 2020	7,301,474	7,287,423	7,271,853	15,570		0.21%	41,915,450	40,254,810	1,660,640	3.96%
May	Jun 2020										
Jun	July 2020										
July	Aug 2020										
Aug	Sept 2020										
Sep	Oct 2020										
Oct	Nov 2020										
Nov	Dec 2020										
TOTALS		42,018,161	41,915,450	40,254,810	1,660,640						

Billings

By Type of Serv-kWh	Commercial	Industrial	City Depts & Street Lights	Residential	Wholesale	Station Power-N/C	Billed & Sta. Pwr Total	Previous Year Bill&Sta.Pwr Tot	
Jan 2020	2,232,709	2,429,255	509,686	2,853,028	845,900	18,378	8,888,956	8,494,312	
Feb 2020	2,192,617	2,631,412	480,916	2,762,664	752,200	24,816	8,844,625	9,499,716	
Mar 2020	2,051,608	2,245,300	444,820	2,295,540	650,300	23,979	7,711,547	8,143,850	
Apr 2020	1,845,083	2,535,419	408,863	2,228,837	586,800	21,487	7,626,489	7,820,000	
May 2020	1,807,523	2,464,099	360,727	2,023,804	615,700	14,051	7,285,904	7,405,439	
Jun 2020									
July 2020									
Aug 2020									
Sep 2020									
Oct 2020									
Nov 2020									
Dec 2020									
TOTALS		10,129,540	12,305,485	2,205,012	12,163,873	3,450,900	102,711	40,357,521	41,363,317

BILLING AMOUNT	Commercial Sales	Industrial Sales	City Depts. & St. Light Sales	Residential Sales	Wholesale Sales	Station Power	TOTAL SALES	PREVIOUS YEAR
Jan 2020	\$261,181.61	\$207,916.57	\$51,937.47	\$366,235.46	\$76,776.60	N/C	\$964,047.71	\$957,971.18
Feb 2020	\$257,023.58	\$250,460.38	\$49,498.70	\$357,250.02	\$72,848.91	N/C	\$987,081.59	\$1,007,360.53
Mar 2020	\$244,102.48	\$224,974.97	\$46,656.07	\$313,465.16	\$67,271.75	N/C	\$896,470.43	\$882,252.67
Apr 2020	\$224,671.85	\$245,467.06	\$42,584.86	\$307,448.14	\$57,669.72	N/C	\$877,841.63	\$875,351.39
May 2020	\$221,287.61	\$202,524.08	\$39,178.26	\$288,338.19	\$59,426.59	N/C	\$810,754.73	\$851,948.73
Jun 2020								
July 2020								
Aug 2020								
Sep 2020								
Oct 2020								
Nov 2020								
Dec 2020								
TOTALS		\$1,208,267.13	\$1,131,343.06	\$229,855.36	\$1,632,736.97	\$333,993.57	\$4,536,196.09	\$4,574,884.50

Number of Customers	Commercial	Industrial	City Depts & St. Lights	Residential	Wholesale	Total	Previous Year
Jan 2020	523	8	45	3,862	3	4,441	4,409
Feb 2020	520	8	45	3,850	3	4,426	4,410
Mar 2020	520	8	45	3,884	3	4,460	4,404
Apr 2020	520	8	50	3,888	3	4,469	4,437
May 2020	520	8	50	3,865	3	4,446	4,428
Jun 2020							
July 2020							
Aug 2020							
Sep 2020							
Oct 2020							
Nov 2020							
Dec 2020							

WATER UTILITY PRODUCTION SALES & USAGE 2019

Prod Mo.	Billing Month (Due)	Month to Distribution System C/F	Month Billed & Unbilled Usage C/F	Month Unaccounted For C/F	Month Unaccounted For %	Yr to Date To Distribution System C/F	Yr to Date Billed & Unbilled C/F	Yr To Date Unaccounted For C/F	Yr To Date Unaccounted For %
Dec	Jan 2020	3,201,248	2,720,638	480,610	15.01%	3,201,248	2,720,638	480,610	15.01%
Jan	Feb 2020	3,223,038	2,535,719	687,319	21.33%	6,424,286	5,256,357	1,167,929	18.18%
Feb	Mar 2020	3,046,847	2,453,999	592,848	19.46%	9,471,133	7,710,356	1,760,777	18.59%
Mar	Apr 2020	3,335,330	2,601,518	733,812	22.00%	12,806,463	10,311,874	2,494,589	19.48%
Apr	May 2020	3,234,401	2,787,765	446,636	13.81%	16,040,863	13,099,639	2,941,224	18.34%
May	Jun 2020								
June	July 2020								
July	Aug 2020								
Aug	Sep 2020								
Sep	Oct 2020								
Oct	Nov 2020								
Nov	Dec 2020								
TOTALS		16,040,864	13,099,639	2,941,225					

Billings & Usage By Type of Service-C/F	Used by City Dep. i.e. water breaks flush, etc.						Total	Previous Year	Previous Year Produced
	Commercial	Industrial	City Depts.	Residential	Not metered				
Jan 2020	710,500	408,600	126,000	1,301,700	173,838	2,720,638	2,791,049	3,021,849	
Feb 2020	665,200	368,100	110,400	1,251,200	140,819	2,535,719	2,463,210	3,104,330	
Mar 2020	689,600	315,100	126,000	1,131,200	192,099	2,453,999	2,187,918	3,083,877	
Apr 2020	619,100	444,500	140,400	1,257,100	140,418	2,601,518	2,598,188	3,700,545	
May 2020	689,600	412,600	149,000	1,391,200	145,365	2,787,765	2,536,586	3,491,335	
Jun 2020									
July 2020									
Aug 2020									
Sep 2020									
Oct 2020									
Nov 2020									
Dec 2020									
TOTALS	3,374,000	1,948,900	651,800	6,332,400	792,539	13,099,639	12,576,951	16,401,936	

BILLING AMOUNT	Commercial Sales	Industrial Sales	City Depts. Sales	Residential Sales	City Depts Not Sold	TOTAL SALES	PREVIOUS YEAR
Jan 2020	\$32,707.58	\$13,919.32	\$4,596.40	\$98,605.46	N/C	\$149,828.76	\$ 145,015.83
Feb 2020	\$31,227.04	\$12,705.97	\$4,090.18	\$95,392.41	N/C	\$143,415.60	\$ 141,314.24
Mar 2020	\$32,293.75	\$11,051.57	\$4,557.10	\$89,874.36	N/C	\$137,776.78	\$ 129,265.34
Apr 2020	\$30,029.27	\$15,064.95	\$4,950.64	\$96,365.65	N/C	\$146,410.51	\$ 141,828.25
May 2020	\$32,437.08	\$14,077.22	\$5,393.10	\$103,038.58	N/C	\$154,945.98	\$ 144,016.18
Jun 2020							
July 2020							
Aug 2020							
Sep 2020							
Oct 2020							
Nov 2020							
Dec 2020							
TOTALS	\$158,694.72	\$66,819.03	\$23,587.42	\$483,276.46		\$732,377.63	\$ 701,439.84

Number of Customers	Commercial	Industrial	City Depts.	Residential	Previous Year	
Jan 2019	342	8	13	3,169	3,532	3,500
Feb 2019	342	8	13	3,153	3,516	3,503
Mar 2019	345	8	13	3,157	3,523	3,491
Apr 2019	346	8	15	3,178	3,547	3,519
May 2019	346	8	16	3,168	3,538	3,521
Jun 2019						
July 2019						
Aug 2019						
Sept 2019						
Oct 2019						
Nov 2019						
Dec 2019						

DATE	TIME	REASON	ACTIVITY	FINDING	ACTION	REASON:	
5/1/2020	9:54 AM	1 827 Water St. (Rehab House) Walk-Thought w/Owner (Monthly)	3	13	30	40	01 Routine Inspection 02 Complaint Inspection
5/1/2020	10:03 AM	2 1038 First St. (NEW Deck) Footings (Holes, 48" Depth)(PASSED)	3	13(b)	30	40	03 Routine re-Inspection 04 Complaint Re-Insp.
5/1/2020	11:27 AM	3 514 Walnut St. (Garbage in Yard) Complaints	4	27	30	40	05 Permit Research
5/1/2020	11:32 AM	4 730 Webster St. (Garbage in Yard) Send Follow-UP Letter	4	27	31	41	ACTIVITY: 10 Mechanical 11 Plumbing
5/1/2020	12:10 PM	5 1109 Park St. (NEW Deck) Site Visit (First Photo)	5	13	30	40	a. Service-Sewer-Water b. Rough In
5/1/2020	12:30 PM	6 627 Richardson Dr. (NEW Detached Shed) Final (Prebuilt Construction)	3	13(e)	30	40	c. Under Slab d. Final
5/1/2020	12:38 PM	7 910 Harding Ct. (NEW Accessory Bldg) Set Back (Site Visit)	5	13	30	40	12 Electrical a. Service
5/1/2020	12:48 PM	8 1229 Elm St. (Garbage in Yard) Complaints	4	27	30	40	b. Rough In c. Final
5/1/2020	12:56 PM	9 821 Walnut St. (UNSAFE GARAGE) Follow-UP (NO-GO) Send Follow-UP Letter	4	20	31	41	13 Building a. Zoning
5/1/2020	1:00 PM	10 1224 Meadow Ln. (Garbage in Trailer) Complaints	4	27	30	40	b. Footing c. Framing
5/1/2020	1:12 PM	11 1009 First St. (Garbage in Yard) Send Letter	2	27	31	41	d. Sheet Rock e. Final
5/1/2020	1:21 PM	12 411 Prospect St. (NEW Sign) Site Visit (First Photo)(NO Permit)	2	19	31	41	14 Entrance 15 Demolition
5/1/2020	1:34 PM	13 1108 Des Moines St. (NEW AC) PASSED	1	10	30	40	16 Moving 17 Excavation
5/1/2020	1:39 PM	14 526 Division St. (Garbage in Trailer) Complaints	4	27	30	40	18 Mobile Home 19 Sign
5/1/2020	1:51 PM	15 857 First St. (Fence) Site Visit (First Photo)	5	13	30	40	20 Unsafe Building 21 Property Maintenance
5/11/2020	9:09 AM	16 1421 Second St. (Rehab House) Walk-Thought w/Owner (Monthly)	3	13	30	40	22 Other
5/11/2020	10:59 AM	17 1605 Des Moines St. (NEW Deck) Final Inspection (Permit Pulled Late)(PASSED)	1	13(e)	30	40	NUISANCE: 26 Weeds or Grass 27 Rubbish &/or Debris
5/11/2020	11:03 AM	18 820 Fair Meadow Dr. (Irrigation) Site Visit (Backflow Preventor)	1	11(a)	30	40	28 Other
5/11/2020	11:23 AM	19 101 Parkview Dr. (Deck Repair) New deck boards, Railing & Steps	5	13	30	40	FINDINGS: 30 Satisfactory 31 Unsatisfactory
5/11/2020	12:27 PM	20 1109 Park St. (NEW Deck) Footings (Holes, 48" Depth)(PASSED)	3	13	30	40	32 Continued Unsatisfactory 33 Permit Needed
5/11/2020	12:40 PM	21 100 Ohio St. (NEW City Shed) Pile Foundation footings (PASSED)	3	13(b)	30	40	34 City Not Involved 35 Not Home
5/11/2020	2:12 PM	22 732 Cedar St. (Entrance, Repair) New 2' approach & driveway (PASSED)	1	14	30	40	36 Other
5/11/2020	2:31 PM	23 1400 Grand St. (NEW Deck) Site Visit (First Photo)	1	13	30	40	ACTION: 40 No Cause for Action 41 Abatement
5/11/2020	3:06 PM	24 2403 Rodlyn Dr. (NEW Accessory Bldg) Meets ALL Set Backs	1	13(e)	30	40	42 Condemnation 43 Demolition
5/12/2020	1:54 PM	25 226 Division St. (Noxious Weeds) Send Letter	2	26	31	41	44 Vacate Order Issued 45 Office Hearing
5/12/2020	2:10 PM	26 1532 Division St. (NEW Deck) NO-GO (Permit Pulled After Call)	2	13	31	41	46 Show Cause Action 47 Other

Red Triangle refers to a Comment in that event. See: shared (\\MASTER); Zoning Inspection; Cory S; Daily Field Log 2019; Look Up Month // Date(s)

DAILY FIELD LOG INSPECTION DEPARTMENT

 INSPECTOR: *Cory Simpson*

DATE	TIME	REASON	ACTIVITY	FINDING	ACTION	REASON:		
5/12/2020	2:16 PM	1 1509 Division St. (Junk in Yard) Complaints		4	27	30	40	01 Routine Inspection
5/11/2020	3:41 PM	2 1038 First St. (Deck) Framing Inspection (PASSED)		3	13(c)	30	40	02 Complaint Inspection 03 Routine re-Inspection 04 Complaint Re-Insp.
5/12/2020	2:43 PM	3 1605 Second St. (County Shed) Concrete Pier (Steel #6 & Footing)		3	13(b)	30	40	05 Permit Research
5/12/2020	3:05 PM	4 813 Des Moines St. (Repair Deck) NO-GO (Permit Pulled After Walk-Up)		5	13(c)	31	41	ACTIVITY: 10 Mechanical 11 Plumbing
5/12/2020	5:01 PM	5 1400 Grand St. (NEW Deck) Footings (PASSED, 32' Depth)		3	13(b)	30	40	a. Service-Sewer-Water b. Rough In
5/13/2020	8:09 AM	6 901 James St. (Fence) Site Visit (First Photos)		5	13	30	40	c. Under Slab d. Final
5/13/2020	11:39 AM	7 1605 Second St. (County Shed) Concrete Pier #2 (Steel #6 & Footing)		3	13(b)	30	40	12 Electrical a. Service
5/13/2020	11:57 AM	8 523 Pleasant St. (Accessory Bldg) Shed in front of Principal Bldg (Send Letter)		2	28	31	41	b. Rough In c. Final
5/13/2020	12:04 PM	9 100 Ohio St. (City Shed, OLD) Foundation Walls (PASSED)		3	13(b)	30	40	13 Building a. Zoning
5/13/2020	12:24 PM	10 1605 Superior St. (Wolfe Eye Clinic) Exterior Facade Complete		3	13	30	40	b. Footing c. Framing
5/13/2020	12:26 PM	11 1605 Superior St. (Wolfe Eye Clinic) Entrance Remodel (First Photo)		1	14	30	40	d. Sheet Rock e. Final
5/14/2020	10:50 AM	12 100 Ohio St. (NEW City Shed) Wash-bay Footings(Steel Work)(PASSED)		3	13(b)	30	40	14 Entrance 15 Demolition
5/14/2020	11:21 AM	13 735 Boone St. (Noxious Weeds) Sent Letter		2	26	31	41	16 Moving 17 Excavation
5/14/2020	11:28 AM	14 915 Bank St. (Garbage in Yard) Sent Letter		2	27	31	41	18 Mobile Home 19 Sign
5/14/2020	11:44 AM	15 920 Bank St. (Fence) Final (PASSED)		3	13(e)	30	40	20 Unsafe Building 21 Property Maintenance
5/14/2020	11:54 AM	16 1339 First St. (Noxious Weeds) Send Letter		2	27	31	41	22 Other
5/14/2020	2:10 PM	17 100 Ohio Street (NEW City Shed) Concrete Work (Footings w-Steel)(PASSED)		3	13(b)	30	40	NUISANCE: 26 Weeds or Grass 27 Rubbish &/or Debris
5/14/2020	3:33 PM	18 813 Des Moines St. (Repair Deck) Site Visit (Add Bolts and Screws)(PASSED)		3	13(e)	30	40	28 Other
5/14/2020	5:10 PM	19 1605 Second St. (County Shed) Footings (Forms Off, Finished)(PASSED)		3	13(b)	30	40	FINDINGS: 30 Satisfactory 31 Unsatisfactory
5/15/2020	9:00 AM	20 927 First St. (NEW Construction) Final Inspection (NO-GO)		3	13(e)	31	47	32 Continued Unsatisfactory 33 Permit Needed
5/15/2020	10:17 AM	21 1605 Second St. (County Shed) Footing, Steel Work (PASSED)		3	13(b)	30	40	34 City Not Involved 35 Not Home
5/15/2020	10:42 AM	22 1236 Second St. (Bldg Moving Project) Garage on Trailer		3	22	30	40	36 Other
5/15/2020	12:52 PM	23 1400 Grand St. (NEW Deck) Framing Inspection (PASSED)		3	13(c)	30	40	ACTION: 40 No Cause for Action 41 Abatement
5/15/2020	1:37 PM	24 921 James St. (Rehab House) First Follow-UP (Passed)		3	13	30	40	42 Condemnation 43 Demolition
5/15/2020	1:52 PM	25 100 Ohio St. (NEW City Shed) Foundation Walls (PASSED)		3	13(b)	30	40	44 Vacate Order Issued 45 Office Hearing
5/15/2020	2:20 PM	26 100 Ohio (OLD Shed, Moving) Placement (PASSED)		3	13(b)	30	40	46 Show Cause Action 47 Other

Red Triangle refers to a Comment in that event. See: shared (\\MASTER); Zoning Inspection; Cory S; Daily Field Log 2019; Look Up Month // Date(s)

INSPECTOR: *Cory Simpson*

DATE	TIME	REASON	ACTIVITY	FINDING	ACTION	REASON:	
5/15/2020	2:22 PM	1 100 Ohio St. (NEW Shed) Concrete Work (Footings w-Steel)(PASSED)	3	13(b)	30	40	01 Routine Inspection 02 Complaint Inspection
5/15/2020	2:41 PM	2 813 Des Moines St. (Repair Deck) Deck damaged, Completed with requests	3	13(e)	30	40	03 Routine re-Inspection 04 Complaint Re-Insp.
5/15/2020	2:49 PM	3 1411 Division St. (Garbage in Yard) Compliance	4	27	30	40	05 Permit Research
5/15/2020	3:03 PM	4 1135 Division St. (UNSAFE BLDG) 90 Day Walk-Through (AMBER)	4	20	31	41	ACTIVITY: 10 Mechanical 11 Plumbing
5/15/2020	3:20 PM	5 1605 Second Street Concrete Work (Footings w-Steel)(PASSED)	3	13(b)	30	40	a. Service-Sewer-Water b. Rough In
5/15/2020	3:36 PM	6 2405 N. Terrace Dr. (NEW Construction) Basement concrete slab flooring (PASSED)	3	13	30	40	c. Under Slab d. Final
5/15/2020	3:42 PM	7 2301 W. Kamen Dr. (Pool, Set Backs) PASSED	3	22	30	40	12 Electrical a. Service
5/15/2020	4:12 PM	8 927 First St. (NEW Construction) Return, Final Inspection. (PASSED)	3	13(e)	30	40	b. Rough In c. Final
5/15/2020	5:10 PM	9 1961 James St. (NEW Construction) Concrete Slab Complete (PASSED)	3	13	30	40	13 Building a. Zoning
5/26/2020	10:17 AM	10 1567 230th St. (NEW Shouse) Outside City Limits/Inside our Twom Mile	5	13	30	40	b. Footing c. Framing
5/26/2020	10:36 AM	11 1324 Wall St. (Abandon, Property) Complaint (City Lawyer)	2	28	31	41	d. Sheet Rock e. Final
5/26/2020	11:00 AM	12 1006 Water St. (Damage By Tree) Line Department clean up this damage	2	28	31	40	14 Entrance 15 Demolition
5/26/2020	11:10 AM	13 709 Oakwood Dr. (NEW Construction) Final Inspection (PASSED)	3	13(e)	30	40	16 Moving 17 Excavation
5/26/2020	1:36 PM	14 1125 First St. (Furnace & AC) PASSED	1	10	30	40	18 Mobile Home 19 Sign
5/26/2020	1:59 PM	15 1603 Des Moines St. (Sidewalk/Tree) Site Visit	1	22	30	40	20 Unsafe Building 21 Property Maintenance
5/26/2020	2:15 PM	16 100 Ohio St. (NEW Shed) Site Visit	3	13(b)	30	40	22 Other
5/26/2020	2:27 PM	17 1339 First st. (Noxious Weeds) Compliance	4	26	30	40	NUISANCE: 26 Weeds or Grass 27 Rubbish &/or Debris
5/26/2020	2:33 PM	18 1531 First St. (Garbage in Yard) Follow-UP (Third Stop)	4	27	31	41	28 Other
5/26/2020	2:50 PM	19 1605 Second St. (County Shed) Site Visit	3	13(b)	30	40	FINDINGS: 30 Satisfactory 31 Unsatisfactory
5/26/2020	3:24 PM	20 226 Division St. (Noxious Weeds) Compliance	3	27	30	40	32 Continued Unsatisfactory 33 Permit Needed
5/26/2020	3:34 PM	21 735 Boone St. (Noxious Weeds) Follow-UP (NO-GO)	4	27	31	41	34 City Not Involved 35 Not Home
5/26/2020	3:46 PM	22 104 Maple Ave. (Moving Garage) Completed Move of Garage	3	16	30	40	36 Other
5/27/2020	9:15 AM	23 129 N. White Fox Rd. (Storm Drainage) Drainage into his yard	5	22	31	40	ACTION: 40 No Cause for Action 41 Abatement
5/27/2020	11:23 AM	24 1037 Second St. (Sewer Repair) PASSED	1	11(a)	30	40	42 Condemnation 43 Demolition
5/27/2020	1:26 PM	25 915 Bank St. Garbage in Yard Follow-UP (NO-GO) Send Second Letter	4	27	31	41	44 Vacate Order Issued 45 Office Hearing
5/27/2020	1:41 PM	26 911 Bank St. (NEW DECK) No Permit Pulled	2	28	31	41	46 Show Cause Action 47 Other

Red Triangle refers to a Comment in that event. See: shared (\\MASTER); Zoning Inspection; Cory S; Daily Field Log 2019; Look Up Month // Date(s)

DATE	TIME	REASON	ACTIVITY	FINDING	ACTION	REASON:	
5/27/2020	1:57 PM	1 1506 College St. Site Visit (First Photo)	1	13(b)	30	40	01 Routine Inspection
5/27/2020	2:13 PM	2 1400 Grand St. (NEW Deck) Final Inspection (PASSED)	3	13(e)	30	40	02 Complaint Inspection 03 Routine re-Inspection
5/27/2020	2:29 PM	3 1034 Bell Ave. (Fence) Site Visit (First Photo)	5	13	30	40	04 Complaint Re-Insp. 05 Permit Research
5/27/2020	2:38 PM	4 1113 Hamilton Dr. (NEW Doors) PASSED	1	13	30	40	ACTIVITY: 10 Mechanical
5/27/2020	2:50 PM	5 846 First St. (Noxious Weeds) Send Letter	2	26	31	41	11 Plumbing a. Service-Sewer-Water
5/27/2020	3:57 PM	6 846 First St. (Damaged Fence) Send Letter	2	28	31	41	b. Rough In c. Under Slab
5/27/2020	3:43 PM	7 613 Second St. (Fire/Living in Basement) Send Letter	2	28	31	41	d. Final 12 Electrical
5/28/2020	10:00 AM	8 1610 Collins St. (Shashi Station) Final Inspection (PASSED)	3	13(e)	30	40	a. Service b. Rough In
5/28/2020	2:24 PM	9 735 Boone St. (Noxious Weeds) Compliance	4	26	30	40	c. Final 13 Building
5/28/2020	2:30 PM	10 2307 Superior St. (OLD K-Mart) Bollards Removed	4	28	30	40	a. Zoning b. Footing
5/28/2020	2:31 PM	11 2307 Superior St. (OLD K-Mart) Noxious Weeds (Send Letter)	2	26	31	41	c. Framing d. Sheet Rock
5/28/2020	2:44 PM	12 100 Ohio St. (NEW Shed) Concrete Work (Footings w-Steel)(PASSED)	3	13(b)	30	40	e. Final 14 Entrance
5/28/2020	3:33 PM	13 1033 Third St. (Junk in Yard) Send Letter	2	28	31	41	15 Demolition 16 Moving
5/28/2020	3:37 PM	14 1036 Third St. (Bldg Inspection) Exterior Inspection (PASSED)	5	22	30	40	17 Excavation 18 Mobile Home
5/28/2020	4:02 PM	15 1112 Third St. (NEW Accessory Bldg) NO Permit Pulled (STOP ORDER Letter)	2	13	31	41	19 Sign 20 Unsafe Building
5/28/2020	4:27 PM	16 825 Crestview Dr. (Front Yard Fence) Site Visit	2	13	31	40	21 Property Maintenance 22 Other
5/28/2020	4:30 PM	17 819 Crestview Dr. (NEW Fence) PASSED	3	13	30	40	NUISANCE: 26 Weeds or Grass
5/29/2020	7:15 AM	18 100 Ohio St. (NEW Shed) Concrete Work (Footings w-Steel)(PASSED)	3	13(b)	30	40	27 Rubbish &/or Debris 28 Other
5/29/2020	7:48 AM	19 1605 Second St. (County Shed) Concrete Work (Footings w-Steel)(PASSED)	3	13(b)	30	40	FINDINGS: 30 Satisfactory
5/29/2020	10:53 AM	20 827 Water St. (Rehab House) Update (Second Visit)	3	22	30	40	31 Unsatisfactory 32 Continued Unsatisfactory
5/29/2020	11:15 AM	21 100 Ohio St. (NEW Shed) Concrete Work (Footings w-Steel)(PASSED)	3	13(b)	30	40	33 Permit Needed 34 City Not Involved
5/29/2020	1:41 PM	22 W. T. Park Shelter Half Site Visit	5	22	30	40	35 Not Home 36 Other
		23					ACTION: 40 No Cause for Action
		24					41 Abatement
		25					42 Condemnation
		26					43 Demolition
							44 Vacate Order Issued
							45 Office Hearing
							46 Show Cause Action
							47 Other

Red Triangle refers to a Comment in that event. See: shared (\\MASTER); Zoning Inspection; Cory S; Daily Field Log 2019; Look Up Month // Date(s)



Webster City Police Department

May 2020 Activity Report

Description	Number	Year to Date
911 Calls	46	365
Arrests	11	99
Alarm	3	48
All Other Offenses	7	66
Animal Complaint	46	192
Assault	2	17
Assist Public	162	618
Assist Other Agency	22	101
Burglary/BE	8	30
Burning Complaint	4	21
Civil Dispute	10	31
Commercial/Residential Patrol	149	923
Criminal Trespass	6	18
Death Investigation	0	3
Debris/Street Problems	9	33
Directed Assignment	28	57
Disorderly Conduct	5	9
Domestic Disturbance	6	34
Driving Complaint	24	84
Drug/Narcotics/Equipment	2	9
Drug Test Kits	0	4
Fire	6	24
Fireworks	0	1
Funeral Escort	2	23
Follow Up Investigation	50	183
Foot Patrol	19	26
Fraud	8	30
Harassment	10	40
Incident Reports	38	216
Intoxication	1	8
Lost/Found Property	11	67
Missing Person	2	11
Motor Vehicle Theft	1	8
Motorist Assist	16	53
Noise Complaint	15	31
Open Door/Window	7	13
Parking Violation	44	194
Public Window Assist	8	206
School Foot Patrol	0	39
Sexual Abuse	0	2
Sex Offender Registry Compliance Check	0	30
Shoplifting	1	3
Signs/Signals	6	18

June 10, 2020

Suspicious Activity	45	212
Theft	14	62
Tips	6	18
Traffic Control/Schools	1	681
Traffic Stops	42	302
Transient	0	8
Trees/Wires Down	1	2
Utility Problem	17	71
Vacation House Watch	2	17
Vandalism	12	23
Vehicle Unlock	13	69
Violation Restraining Order	7	12
Warrant Served	2	33
Welfare Check	14	83

Items of Interest:

- Officers assisted with numerous parades and celebrations for the community.
- Officers assisted with food pantries.
- State Farm Insurance provided lunch for staff.
- Staff addressed radio and overall radio communication problems.
- Staff assisted the Sheriff's Office with several calls.
- Chief met with other staff on Covid-19 policies.

Training:

- Officers completed firearms and use of force training.
- Officers completed the monthly Police Legal Sciences course.
- Dispatchers completed the monthly Police Legal Sciences course.

Respectfully submitted,

Shiloh B. Mork

Shiloh B. Mork, Chief of Police
Webster City Police Department

FIRE DEPARTMENT REPORT

May 2020

ALARMS

<u>DATE</u>	<u>TIME</u>	<u>ADDRESS</u>	<u>TYPE OF SITUATION FOUND</u>
5-3	1739	1141 Third Street	Cancelled in route
5-3	1806	1100 Des Moines Street #6	Smoke detector activation
5-3	1840	Beach and Second Street	Dumpster Fire
5-3	2150	1229 Water Street	Fire Other- Fence
5-4	1043	1600 Blk of 240 th	Controlled burn
5-9	2045	1200 Bluff Street	Hazardous condition
5-10	1902	906 First Street.	Authorized controlled burn
5-12	2148	2000 Blk of 225 th	Prescribed burn
5-15	1640	1502 Locust Street	Smoke removal
5-16	1923	1220 E second Street	Unauthorized Burning
5-17	1249	203 Second Street Blairsburg	CO alarm
5-17	1512	Bank Street and Beach Street	Overpressure rupture, explosion
5-20	0923	611 Second Street	Fire other
5-22	1820	850 Water Street	Unauthorized burn

Year to Date Total = 50

May Total = 14

TRAINING

<u>DATE</u>	<u>TIME</u>	<u>TYPE OF TRAINING</u>	<u>HOURS</u>	<u>PERSONNEL</u>
		New SCBA training	<u>2</u>	<u>27</u>

Year to Date Total = 298

May Total =54

INSPECTIONS

<u>DATE</u>	<u>BUSINESS</u>	<u>REASON FOR INSPECTION</u>

Year to Date Total = 9

May Total =0

MISCELLANEOUS

MEETING ROOM

**HAMILTON
COUNTY**

**SOLID WASTE
COMMISSION**

Serving:

BLAIRSBURG
ELLSWORTH
JEWELL
KAMRAR
RANDALL

STANHOPE

WEBSTER CITY
WILLIAMS
RURAL HAM. CO.

WEBSTER CITY, IOWA 50595-0128

TELEPHONE: 515-539-4420
800-535-1145

AGENDA

**Regular Meeting
2605 McMurray Avenue
1 ½ Miles Northwest of Kamrar, Iowa**

7:00 P.M.

June 10, 2020

1. Roll Call
2. Minutes of May 13, 2020
3. Approve Payment of Bills and Payrolls
4. Secretary-Treasurer's Financial Report May 2020
5. Manager's Reports May 2020
6. Approval of 2020-2021 Budget
7. Interview Process for Driver/Operator
8. Employee Raises
9. Open Discussion
10. Adjourn

**REGULAR MEETING OF THE
HAMILTON COUNTY SOLID WASTE COMMISSION
MINUTES**

A regular meeting of the Hamilton County Solid Waste Commission was held electronically on May 13, 2020 at 7:00 P.M. The meeting was called to order by Chairperson Carlene Auestad and roll being called, members were present as follows:

Kamrar-Lendall Mechaelsen
Hamilton County-Dan Campidilli
Jewell-Leo Reiter
Blairsburg-Dennis Frayne

Randall-Carlene Auestad
Webster City-Jerry Kloberdanz
Stanhope-Terry Painton

The representatives from the Cities of Blairsburg and Ellsworth were absent.

It was moved by Painton and seconded by Frayne that:

1. The Minutes of March 11, 2020 be approved.
2. The issuance of Payroll for the period ending March 13, 2020 and paid on March 20, 2020 in the amount of \$6,101.11 be approved.
3. The issuance of Payroll for the period ending March 27, 2020 and paid on April 3, 2020 in the amount of \$6,363.74 be approved.
4. The issuance of Payroll for the period ending April 10, 2020 and paid on April 17, 2020 in the amount of \$6,128.62 be approved.
5. The issuance of Payroll for the period ending April 24, 2020 and paid on May 1, 2020 in the amount of \$6,013.48 be approved.
6. Payment of Bills for March & April 2020 in the amount of \$198,823.96 be approved.
5. The Secretary-Treasurer's Reports for March & April 2020 be approved.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth. Motion carried.

It was moved by Painton and seconded by Kloberdanz that the Manager's reports for March & April 2020 be approved.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth. Motion carried.

It was moved by Kloberdanz and seconded by Painton to approve the purchase of a pick-up truck at a cost of up to \$30,000.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth. Motion carried.

It was moved by Frayne and seconded by Painton to advertise for a full time Driver/Operator, accepting applications through June 15, 2020.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth. Motion carried.

The Commission briefly reviewed the proposed 2020-2021 Budget, with plans to adopt it at the June meeting.

It was moved by Frayne and seconded by Painton to increase the price of car and light truck tires to \$5 off the rim and \$7 on the rim.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth. Motion carried.

It was moved by Kloberdanz and seconded by Painton to approve a one-time discounted tonnage rate of \$55 for communities wishing to do a city wide clean up event.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth. Motion carried.

It was moved by Kloberdanz and seconded by Reiter that the Hamilton County Solid Waste Commission adjourn.

ROLL CALL: Ayes-Mechaelsen, Campidilli, Reiter, Frayne, Auestad, Kloberdanz, Painton. Absent-Blairsburg, Ellsworth.

The Commission stood adjourned at 7:48 P.M.

Carlene Auestad, Chairperson

Cherie Ferguson, Secretary-Treasurer

Bills Approved 5/13/2020

BLUE RIBBON PELHAM WATERS	\$63.50
BARKER LEMAR	\$2,447.50
BAUER TIRE	\$1,365.00
BOMGAARS	\$210.20
CARD SERVICES	\$1,042.60
CARLENE AUESTAD	\$109.00
CINTAS	\$221.28
COLLECTION SERVICES CENTER	\$872.30
COOPERATIVE TELEPHONE EXCHANGE	\$265.08
DENNIS FRAYNE	\$63.70
EFTPS	\$5,912.52
FIRST STATE BANK	\$30.00
FREEMAN JOURNAL	\$418.36
HEART OF IOWA PUBLISHING	\$120.00
HY-VEE	\$14.97
ILOCA SERVICES	\$58,016.00
INGRAHAM CONSTRUCTION	\$1,056.77
IOWA FIRE CONTROL	\$233.00
IPERS	\$3,867.22
JERRY KLOBERDANZ	\$85.88
KINNETZ SIGNS	\$377.00
LEO REITER	\$49.90
LIBERTY TIRE RECYCLING	\$2,202.13
MICKEY WALKER	\$29.95
MIDWEST FENCE & GATE	\$599.20
MY IOWA UI	\$36.72
NAPA AUTO PARTS	\$1,666.54
NCIARSWA	\$87,791.08
PAGEL REPAIR	\$205.84
PRINTING SERVICES	\$32.22
REES TRUCK & TRAILER	\$300.49
TERRY PAINTON	\$61.40
THE SCALE GUYS	\$430.00
THE TILE PROS	\$395.09
TREASURER OF STATE	\$1,576.00
UNITED COOPERATIVE	\$3,717.35
WEBSTER CITY MUNICIPAL UTILITIES	\$1,149.77
WEBSTER CITY TRUE VALUE	\$26.06
WELLMARK	\$5,845.04
U.S. CELLULAR	\$266.63
PAYROLL	\$15,850.67
Total	\$198,823.96

HAMILTON COUNTY SOLID WASTE COMMISSION
Unpaid Bills Detail
As of June 10, 2020

Memo	Amount
AUDITOR OF STATE	
AUDIT FILING FEE	100.00
Total AUDITOR OF STATE	100.00
BLUE RIBBON PELHAM WATERS	
BOTTLED WATER SERVICE	39.50
Total BLUE RIBBON PELHAM WATERS	39.50
BOMGAARS	
BOOTS-TERRY	112.49
IMPACT DRILL KIT	159.99
Total BOMGAARS	272.48
CINTAS	
UNIFORM SERVICE	23.16
BUILDING SUPPLIES & SERVICE	18.71
UNIFORM SERVICE	23.16
BUILDING SUPPLIES & SERVICE	18.71
UNIFORM SERVICE	23.16
BUILDING SUPPLIES & SERVICE	26.66
UNIFORM SERVICE	23.16
BUILDING SUPPLIES & SERVICE	41.50
Total CINTAS	198.22
CLEAN HARBORS	
HAZARDOUS WASTE DISPOSAL & SUPPLIES	3,677.84
Total CLEAN HARBORS	3,677.84
COOPERATIVE TELEPHONE EXCHANGE	
INTERNET & PHONE SERVICE	133.40
Total COOPERATIVE TELEPHONE EXCHANGE	133.40
FREEMAN JOURNAL	
AD FOR REOPENING TO GENERAL PUBLIC	40.00
Total FREEMAN JOURNAL	40.00
HEART OF IOWA PUBLISHING	
HELP WANTED AD	40.00
Total HEART OF IOWA PUBLISHING	40.00
HY-VEE	
HAND SANITIZER	7.49
Total HY-VEE	7.49
IMWCA	
WORK COMP PREMIUM	5,238.00
Total IMWCA	5,238.00
LIBERTY TIRE RECYCLING, LLC	
TIRE RECYCLING	1,019.11
Total LIBERTY TIRE RECYCLING, LLC	1,019.11
NAPA AUTO PARTS	
TARP SWITCH	48.31
Total NAPA AUTO PARTS	48.31
PER MAR SECURITY SERVICES	
SECURITY MONITORING SERVICES	306.27
Total PER MAR SECURITY SERVICES	306.27

Memo	Amount
REES TRUCK & TRAILER, INC	
VOLVO SEMI COOLANT LEAK REPAIR	657.24
Total REES TRUCK & TRAILER, INC	657.24
ROGERS TIRE SERVICE	
TIRE	276.00
Total ROGERS TIRE SERVICE	276.00
UNITED COOPERATIVE	
MOWER GAS	16.80
Total UNITED COOPERATIVE	16.80
WEBSTER CITY MUNICIPAL UTILITIES	
ELECTRICAL SERVICE	105.00
ELECTRICAL SERVICE	109.78
ELECTRICAL SERVICE	276.74
Total WEBSTER CITY MUNICIPAL UTILITIES	491.52
TOTAL	12,562.18

HAMILTON COUNTY SOLID WASTE COMMISSION
Check Detail
 May 14 through June 10, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	EFT	05/14/2020	IPERS		OPERATING FUND		-1,949.77
					Payroll Liabilities	-779.66	779.66
					Payroll Liabilities	-1,170.11	1,170.11
TOTAL						-1,949.77	1,949.77
Liability Check	EFT	05/15/2020	United States Treasury		OPERATING FUND		-3,000.32
					Payroll Liabilities	-1,089.00	1,089.00
					Payroll Liabilities	-774.52	774.52
					Payroll Liabilities	-774.52	774.52
					Payroll Liabilities	-181.14	181.14
					Payroll Liabilities	-181.14	181.14
TOTAL						-3,000.32	3,000.32
Liability Check	EFT	05/19/2020	Collection Services ...		OPERATING FUND		-174.46
					Payroll Liabilities	-174.46	174.46
TOTAL						-174.46	174.46
Liability Check	EFT	06/01/2020	WELLMARK		OPERATING FUND		-2,822.52
					Payroll Liabilities	-705.66	705.66
					Payroll Liabilities	-2,116.86	2,116.86
TOTAL						-2,822.52	2,822.52
Liability Check	EFT	06/09/2020	Collection Services ...		OPERATING FUND		-174.46
					Payroll Liabilities	-174.46	174.46
TOTAL						-174.46	174.46
Paycheck	10909	05/15/2020	CHERIE L FERGUSON		OPERATING FUND		-446.17
					Wages	-70.76	70.76
					Wages	-436.06	436.06
					Wages	-59.26	59.26
					Payroll Liabilities	35.61	-35.61
					IPERS	-53.44	53.44
					Payroll Liabilities	53.44	-53.44
					Payroll Liabilities	27.00	-27.00
					Medicare & Social Se...	-35.10	35.10
					Payroll Liabilities	35.10	-35.10
					Payroll Liabilities	35.10	-35.10
					Medicare & Social Se...	-8.20	8.20
					Payroll Liabilities	8.20	-8.20
					Payroll Liabilities	8.20	-8.20
					Payroll Liabilities	14.00	-14.00
					Unemployment Insura...	-0.57	0.57
					Payroll Liabilities	0.57	-0.57
TOTAL						-446.17	446.17
Paycheck	10910	05/15/2020	KEENAN L ELLIOTT		OPERATING FUND		-907.98
					Wages	-50.03	50.03
					Wages	-1,525.43	1,525.43
					Wages	-88.56	88.56
					Payroll Liabilities	104.67	-104.67
					Health Insurance	-352.81	352.81
					Payroll Liabilities	352.81	-352.81
					IPERS	-157.08	157.08
					Payroll Liabilities	157.08	-157.08
					Payroll Liabilities	117.61	-117.61
					Payroll Liabilities	174.46	-174.46
					Payroll Liabilities	161.00	-161.00
					Medicare & Social Se...	-103.17	103.17
					Payroll Liabilities	103.17	-103.17
					Payroll Liabilities	103.17	-103.17

HAMILTON COUNTY SOLID WASTE COMMISSION
Check Detail
 May 14 through June 10, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Medicare & Social Se...	-24.13	24.13
					Payroll Liabilities	24.13	-24.13
					Payroll Liabilities	24.13	-24.13
					Payroll Liabilities	71.00	-71.00
					Unemployment Insura...	-1.66	1.66
					Payroll Liabilities	1.66	-1.66
TOTAL						-907.98	907.98
Paycheck	10911	05/16/2020	KEVIN S DINGMAN		OPERATING FUND		-911.03
					Wages	-35.20	35.20
					Wages	-1,349.63	1,349.63
					Wages	-27.72	27.72
					Payroll Liabilities	117.61	-117.61
					Health Insurance	-352.81	352.81
					Payroll Liabilities	352.81	-352.81
					Payroll Liabilities	88.85	-88.85
					IPERS	-133.34	133.34
					Payroll Liabilities	133.34	-133.34
					Payroll Liabilities	130.00	-130.00
					Medicare & Social Se...	-87.58	87.58
					Payroll Liabilities	87.58	-87.58
					Payroll Liabilities	87.58	-87.58
					Medicare & Social Se...	-20.48	20.48
					Payroll Liabilities	20.48	-20.48
					Payroll Liabilities	20.48	-20.48
					Payroll Liabilities	57.00	-57.00
					Unemployment Insura...	-1.41	1.41
					Payroll Liabilities	1.41	-1.41
TOTAL						-911.03	911.03
Paycheck	10912	05/15/2020	TERRY A KLAVER		OPERATING FUND		-1,736.67
					Wages	-2,575.28	2,575.28
					Payroll Liabilities	117.61	-117.61
					Health Insurance	-352.81	352.81
					Payroll Liabilities	352.81	-352.81
					Payroll Liabilities	161.99	-161.99
					IPERS	-243.11	243.11
					Payroll Liabilities	243.11	-243.11
					Payroll Liabilities	229.00	-229.00
					Medicare & Social Se...	-159.66	159.66
					Payroll Liabilities	159.66	-159.66
					Payroll Liabilities	159.66	-159.66
					Medicare & Social Se...	-37.35	37.35
					Payroll Liabilities	37.35	-37.35
					Payroll Liabilities	37.35	-37.35
					Payroll Liabilities	133.00	-133.00
					Unemployment Insura...	-2.57	2.57
					Payroll Liabilities	2.57	-2.57
TOTAL						-1,736.67	1,736.67
Check	10933	05/19/2020	UNITED COOPERATI...		FIRST STATE BANK ...		-1,421.15
					Diesel Fuel/Fuel Oil	-1,421.15	1,421.15
TOTAL						-1,421.15	1,421.15

HAMILTON COUNTY SOLID WASTE COMMISSION
Check Detail
 May 14 through June 10, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	10934	05/29/2020	CHERIE L FERGUSON		OPERATING FUND		-460.41
				Wages		-584.95	584.95
				Payroll Liabilities		36.79	-36.79
				IPERS		-55.22	55.22
				Payroll Liabilities		55.22	-55.22
				Payroll Liabilities		29.00	-29.00
				Medicare & Social Se...		-36.26	36.26
				Payroll Liabilities		36.26	-36.26
				Payroll Liabilities		36.26	-36.26
				Medicare & Social Se...		-8.49	8.49
				Payroll Liabilities		8.49	-8.49
				Payroll Liabilities		8.49	-8.49
				Payroll Liabilities		14.00	-14.00
				Unemployment Insura...		-0.58	0.58
				Payroll Liabilities		0.58	-0.58
TOTAL						-460.41	460.41
Paycheck	10935	05/29/2020	KEENAN L ELLIOTT		OPERATING FUND		-946.41
				Wages		-1,548.77	1,548.77
				Payroll Liabilities		97.42	-97.42
				IPERS		-146.20	146.20
				Payroll Liabilities		146.20	-146.20
				Payroll Liabilities		174.46	-174.46
				Payroll Liabilities		147.00	-147.00
				Medicare & Social Se...		-96.03	96.03
				Payroll Liabilities		96.03	-96.03
				Payroll Liabilities		96.03	-96.03
				Medicare & Social Se...		-22.45	22.45
				Payroll Liabilities		22.45	-22.45
				Payroll Liabilities		22.45	-22.45
				Payroll Liabilities		65.00	-65.00
				Unemployment Insura...		-1.55	1.55
				Payroll Liabilities		1.55	-1.55
TOTAL						-946.41	946.41
Paycheck	10936	05/29/2020	KEVIN S DINGMAN		OPERATING FUND		-989.27
				Wages		-1,352.85	1,352.85
				Payroll Liabilities		85.09	-85.09
				IPERS		-127.71	127.71
				Payroll Liabilities		127.71	-127.71
				Payroll Liabilities		122.00	-122.00
				Medicare & Social Se...		-83.87	83.87
				Payroll Liabilities		83.87	-83.87
				Payroll Liabilities		83.87	-83.87
				Medicare & Social Se...		-19.62	19.62
				Payroll Liabilities		19.62	-19.62
				Payroll Liabilities		19.62	-19.62
				Payroll Liabilities		53.00	-53.00
				Unemployment Insura...		-1.36	1.36
				Payroll Liabilities		1.36	-1.36
TOTAL						-989.27	989.27
Paycheck	10937	05/29/2020	TERRY A KLAVER		OPERATING FUND		-1,864.28
				Wages		-2,575.28	2,575.28
				Payroll Liabilities		161.99	-161.99
				IPERS		-243.11	243.11
				Payroll Liabilities		243.11	-243.11
				Payroll Liabilities		229.00	-229.00
				Medicare & Social Se...		-159.67	159.67
				Payroll Liabilities		159.67	-159.67
				Payroll Liabilities		159.67	-159.67
				Medicare & Social Se...		-37.34	37.34
				Payroll Liabilities		37.34	-37.34
				Payroll Liabilities		37.34	-37.34
				Payroll Liabilities		133.00	-133.00

HAMILTON COUNTY SOLID WASTE COMMISSION

Check Detail

May 14 through June 10, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Unemployment Insura...	-2.58	2.58
					Payroll Liabilities	2.58	-2.58
TOTAL						-1,854.28	1,854.28
Check	10938	06/02/2020	UNITED COOPERATI...		FIRST STATE BANK ...		-973.95
					Diesel Fuel/Fuel Oil	-973.95	973.95
TOTAL						-973.95	973.95

HAMILTON COUNTY SOLID WASTE COMMISSION
Sales by Customer Summary

Accrual Basis

May 2020

	May 20
AG SOURCE	150.48
ALL SEASON GUTTERS	258.29
ANDY JONES ROCK & DIRT	127.68
BLACK HILLS ENERGY	19.00
CASH	19,544.14
CHAD ARNOLD	0.24
CITY OF WEBSTER CITY	84.36
CLASSIC DESIGNS	22.04
DAILY FREEMAN JOURNAL	60.00
DAVE SCOTT CONSTRUCTION	50.92
DAYTON DEVELOPMENT	107.60
EVANS FLOOR COVERING AND CLEANING	15.00
FOAM CATZ	2.82
GOOD LIFE RV	37.24
HAMILTON COUNTY CONSERVATION	72.96
HAMILTON COUNTY ENGINEER	35.50
HUBBARD CONCRETE	23.56
IOWA DEPARTMENT OF TRANSPORTATION	181.64
IOWA SELECT FARMS	0.27
J&C BUILDERS, LCC	143.64
JIM'S TREE SERVICE AND CONSTRUCTION	59.28
JIM BRYAN ROOFING	205.20
LEONARD MOSS ROOFING	1,656.80
MANN-SON PROPERTIES	129.20
MCDOWELL & SONS CONTRACTORS, INC.	747.08
MERTZ ENGINEERING CO.	19.00
MIDWEST ECOSTRUCTION	307.04
MORTENSON PROPERTIES	1.41
NICK MURPHY CONSTRUCTION	763.06
NORTH CENTRAL TURF	110.48
PAGEL REPAIR AND LOCK	40.28
RUBA LAWN CARE	71.44
SEAMLESS PROS LLC	271.16
SERVICE MASTER CLEANING	34.20
SHAWN MORAN CONSTRUCTION	109.04
STARK AG	31.16
STEVE'S CENTRAL VACUUM	497.04
T&T RENTALS	1.24
THE TRASH MAN	57,660.58
UNITED CO-OPERATIVE	72.00
WASTE MANAGEMENT	250.85
WEBSTER CITY COMMUNITY SCHOOLS	152.00
WIDICK ROOFING	15.00
ZATLOUKAL CONSTRUCTION	16.72
TOTAL	84,158.64

HAMILTON COUNTY SOLID WASTE COMMISSION
A/R Aging Summary
 As of May 31, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
AG SOURCE	77.25	0.01	0.11	0.00	0.00	77.37
ALL SEASON GUTTERS	158.49	0.00	0.00	0.00	0.00	158.49
ANDY JONES ROCK & DIRT	136.62	0.00	0.00	0.00	0.00	136.62
CHAD ARNOLD	0.24	16.05	0.00	0.00	0.00	16.29
CITY OF KAMIRAR	0.00	-20.00	0.00	0.00	0.00	-20.00
CITY OF WEBSTER CITY	84.36	0.00	0.00	0.00	0.00	84.36
CLASSIC DESIGNS	23.58	0.00	0.00	0.00	0.00	23.58
DAVE SCOTT CONSTRUCTION	54.49	0.00	0.00	0.00	0.00	54.49
DAYTON DEVELOPMENT	115.11	29.27	0.00	0.00	0.00	144.38
EVANS FLOOR COVERING AND CLEANING	16.05	0.00	0.00	0.00	0.00	16.05
FOAM CATZ	2.82	103.74	32.53	53.67	0.00	192.76
GOOD LIFE RV	39.84	0.00	0.00	0.00	0.00	39.84
HAMILTON COUNTY CONSERVATION	72.96	0.00	0.00	0.00	0.00	72.96
HAMILTON COUNTY ENGINEER	35.50	35.75	0.00	0.00	0.00	71.25
HUBBARD CONCRETE	25.21	0.00	0.00	0.00	0.00	25.21
IOWA DEPARTMENT OF TRANSPORTATION	181.64	0.00	2.98	0.00	0.00	184.62
IOWA SELECT FARMS	0.27	17.89	0.00	0.00	0.00	18.16
J&C BUILDERS, LLC	153.70	0.00	0.00	0.00	0.00	153.70
JIM'S TREE SERVICE AND CONSTRUCTION	63.43	0.00	0.00	0.00	0.00	63.43
JIM BRYAN ROOFING	219.56	0.00	0.00	0.00	0.00	219.56
LEONARD MOSS ROOFING	1,772.77	0.00	0.00	0.00	0.00	1,772.77
MANN-SON PROPERTIES	138.25	0.00	0.00	0.00	0.00	138.25
MCDOWELL & SONS CONTRACTORS, INC.	747.08	0.00	0.00	0.00	0.00	747.08
MERTZ ENGINEERING CO.	20.33	0.00	0.00	0.00	0.00	20.33
MIDWEST ECOCONSTRUCTION	328.53	0.00	0.00	0.00	0.00	328.53
MORTENSON PROPERTIES	1.41	1.41	94.33	0.00	0.00	97.15
NICK MURPHY CONSTRUCTION	816.42	52.05	0.00	0.00	0.00	868.47
NORTH CENTRAL TURF	118.22	0.00	0.00	0.00	0.00	118.22
PAGEL REPAIR AND LOCK	43.10	0.00	0.00	0.00	0.00	43.10
RUBA LAWN CARE	76.44	0.00	0.00	0.00	0.00	76.44
SEAMLESS PROS LLC	288.99	1,104.33	0.00	0.00	0.00	1,393.32
SERVICE MASTER CLEANING	36.59	0.00	0.00	0.00	0.00	36.59
SHAWN MORAN CONSTRUCTION	116.67	0.00	0.00	0.00	0.00	116.67
STARK AG	33.34	0.00	0.00	0.00	0.00	33.34
STEVE'S CENTRAL VACUUM	531.83	0.00	0.00	0.00	0.00	531.83
T&T RENTALS	1.24	1.24	82.95	0.00	0.00	85.43
THE TRASH MAN	57,660.58	0.00	0.00	0.00	0.00	57,660.58
TRUE VALUE HARDWARE	0.00	0.00	0.29	0.00	0.00	0.29
UNITED CO-OPERATIVE	77.04	0.00	0.00	0.00	0.00	77.04
WASTE MANAGEMENT	250.85	307.04	4.95	0.00	0.00	562.84
WEBSTER CITY COMMUNITY SCHOOLS	101.08	0.00	0.00	0.00	0.00	101.08
WIDICK ROOFING	16.05	0.00	0.00	0.00	0.00	16.05
ZATLOUKAL CONSTRUCTION	17.89	0.00	0.00	0.00	0.00	17.89
TOTAL	64,655.82	1,648.78	218.14	53.67	0.00	66,576.41

HAMILTON COUNTY SOLID WASTE COMMISSION
Profit & Loss
May 2020

Cash Basis

	May 20
Income	
OPERATING FUND	
ASSESSMENTS	11,178.47
GATE CHARGES	
APPLIANCES	480.00
C&D	28,677.09
CONCRETE	8.00
ELECTRONICS	378.00
LATEX PAINT	15.00
MSW	51,382.24
PACKER	716.00
TIRES	1,440.73
TVS	705.00
Total GATE CHARGES	83,802.06
SCRAP METAL SOLD	247.85
OPERATING FUND - Other	2.32
Total OPERATING FUND	95,230.70
Total Income	95,230.70
Expense	
LANDFILL POST CLOSURE FUND	
CONSULTING ENGINEERING FEES	750.00
LEACHATE DISPOSAL	395.09
LEACHATE SYSTEM REPORTS	600.00
Total LANDFILL POST CLOSURE FUND	1,745.09
Operating Fund Expenses	
Building and Fixture Repairs	805.04
Building Supplies	61.73
Cell Phone Service	133.26
Computer Service	812.09
Diesel Fuel/Fuel Oil	1,421.15
Drinking Water Service	24.00
Electricity	513.00
ELECTRONICS RECYCLING	6.99
Engineering Fees	600.00
Equipment and Vehicle Repairs	430.00
Gasoline	38.02
Meeting/Training Expenses	37.36
NCIARSWA Gate Fees	36,325.20
NCIARSWA Per Capita Assessments	16,796.28
Payroll Expenses	
Health Insurance	2,116.86
IPERS	1,726.89
Medicare & Social Security	1,399.43
Unemployment Insurance	18.30
Wages	18,293.26
Total Payroll Expenses	23,554.74
Phone & Internet Service	133.19
Postage	55.00
Public Notices	538.36
Uniform Service	221.28
Vehicle&Equip. Parts&Supplies	1,202.87
Total Operating Fund Expenses	83,709.56
Total Expense	85,454.65
Net Income	9,776.05

HAMILTON COUNTY SOLID WASTE COMMISSION
Profit & Loss Budget vs. Actual
 July 2019 through May 2020

Cash Basis

	Jul '19 - May 20	Budget	\$ Over Budget	% of Budget
Income				
CD INTEREST	14,042.87	0.00	14,042.87	100.0%
OPERATING FUND				
ASSESSMENTS	67,185.92	67,185.00	0.92	100.0%
BAD CHECK FEES	118.08	0.00	118.08	100.0%
FARM INCOME	2,078.00	1,500.00	578.00	138.5%
GAS TAX REFUND	0.00	50.00	-50.00	0.0%
GATE CHARGES				
APPLIANCES	4,020.00	0.00	4,020.00	100.0%
C&D	335,885.51	0.00	335,885.51	100.0%
CONCRETE	384.96	0.00	384.96	100.0%
ELECTRONICS	1,281.00	0.00	1,281.00	100.0%
LATEX PAINT	276.00	0.00	276.00	100.0%
MSW	532,720.86	0.00	532,720.86	100.0%
PACKER	10,080.00	0.00	10,080.00	100.0%
RCC FEES	656.52	0.00	656.52	100.0%
TIRES	6,795.16	0.00	6,795.16	100.0%
TVS	7,710.00	0.00	7,710.00	100.0%
GATE CHARGES - Other	-442.00	0.00	-442.00	-0.0%
Total GATE CHARGES	899,368.01	1,025,000.00	-125,631.99	87.7%
INTEREST	593.36	1,030.00	-336.64	67.3%
OTHER RECEIPTS	6,245.15	1,200.00	5,045.15	420.4%
REFUNDS AND REIMBURSEMENTS	14,558.82	10,000.00	4,558.82	45.6%
SCRAP METAL SOLD	3,509.55	0.00	3,509.55	100.0%
OPERATING FUND - Other	1,303.70	0.00	1,303.70	100.0%
Total OPERATING FUND	995,050.59	1,105,965.00	-110,904.41	90.0%
POST CLOSURE RESERVE FUND				
INTEREST ON INVESTMENTS	0.00	5,734.00	-5,734.00	0.0%
Total POST CLOSURE RESERVE FUND	0.00	5,734.00	-5,734.00	0.0%
Total Income	1,009,103.46	1,111,699.00	-102,595.54	90.8%
Expense				
EQUIPMENT RESERVE FUND				
EQUIPMENT PURCHASES	58,016.00	80,000.00	-21,984.00	72.5%
Total EQUIPMENT RESERVE FUND	58,016.00	80,000.00	-21,984.00	72.5%
LANDFILL POST CLOSURE FUND				
CONSULTING ENGINEERING FEES	5,368.10	5,058.00	310.10	106.1%
DISCONTINUATION PROJECT	0.00	0.00	0.00	0.0%
LAB TESTING	0.00	4,595.00	-4,595.00	0.0%
LEACHATE DISPOSAL	2,468.42	2,500.00	-33.58	98.7%
LEACHATE SEEP REPAIR	1,178.97	3,000.00	-1,821.03	39.3%
LEACHATE SYSTEM REPORTS	3,450.00	9,068.00	-5,618.00	38.0%
OTHER DISBURSEMENTS	0.00	790.00	-790.00	0.0%
WATER QUALITY REPORTS	0.00	9,250.00	-9,250.00	0.0%
LANDFILL POST CLOSURE FUND - Other	47.50	0.00	47.50	100.0%
Total LANDFILL POST CLOSURE FUND	12,510.99	34,261.00	-21,750.01	36.5%

HAMILTON COUNTY SOLID WASTE COMMISSION
Profit & Loss Budget vs. Actual
 July 2019 through May 2020

Cash Basis

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	Jul '19 - May 20	Budget	\$ Over Budget	% of Budget
Operating Fund Expenses				
Attorney Fees	30.00	1,200.00	-1,170.00	2.5%
Audits	5,200.00	6,000.00	-800.00	86.7%
Bank Service Charges	96.08	100.00	-1.92	98.1%
Building and Fixture Repairs	20,686.79	25,000.00	-4,313.21	82.7%
Building Supplies	648.92	2,000.00	-1,351.08	32.4%
Cell Phone Service	1,349.14	1,650.00	-300.86	81.8%
Change Fund	0.00	200.00	-200.00	0.0%
COMMISSION FEES	1,949.71	2,000.00	-50.29	97.5%
Computer Service	837.40	1,500.00	-662.60	55.8%
Diesel Fuel/Fuel Oil	26,055.62	35,000.00	-8,944.38	74.4%
Drinking Water Service	478.00	700.00	-222.00	68.3%
Electricity	6,288.91	8,700.00	-2,411.09	72.3%
ELECTRONICS RECYCLING	9,262.59	20,000.00	-10,737.41	46.3%
Engineering Fees	4,900.00	2,500.00	2,400.00	196.0%
Equipment and Vehicle Repairs	35,912.23	20,000.00	15,912.23	179.6%
Gasoline	416.84	750.00	-331.16	55.8%
Insurance Expense	9,900.92	10,161.00	-360.08	96.5%
Licenses and Permits	84.00	250.00	-166.00	33.6%
Medical Supplies	29.26	250.00	-220.74	11.7%
Meeting/Training Expenses	433.67	1,500.00	-1,066.33	28.9%
Membership Dues	175.00	750.00	-575.00	23.3%
MISC EXPENSES	796.04	796.04	796.04	100.0%
Miscellaneous Expenses	80.00	0.00	80.00	100.0%
NCIARSWA Gate Fees	494,116.00	560,000.00	-65,884.00	88.2%
NCIARSWA Per Capita Assessments	67,185.12	67,185.00	0.12	100.0%
Office Supplies	1,983.14	3,000.00	-1,036.86	65.4%
Other Capital Outlay	0.00	2,000.00	-2,000.00	0.0%
Payroll Expenses				
Health Insurance	22,080.39	23,567.00	-1,486.61	93.7%
IPERS	13,892.39	15,311.00	-1,418.61	90.7%
Medicare & Social Security	11,926.92	13,173.00	-1,246.08	90.5%
Unemployment Insurance	100.97	110.00	-9.03	91.8%
Wages	149,640.48	172,194.00	-22,553.52	86.9%
Payroll Expenses - Other	-0.12	0.00	-0.12	100.0%
Total Payroll Expenses	197,641.03	224,355.00	-26,713.97	88.1%
Phone & Internet Service	1,472.29	1,700.00	-227.71	86.6%
Postage	408.04	650.00	-251.96	61.8%
Propane	3,228.00	3,500.00	-272.00	92.2%
Public Notices	1,460.19	1,200.00	260.19	121.7%
RCC DISPOSAL/SUPPLIES	5,212.01	15,000.00	-9,787.99	34.7%
Rock	1,056.77	1,200.00	-143.23	88.1%
Safety Clothing and Equipment	1,924.00	2,000.00	-76.00	96.2%
Security Monitoring	905.37	1,200.00	-294.63	75.4%
Signs	0.00	500.00	-500.00	0.0%
TIRE REMOVAL	7,719.47	6,000.00	1,719.47	128.7%
Tires	6,684.39	8,000.00	-1,315.61	83.6%
Uniform Service	1,722.50	1,600.00	122.50	107.7%
Vehicle&Equip. Parts&Supplies	10,766.00	15,000.00	-4,234.00	71.8%
Wood Chemicals	0.00	150.00	-150.00	0.0%
WORKERS' COMP INSURANCE	0.00	6,766.00	-6,766.00	0.0%
Write Off	15.37			
Total Operating Fund Expenses	928,934.81	1,061,227.00	-132,292.19	87.5%
Reconciliation Discrepancies	0.01	0.00	0.01	100.0%
Total Expense	989,461.81	1,175,488.00	-176,026.19	85.0%
Net Income	9,641.65	-63,789.00	73,430.65	-15.1%

HAMILTON COUNTY TRANSFER STATION

(Managers Report for May 2020)

New Pick Up Project Update

I have spoken with George at Motor Inn in Webster City several times since our last meeting. Here is the latest up date I received as of June 2nd. Orders cannot be placed for 2021 Model Chevy trucks before June 4th, 2020. Once we have confirmed the price is with in our set budget the order will be put in. The current start date of production begins on September 28th later this summer. Any updates will be shared at our next meeting with the Commission.

Job Applications Received

A brief update on our job posting that went up on May 15th. We posted it in all three local newspapers , along with Job Search on KQWC Radio. It went out on Indeed on the Web and on our F.B. Page. So far as of end of the day June 2nd there have been a total of 11 applicants. Most of them are lacking in Class A CDL and or on the job experience. There are possible two that may be worth interviewing. May be this will change through the next two weeks up to the June 15th deadline. I would like to discuss with the commission tentative action plan to do what we can to expedite the hiring process.

Month of May Overview

The month of May seemed to fly by. Inbound tonnages remained strong both coming from the Commercial haulers and our county residents. The cash side of our business seems to also be on the increase. Even with the increase in tire prices we still took in 319 tires total for the month. Haz. material drops have been real strong also. Its good to see that side of our business continue to grow. Residents seem to be better connected to that program.

TERRY A. KLAVER

HAMILTON COUNTY SOLID WASTE COMMISSION

May - 2020 MONTHLY REPORT

DATE	DAY	TOTAL TONS TO BLDG.	CHARGE RECEIPTS TO BLDG.	CASH RECEIPTS TO PACKER	CASH RECEIPTS TO BLDG.	TOTAL RECEIPTS	PACKER WEIGHT (TONS)	DAY PACKER DUMPED & DISPOSAL CHG	LATEX PAINT FEES
1	Friday	33.77	2415.75	0.00	215.78	2641.53			
2	Sat	17.91	1394.26	0.00	59.36	1655.31			
3	Sun	0	0.00	0.00	0.00	0.00			
4	Monday	60.73	3467.47	88.00	1336.53	4935.93			
5	Tuesday	58.69	3918.34	23.00	661.64	4963.06			
6	Wed	55.17	3849.17	40.00	418.90	4393.12			
7	Thursday	44.41	3098.80	39.00	418.56	3654.86			12.00
8	Friday	53.13	2864.12	71.00	927.80	3928.67	0.69	52.44	
9	Sat	14.53	124.64	24.00	1269.08	1447.72			
10	Sun	0	0.00	0.00	0.00	0.00			
11	Monday	31.67	2087.72	88.00	462.56	2766.53			
12	Tuesday	38.99	2085.18	40.00	825.32	2965.50			
13	Wed	67.58	4599.25	16.00	615.41	5286.16			
14	Thursday	48.7	3365.32	48.00	317.50	4132.37	0.86	65.36	
15	Friday	59.48	3677.85	48.00	1032.79	4778.64			
16	Sat	15.15	237.38	56.00	1126.79	2233.17			
17	Sun	0	0.00	0.00	0.00	0.00			
18	Monday	36.58	2178.46	8.00	708.34	3012.95			3.00
19	Tuesday	31.32	2216.40	16.00	388.10	2770.50			77.04
20	Wed	55.89	3156.71	70.00	495.74	3814.45			
21	Thursday	40.38	2369.68	24.00	478.77	2953.85	0.86	65.36	
22	Friday	57.68	3909.99	56.00	598.52	4709.51			
23	Sat	4.15	0.00	64.00	395.05	544.05			
24	Sun	0	0.00	0.00	0.00	0.00			
25	Monday	0	0.00	0.00	0.00	0.00			
26	Tuesday	25.4	2270.08	102.00	815.66	3256.74			
27	Wed	44.17	3146.89	0.00	219.03	3447.92			
28	Thursday	62.88	4572.15	23.00	257.94	4873.09			
29	Fri	31.62	1621.74	8.00	784.30	2429.04			
30	Sat	38.64	2135.45	96.00	988.38	3292.83			12.00
31	Sun								
TOTAL		1028.62	64762.80	1048.00	15817.85	84887.50	2.41	183.16	104.04
TOTAL AVG		41.14	2590.51	41.92	632.71	3395.50	0.10	7.33	4.16

\$864.84

HAMILTON COUNTY SOLID WASTE COMMISSION

May - 2020 MONTHLY REPORT

DATE	DAY	Tires, Tubes & Rims		Appliances-White Goods		Tv & Electronics		DAILY FORT DODGE	TONS OF CONSTR.	TONS OF MSW
		UNITS	RECEIPTS	UNITS	RECEIPTS	UNITS	RECEIPTS	TONS	TO BLDG.	WASTE
1	Friday	0.00	0.00	1.00	10.00	0.00	0.00	17.87	7.95	25.82
2	Sat	65.00	201.69	0.00	0.00	0.00	0.00	19.81	8.79	9.12
3	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	Monday	6.00	21.93	0.00	0.00	2.00	22.00	34.51	4.56	56.17
5	Tuesday	2.00	5.50	1.00	10.00	44.00	344.58	74.73	3.21	55.48
6	Wed	0.00	0.00	1.00	10.00	6.00	75.05	65.82	3.24	51.93
7	Thursday	6.00	16.50	3.00	30.00	4.00	52.00	41.96	4.23	40.18
8	Friday	11.00	35.75	0.00	0.00	2.00	30.00	29.51	2.17	50.96
9	Sat	0.00	0.00	3.00	30.00	0.00	0.00	33.06	1.57	12.96
10	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	Monday	3.00	13.25	7.00	70.00	3.00	45.00	13.51	4.21	27.46
12	Tuesday	0.00	0.00	0.00	0.00	1.00	15.00	59.04	8.08	30.91
13	Wed	2.00	5.50	2.00	20.00	2.00	30.00	43.62	8.97	58.51
14	Thursday	53.00	282.50	2.00	20.00	3.00	45.00	69.08	3.61	45.09
15	Friday	1.00	5.00	0.00	0.00	1.00	15.00	25.85	7.23	52.75
16	Sat	143.00	768.00	3.00	30.00	1.00	15.00	40.91	7.85	7.30
17	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	Monday	0.00	0.00	4.00	40.00	5.00	78.15	26.20	3.66	32.92
19	Tuesday	2.00	10.00	5.00	50.00	6.00	90.00	48.73	3.72	27.60
20	Wed	0.00	0.00	1.00	10.00	6.00	82.00	31.36	3.20	52.69
21	Thursday	4.00	21.40	3.00	30.00	2.00	30.00	51.98	2.98	37.40
22	Friday	17.00	95.00	2.00	20.00	2.00	30.00	30.28	0.92	56.76
23	Sat	0.00	0.00	4.00	40.00	3.00	45.00	21.09	0.00	4.15
24	Sun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	Monday	0.00	0.00	1.00	10.00	5.00	59.00	35.42	6.32	19.08
26	Tuesday	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	Wed	0.00	0.00	1.00	10.00	0.00	0.00	46.97	3.00	41.17
28	Thursday	0.00	0.00	2.00	20.00	0.00	0.00	66.10	3.00	59.88
29	Fri	0.00	0.00	0.00	0.00	1.00	15.00	33.25	4.35	27.27
30	Sat	4.00	13.00	6.00	60.00	0.00	0.00	13.71	3.73	34.91
31	Sun									
TOTAL		319.00	1495.02	52.00	520.00	99.00	1117.78	974.37	110.55	918.47
TOTAL AVG		12.76	59.80	2.08	20.80	3.96	44.71	38.97	4.42	36.74

Hourly Wages/Annual Salaries by Fiscal Year

	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016
	Fiscal year to date			extra pay date this fy	
Terry Klaver	\$66,957.37/\$61,806.72	\$65,007.28	\$60,199.25	\$63,053.32	\$58,925.94
Cherie Ferguson	17.69/13,496.33	17.17/14,607.65	16.62/13,948.61	16.14/14,732.61	15.67/12,361.6
Kevin Dingman	17.60/32,629.40	17.09/34,564.40	16.59/32,151.69	16.19/34,442.72	15.87/32,192.58
Keenan Elliott	20.01/39,232.36	19.06/40,298.44	18.36/37,381.6	17.65/3,9664.10	17.14/37,347.16

Frisbee Golf Course Project Plan

(Additional 9 holes to complete an 18-hole course)

1. Mow Prairie area for access to tees and baskets – This was completed on 6/8 & 6/9
2. Schedule meeting with Street Department to flag GPS locations at Brewer Creek (South and Prairie area) – This was completed on 6/11
3. Call Iowa One Call to have all utilities marked within a 5’ radius of marked GPS locations
4. Drill 18 post holes once the utilities have been marked
5. Install concrete footings and post for every tee and basket location
6. Once concrete is cured install baskets, signage and map of the entire course (map will need to be designed and ordered – will not be completed immediately; would like to have this located at the “T” intersection of the Brewer Creek Trail and the Hospital Hill sidewalk)
7. Specific mowing paths will need to be determined within Prairie area for access to tee and basket locations.