

City Council Meeting
City Hall - Webster City, Iowa
December 6, 2021 - 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, with limited seating available
in the Council Chambers, and also by ELECTRONIC MEANS.
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 – 12-6-21

Time: Dec 6, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84772605588>

Meeting ID: 847 7260 5588

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Meeting ID: 847 7260 5588

Find your local number: <https://us02web.zoom.us/u/kxJwTlSo9>

Join by Skype for Business

<https://us02web.zoom.us/skype/84772605588>

The meeting can also be accessed 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.

ROLL CALL

Motion on Approval of Agenda

Pledge of Allegiance

City Council Meeting Agenda, December 6, 2021

1. 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.

- a. Public Information
- b. Oath of Office by the City Clerk to newly elected Council Members:
John Hawkins, Matt McKinney and Logan Welch for the terms beginning January 1, 2022 and ending December 31, 2025.

2. 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.

- a. [MINUTES](#) of November 15, 2021
- b. [RESOLUTION](#) on [PAYROLL](#) for the period ending November 20, 2021 and paid on November 26, 2021
- c. [RESOLUTION](#) on [BILLS](#) Approve [FUND LIST](#)

3. GENERAL AGENDA

- a. Recommend approval for issuance of Beer and Liquor Licenses by the Iowa Department of Commerce for the following:
 - 1. Renewal of Class C Beer Permit, Class B Wine Permit and Sunday Service
Kwik Star #924, 505 Fair Meadow Drive
 - 2. Renewal of Class C Beer Permit and Sunday Service
La Perla Jarocha LLC, (Store), 611 Second Street
- b. First reading of an [ORDINANCE](#) repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 46, Article X, pertaining to Off-Road Utility Vehicles within the corporate limits of the City of Webster City, Iowa.
- c. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) adopting updated Employee Handbook for the City of Webster City, Iowa. [EMPLOYEE HANDBOOK](#)
- d. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) setting time and place for a Public Hearing on New Precinct Boundaries in the City of Webster City, Iowa.
(December 20, 2021 6:05 p.m.) [NOTICE](#) [MAP OLD](#) [MAP NEW](#)

City Council Meeting Agenda, December 6, 2021

- e. [COUNCIL MEMORANDUM](#) on Edgewood Water Main Loop Project

[RESOLUTION](#) approving Change Order No. 1 to the Edgewood Water Main Loop Project with GM Contracting Inc., Lake Crystal, Minnesota. [CO NO. 1](#)

[RESOLUTION](#) accepting work, authorizing Final Payment of \$11,583.14 and release of Retainage in 30 days in the amount of \$19,378.68 to GM Contracting Inc., Lake Crystal, Minnesota for completion of the Edgewood Water Main Loop Project. [PAY APP 2](#) [CERTIFICATE COMPLETION](#)

- f. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the City Manager to sign a Quotation for cleaning of the Primary Digester with Nutri-Ject Systems, Inc. and authorizing the City Manager to make necessary budget amendments to pay for services rendered. [PROPOSAL-QUOTATION](#)

- g. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the City Clerk and the Mayor to sign and execute Option Agreement for purchase of Lot 5, Home Fourth Addition in Webster City, Iowa. [OPTION AGREEMENT](#)

- h. [COUNCIL MEMORANDUM](#) Request from Engineering Tech/Project Coordinator to seek bids for the 2021 Pool Slide Repair and Painting Project. [ENGR LETTER](#)

- i. [COUNCIL MEMORANDUM](#) Request from Street Department Supervisor to seek bids for Concrete Crushing for Spring of 2022.

- j. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor and City Clerk to enter into an Agreement with Robb's Tree & Stump Service, Story City, Iowa providing for the 2022 Tree Trimming & Removal Services Project. [PROPOSAL](#)

- k. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) accepting and approving the Minor Subdivision Plat of J Miller Addition, Hamilton County, Iowa. [PLAT](#)

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

- a. Finance Department [REPORT](#) – October 2021
- b. Fire Department [REPORT](#) – October 2021
- c. Council Committee Reports
- d. Other reports and recommendations

City Council Meeting Agenda, December 6, 2021

5. CLOSED SESSION

- a. Meet in Closed Session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, as provided by Chapter 21.5 c. of the Code of Iowa .

6. ADJOURN

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

CITY COUNCIL MEETING MINUTES
Webster City, Iowa November 15, 2021 – 6:00 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on November 15, 2021, upon call of the Mayor and the advance agenda. The meeting was called to order by Mayor John Hawkins and roll being called there were present in Council Chambers John Hawkins, Mayor, and the following Council Members: Megan McFarland, Matt McKinney, Brian Miller and Logan Welch.

*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, this meeting was Open to the Public with limited capacity and by electronic means utilizing the Zoom Platform. Details were provided in using the Zoom platform either by joining through the web portal or by calling in to view or participate.

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

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

None brought forth.

MINUTES AND CLAIMS

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

- a. That the meeting minutes of November 1, 2021 be approved.
- b. That Resolution No. 2021-204 approving Payroll for the period ending November 6, 2021 and paid on November 12, 2021 in the amount of \$186,695.06 be passed and adopted.
- c. That Resolution No. 2021-205 approving bills paid in the amount of \$1,676,167.81 be passed and adopted.

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

GENERAL AGENDA

- a. It was moved by Welch and seconded by Miller that Street Closure Request from the Webster City Chamber to hold a lighted parade on December 4, 2021 for the Christmas in the City Event be approved.

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

- c. It was moved by McKinney and seconded by Miller that Resolution No. 2021-206 transferring Cash from Various Funds to Other Various Funds be passed and adopted.

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

Dodie Wolfram, Finance Director, summarized the transfers for Council.

b. November 15, 2021 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing for entering into a Purchase Agreement for City owned property in SE Development Park #2, the same was held. No written objections were received and no oral objections were presented.

It was moved by Miller and seconded by McFarland that Resolution No. 2021-207 approving Purchase Agreement & authorizing execution of a Warranty Deed conveying City owned property located on Commerce Drive to Justis L. and Easton M. Burgin, Webster City, Iowa be passed and adopted.

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

d. It was moved by Welch and seconded by Miller that Resolution No. 2021-208 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (FAREWAY) be passed and adopted.

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

It was moved by Miller and seconded by McFarland that Resolution No. 2021-209 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (WCF FINANCIAL BANK & WEBSTER CITY SEWER FUND) be passed and adopted.

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

It was moved by McFarland and seconded by Miller that Resolution No. 2021-210 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (3DK ENTERPRISES, LLC) be passed and adopted.

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

It was moved by Miller and seconded by McKinney that Resolution No. 2021-211 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (RIDGE DEVELOPMENT LLC & LMI FUND) be passed and adopted.

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

It was moved by McFarland and seconded by Miller that Resolution 2021-212 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (APPLIANCE PLUS [Gary & Brenda Fox]) be passed and adopted.

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

It was moved by Welch and seconded by McFarland that Resolution No. 2021-213 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (FIRST STATE BANK, ADDITION #2) be passed and adopted.

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

e. It was moved by McFarland and seconded by Miller that Resolution No. 2021-214 approving the Official Annual Urban Renewal Report be passed and adopted.

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

f. It was moved by Miller and seconded by McFarland that Resolution No. 2021-215 setting December 20, 2021 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for Construction of 2021 Water Treatment Plant Aerator Support Structure Repair be passed and adopted.

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

g. It was moved by Miller and seconded by Welch that Resolution No. 2021-216 approving Change Order No. 1 to the 2021 River Street Water Main Project with Wunsch Construction Inc., Greene, Iowa be passed and adopted.

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

It was moved by McKinney and seconded by Miller that Resolution No. 2021-217 accepting work, authorizing of Final Payment of \$4,465.00 and release of retainage in the amount of \$18,305.53 in thirty days to Wunsch Construction Inc., Greene, Iowa for completion of the 2021 River Street Water Main Project be passed and adopted.

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

h. It was moved by McKinney and seconded by Miller that Resolution No. 2021-218 authorizing the City Manager to sign and execute a Professional Services Agreement with Bolton & Menk, Inc. to assist the City with various water related matters and authorizing the City Manager to purchase the equipment needed for various Water Treatment Plant Improvements and make necessary Budget Amendments be passed and adopted.

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

It was moved by Miller and seconded by McFarland that Resolution No. 2021-219 authorizing the City Manager to sign and execute Agreement with Marc Edwards and authorizing the City Manager to make necessary Budget Amendments be passed and adopted.

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

i. It was moved by Miller and seconded by McKinney that Resolution No. 2021-220 authorizing the City Manager to sign and execute Letter of Engagement with Shuttleworth & Ingersoll, PLC and authorizing the City Manager to make necessary Budget Amendments to pay for Services Rendered be passed and adopted.

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

REPORTS AND RECOMMENDATIONS OF OFFICERS, BOARDS AND COMMISSIONS

It was moved by McKinney and seconded by Miller that the following items (a-f collectively) be accepted and placed on file:

- a. Finance Department Report – September 2021
- b. City Manager Reports – October 2021
- c. Inspection Department Daily Log Report – October 2021
- d. Police Department Report – October 2021
- e. Nuisance Report – October 2021
- f. Hamilton County Solid Waste Commission Report - November 2021

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

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

It was moved by McKinney and seconded by Miller that Council meet in Closed Session for the following:

a. Meet in Closed Session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, as provided by Chapter 21.5 c. of the Code of Iowa .

b. Meet in Closed Session to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed, as provided by Chapter 21.5 j. of the Code of Iowa.

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

Council went out of Open Session at 6:25 p.m.

Council took a five-minute recess.

Council went into Closed Session at 6:30 p.m.

Council returned to Open Session at 7:27 p.m.

It was moved by McKinney and seconded by Miller that Council adjourn.

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

The November 15, 2021 Regular City Council Meeting stood adjourned at 7:28 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk

RESOLUTION NO. 2021 -

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

That the payroll for the 80-hour period ending November 20, 2021 and paid on
November 26, 2021 aggregating the sum of \$194,543.06 herewith presented,
be and the same is hereby approved.

Passed and adopted this 6th day of December, 2021.

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
20035	BISHOP, BIRIDIANA R.	3,461.53	80.00	.00	.00	.00	.00	.00	.00	.00	2,379.14
60722	CHELESVIG, BETH A.	3,032.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,977.56
20020	ORTIZ-HERNANDEZ, DANIEL	5,175.00	80.00	.00	.00	.00	.00	.00	175.00	.00	3,431.62
60003	SMITH, ELIZABETH A.	2,135.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,429.80
Total CITY MANAGER:											
4		13,803.73	320.00	.00	.00	.00	.00	.00	175.00	.00	9,218.12
30980	STRONER, BRIAN M.	2,740.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,916.55
Total ENVIRONMENTAL/SAFETY:											
1		2,740.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,916.55
61164	BONJOUR, KARYL K.	2,199.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,441.94
61180	GRIMSHAW, STACY M.	1,579.20	80.00	.00	.00	.00	.00	.00	.00	.00	972.27
61238	HAGLUND, DENISE D.	764.78	49.50	.00	.00	.00	.00	.00	.00	.00	610.42
61190	NERLAND, DEDRA R.	1,683.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,158.07
61163	PEVESTORF, ELIZABETH J.	1,902.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,374.59
30329	WOLFGRAM, DOREEN A.	3,027.20	80.00	.00	.00	.00	.00	.00	.00	.00	2,098.24
Total FINANCE OFFICE:											
6		11,155.98	449.50	.00	.00	.00	.00	.00	.00	.00	7,655.53
41502	CAMPBELL, AARON M.	65.67	.00	.00	.00	.00	.00	20.00	.00	.00	60.65
40857	DOOLITTLE, KENDALL J.	40.00	.00	.00	.00	.00	.00	40.00	.00	34.46	.00
41263	ESTLUND, JEROMY J.	2,763.52	120.00	.00	.00	345.44	.00	.00	.00	.00	2,008.11
41395	FEICKERT, DAKOTA L.	28.00	.00	.00	.00	.00	.00	28.00	.00	.00	24.11
41038	FERGUSON, WILLIAM M.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
41300	FOX, JEFFREY A.	252.00	16.00	.00	.00	.00	.00	28.00	.00	.00	205.64
41438	FRAKES, JUSTIN M.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
40971	HAYES, BRANDON W.	2,618.40	112.00	.00	.00	.00	.00	.00	174.56	.00	1,889.57
41445	HAYES, HARRISON W.	392.00	24.00	.00	.00	.00	.00	56.00	.00	337.68	.00
41441	HAYES, HUNTER W.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
40031	HOLST, RONALD W	20.00	.00	.00	.00	.00	.00	20.00	.00	17.23	.00
41192	JESSEN, PHILLIP N.	56.00	.00	.00	.00	.00	.00	56.00	.00	28.24	.00
41460	LEHMAN, MICHEAL L.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	13.47
41200	MADSEN, TODD M	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	17.23
41490	MCKIBBAN, JACOB D.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41219	SOWLE JR., ANDREW W.	2,554.70	118.00	.00	.00	.00	.00	.00	.00	.00	1,716.48
41400	STANSFIELD, CHARLES T.	2,991.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,971.16
41029	STEWART, EARL L	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41485	THUMMA, AMANDA L.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41088	TOLLE, PAUL A.	20.00	.00	.00	.00	.00	.00	20.00	.00	17.23	.00
41216	WEINSCHENK, KENRIC J	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
40815	WILLS, DON H.	20.00	.00	.00	.00	.00	.00	20.00	.00	17.23	.00
41340	YOUNGDALE, COLE C.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
41270	ZEHNER, DONALD F.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41505	ZIMMER, COLLEN C.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
Total FIRE DEPARTMENT:											
25		12,061.49	470.00	.00	.00	345.44	.00	528.00	174.56	507.48	8,035.71
61240	WINTER, KIRBY L.	4,085.39	80.00	.00	.00	.00	.00	20.00	.00	.00	2,841.61
Total INFORMATION SYSTEMS:											
1		4,085.39	80.00	.00	.00	.00	.00	20.00	.00	.00	2,841.61

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
61235	SIMPSON, CORY L.	1,935.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,351.76
Total INSPECTION:											
		1	1,935.20	80.00	.00	.00	.00	.00	.00	.00	1,351.76
31210	BARNES, DERRICK S.	2,285.25	82.50	.00	.00	.00	.00	.00	.00	.00	1,528.73
31185	CASEY, DANA R.	2,742.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,856.26
31190	DAYTON, BRYAN K.	2,724.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,903.80
30678	DICKINSON, ADAM L.	3,567.52	88.00	.00	.00	.00	.00	.00	.00	.00	2,408.56
31235	KOOPMANN, TRENT D.	2,160.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,588.58
31230	MC COLLOUGH, DOUGLAS J.	2,400.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,734.86
31184	MOURTON, RUSSELL E.	2,742.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,552.20
31186	ORTON, RYAN D.	3,136.62	91.50	.00	.00	.00	.00	.00	.00	.00	2,095.00
30918	PARKHILL, MARTY E.	3,060.24	82.00	.00	.00	.00	.00	.00	.00	.00	2,088.46
Total LINE DEPARTMENT:											
		9	24,818.44	744.00	.00	.00	.00	.00	.00	.00	16,756.45
30976	MADSEN, TODD M.	1,724.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,247.20
31188	PASCHKE, RODNEY A.	1,660.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,125.72
Total METER DEPARTMENT:											
		2	3,384.81	160.00	.00	.00	.00	.00	.00	.00	2,372.92
60421	WETZLER, KARLA J.	2,802.40	80.00	.00	.00	.00	.00	.00	.00	.00	2,026.91
Total PLANNING/ZONING:											
		1	2,802.40	80.00	.00	.00	.00	.00	.00	.00	2,026.91
40540	AREND, PEGGY J.	2,378.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,496.92
41480	DILLEY, JEAN M.	1,494.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,036.59
41500	HOLCOMBE, IAN J.	1,751.40	92.00	.00	318.60	.00	.00	.00	.00	.00	1,211.40
41390	NOWELL, TANNER J.	1,753.14	80.00	.00	.00	.00	.00	.00	.00	.00	1,268.00
41475	RUSH, DEBORAH G.	1,879.40	84.00	.00	124.44	.00	.00	.00	.00	.00	1,283.78
41074	SCHULZ, RHONDA F.	482.22	22.00	.00	.00	.00	.00	.00	.00	.00	363.00
41207	WINDSCHITL, JOAN E.	2,229.00	88.00	.00	.00	.00	354.08	.00	.00	.00	1,421.93
Total POLICE DEPARTMENT-D:											
		7	11,967.56	526.00	.00	443.04	.00	354.08	.00	.00	8,081.62
41430	BASINGER, RYAN A.	2,336.68	84.00	.00	.00	.00	.00	.00	.00	.00	1,649.29
41191	HOUGE, CLINTON J.	2,525.97	84.00	.00	.00	.00	.00	.00	.00	.00	1,763.39
41453	LEHMAN, MICHEAL L.	2,505.48	84.00	.00	.00	.00	.00	.00	.00	.00	1,851.70
41465	LOWE, ANDREW T.	2,254.56	84.00	.00	.00	.00	.00	.00	.00	.00	1,565.00
41479	LUFT, ANTHONY J.	2,404.50	84.00	.00	.00	.00	.00	.00	.00	.00	1,776.56
41230	MCKINLEY, ERIC K.	2,675.84	84.00	.00	.00	.00	.00	.00	.00	.00	1,932.67
41110	MORK, SHILOH B.	3,173.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,112.17
41471	MOURLAM, DALTON G.	2,248.96	84.00	.00	.00	.00	.00	.00	.00	.00	1,582.57
41225	PRITCHARD, BRANDON D.	2,522.52	84.00	.00	.00	.00	.00	.00	.00	.00	1,773.35
41482	RICHARDSON, COLT A.	2,407.02	84.00	.00	.00	.00	.00	.00	.00	.00	1,780.87
41426	ROSE, DYLAN M.	2,546.38	84.00	.00	.00	.00	.00	.00	.00	.00	1,767.44
41450	THUMMA, STEVEN L.	2,481.70	84.00	.00	.00	.00	.00	.00	.00	.00	1,530.96
41495	WATKINS, MARK D.	2,888.10	96.00	506.70	.00	.00	.00	.00	.00	.00	2,110.14
Total POLICE DEPARTMENT-O:											
		13	32,971.31	1,100.00	506.70	.00	.00	.00	.00	.00	23,196.11

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
70980	HARMS, BRIAN K.	1,685.61	80.00	.00	.00	.00	.00	.00	.00	.00	1,242.95
51195	RODEN, JACOB J.	1,823.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,220.51
Total PUBLIC GROUNDS:											
		2	3,508.81	160.00	.00	.00	.00	.00	.00	.00	2,463.46
61200	ALCAZAR, MATTHEW D.	2,060.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,188.71
61068	HISLER, KATHY J.	709.20	45.00	.00	.00	.00	.00	.00	.00	.00	523.47
20025	WETZLER, KENNETH L.	3,437.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,105.13
Total PUBLIC WORKS:											
		3	6,206.80	205.00	.00	.00	.00	.00	.00	.00	3,817.31
81653	BINDER, MEREDITH K.	152.00	12.00	.00	.00	.00	.00	.00	.00	140.38	.00
81726	BINDER, RILEY K.	156.00	13.00	.00	.00	.00	.00	.00	.00	.00	144.07
81669	DRAEGER, MAKAYLEE M.	156.00	13.00	.00	.00	.00	.00	.00	.00	.00	143.07
70100	FLAWS, LARRY J.	2,544.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,710.37
81708	GALLENTE, ABIGAIL M.	96.00	8.00	.00	.00	.00	.00	.00	.00	88.66	.00
81702	GAMBLE, ALYSSA P.	11.00	1.00	.00	.00	.00	.00	.00	.00	10.16	.00
70107	GLASCOCK, MARK A.	2,099.50	90.00	.00	331.50	.00	.00	.00	.00	.00	1,374.19
81711	HANSEN, ELLA M.	84.00	7.00	.00	.00	.00	.00	.00	.00	.00	77.57
81735	HANUS, RODNEY C.	1,794.00	88.00	.00	234.00	.00	.00	.00	.00	.00	1,261.54
81690	HURT, TIM E.	211.25	16.25	.00	.00	.00	.00	.00	.00	.00	195.09
81738	JOHNSON, NOLAN J.	164.00	14.50	.00	.00	.00	.00	.00	.00	.00	126.45
70975	LESHER, BREANNE M.	2,144.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,413.44
81594	MCBURNIE, SONYA L.	749.84	56.00	.00	.00	.00	.00	.00	.00	.00	566.88
81673	MCKEE, BRONWYN E.	11.00	1.00	.00	.00	.00	.00	.00	.00	.00	10.16
81689	NELSEN, DENISE L.	761.50	50.00	.00	.00	.00	.00	.00	.00	.00	607.91
81694	NERLAND, DEBRA K.	112.00	8.00	.00	.00	.00	.00	.00	.00	.00	102.44
81665	PRUISMANN, LINDA A.	697.89	43.00	.00	.00	.00	.00	.00	.00	.00	530.01
81719	SCHULTZ, CAMDEN J.	320.00	27.00	.00	.00	.00	.00	.00	.00	.00	295.52
81470	SPELLMEYER, WILLIAM C.	343.38	24.25	.00	.00	.00	.00	.00	.00	265.51	.00
Total RECREATION:											
		19	12,608.16	632.00	.00	565.50	.00	.00	.00	504.71	8,558.71
51187	BAHRENFUSS, BRANDON D.	2,774.26	81.00	.00	51.06	.00	.00	.00	.00	.00	1,913.18
51210	DANIELS, JACOB S.	1,731.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,219.37
51178	DOOLITTLE, DAN L.	990.00	45.00	.00	.00	.00	.00	.00	.00	.00	772.14
51189	MACRANNEL, MATTHEW A.	2,044.18	89.00	.00	34.26	.00	.00	.00	.00	.00	1,437.77
51200	MCKIBBAN, JACOB D.	1,945.42	81.00	.00	35.81	.00	.00	.00	.00	.00	1,373.88
31195	PETERSON, RICK E.	1,868.81	81.00	.00	34.40	.00	.00	.00	.00	.00	1,291.71
51190	RATCLIFF, BRETT D.	2,000.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,323.76
51184	WILLIAMS, ZACHARY W.	2,188.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,467.13
51205	YOUNGDALE, COLE C.	1,920.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,348.84
Total STREET DEPARTMENT:											
		9	17,462.67	697.00	.00	155.53	.00	.00	.00	.00	12,147.78
30772	DINGMAN, CHAD M.	2,209.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,639.83
30977	JACKSON, JEFFREY S.	2,267.80	88.00	.00	.00	.00	.00	.00	.00	.00	1,546.06
31179	WEST, JOHN A.	1,968.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,476.23
Total WASTEWATER:											
		3	6,446.20	248.00	.00	.00	.00	.00	.00	.00	4,662.12

Employee		Total	Total	3-00	4-00	5-00	6-00	23-00	24-00	85-00	86-00
Number	Name	Gross	Gross	OT no pen	OT pension	DBL OT np	DBL OT pen	OTHER pen	OTHER np	NET PAY	DIRECT DEP
		Amount	Hours	Emp Amt	Emp Amt	Emp Amt	Emp Amt	Emp Amt	Emp Amt	Emp Amt	Emp Amt
31189	CHAMBERS, TODD A.	2,675.36	91.00	.00	87.24	.00	.00	.00	.00	.00	1,750.40
31191	DANIELSON, TIMOTHY E.	17,329.62	.00	.00	.00	.00	.00	519.09	16,810.53	.00	13,971.25
31220	FARWELL, GREGORY A.	2,080.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,461.51
31215	KNOWLES, NICHOLAS A.	3,827.13	96.00	.00	372.37	.00	.00	600.00	.00	.00	2,475.42
31225	PARKER, LOGAN M.	672.00	56.00	.00	.00	.00	.00	.00	.00	.00	620.60
Total WATER PLANT:											
	5	26,584.11	323.00	.00	459.61	.00	.00	1,119.09	16,810.53	.00	20,279.18
Grand Totals:											
	111	194,543.06	6,354.50	506.70	1,623.68	345.44	354.08	1,667.09	17,160.09	1,012.19	135,381.85

RESOLUTION NO. 2021 –

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 \$298,378.96 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 6th day of December, 2021.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
ELECTRONIC ENGINEERING-D M (260)							
552003484-1	2	Invoice	TORNADO SIREN/SOUTH STREET	09/30/2021	10,645.00-	05/22	100-41-22-5140-515
552003484-1	3	Invoice	CORR GL# - TORNADO SIREN/SOUTH STRE	09/30/2021	10,645.00	05/22	100-21-22-5140-880
Total 552003484-1:					.00		
Total ELECTRONIC ENGINEERING-D M (260):					.00		
Total 10/18/2021:					.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
WUNSCH CONSTRUCTION, INC. (2727)							
120.0435.01-	1	Invoice	2021 RIVER ST WATER MAIN PROJECT - #3	10/15/2021	4,465.00	05/22	602-23-62-5673-870
Total 120.0435.01-3:					4,465.00		
Total WUNSCH CONSTRUCTION, INC. (2727):					4,465.00		
Total 11/22/2021:					4,465.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
IOWA DEPT OF NATURAL RESOURCES (466)							
IA 4063094 -	1	Invoice	WATER PLANT CONSTRUCTION PERMIT AP	12/01/2021	110.00	06/22	602-23-61-5651-299
Total IA 4063094 - 12/1/21:					110.00		
Total IOWA DEPT OF NATURAL RESOURCES (466):					110.00		
Total 12/01/2021:					110.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
ABENS, TYLER (3870)							
092121	1	Invoice	ENERGY EFFICIENCY REBATE	09/21/2021	250.00	06/22	601-23-36-5930-979
Total 092121:					250.00		
Total ABENS, TYLER (3870):					250.00		
ACCU JET SEWER AND DRAIN CLEANING (5369)							
5436	1	Invoice	SLIP LINE SANITARY SEWER	11/01/2021	3,300.00	06/22	603-23-71-5673-229
Total 5436:					3,300.00		
Total ACCU JET SEWER AND DRAIN CLEANING (5369):					3,300.00		
AFLAC, INC. (20)							
098085	1	Invoice	AFLAC PREMIUMS	11/15/2021	1,929.68	06/22	902-11215
Total 098085:					1,929.68		
Total AFLAC, INC. (20):					1,929.68		
AIRGAS USA, LLC (25)							
9119242086	1	Invoice	TIP FOR WELDER	12/01/2021	20.40	06/22	204-23-30-5310-318
Total 9119242086:					20.40		
Total AIRGAS USA, LLC (25):					20.40		
ANDERSON, BLAKE (7413)							
1940720107	1	Invoice	CUSTOMER DEPOSIT REFUND	11/30/2021	200.00	06/22	601-21011
1940720107	2	Invoice	ELECTRIC REFUND	11/30/2021	120.51	06/22	601-23-80-5903-980
Total 1940720107:					320.51		
Total ANDERSON, BLAKE (7413):					320.51		
ANDREW, KERLY (7409)							
1011151208	1	Invoice	CUSTOMER DEPOSIT REFUND	11/12/2021	115.48	06/22	601-21011
Total 1011151208:					115.48		
Total ANDREW, KERLY (7409):					115.48		
ARNOLD MOTOR SUPPLY (68)							
26NV059984	1	Invoice	LUBE SPIN ON	11/17/2021	7.77	06/22	204-23-30-5310-314
Total 26NV059984:					7.77		
26NVO60348	1	Invoice	DRIVE BIT FOR WORKING ON SERVER RAC	11/24/2021	.61	06/22	100-24-16-5420-399
26NVO60348	2	Invoice	DRIVE BIT FOR WORKING ON SERVER RAC	11/24/2021	2.26	06/22	601-24-16-5930-399
26NVO60348	3	Invoice	DRIVE BIT FOR WORKING ON SERVER RAC	11/24/2021	.61	06/22	602-24-16-5930-399
26NVO60348	4	Invoice	DRIVE BIT FOR WORKING ON SERVER RAC	11/24/2021	.61	06/22	603-24-16-5921-399
Total 26NVO60348:					4.09		
Total ARNOLD MOTOR SUPPLY (68):					11.86		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
AVAILA BANK (6318)							
112921	1	Invoice	FULLER HALL PRINCIPAL PYMT	11/29/2021	5,192.09	06/22	300-22-98-5295-910
112921	2	Invoice	FULLER HALL INTEREST PYMT	11/29/2021	3,962.21	06/22	300-22-98-5295-911
Total 112921:					9,154.30		
Total AVAILA BANK (6318):					9,154.30		
BAILEY, DOUG (3920)							
092121	1	Invoice	ENERGY EFFICIENCY REBATE	09/21/2021	250.00	06/22	601-23-36-5930-979
Total 092121:					250.00		
Total BAILEY, DOUG (3920):					250.00		
BILLS, JADEN (7410)							
514560018	1	Invoice	CUSTOMER DEPOSIT REFUND	11/12/2021	82.67	06/22	601-21011
Total 514560018:					82.67		
Total BILLS, JADEN (7410):					82.67		
BLACK HILLS ENERGY (3466)							
0976116930	1	Invoice	GAS UTILITY/LINE DEPT	11/09/2021	16.31	06/22	601-23-52-5586-234
0976116930	2	Invoice	GAS UTILITY/LINE DEPT	11/09/2021	16.31	06/22	601-23-52-5588-234
0976116930	3	Invoice	GAS UTILITY/LINE DEPT	11/09/2021	16.31	06/22	601-23-51-5566-234
Total 0976116930 11/09/21:					48.93		
2074931097	1	Invoice	GAS UTILITY/CEMETERY	11/19/2021	338.31	06/22	100-23-42-5371-234
Total 2074931097 11/19/21:					338.31		
4752063290	1	Invoice	GAS UTILITY/DEPOT	11/15/2021	55.84	06/22	100-22-42-5221-234
Total 4752063290 11/15/21:					55.84		
5542531803	1	Invoice	GAS UTILITY/FIRE STATION	11/15/2021	258.21	06/22	100-21-22-5140-234
Total 5542531803 11/15/21:					258.21		
5978424719	1	Invoice	GAS UTILITY/ WATER PLANT SHED	11/09/2021	102.68	06/22	602-23-61-5642-234
Total 5978424719 11/09/21:					102.68		
6506969580	1	Invoice	GAS UTILITY/WATER PLANT	11/09/2021	138.51	06/22	602-23-61-5642-234
Total 6506969580 11/09/21:					138.51		
6886529163	1	Invoice	GAS UTILITY/OD POOL	11/22/2021	37.45	06/22	100-22-42-5242-234
Total 6886529163 11/22/21:					37.45		
7824805624	1	Invoice	GAS UTILITY/WWTP	11/22/2021	2,409.45	06/22	603-23-70-5642-234
Total 7824805624 11/22/21:					2,409.45		
8081102404	1	Invoice	GAS UTILITY/SENIOR CENTER	11/15/2021	234.40	06/22	100-21-22-5140-234

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 8081102404 11/15/21:					234.40		
9634407409	1	Invoice	GAS UTILITY/STREET DEPT	11/22/2021	636.71	06/22	204-23-30-5310-234
Total 9634407409 11/22/21:					636.71		
Total BLACK HILLS ENERGY (3466):					4,260.49		
BOLTON & MENK INC. (106)							
0278497	1	Invoice	PROFESSIONAL SVC - PIN HOLE RESEARC	10/29/2021	9,075.00	06/22	602-23-61-5930-212
Total 0278497:					9,075.00		
0278498	1	Invoice	PROFESS SVS - WW Treatment Facility IMPR	10/29/2021	12,788.50	06/22	603-23-70-5652-860
Total 0278498:					12,788.50		
Total BOLTON & MENK INC. (106):					21,863.50		
BOMGAARS (5165)							
62785336	1	Invoice	GUTTER KIT FOR DEPOT	10/27/2021	38.99	06/22	100-22-42-5221-310
Total 62785336:					38.99		
62787970	1	Invoice	2= 16" PEDESTALS	11/03/2021	51.98	06/22	603-23-70-5642-318
Total 62787970:					51.98		
62788244	1	Invoice	SELF-DRILL SCREWS	11/04/2021	17.08	06/22	603-23-70-5642-318
Total 62788244:					17.08		
62789855	1	Invoice	PAINT BRUSH SETS, ROLLER COVER, MINE	11/08/2021	47.95	06/22	204-23-30-5310-318
Total 62789855:					47.95		
62790018	1	Invoice	ZIP TIES TO HANG CHRISTMAS LIGHTS ON	11/09/2021	80.97	06/22	260-23-36-5393-318
Total 62790018:					80.97		
62790073	1	Invoice	TREE FENCING	11/09/2021	240.95	06/22	100-22-42-5210-318
Total 62790073:					240.95		
62790386	1	Invoice	2 DIFF RESPIRATORS	11/10/2021	70.98	06/22	204-23-30-5310-318
Total 62790386:					70.98		
62790529	1	Invoice	STRAPS FOR EQUIPMENT TRAILER	11/10/2021	207.92	06/22	601-23-52-5588-318
Total 62790529:					207.92		
62791225	1	Invoice	BOOT TRAY	10/31/2021	7.99	06/22	100-21-18-5190-318
Total 62791225:					7.99		
62792674	1	Invoice	FASTENERS/E33 REPAIR	11/16/2021	4.38	06/22	100-21-22-5140-227

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 62792674:					4.38		
62793004	1	Invoice	UTILITY KNIFES & BLADE	11/17/2021	17.46	06/22	602-23-61-5642-318
Total 62793004:					17.46		
62794833	1	Invoice	BATTERIES	11/22/2021	13.99	06/22	100-21-22-5140-318
Total 62794833:					13.99		
62795233	1	Invoice	HOSE REPAIR SUPPLIES	11/23/2021	10.98	06/22	100-21-22-5140-310
Total 62795233:					10.98		
Total BOMGAARS (5165):					811.62		
BORDER STATES INDUSTRIES INC (6530)							
923166580	1	Invoice	PIPE STRAPS-COUPPLERS-TAPE	11/05/2021	402.75	06/22	601-23-52-5588-318
923166580	2	Invoice	4/0 QUAD & 4/0 URD TRIPLEX (QUOTE EM10	11/05/2021	9,156.20	06/22	601-23-52-5935-871
Total 923166580:					9,558.95		
923193365	1	Invoice	ELBOW ARRESTORS	11/10/2021	1,553.37	06/22	601-23-52-5588-318
923193365	2	Invoice	4/0 URD TRIPLEX	11/10/2021	4,072.38	06/22	601-23-52-5935-871
Total 923193365:					5,625.75		
923235287	1	Invoice	#2 URD TRIPLEX	11/17/2021	2,825.41	06/22	601-23-52-5935-871
Total 923235287:					2,825.41		
Total BORDER STATES INDUSTRIES INC (6530):					18,010.11		
BROWNELLS, INC. (4593)							
21753966.00	1	Invoice	FIREARM SUPPLIES	11/15/2021	179.09	06/22	100-21-21-5110-231
Total 21753966.00:					179.09		
Total BROWNELLS, INC. (4593):					179.09		
CAPITAL SANITARY SUPPLY (6096)							
C337667A	1	Invoice	COLORED PAPER FOR STATEMENT STUFFE	11/17/2021	21.65	06/22	100-24-14-5435-316
C337667A	2	Invoice	COLORED PAPER FOR STATEMENT STUFFE	11/17/2021	156.35	06/22	601-23-80-5921-316
C337667A	3	Invoice	COLORED PAPER FOR STATEMENT STUFFE	11/17/2021	48.11	06/22	602-23-80-5921-316
C337667A	4	Invoice	COLORED PAPER FOR STATEMENT STUFFE	11/17/2021	14.43	06/22	603-23-80-5921-316
Total C337667A:					240.54		
C337817	1	Invoice	FH CLEANING SUPPLIES	11/03/2021	92.42	06/22	100-22-42-5233-318
Total C337817:					92.42		
Total CAPITAL SANITARY SUPPLY (6096):					332.96		
CENTRAL IOWA BLDG SUPPLY (1298)							
10092596	1	Invoice	HRFL 3/8x3 4'	11/02/2021	60.59	06/22	204-23-30-5310-314

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 10092596:					60.59		
10092643	1	Invoice	MATERIALS FOR SNOW/ICE EQUIPMENT	11/05/2021	398.25	06/22	204-23-30-5320-314
Total 10092643:					398.25		
10092700	1	Invoice	SMALL NITROGEN W/ EXCHANGE	11/10/2021	34.00	06/22	601-23-51-5566-318
Total 10092700:					34.00		
Total CENTRAL IOWA BLDG SUPPLY (1298):					492.84		
CENTRAL IOWA DISTRIBUTING, INC (153)							
218939	1	Invoice	GLOVES & TOWELS - WW	11/16/2021	313.00	06/22	603-23-70-5642-318
Total 218939:					313.00		
Total CENTRAL IOWA DISTRIBUTING, INC (153):					313.00		
CENTRAL IOWA FARM STORE (7129)							
R1801M	1	Invoice	CAB GLASS & WEATHER STRIPPING - TL90	10/01/2021	201.80	06/22	100-22-42-5210-314
Total R1801M:					201.80		
Total CENTRAL IOWA FARM STORE (7129):					201.80		
CENTURY LINK (4614)							
250772843	1	Invoice	TELEPHONE SERVICE	11/12/2021	9.58	06/22	100-24-12-5430-230
250772843	2	Invoice	TELEPHONE SERVICE	11/12/2021	19.18	06/22	602-23-81-5921-230
250772843	3	Invoice	TELEPHONE SERVICE	11/12/2021	31.96	06/22	601-23-81-5921-230
250772843	4	Invoice	TELEPHONE SERVICE	11/12/2021	3.20	06/22	603-23-81-5921-230
250772843	5	Invoice	TELEPHONE SERVICE	11/12/2021	5.75	06/22	100-24-14-5435-230
250772843	6	Invoice	TELEPHONE SERVICE	11/12/2021	12.78	06/22	602-23-80-5921-230
250772843	7	Invoice	TELEPHONE SERVICE	11/12/2021	3.85	06/22	603-23-80-5921-230
250772843	8	Invoice	TELEPHONE SERVICE	11/12/2021	41.57	06/22	601-23-80-5903-230
250772843	9	Invoice	TELEPHONE SERVICE	11/12/2021	35.17	06/22	100-24-30-5380-230
250772843	10	Invoice	TELEPHONE SERVICE	11/12/2021	12.79	06/22	100-24-18-5470-230
250772843	11	Invoice	TELEPHONE SERVICE	11/12/2021	15.98	06/22	100-21-18-5190-230
250772843	12	Invoice	TELEPHONE SERVICE	11/12/2021	31.75	06/22	204-23-30-5320-230
250772843	13	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	100-21-22-5140-230
250772843	14	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	100-23-42-5371-230
250772843	15	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	601-23-52-5588-230
250772843	16	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	100-22-42-5233-230
250772843	17	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	204-23-30-5310-230
250772843	18	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	603-23-70-5642-230
250772843	19	Invoice	TELEPHONE SERVICE	11/12/2021	74.53	06/22	602-23-61-5642-230
Total 250772843:					745.27		
832-2525 11/	1	Invoice	PHONE SERVICE-SENIOR CENTER	11/22/2021	140.94	06/22	100-22-42-5280-230
Total 832-2525 11/22/21:					140.94		
832-9166 11/	1	Invoice	PHONE SERVICE - POLICE DEPT	11/22/2021	320.57	06/22	100-21-21-5110-230
Total 832-9166 11/22/21:					320.57		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
832-9190 11/	1	Invoice	PHONE SERVICE-OD POOL	11/22/2021	58.51	06/22	100-22-42-5242-230
Total 832-9190 11/22/21:					58.51		
E65-4065 11/	1	Invoice	ALARM CIRCUIT LINE	11/01/2021	148.00	06/22	100-21-22-5140-230
Total E65-4065 11/01/21:					148.00		
Total CENTURY LINK (4614):					1,413.29		
CHAMBERS, TODD (3123)							
102321	1	Invoice	MILEAGE TO NEWTON/PICKUP BOTTLES FO	10/23/2021	115.36	06/22	602-23-61-5926-232
Total 102321:					115.36		
Total CHAMBERS, TODD (3123):					115.36		
CHIZEK LAW OFFICE (5715)							
112321	1	Invoice	CITY ATTORNEY FEES/DECEMBER 2021	11/23/2021	1,166.68	06/22	100-24-13-5460-212
112321	2	Invoice	CITY ATTORNEY FEES/DECEMBER 2021	11/23/2021	3,208.34	06/22	601-24-13-5460-212
112321	3	Invoice	CITY ATTORNEY FEES/DECEMBER 2021	11/23/2021	729.18	06/22	602-24-13-5460-212
112321	4	Invoice	CITY ATTORNEY FEES/DECEMBER 2021	11/23/2021	729.17	06/22	603-24-13-5460-212
Total 112321:					5,833.37		
Total CHIZEK LAW OFFICE (5715):					5,833.37		
CITY OF WEBSTER CITY (176)							
112421	1	Invoice	CITY UTILITIES	11/24/2021	720.03	06/22	100-24-36-5480-233
112421	2	Invoice	CITY UTILITIES	11/24/2021	514.31	06/22	601-23-36-5480-233
112421	3	Invoice	CITY UTILITIES	11/24/2021	411.45	06/22	602-23-36-5480-233
112421	4	Invoice	CITY UTILITIES	11/24/2021	411.45	06/22	603-23-36-5480-233
112421	5	Invoice	CITY UTILITIES	11/24/2021	1,170.31	06/22	100-21-22-5140-233
112421	6	Invoice	CITY UTILITIES	11/24/2021	514.46	06/22	204-23-30-5310-233
112421	7	Invoice	CITY UTILITIES	11/24/2021	718.13	06/22	100-21-30-5120-233
112421	8	Invoice	CITY UTILITIES	11/24/2021	187.43	06/22	602-23-62-5662-233
112421	9	Invoice	CITY UTILITIES	11/24/2021	590.03	06/22	603-23-71-5662-233
112421	10	Invoice	CITY UTILITIES	11/24/2021	16,908.76	06/22	603-23-70-5642-233
112421	11	Invoice	CITY UTILITIES	11/24/2021	10,193.50	06/22	100-21-30-5160-233
112421	12	Invoice	CITY UTILITIES	11/24/2021	313.08	06/22	100-22-42-5221-233
112421	13	Invoice	CITY UTILITIES	11/24/2021	137.38	06/22	100-22-42-5210-233
112421	14	Invoice	CITY UTILITIES	11/24/2021	11.95	06/22	100-22-42-5210-233
112421	15	Invoice	CITY UTILITIES	11/24/2021	546.91	06/22	100-22-42-5222-233
112421	16	Invoice	CITY UTILITIES	11/24/2021	5,498.77	06/22	100-22-42-5233-233
112421	17	Invoice	CITY UTILITIES	11/24/2021	494.79	06/22	100-23-42-5371-233
112421	18	Invoice	CITY UTILITIES	11/24/2021	8,755.46	06/22	602-23-60-5601-233
112421	19	Invoice	CITY UTILITIES	11/24/2021	187.71	06/22	601-23-51-5566-233
112421	20	Invoice	CITY UTILITIES	11/24/2021	193.41	06/22	601-23-52-5588-233
112421	21	Invoice	CITY UTILITIES	11/24/2021	187.72	06/22	601-23-52-5586-233
112421	22	Invoice	CITY UTILITIES	11/24/2021	127.50	06/22	100-22-42-5242-233
112421	23	Invoice	CITY UTILITIES	11/24/2021	2,062.71	06/22	602-23-61-5642-233
112421	24	Invoice	CITY UTILITIES	11/24/2021	317.66	06/22	100-23-43-5361-233
112421	25	Invoice	CITY UTILITIES	11/24/2021	777.83	06/22	100-22-42-5280-233
112421	26	Invoice	CITY UTILITIES	11/24/2021	454.26	06/22	100-21-22-5140-233
112421	27	Invoice	CITY UTILITIES	11/24/2021	604.13	06/22	204-23-30-5310-233
Total 112421:					53,011.13		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
112421 SHEL	1	Invoice	CITY UTILITIES/WEST TWIN PARK SHELTER	11/24/2021	95.45	06/22	100-22-42-5222-233
Total 112421 SHELTER:					95.45		
112421 WEL	1	Invoice	CITY UTILITIES - WELL #8	11/24/2021	1,860.90	06/22	602-23-60-5601-233
Total 112421 WELL #8:					1,860.90		
Total CITY OF WEBSTER CITY (176):					54,967.48		
CORE & MAIN (6439)							
P862568	1	Invoice	WATER DIST MATERIAL	10/29/2021	760.30	06/22	602-23-62-5662-318
Total P862568:					760.30		
P878467	1	Invoice	WATER DIST MATERIAL	11/02/2021	38.86	06/22	602-23-62-5662-318
Total P878467:					38.86		
Total CORE & MAIN (6439):					799.16		
CORN BELT POWER COOP, INC. (197)							
15315	1	Invoice	TAPE READING & REPORTS	11/12/2021	40.00	06/22	601-23-51-5566-299
Total 15315:					40.00		
Total CORN BELT POWER COOP, INC. (197):					40.00		
COUNSEL OFFICE & DOCUMENT (3995)							
23AR783695	1	Invoice	PRINTER CONTRACT - FULLER HALL	09/21/2021	92.90	06/22	100-22-42-5233-225
Total 23AR783695:					92.90		
23AR810695	1	Invoice	LEASE AGREEMENT & COPY CHARGE-STRE	11/01/2021	56.25	06/22	204-23-30-5310-225
Total 23AR810695:					56.25		
23AR817373	1	Invoice	TEST PRINTER/IT	11/12/2021	3.15	06/22	100-24-16-5420-299
23AR817373	2	Invoice	TEST PRINTER/IT	11/12/2021	11.56	06/22	601-24-16-5930-299
23AR817373	3	Invoice	TEST PRINTER/IT	11/12/2021	3.15	06/22	602-24-16-5930-299
23AR817373	4	Invoice	TEST PRINTER/IT	11/12/2021	3.15	06/22	603-24-16-5930-299
Total 23AR817373:					21.01		
23AR817374	1	Invoice	PRINTER CONTRACT - WATER PLANT	11/12/2021	34.48	06/22	602-23-61-5931-225
Total 23AR817374:					34.48		
23AR817375	1	Invoice	PRINTER CONTRACT - LINE DEPT	11/12/2021	42.95	06/22	601-23-52-5931-225
Total 23AR817375:					42.95		
23AR817376	1	Invoice	PRINTER CONTRACT - WASTEWATER	11/12/2021	20.79	06/22	603-23-70-5931-225
Total 23AR817376:					20.79		
23AR817377	1	Invoice	LEASE AGREEMENT - UTILITY OFFICE	11/12/2021	7.91	06/22	100-24-14-5435-225
23AR817377	2	Invoice	LEASE AGREEMENT - UTILITY OFFICE	11/12/2021	57.16	06/22	601-23-80-5931-225

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
23AR817377	3	Invoice	LEASE AGREEMENT - UTILITY OFFICE	11/12/2021	17.59	06/22	602-23-80-5931-225
23AR817377	4	Invoice	LEASE AGREEMENT - UTILITY OFFICE	11/12/2021	5.28	06/22	603-23-80-5931-225
Total 23AR817377:					87.94		
Total COUNSEL OFFICE & DOCUMENT (3995):					356.32		
CULLIGAN FORT DODGE (207)							
112021	1	Invoice	AIRPORT-SOFT WATER SERVICE	11/20/2021	131.51	06/22	205-23-45-5372-299
Total 112021:					131.51		
Total CULLIGAN FORT DODGE (207):					131.51		
DAILY FREEMAN JOURNAL, INC. (211)							
000082	1	Invoice	ADVERTISING - BID & BUY	10/31/2021	50.00	06/22	100-22-42-5233-210
Total 000082:					50.00		
112321	1	Invoice	FH SUBSCRIPTION/DFJ-52 WEEKS	11/23/2021	197.60	06/22	100-22-42-5233-215
Total 112321:					197.60		
7484	1	Invoice	PH NOTICE/SALE OF PROPERTY	11/05/2021	16.28	06/22	100-24-18-5470-210
Total 7484:					16.28		
7497	1	Invoice	CM 11/01/2021	11/12/2021	248.85	06/22	100-24-14-5435-210
Total 7497:					248.85		
Total DAILY FREEMAN JOURNAL, INC. (211):					512.73		
DES MOINES STAMP MANUFACTURING (228)							
1190726	1	Invoice	NOTARY STAMP/SCHULZ	11/17/2021	32.90	06/22	100-21-21-5180-316
Total 1190726:					32.90		
Total DES MOINES STAMP MANUFACTURING (228):					32.90		
DGR ENGINEERING (5967)							
00250019	1	Invoice	ELECTRIC RATE STUDY	11/11/2021	62.16	06/22	601-23-81-5923-212
00250019	2	Invoice	ELECTRIC RATE STUDY	11/11/2021	139.86	06/22	601-23-80-5905-212
00250019	3	Invoice	ELECTRIC RATE STUDY	11/11/2021	466.20	06/22	601-23-52-5923-212
00250019	4	Invoice	ELECTRIC RATE STUDY	11/11/2021	69.93	06/22	601-23-51-5566-212
00250019	5	Invoice	ELECTRIC RATE STUDY	11/11/2021	38.85	06/22	601-23-36-5923-212
Total 00250019:					777.00		
00250427	1	Invoice	ENG - ELECTRIC COMPREHENSIVE STUDY (11/15/2021	1,175.00	06/22	601-23-52-5588-212
Total 00250427:					1,175.00		
Total DGR ENGINEERING (5967):					1,952.00		
DOC'S STOP, INC. (238)							
08010061	1	Invoice	GAS FOR EQUIPMENT	11/22/2021	17.92	06/22	100-21-22-5140-315

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 08010061:					17.92		
Total DOC'S STOP, INC. (238):					17.92		
DON'S PEST CONTROL (3349)							
3305	1	Invoice	PEST CONTROL/WATER PLANT	11/08/2021	46.00	06/22	602-23-61-5651-299
Total 3305:					46.00		
Total DON'S PEST CONTROL (3349):					46.00		
ELECTRIC WHOLESALE CO (6967)							
585147	1	Invoice	4FT LED T8 BULBS	11/16/2021	370.50	06/22	601-23-52-5588-318
Total 585147:					370.50		
585148	1	Invoice	WALL PACKS FOR CITY HALL BLDG (PARKIN	11/16/2021	124.50	06/22	100-24-36-5480-310
585148	2	Invoice	WALL PACKS FOR CITY HALL BLDG (PARKIN	11/16/2021	88.93	06/22	601-23-36-5480-310
585148	3	Invoice	WALL PACKS FOR CITY HALL BLDG (PARKIN	11/16/2021	71.14	06/22	602-23-36-5480-310
585148	4	Invoice	WALL PACKS FOR CITY HALL BLDG (PARKIN	11/16/2021	71.14	06/22	603-23-36-5480-310
Total 585148:					355.71		
585151	1	Invoice	CREDIT = 4FT LED T8 BULBS	11/16/2021	370.50-	06/22	601-23-52-5588-318
Total 585151:					370.50-		
Total ELECTRIC WHOLESALE CO (6967):					355.71		
ELECTRICAL ENGINEERING & EQUIP (257)							
7292308-00	1	Invoice	GRN THHN WIRE & GROUND CLAMP	11/03/2021	203.22	06/22	601-23-51-5566-318
Total 7292308-00:					203.22		
Total ELECTRICAL ENGINEERING & EQUIP (257):					203.22		
ELECTRONIC ENGINEERING-D M (260)							
QUOTE 5520	1	Invoice	HEADSET CABLE	08/27/2021	325.00	06/22	100-21-22-5140-314
Total QUOTE 552003615:					325.00		
Total ELECTRONIC ENGINEERING-D M (260):					325.00		
FLETCHER-REINHARDT COMPANY (305)							
S1259955.00	1	Invoice	MULTIPLE STOCK ITEMS	11/11/2021	3,921.13	06/22	601-23-52-5588-318
S1259955.00	2	Invoice	STOCK #2 STR GROUND WIRE (SOFT BARE	11/11/2021	663.40	06/22	601-23-52-5935-871
Total S1259955.001:					4,584.53		
Total FLETCHER-REINHARDT COMPANY (305):					4,584.53		
GALLS, LLC - DBA CARPENTER UNIFORM (331)							
19572135	1	Invoice	WINTER CAPS	11/18/2021	98.60	06/22	100-21-21-5110-312
Total 19572135:					98.60		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total GALLS, LLC - DBA CARPENTER UNIFORM (331):					98.60		
GERBER AUTO ELECTRIC (342)							
132995	1	Invoice	DIAGNOSE FUEL PUMP & REPLACE CENTR	11/10/2021	915.01	06/22	204-23-30-5310-227
Total 132995:					915.01		
133068	1	Invoice	BATTERY FOR WIRE TRAILER	11/12/2021	130.49	06/22	601-23-52-5935-314
Total 133068:					130.49		
Total GERBER AUTO ELECTRIC (342):					1,045.50		
GOLD VET HOMEBUYERS LLC (7414)							
915920104	1	Invoice	DEPOSIT REFUND/1600 WILLSON AVE	11/24/2021	228.36	06/22	601-21011
Total 915920104:					228.36		
Total GOLD VET HOMEBUYERS LLC (7414):					228.36		
GORDON FLESCH COMPANY (6978)							
IN13527052	1	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	11.40	06/22	100-24-12-5430-225
IN13527052	2	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	31.35	06/22	601-23-81-5931-225
IN13527052	3	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	7.13	06/22	602-23-81-5931-225
IN13527052	4	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	7.13	06/22	603-23-81-5931-225
IN13527052	5	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	5.13	06/22	100-24-14-5435-225
IN13527052	6	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	37.05	06/22	601-23-80-5931-225
IN13527052	7	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	11.40	06/22	602-23-80-5931-225
IN13527052	8	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	3.42	06/22	603-23-80-5931-225
IN13527052	9	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	4.85	06/22	100-24-30-5380-225
IN13527052	10	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	4.84	06/22	601-24-30-5380-225
IN13527052	11	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	4.84	06/22	602-24-30-5380-225
IN13527052	12	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	4.84	06/22	603-24-30-5380-225
IN13527052	13	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	18.81	06/22	100-21-18-5190-225
IN13527052	14	Invoice	XEROX ALTA LINK/AL C8055 H2	11/06/2021	18.81	06/22	100-24-18-5470-225
Total IN13527052:					171.00		
Total GORDON FLESCH COMPANY (6978):					171.00		
HACH COMPANY (362)							
12726488	1	Invoice	METHYL PURPL IND SOLN & REAGENT SET	11/02/2021	109.00	06/22	602-23-61-5642-319
Total 12726488:					109.00		
12731846	1	Invoice	DIGITAL TITRATOR	11/04/2021	225.00	06/22	602-23-61-5642-319
Total 12731846:					225.00		
Total HACH COMPANY (362):					334.00		
HAMILTON COUNTY (366)							
3069	1	Invoice	RECORDING FEE/ANNEXATION	10/26/2021	57.00	06/22	100-24-18-5470-214
Total 3069:					57.00		
Total HAMILTON COUNTY (366):					57.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
HAMILTON COUNTY ABSTRACTING (367)							
964543	1	Invoice	ABSTRACT #964543/SE DEV PARK	11/12/2021	345.00	06/22	100-24-18-5470-212
Total 964543:					345.00		
Total HAMILTON COUNTY ABSTRACTING (367):					345.00		
HAMILTON COUNTY EXPOSITION (370)							
112321	1	Invoice	HOTEL/MOTEL TAX GRANT-RD 24 FINAL	11/23/2021	5,000.00	06/22	208-23-36-5393-299
Total 112321:					5,000.00		
Total HAMILTON COUNTY EXPOSITION (370):					5,000.00		
HAMILTON COUNTY EXTENSION (2909)							
138	1	Invoice	AQUATIC PESTICIDE TRAINING, RODEN/LES	11/05/2021	105.00	06/22	100-22-42-5210-231
138	2	Invoice	TURFGRASS PESTICIDE TRAINING; LESHER/	11/05/2021	70.00	06/22	100-22-42-5210-231
138	3	Invoice	MOSQUITO APPLICATOR & TURFGRASS TRAI	11/05/2021	70.00	06/22	100-23-42-5371-231
Total 138:					245.00		
Total HAMILTON COUNTY EXTENSION (2909):					245.00		
HAMILTON COUNTY PUBLIC HEALTH (1866)							
111021	1	Invoice	CITY EMPLOYEE FLU SHOTS	11/10/2021	90.00	06/22	902-41-16-5440-125
Total 111021:					90.00		
Total HAMILTON COUNTY PUBLIC HEALTH (1866):					90.00		
HAMILTON COUNTY SOLID WASTE (375)							
310920	1	Invoice	6 GRADER TIRES DISPOSED @ \$28/ea	11/16/2021	168.00	06/22	204-23-30-5310-236
Total 310920:					168.00		
310921	1	Invoice	18 CAR TIRES / \$5ea	11/16/2021	90.00	06/22	204-23-30-5310-236
Total 310921:					90.00		
310922	1	Invoice	DUMP TRK W/ TRASH	11/16/2021	111.72	06/22	204-23-30-5310-236
Total 310922:					111.72		
310932	1	Invoice	CUSTRUCTION MATERIAL 1.78T, \$76/T	11/16/2021	135.28	06/22	204-23-30-5310-236
Total 310932:					135.28		
310933	1	Invoice	10 SMALL TV's @ \$15/ea	11/16/2021	150.00	06/22	204-23-30-5310-236
Total 310933:					150.00		
Total HAMILTON COUNTY SOLID WASTE (375):					655.00		
HARTNETT, TODD OR LORI (6610)							
110921	1	Invoice	EE REBATE/1025 SOUTH STREET	11/09/2021	75.00	06/22	601-23-36-5930-979
110921	2	Invoice	CB EE REBATE/1025 SOUTH STREET	11/09/2021	25.00	06/22	601-23-53-5930-979
110921	3	Invoice	EE REBATE/1014 N TERRACE DRIVE	11/09/2021	34.24	06/22	601-23-36-5930-979
110921	4	Invoice	EE REBATE/1014 N TERRACE DRIVE	11/09/2021	75.00	06/22	601-23-36-5930-979

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
110921	5	Invoice	EE REBATE/1014 N TERRACE DRIVE	11/09/2021	75.00	06/22	601-23-36-5930-979
110921	6	Invoice	CB EE REBATE/1014 N TERRACE DRIVE	11/09/2021	25.00	06/22	601-23-53-5930-979
110921	7	Invoice	CB EE REBATE/1014 N TERRACE DRIVE	11/09/2021	25.00	06/22	601-23-53-5930-979
Total 110921:					334.24		
Total HARTNETT, TODD OR LORI (6610):					334.24		
HAWKINS, INC. (3668)							
6059425	1	Invoice	AQUA HAWK, LPC-DP & CHLORINE	11/04/2021	4,847.82	06/22	602-23-61-5641-318
Total 6059425:					4,847.82		
Total HAWKINS, INC. (3668):					4,847.82		
HIWAY TRUCK EQUIPMENT, INC. (402)							
H16162	1	Invoice	D-RING, 5/8 DIA3"x3"	11/10/2021	143.04	06/22	204-23-30-5310-314
Total H16162:					143.04		
Total HIWAY TRUCK EQUIPMENT, INC. (402):					143.04		
HOLLINGSHEAD, LUANA (6929)							
112921	1	Invoice	JANITORIAL SVC-SR CTR-DECEMBER 2021	11/29/2021	240.00	06/22	100-22-42-5280-299
Total 112921:					240.00		
Total HOLLINGSHEAD, LUANA (6929):					240.00		
HOLMES MURPHY & ASSOCIATES, LLC (5556)							
622685	1	Invoice	HOLMES MURPHY FEES-DECEMBER 2021	11/12/2021	2,380.00	06/22	902-11215
Total 622685:					2,380.00		
Total HOLMES MURPHY & ASSOCIATES, LLC (5556):					2,380.00		
HYDRITE CHEMICAL CO. (421)							
02522874	1	Invoice	SODA ASH 47,980 DELIVERED 11/3/21	11/15/2021	11,518.24	06/22	602-23-61-5641-318
Total 02522874:					11,518.24		
Total HYDRITE CHEMICAL CO. (421):					11,518.24		
inTANDEM (6526)							
2215	1	Invoice	RETAINER/DECEMBER 2021	09/08/2021	488.00	06/22	100-24-12-5430-299
2215	2	Invoice	RETAINER/DECEMBER 2021	09/08/2021	1,342.00	06/22	601-23-81-5930-299
2215	3	Invoice	RETAINER/DECEMBER 2021	09/08/2021	305.00	06/22	602-23-81-5930-299
2215	4	Invoice	RETAINER/DECEMBER 2021	09/08/2021	305.00	06/22	603-23-81-5930-299
Total 2215:					2,440.00		
2228	1	Invoice	BUSINESS CARDS - COLE YOUNGDALE	11/09/2021	31.38	06/22	204-23-30-5310-316
Total 2228:					31.38		
2231	1	Invoice	VIDEO SHOOT/EDITING	11/16/2021	49.73	06/22	603-23-81-5930-299
2231	2	Invoice	VIDEO SHOOT/EDITING	11/16/2021	49.73	06/22	602-23-81-5930-299
2231	3	Invoice	VIDEO SHOOT/EDITING	11/16/2021	210.38	06/22	601-23-81-5930-299

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
2231	4	Invoice	VIDEO SHOOT/EDITING	11/16/2021	72.66	06/22	100-24-12-5430-299
Total 2231:					382.50		
Total inTANDEM (6526):					2,853.88		
IOWA CENTRAL COMMUNITY COLLEGE (456)							
1318	1	Invoice	FIREFIGHTER I TRAINING/CAMPBELL	11/17/2021	60.00	06/22	100-21-22-5140-231
1318	2	Invoice	FIREFIGHTER I TRAINING/ZIMMER	11/17/2021	60.00	06/22	100-21-22-5140-231
Total 1318:					120.00		
Total IOWA CENTRAL COMMUNITY COLLEGE (456):					120.00		
IOWA LAW ENFORCEMENT ACADEMY (480)							
319732	1	Invoice	TELECOMMUNICATOR TRAINING/DILLEY	11/22/2021	375.00	06/22	100-21-21-5180-231
Total 319732:					375.00		
CR10007988	1	Invoice	CREDIT FOR OFFICER INST ASSISTANCE	10/26/2021	250.00-	06/22	100-21-21-5110-231
Total CR10007988:					250.00-		
Total IOWA LAW ENFORCEMENT ACADEMY (480):					125.00		
IOWA PRISON INDUSTRIES (489)							
030734	1	Invoice	NO PARKING & TREE SITE SIGNS	11/12/2021	177.90	06/22	100-21-30-5120-318
030734	2	Invoice	AUTHORIZED PERSONEL SIGNS FOR WAST	11/12/2021	349.20	06/22	603-23-70-5642-318
Total 030734:					527.10		
Total IOWA PRISON INDUSTRIES (489):					527.10		
IOWA RURAL WATER ASSOCIATION (491)							
2022	1	Invoice	MEMBERSHIP DUES FY22	12/01/2021	375.00	06/22	602-23-61-5930-215
Total 2022:					375.00		
Total IOWA RURAL WATER ASSOCIATION (491):					375.00		
IOWA UTILITIES BOARD (461)							
53647	1	Invoice	FY21 REMAINING ASSESSMENT	11/10/2021	6,495.00	06/22	601-23-52-5930-299
Total 53647:					6,495.00		
Total IOWA UTILITIES BOARD (461):					6,495.00		
KEYSTONE LABORATORIES, INC. (5979)							
1E09366	1	Invoice	LEAD & COPPER TESTINGS- VARIOUS LOCA	11/10/2021	480.96	06/22	602-23-61-5642-299
Total 1E09366:					480.96		
Total KEYSTONE LABORATORIES, INC. (5979):					480.96		
LAMPERT'S (564)							
1074688	1	Invoice	LAUAN 1/4x4x8	11/02/2021	22.97	06/22	204-23-30-5310-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 1074688:					22.97		
1087507	1	Invoice	QUIKCRETE - STORM SEWER REPAIR - BEA	11/10/2021	44.90	06/22	204-23-30-5330-318
Total 1087507:					44.90		
Total LAMPERT'S (564):					67.87		
LuANN JACKSON (266)							
1164	1	Invoice	WC UTILITIES LOGO	11/11/2021	3.50	06/22	601-23-80-5905-312
1164	2	Invoice	WC UTILITIES LOGO	11/11/2021	3.50	06/22	602-23-80-5903-312
1164	3	Invoice	WC UTILITIES LOGO	11/11/2021	14.00	06/22	601-23-51-5566-312
1164	4	Invoice	WC UTILITIES LOGO	11/11/2021	77.00	06/22	601-23-52-5588-312
Total 1164:					98.00		
Total LuANN JACKSON (266):					98.00		
MEDIACOM (5464)							
111621	1	Invoice	DIGITAL BOX RENTAL	11/16/2021	7.86	06/22	100-21-21-5110-230
Total 111621:					7.86		
Total MEDIACOM (5464):					7.86		
MOORE CLEANING SERVICE, LLC (2902)							
112921	1	Invoice	CLEANING SERVICES FOR CITY HALL	11/29/2021	455.00	06/22	100-24-36-5480-299
112921	2	Invoice	CLEANING SERVICES FOR CITY HALL	11/29/2021	325.00	06/22	601-23-36-5480-299
112921	3	Invoice	CLEANING SERVICES FOR CITY HALL	11/29/2021	260.00	06/22	602-23-36-5480-299
112921	4	Invoice	CLEANING SERVICES FOR CITY HALL	11/29/2021	260.00	06/22	603-23-36-5480-299
Total 112921:					1,300.00		
Total MOORE CLEANING SERVICE, LLC (2902):					1,300.00		
O'REILLY AUTOMOTIVE, INC. (727)							
0357-111365	1	Invoice	CAPSULE - TK#3	11/17/2021	55.90	06/22	601-23-52-5935-314
Total 0357-111365:					55.90		
Total O'REILLY AUTOMOTIVE, INC. (727):					55.90		
P & P ELECTRIC (2978)							
14464	1	Invoice	1/2" CORD CONNECTOR & 2" FORM 7 LB CO	10/11/2021	25.95	06/22	601-23-51-5566-318
Total 14464:					25.95		
14477	1	Invoice	3/4" LIQUID TITE FLEX ST CONNECTOR	10/11/2021	78.70	06/22	601-23-52-5588-318
Total 14477:					78.70		
14521	1	Invoice	125 VOLT CAPACITOR	10/28/2021	18.33	06/22	601-23-52-5588-318
Total 14521:					18.33		
Total P & P ELECTRIC (2978):					122.98		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
POSTMASTER (766)							
113021	1	Invoice	PERMIT FEE #323-FIRST CLASS PRESORT	11/30/2021	23.85	06/22	100-24-14-5435-221
113021	2	Invoice	PERMIT FEE #323-FIRST CLASS PRESORT	11/30/2021	172.25	06/22	601-23-80-5921-221
113021	3	Invoice	PERMIT FEE #323-FIRST CLASS PRESORT	11/30/2021	53.00	06/22	602-23-80-5921-221
113021	4	Invoice	PERMIT FEE #323-FIRST CLASS PRESORT	11/30/2021	15.90	06/22	603-23-80-5921-221
Total 113021:					265.00		
Total POSTMASTER (766):					265.00		
RELIANT FIRE APPARATUS, INC. (5088)							
3CI001254	1	Invoice	LIGHT PARTS FOR E33	11/01/2021	123.91	06/22	100-21-22-5140-227
Total 3CI001254:					123.91		
Total RELIANT FIRE APPARATUS, INC. (5088):					123.91		
RESCO (812)							
842669-00	1	Invoice	2" INNERDUCT RED - QUOTE EM101521	11/05/2021	12,037.50	06/22	601-23-52-5588-318
Total 842669-00:					12,037.50		
Total RESCO (812):					12,037.50		
RICOH USA, INC. (4831)							
105616572	1	Invoice	COPY MACHINE LEASE/COPY CHARGES/PD	11/16/2021	174.25	06/22	100-21-21-5110-225
Total 105616572:					174.25		
Total RICOH USA, INC. (4831):					174.25		
SCHLOTFELDT ENGINEERING, INC. (836)							
27887	1	Invoice	2021 CITY HALL BASEMENT PROJECT (50%	11/15/2021	5,600.00	06/22	100-24-36-5480-880
27887	2	Invoice	2021 CITY HALL BASEMENT PROJECT (50%	11/15/2021	4,000.00	06/22	601-23-36-5480-880
27887	3	Invoice	2021 CITY HALL BASEMENT PROJECT (50%	11/15/2021	3,200.00	06/22	602-23-36-5480-880
27887	4	Invoice	2021 CITY HALL BASEMENT PROJECT (50%	11/15/2021	3,200.00	06/22	603-23-36-5480-880
Total 27887:					16,000.00		
Total SCHLOTFELDT ENGINEERING, INC. (836):					16,000.00		
SMITH, RONALD (SHIRLEY) (7411)							
102721	1	Invoice	ENERGY EFFICIENCY REBATE	10/27/2021	160.50	06/22	601-23-36-5930-979
Total 102721:					160.50		
Total SMITH, RONALD (SHIRLEY) (7411):					160.50		
SNYDER & ASSOCIATES (2951)							
119.0463.01-	1	Invoice	ENG - 2021 2nd ST RECON PROJ# 119.0463.0	10/29/2021	29,307.24	06/22	536-23-30-5310-212
119.0463.01-	2	Invoice	SHORTED PYMT (by \$1) ON INV 119.0463.01-	10/29/2021	1.00	06/22	536-23-30-5310-212
Total 119.0463.01-23:					29,308.24		
120.0363.01-	1	Invoice	ENG - EDGEWOOD WATER MAIN LOOP PRO	10/29/2021	7,070.55	06/22	602-23-62-5673-870
120.0363.01-	2	Invoice	ENG SVC - RIVER STREET WATERMAIN (per	10/29/2021	4,115.35	06/22	602-23-62-5673-870

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 120.0363.01-15:					11,185.90		
121.0071.01-	1	Invoice	ENG SVC - WTP TANK SUPPORT	10/29/2021	1,886.00	06/22	602-23-61-5651-212
Total 121.0071.01-5:					1,886.00		
Total SNYDER & ASSOCIATES (2951):					42,380.14		
STATE HYGIENIC LABORATORY (423)							
220562	1	Invoice	WASTEWATER TESTING	10/31/2021	1,482.00	06/22	603-23-70-5923-212
Total 220562:					1,482.00		
220563	1	Invoice	WATER PLANT TESTING	10/31/2021	121.50	06/22	602-23-61-5642-299
Total 220563:					121.50		
Total STATE HYGIENIC LABORATORY (423):					1,603.50		
STOREY KENWORTHY (5937)							
PINV949012	1	Invoice	BUSINESS CARDS/THUMMA	11/17/2021	45.00	06/22	100-21-21-5110-223
Total PINV949012:					45.00		
Total STOREY KENWORTHY (5937):					45.00		
STORM FLYING SERVICE, INC. (911)							
112921	1	Invoice	AIRPORT MANAGER FEE - DECEMBER 2021	11/29/2021	3,889.97	06/22	205-23-45-5372-299
Total 112921:					3,889.97		
B&B 69334	1	Invoice	REIMB/B&B INV #69334/LAWN MOWER RPR	10/15/2021	692.23	06/22	205-23-45-5372-314
Total B&B 69334:					692.23		
Total STORM FLYING SERVICE, INC. (911):					4,582.20		
STUART C. IRBY COMPANY (3585)							
S012689040.	1	Invoice	5= FR JEANS 34x34- NEW EMPLOYEE	10/26/2021	401.25	06/22	601-23-52-5588-312
Total S012689040.001:					401.25		
S012689040.	1	Invoice	FR CLOTHING FOR NEW EMPLOYEES (+SW	10/28/2021	2,242.72	06/22	601-23-52-5588-312
S012689040.	2	Invoice	FR CLOTHING FOR NEW EMPLOYEES (+SW	10/28/2021	342.40	06/22	601-23-51-5566-312
S012689040.	3	Invoice	FR CLOTHING FOR NEW EMPLOYEES (+SW	10/28/2021	85.60	06/22	601-23-80-5905-318
S012689040.	4	Invoice	FR CLOTHING FOR NEW EMPLOYEES (+SW	10/28/2021	85.60	06/22	602-23-80-5903-318
Total S012689040.002:					2,756.32		
S012713639.	1	Invoice	RED LOCATE PAINT (QUOTE# EM101521)	11/03/2021	87.31	06/22	601-23-52-5588-318
Total S012713639.002:					87.31		
S012713639.	1	Invoice	AQUA SEAL (QUOTE# EM101521)	11/03/2021	223.59	06/22	601-23-52-5588-318
Total S012713639.003:					223.59		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total STUART C. IRBY COMPANY (3585):					3,468.47		
SURVEYING & MAPPING, LLC (7245)							
13385	1	Invoice	ADD MANHOLE LAYER TO WEBSITE PER BR	11/10/2021	70.00	06/22	204-23-30-5330-299
13385	2	Invoice	ADD MANHOLE LAYER TO WEBSITE PER BR	11/10/2021	70.00	06/22	603-23-71-5662-299
Total 13385:					140.00		
Total SURVEYING & MAPPING, LLC (7245):					140.00		
SYNC/AMAZON (6343)							
4355798795	1	Invoice	UNIFORM GEAR	10/22/2021	252.73	06/22	100-21-21-5110-312
Total 435579879578:					252.73		
4359954886	1	Invoice	BULLETIN BOARD/BINDER DIVIDERS	10/10/2021	61.80	06/22	100-23-42-5371-316
Total 435995488679:					61.80		
4375683863	1	Invoice	KEY HOLDER	10/31/2021	7.05	06/22	100-21-21-5110-312
Total 437568386349:					7.05		
4394534998	1	Invoice	USB ADAPTERS	10/13/2021	14.80	06/22	100-24-12-5430-316
4394534998	2	Invoice	USB ADAPTERS	10/13/2021	40.70	06/22	601-23-81-5921-316
4394534998	3	Invoice	USB ADAPTERS	10/13/2021	9.25	06/22	602-23-81-5921-316
4394534998	4	Invoice	USB ADAPTERS	10/13/2021	9.25	06/22	603-23-81-5921-316
Total 439453499845:					74.00		
4458975683	1	Invoice	BORE SIGHTS	11/01/2021	34.98	06/22	100-21-21-5110-312
Total 445897568344:					34.98		
4548599635	1	Invoice	REPLACEMENT MONITORS	11/01/2021	47.70	06/22	100-24-16-5420-399
4548599635	2	Invoice	REPLACEMENT MONITORS	11/01/2021	174.90	06/22	601-24-16-5930-399
4548599635	3	Invoice	REPLACEMENT MONITORS	11/01/2021	47.70	06/22	602-24-16-5930-399
4548599635	4	Invoice	REPLACEMENT MONITORS	11/01/2021	47.70	06/22	603-24-16-5921-399
Total 454859963568:					318.00		
4586783656	1	Invoice	SPARK PLUG CAP	11/02/2021	19.99	06/22	204-23-30-5310-314
Total 458678365689:					19.99		
4638946863	1	Invoice	DUTY GEAR (HOLSTER)	11/01/2021	157.46	06/22	100-21-21-5110-312
Total 463894686395:					157.46		
4653456994	1	Invoice	RIBBON CARTRIDGES/UTILITY OFFICE	11/02/2021	1.24	06/22	100-24-14-5435-316
4653456994	2	Invoice	RIBBON CARTRIDGES/UTILITY OFFICE	11/02/2021	8.94	06/22	601-23-80-5921-316
4653456994	3	Invoice	RIBBON CARTRIDGES/UTILITY OFFICE	11/02/2021	2.75	06/22	602-23-80-5921-316
4653456994	4	Invoice	RIBBON CARTRIDGES/UTILITY OFFICE	11/02/2021	.82	06/22	603-23-80-5921-316
Total 465345699458:					13.75		
4689477966	1	Invoice	HOLSTER	11/01/2021	96.03	06/22	100-21-21-5110-312

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 468947796633:					96.03		
4694348647	1	Invoice	FACE MASKS	10/17/2021	16.32	06/22	100-24-36-5480-318
4694348647	2	Invoice	FACE MASKS	10/17/2021	29.92	06/22	601-23-36-5480-318
4694348647	3	Invoice	FACE MASKS	10/17/2021	4.08	06/22	602-23-36-5480-318
4694348647	4	Invoice	FACE MASKS	10/17/2021	4.08	06/22	603-23-36-5480-318
Total 469434864783:					54.40		
4735356978	1	Invoice	TONER CARTRIDGE	10/26/2021	71.49	06/22	100-23-42-5371-316
Total 473535697886:					71.49		
4933397755	1	Invoice	DUTY GEAR	10/29/2021	203.22	06/22	100-21-21-5110-312
Total 493339775568:					203.22		
5846876338	1	Invoice	FLASHLIGHT HOLDER	10/29/2021	24.99	06/22	100-21-21-5110-312
Total 584687633837:					24.99		
6589359693	1	Invoice	VEHICLE EQUIPMENT	10/11/2021	90.70	06/22	100-21-21-5110-314
Total 658935969337:					90.70		
6886933734	1	Invoice	GRABBER TOOL	10/17/2021	2.99	06/22	100-24-36-5480-318
6886933734	2	Invoice	GRABBER TOOL	10/17/2021	5.47	06/22	601-23-36-5480-318
6886933734	3	Invoice	GRABBER TOOL	10/17/2021	.75	06/22	602-23-36-5480-318
6886933734	4	Invoice	GRABBER TOOL	10/17/2021	.74	06/22	603-23-36-5480-318
Total 688693373487:					9.95		
6944634795	1	Invoice	BOSCH ELECTRIC JACKHAMMER	10/28/2021	1,599.00	06/22	100-21-30-5120-318
Total 694463479548:					1,599.00		
6987593657	1	Invoice	TONER CARTRIDGE	10/11/2021	43.99	06/22	100-21-22-5140-316
Total 698759365757:					43.99		
7487853638	1	Invoice	VEHICLE ACCESSORY	10/11/2021	6.00	06/22	100-21-21-5110-314
Total 748785363895:					6.00		
7488749489	1	Invoice	RETURN RIBBON CARTRIDGES	11/09/2021	1.24-	06/22	100-24-14-5435-316
7488749489	2	Invoice	RETURN RIBBON CARTRIDGES	11/09/2021	8.94-	06/22	601-23-80-5921-316
7488749489	3	Invoice	RETURN RIBBON CARTRIDGES	11/09/2021	2.75-	06/22	602-23-80-5921-316
7488749489	4	Invoice	RETURN RIBBON CARTRIDGES	11/09/2021	.82-	06/22	603-23-80-5921-316
Total 748874948974:					13.75-		
7547935747	1	Invoice	REPLACEMENT MONITORS	10/13/2021	42.00	06/22	100-24-16-5420-317
7547935747	2	Invoice	REPLACEMENT MONITORS	10/13/2021	153.98	06/22	601-24-16-5921-317
7547935747	3	Invoice	REPLACEMENT MONITORS	10/13/2021	42.00	06/22	602-24-16-5921-317
7547935747	4	Invoice	REPLACEMENT MONITORS	10/13/2021	42.00	06/22	603-24-16-5921-317

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 754793574788:					279.98		
7793984465	1	Invoice	DUTY GEAR	10/23/2021	34.99	06/22	100-21-21-5110-312
Total 779398446553:					34.99		
8333943867	1	Invoice	HONDA COIL ASSEMBLY FOR HYD GENERA	11/02/2021	55.99	06/22	204-23-30-5310-314
Total 833394386778:					55.99		
9478388376	1	Invoice	REPLACEMENT UPS'S	10/14/2021	31.06	06/22	100-24-16-5420-317
9478388376	2	Invoice	REPLACEMENT UPS'S	10/14/2021	113.89	06/22	601-24-16-5921-317
9478388376	3	Invoice	REPLACEMENT UPS'S	10/14/2021	31.06	06/22	602-24-16-5921-317
9478388376	4	Invoice	REPLACEMENT UPS'S	10/14/2021	31.06	06/22	603-24-16-5921-317
Total 947838837645:					207.07		
9497948333	1	Invoice	WIRELESS KEYBOARD/MOUSE	10/12/2021	4.41	06/22	100-24-16-5420-317
9497948333	2	Invoice	WIRELESS KEYBOARD/MOUSE	10/12/2021	16.16	06/22	601-24-16-5921-317
9497948333	3	Invoice	WIRELESS KEYBOARD/MOUSE	10/12/2021	4.41	06/22	602-24-16-5921-317
9497948333	4	Invoice	WIRELESS KEYBOARD/MOUSE	10/12/2021	4.41	06/22	603-24-16-5921-317
Total 949794833388:					29.39		
9566935777	1	Invoice	FIREARMS SUPPLIES	11/05/2021	51.77	06/22	100-21-21-5110-318
Total 956693577733:					51.77		
9879389674	1	Invoice	PRINTER CARTRIDGE/UTILITY OFFICE	11/05/2021	1.74	06/22	100-24-14-5435-316
9879389674	2	Invoice	PRINTER CARTRIDGE/UTILITY OFFICE	11/05/2021	12.55	06/22	601-23-80-5921-316
9879389674	3	Invoice	PRINTER CARTRIDGE/UTILITY OFFICE	11/05/2021	3.86	06/22	602-23-80-5921-316
9879389674	4	Invoice	PRINTER CARTRIDGE/UTILITY OFFICE	11/05/2021	1.15	06/22	603-23-80-5921-316
Total 987938967453:					19.30		
Total SYNC/AMAZON (6343):					3,804.27		
THE AMERICAN BOTTLING CO. (4800)							
3444601599	1	Invoice	BEVERAGES FOR RESALE-FULLER HALL	11/11/2021	134.70	06/22	100-22-42-5233-323
Total 34446015992:					134.70		
Total THE AMERICAN BOTTLING CO. (4800):					134.70		
THE IOWA OUTDOORS STORE, LLC (7104)							
K02604/1	1	Invoice	CHAINSAW & TRIMMER PARTS	11/10/2021	86.37	06/22	100-22-42-5210-314
K02604/1	2	Invoice	CHAINSAW & TRIMMER PARTS	11/10/2021	86.37	06/22	100-23-42-5371-314
Total K02604/1:					172.74		
Total THE IOWA OUTDOORS STORE, LLC (7104):					172.74		
TIMM'S AUTO BODY (953)							
111221	1	Invoice	REPAIR 2018 CHEVY TAHOE	11/12/2021	2,782.76	06/22	100-21-21-5110-227
Total 111221:					2,782.76		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total TIMM'S AUTO BODY (953):					2,782.76		
TOWN & COUNTRY INSURANCE (959)							
5585	1	Invoice	INCREASE IN UMBRELLA	11/17/2021	370.25	06/22	100-24-12-5430-217
5585	2	Invoice	INCREASE IN UMBRELLA	11/17/2021	370.25	06/22	601-23-51-5925-217
5585	3	Invoice	INCREASE IN UMBRELLA	11/17/2021	370.25	06/22	602-23-60-5925-217
5585	4	Invoice	INCREASE IN UMBRELLA	11/17/2021	370.25	06/22	603-23-70-5925-217
Total 5585:					1,481.00		
Total TOWN & COUNTRY INSURANCE (959):					1,481.00		
UNITY POINT CLINIC-OCC MEDICINE (5263)							
98779	1	Invoice	3RD QTR DRUG TESTING/2021	11/01/2021	42.00	06/22	100-23-42-5371-212
98779	2	Invoice	3RD QTR DRUG TESTING/2021	11/01/2021	126.00	06/22	204-23-30-5310-212
98779	3	Invoice	3RD QTR DRUG TESTING/2021	11/01/2021	42.00	06/22	603-23-70-5923-212
Total 98779:					210.00		
Total UNITY POINT CLINIC-OCC MEDICINE (5263):					210.00		
VALUTECH PEST CONTROL (6822)							
1858	1	Invoice	PEST CONTROL/CITY HALL	11/19/2021	10.50	06/22	100-24-36-5480-299
1858	2	Invoice	PEST CONTROL/CITY HALL	11/19/2021	7.50	06/22	601-23-36-5480-299
1858	3	Invoice	PEST CONTROL/CITY HALL	11/19/2021	6.00	06/22	602-23-36-5480-299
1858	4	Invoice	PEST CONTROL/CITY HALL	11/19/2021	6.00	06/22	603-23-36-5480-299
Total 1858:					30.00		
1859	1	Invoice	DOWNTOWN AREA-CO-OP/SSMID	11/19/2021	65.00	06/22	260-23-36-5393-299
Total 1859:					65.00		
Total VALUTECH PEST CONTROL (6822):					95.00		
VAN-HOF TRUCKING, INC. (2655)							
6616	1	Invoice	FREIGHT ON LIME 10/29/21 - 23.92T	10/29/2021	2,321.52	06/22	602-23-61-5921-221
Total 6616:					2,321.52		
Total VAN-HOF TRUCKING, INC. (2655):					2,321.52		
VERIZON WIRELESS (3812)							
9892559632	1	Invoice	GPS UNIT PHONE	11/10/2021	40.01	06/22	100-23-31-5420-230
9892559632	2	Invoice	GPS UNIT PHONE	11/10/2021	40.01	06/22	601-23-31-5420-230
9892559632	3	Invoice	GPS UNIT PHONE	11/10/2021	40.01	06/22	602-23-31-5420-230
9892559632	4	Invoice	GPS UNIT PHONE	11/10/2021	40.01	06/22	603-23-31-5420-230
Total 9892559632:					160.04		
Total VERIZON WIRELESS (3812):					160.04		
WEBSTER CITY TRUE VALUE (2155)							
157127	1	Invoice	BOX COVER & GFI COVER	11/01/2021	21.97	06/22	601-23-52-5588-318
Total 157127:					21.97		
157182	1	Invoice	MATERIAL FOR BREWER CREEK SHELTER	11/03/2021	130.92	06/22	100-22-42-5210-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 157182:					130.92		
157299	1	Invoice	FILTER & HAND SANITIZER	11/08/2021	106.37	06/22	603-23-70-5642-318
Total 157299:					106.37		
157346	1	Invoice	DPLX COVER & 45deg SxS ELL - for DEPOT	11/09/2021	12.15	06/22	217-22-42-5221-310
Total 157346:					12.15		
Total WEBSTER CITY TRUE VALUE (2155):					271.41		
WESTERN ECOSYSTEMS TECH, INC. (6950)							
1937240417	1	Invoice	DEP REFUND/1515 WALL ST #24	11/10/2021	114.96	06/22	601-21011
Total 1937240417:					114.96		
Total WESTERN ECOSYSTEMS TECH, INC. (6950):					114.96		
WILLIAMS & COMPANY P.C. (3390)							
161230	1	Invoice	FY21 AUDIT SVCS	11/12/2021	720.00	06/22	100-24-14-5435-212
161230	2	Invoice	FY21 AUDIT SVCS	11/12/2021	5,200.00	06/22	601-23-80-5923-212
161230	3	Invoice	FY21 AUDIT SVCS	11/12/2021	1,600.00	06/22	602-23-80-5923-212
161230	4	Invoice	FY21 AUDIT SVCS	11/12/2021	480.00	06/22	603-23-80-5923-212
161230	5	Invoice	ACCOUNTING SVCS	11/12/2021	42.75	06/22	100-24-14-5435-212
161230	6	Invoice	ACCOUNTING SVCS	11/12/2021	308.75	06/22	601-23-80-5923-212
161230	7	Invoice	ACCOUNTING SVCS	11/12/2021	95.00	06/22	602-23-80-5923-212
161230	8	Invoice	ACCOUNTING SVCS	11/12/2021	28.50	06/22	603-23-80-5923-212
Total 161230:					8,475.00		
Total WILLIAMS & COMPANY P.C. (3390):					8,475.00		
WILLS, DON H. (7412)							
100121	1	Invoice	ENERGY EFFICIENCY REBATE	10/01/2021	75.00	06/22	601-23-36-5930-979
100121	2	Invoice	CB EE RESIDENTIAL REBATE	10/01/2021	25.00	06/22	601-23-53-5930-979
Total 100121:					100.00		
Total WILLS, DON H. (7412):					100.00		
WOOLSTOCK MUTUAL TELEPHONE ASN (1054)							
839-1086 12/	1	Invoice	INTERNET SERVICE	12/01/2021	3.03	06/22	100-24-14-5435-230
839-1086 12/	2	Invoice	INTERNET SERVICE	12/01/2021	21.90	06/22	601-23-80-5903-230
839-1086 12/	3	Invoice	INTERNET SERVICE	12/01/2021	6.74	06/22	602-23-80-5921-230
839-1086 12/	4	Invoice	INTERNET SERVICE	12/01/2021	2.02	06/22	603-23-80-5921-230
839-1086 12/	5	Invoice	INTERNET SERVICE	12/01/2021	3.61	06/22	100-24-12-5430-230
839-1086 12/	6	Invoice	INTERNET SERVICE	12/01/2021	12.03	06/22	601-23-81-5921-230
839-1086 12/	7	Invoice	INTERNET SERVICE	12/01/2021	7.22	06/22	602-23-81-5921-230
839-1086 12/	8	Invoice	INTERNET SERVICE	12/01/2021	1.20	06/22	603-23-81-5921-230
839-1086 12/	9	Invoice	INTERNET SERVICE	12/01/2021	6.02	06/22	100-24-30-5380-230
839-1086 12/	10	Invoice	INTERNET SERVICE	12/01/2021	6.02	06/22	601-24-30-5380-230
839-1086 12/	11	Invoice	INTERNET SERVICE	12/01/2021	6.02	06/22	602-24-30-5380-230
839-1086 12/	12	Invoice	INTERNET SERVICE	12/01/2021	6.01	06/22	603-24-30-5380-230
839-1086 12/	13	Invoice	INTERNET SERVICE	12/01/2021	14.44	06/22	100-21-22-5140-230
839-1086 12/	14	Invoice	INTERNET SERVICE	12/01/2021	38.50	06/22	100-21-21-5110-230
839-1086 12/	15	Invoice	INTERNET SERVICE	12/01/2021	7.22	06/22	601-23-52-5588-230

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
839-1086 12/	16	Invoice	INTERNET SERVICE	12/01/2021	7.22	06/22	601-23-51-5566-230
839-1086 12/	17	Invoice	INTERNET SERVICE	12/01/2021	14.44	06/22	602-23-61-5642-230
839-1086 12/	18	Invoice	INTERNET SERVICE	12/01/2021	4.81	06/22	100-23-43-5361-230
839-1086 12/	19	Invoice	INTERNET SERVICE	12/01/2021	19.25	06/22	100-22-42-5233-230
839-1086 12/	20	Invoice	INTERNET SERVICE	12/01/2021	118.62	06/22	601-24-16-5921-230
839-1086 12/	21	Invoice	INTERNET SERVICE	12/01/2021	20.84	06/22	602-24-16-5921-230
839-1086 12/	22	Invoice	INTERNET SERVICE	12/01/2021	20.84	06/22	603-24-16-5921-230
Total 839-1086 12/01/21:					348.00		
839-3034 12/	1	Invoice	INTERNET SERVICE/RSVP	12/01/2021	29.95	06/22	100-22-42-5280-230
Total 839-3034 12/01/21:					29.95		
839-7981 12/	1	Invoice	INTERNET SERVICE/FULLER HALL	12/01/2021	29.95	06/22	100-22-42-5233-210
Total 839-7981 12/01/21:					29.95		
Total WOOLSTOCK MUTUAL TELEPHONE ASN (1054):					407.90		
WUNSCH CONSTRUCTION, INC. (2727)							
RETAINAGE	1	Invoice	2021 RIVER ST WATER MAIN PROJECT - RE	11/04/2021	18,305.53	06/22	602-23-62-5673-870
Total RETAINAGE:					18,305.53		
Total WUNSCH CONSTRUCTION, INC. (2727):					18,305.53		
ZEHNER SAFETY (1067)							
2368	1	Invoice	FIRE EXTINGUISHER	11/12/2021	37.50	06/22	204-23-30-5310-312
Total 2368:					37.50		
Total ZEHNER SAFETY (1067):					37.50		
Total 12/06/2021:					293,803.96		
Grand Totals:					298,378.96		

Report GL Period Summary

GL Period	Amount
06/22	293,913.96
05/22	4,465.00
Grand Totals:	298,378.96

Vendor number hash: 704781
Vendor number hash - split: 1441553
Total number of invoices: 195
Total number of transactions: 387

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	298,378.96	298,378.96
Grand Totals:	298,378.96	298,378.96

FUND LIST TOTALS FOR BILLS DECEMBER 6, 2021

<u>Account</u>	<u>Fund</u>	<u>Total Amount</u>
100	General	42,520.62
204	Road Use Tax Funds	4,645.55
205	Airport Fund	4,713.71
208	Hotel/Motel Tax Fund	5,000.00
217	Wilson Brewer Park/Depot Foundation	12.15
260	SSMID	145.97
300	Debt Service	9,154.30
536	2020 Second Street Reconstruction Project	29,308.24
601	Electric Utility	66,947.36
602	Water Utility	86,824.17
603	Sewer Fund	44,707.21
902	Medical/Flex	4,399.68
	Grand Total	298,378.96

AN ORDINANCE REPEALING THE CODE OF ORDINANCES OF THE CITY OF WEBSTER CITY, IOWA, 2019, BY AMENDING CHAPTER 46, ARTICLE X, PERTAINING TO OFF-ROAD UTILITY VEHICLES WITHIN THE CORPORATE LIMITS OF THE CITY OF WEBSTER CITY, IOWA.

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

SECTION 1. SECTION MODIFIED. Chapter 46, Article X of the Code of Ordinances of the City of Webster City, Iowa, 2019, pertaining to Off-Road Utility Vehicles within the Corporate Limits of the City of Webster City, Iowa is hereby repealed in part and the following adopted in lieu thereof:

Sec. 46-437(6). Prohibited Street. It shall be unlawful to operate off-road utility vehicles on the following streets:

- A. Second Street from Superior Street to Prospect Street.

Exception. Off-road utility vehicles may cross a street(s) set forth in Subparagraph 6 above as follows:

- A. Such crossing shall be a 90° angle only;
- B. Off-road utility vehicles must come to a complete stop before making a crossing;
and
- C. Off-road utility vehicles must yield to all on-coming traffic and pedestrians.

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 _____, 2021.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



MEMORANDUM

TO: Mayor and Council

FROM: Daniel Ortiz-Hernandez, City Manager
Beth Chelesvig, Administrative Services Director

DATE: November 10, 2021

RE: Update of Employee Handbook

SUMMARY: Update of employee handbook, changes or are highlighted in red.

PREVIOUS COUNCIL ACTION: In 2015 a major update and consolidation of personnel policy, family and medical leave act policy, travel policy, electronic communication policy, sexual anti-harassment policy and drug free workplace policy into one document called Employee Handbook was approved.

BACKGROUND/DISCUSSION: Consolidation into one handbook in 2015 was completed in order to make one more user-friendly document for employees. The Handbooks will be distributed to all employees and will continue to be reviewed and updated as needed in the future.

Legal review was completed by Bradshaw, Fowler, Proctor & Fairgrave, P.C. in 2015. This is the firm retained by EMC Insurance Company for the IAMU Insurance Program that the City is a member of.

Any substantial changes or additions included in this update have been reviewed by Alders & Cooney, P.C.

FINANCIAL IMPLICATIONS: None

RECOMMENDATION: Approval of updated employee handbook.

RESOLUTION NO. 2021-

**ADOPTING UPDATED EMPLOYEE HANDBOOK FOR
THE CITY OF WEBSTER CITY, IOWA**

WHEREAS, the existing Employee Handbook needs to be updated. Policies included in the Employee Handbook are;

City of Webster City Personnel Policy
City of Webster City Family and Medical Leave Act Policy
City of Webster City Travel Policy
City of Webster City Electronic Communication Policy
City of Webster City Sexual Anti-Harassment Policy
City of Webster City Drug Free Workplace Policy

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa that the updated Employee Handbook be adopted.

Passed and adopted this 6th day of December, 2021.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



WEBSTER
CITY

Opportunity Awaits

EMPLOYEE HANDBOOK CITY OF WEBSTER CITY

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1.1 PURPOSE

The contents of this employee handbook are presented as a matter of information only. It is not a contract, express or implied. The City reserves the right to delete from, add to and/or revise the employee handbook at any time without notice to the employee. Employment is at will, meaning either the employee or the City of Webster City may terminate this relationship at any time, for any reason, with or without notice. This handbook applies to all City employees, including those employees where these provisions are not otherwise covered by collective bargaining agreements. This handbook does not represent the entire policies of the City but is designed to give guidance to many essential City policies.

1.2 ADMINISTRATION

The City Manager is authorized and directed to administer the provisions of this handbook, including the right to establish whatever detailed regulations and procedures as may be necessary to further clarify these provisions.

The City Manager may appoint the Administrative Services Director to assist in the administration of these provisions and to perform any other personnel functions, which are determined to be in the City's best interest.

1.3 CIVIL SERVICE

The Iowa Code identifies certain positions as civil service positions and the provisions of section 400.6 govern these positions. All full-time police officers, fire fighters are covered under Chapter 400 Civil Service.

1.4 HISTORY OF THE CITY OF WEBSTER CITY

In June 1835, three companies of the United State Dragoons were the first non-natives to see what is now Webster City. Commanded by Col. Stephen W. Kearney, the mounted soldiers first reached the Boone River two miles east of its mouth, naming it in honor of Dragoon officer, Captain Nathan Boone, the son of Daniel Boone.

The first settler was Wilson Brewer, who built a cabin near Brewer Creek that has since been reconstructed. The cabin stands near its original site at the Bonebright Depot Complex and Museum, which also features the first Hamilton County Courthouse, the second Illinois Central Railroad Depot, the Jamison Log Cabin, the Mullberry Center Church and the Harmony Schoolhouse.

Willson Brewer and William Frakes platted the town, which was originally named Newcastle, in October of 1854. In 1855, Walter Willson purchased the Newcastle plat and in October of that same year, the post office was established.

Newcastle was originally part of Webster County. In 1855, Willson, who was then a state representative, helped to pass an act that divided Webster County into two counties, giving birth to Hamilton County. Newcastle was renamed Webster City and became the county seat.

Webster City is located in Hamilton County and has been the County seat since 1856 when the County was created by the dividing of Webster County into two separate counties.

Since 1915, Webster City has been a council-manager form of government with a full time city manager hired by the City Council. The City Council is comprised of five members, elected in staggered terms with a Mayor selected from the members of the Council.

Listed below are the definitions of some common terms found in this handbook:

Appeal - An application for review of an alleged grievance submitted or instituted by employees to a higher authority

City - The City of Webster City

City Employee - A person who is employed by the city and is compensated by salary or hourly wages. Not included are elected officials, appointed members of boards, contractors, and employees of contractors.

Compensation - The salary, wage, allowances and other forms of similar consideration earned by or paid to the employee for working in a position.

Compensatory Time off - Time off from work instead of monetary pay for authorized overtime worked.

Discharge - The separation of an employee from city employment.

Exempt Classification - A job not subject to the provisions of the Fair Labor Standards Act with respect to minimum wages and overtime. Management and professional classifications are considered exempt.

Grievance - A formal written complaint by a city employee through proper administrative channels alleging that her/his employment or productivity has been adversely affected by unfair treatment, unsafe or unhealthy working conditions, inaccurate application of city policies or procedures, or unlawful discrimination.

Leave - An approved absence from work as provided for by personnel policies and the employee handbook.

Overtime - Time worked by an employee in excess of 40 hours per week.

Pay Plan - The official pay schedule approved by the City Council.

Regular Full-time Employee - An employee who normally works a minimum of 40 hours per week. Anyone who is considered regular full-time is eligible to enroll and participate in the city's benefit programs.

Regular Part-time Employee - A group of duties and responsibilities requiring the regular part-time employment of a person for at least twenty (21) hours but less than forty (40) hours each week, on a regular

schedule for each week throughout the year, from year to year. Not entitled to fringe benefits of regular full-time employees, unless noted elsewhere. This excludes temporary/seasonal employees.

Retirement - The separation of an employee from the service of the city who is eligible for and receives benefits from a recognized retirement system.

Seasonal/Temporary Employee - An employee who may work full- or part-time during one or more seasons. Not eligible for any benefit program.

Termination - The separation of an employee from the service of the city; including death, rejection, discharge, layoff, resignation or retirement. The termination date will be the last working day of the employee, unless otherwise determined by the City Manager.

Transfer - The movement of an employee from one position to another.

Vacancy - A position duly created and not abolished which is not currently occupied by an employee.

3 Equal Employment Opportunity (EEO)

The City of Webster City is an equal opportunity employer. All employment decisions pertaining to recruitment, selection and hiring, training, compensation, benefits, promotions, transfers, layoffs, terminations, demotions, working conditions, education and training opportunities, and all other job-related activities shall be made without regard to race, ethnicity, color, age, sex, pregnancy or related medical conditions, religion, sexual orientation, national origin, political affiliation, beliefs, physical or mental disability, genetic information, and any other consideration protected by federal, state, or local law.

If you believe you have been subjected to any form of discrimination, or if you are aware of an incident of discrimination involving another individual, you should report the conduct pursuant using the procedures set forth in the anti-harassment policy, which is at Appendix D of his Handbook.

DISABILITY ACCOMMODATION

Reasonable accommodation will be provided to individuals with a known physical or mental disability if such accommodation would not impose an undue hardship on the City, and would enable the individual to apply for, or perform, the essential functions of the position in question.

An applicant or employee who requires an accommodation to perform the essential functions of the job should notify his or her supervisor or another member of management and request such an accommodation. The City will then identify possible accommodations, if any, that will help to eliminate the limitation or barrier. If the accommodation is reasonable, will not impose an undue hardship, and will not pose a direct threat to the health and/or safety of the individual or others, the City will make the accommodation. The individual is required to fully cooperate with the City in seeking and evaluating alternatives and accommodations. The City may require medical verification of both the disability and the need for accommodation.

RELIGIOUS ACCOMMODATION

The City will attempt to make reasonable accommodations for employee observance of religious holidays and sincerely held religious beliefs unless doing so would cause an undue hardship on City operations. If you desire a religious accommodation, you are required to make the request in writing to your supervisor as far in advance as possible.

4.1 PAY PERIODS

Payday is every other Friday (bi-weekly). If payday falls on a holiday, employees will be paid prior to the holiday. The pay period will begin on Sunday and end on the Saturday prior to the Friday pay date.

4.2 PAYROLL DEDUCTIONS/DIRECT DEPOSIT

The City of Webster City offers a wide variety of payroll deduction options to include:

- Deferred Compensation (457 Plan)
- Union Dues
- Group Insurance
- Medical and Dependent Care Flexible Spending Accounts (125 Plan)
- Voluntary Life Insurance

The direct deposit of payroll checks is also provided and encouraged. An employee may divide their check among more than one depositories and/or accounts for same day ACH deposit. Contact Human Resources or Finance Office for additional information on direct deposit.

4.3 LONGEVITY

Monetary recognition of length of service, longevity begins to accrue on the first anniversary of the regular employee's starting date of employment with the City.

# of Years	All Other Emp.	Fire Union	Police Union
1	0.02	0.02	0.02
2	0.05	0.03	0.05
3	0.07	0.05	0.07
4	0.09	0.07	0.09
5	0.12	0.08	0.12
6	0.14	0.1	0.14
7	0.16	0.12	0.16
8	0.18	0.13	0.18
9	0.21	0.15	0.21
10	0.23	0.16	0.23
11	0.25	0.18	0.25
12	0.28	0.2	0.28
13	0.30	0.21	0.30
14	0.32	0.23	0.32
15	0.35	0.25	0.35

16	0.37	0.26	0.37
17	0.39	0.28	0.39
18	0.42	0.3	0.42
19	0.44	0.31	0.44
20	0.46	0.33	0.46
21	0.48	0.35	0.48
22	0.50	0.36	0.51
23	0.52	0.38	-
24	0.54	0.4	-
25	0.55	0.41	-
26	0.56	0.42	-
27	0.57	0.44	-
28	0.58	0.45	-
29	0.59	0.46	-
30	0.60	0.48	-

4.4 OVERTIME & COMPENSATORY TIME

Overtime for non-exempt employees must be authorized in advance by the Supervisor or Director. Overtime hours are paid at a rate of one and one-half times the employee's rate.

A non-exempt employee may receive compensatory time off ("comp time") in lieu of wages for Overtime. Comp time is earned at the rate of one and one-half times the number of Overtime hours worked. Comp time may be used within a reasonable time after making the request to the employee's supervisor, if use of comp time does not unduly disrupt operations of the City. An employee may accrue a maximum of forty (40) hours of comp time. After 40 hours is accrued, Overtime hours will be paid in wages.

4.5 ON CALL

Departments that require employees to be available 24 hours a day in case of emergency shall compensate each employee with eight (8) hours of regular pay for each week the employee is on call **or at the employee's discretion, eight (8) hours of compensatory time for one week of on-call duty.**

4.6 CALL IN

For individuals who are on call a two-hour minimum call-in time will be guaranteed for emergency calls. Each one-quarter hour will be paid to the nearest one-half rate. **If an employee is able to satisfactorily resolve over the phone the issue which gave rise to the call or the page, the employee shall be paid one (1) hour at time and one-half (1 ½).**

4.7 COMPENSATION UPON TERMINATION

When an employee who has completed the probationary period and the employment with the City is terminated, the employee will receive following compensation:

Regular wages for all hours worked up to the time of termination, which have not already been paid.

Any overtime hours worked up to the time of termination, which have not already been paid.

A lump sum payment of any accrued but unused leave bank balances that are applicable. A payment of 20% of unused sick leave, not to exceed 30 days, will be given to those regular employees leaving City employment after ten years or more of **consecutive** service.

5.1 PAID HOLIDAYS

The following days shall be recognized and observed by regular full-time employees as paid holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- The Friday following Thanksgiving
- Christmas Eve afternoon
- Christmas Day
- New Year's Eve afternoon

Employees shall be eligible for holiday pay provided they work the last scheduled working day before and the next scheduled working day following the holiday, or provided they are on approved leave (either paid or unpaid) for those same days. In approving leave around a holiday, directors/division heads must ensure adequate personnel are on-duty to conduct departmental business.

If the holiday falls on a Saturday, the Friday before the holiday will be observed, and if the holiday falls on a Sunday, the Monday after the holiday will be observed. Exceptions to this are when:

Christmas Day and New Year's Day fall on Saturday, the preceding Friday will be granted, and the two half-day holidays will be given as floating holidays during the 10-day period of Christmas and New Year's (December 20 through December 30).

Christmas Day and New Year's Day fall on Sunday, the following Monday will be granted, and the two half-day holidays will be given as floating holidays during the 10-day period of Christmas and New Year's (December 20 through December 30).

Christmas Day and New Year's Day fall on Monday, that Monday will be granted, and the two half-day holidays will be given as floating holidays during the 10-day period of Christmas and New Year's (December 20 through December 30).

If a holiday falls during an employee's scheduled leave and the employee is regularly entitled to the holiday, it will not be counted as part of that leave.

An employee of a department which requires continual service (Water and Wastewater Plants) shall be paid time-and-a-half and granted another day of paid leave if employee is required to work on a holiday.

An employee of a department who may be on call (Line & Street) during a holiday and is called out on an emergency will receive the 8-hour holiday on the holiday and any time worked will be at one and one-half time. The minimum call-out of two hours will also be in effect.

5.2 VACATION LEAVE

Employees will begin to accumulate vacation from their first day of employment, but employees will not be eligible to use vacation until they have completed ninety (90) days of work. Employees will begin to accumulate vacation at the next tier of accumulation as of the first of the month following their anniversary date.

Full Time Employees will earn vacation on the following basis:

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

* Vacation schedules for employees covered by union contracts are found in the applicable Collective Bargaining Agreement.

Regular part time will earn vacation at a rate of 4 hours per month.

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).

- up to 160 hours can be carried over as of 1-1-16
- up to 140 hours can be carried over as of 1-1-17
- up to 120 hours can be carried over as of 1-1-18

In cases of conflicting requests for vacation, the Director shall give consideration to the following: favorable or unfavorable time at which last vacation occurred length of time since last vacation occurred and finally, these things being equal, seniority.

Employee’s immediate supervisor needs to approve all vacation leaves in advance.

If one of the paid holidays occurs during scheduled vacation, the holiday will not be counted as part of vacation time.

The city does not make cash payments in lieu of not taking a paid vacation.

An Employee, who is laid off, discharged, retired or separated from the service of the Employer or dies, shall be compensated for unused vacation they have earned at the time of such layoff, discharge, retirement, separation or death. All unused vacation will be paid in lump sum on the employee's last paycheck. An employee's termination date will be their last working day.

5.3 PAID PERSONAL LEAVE

Regular full-time employees are entitled to one personal day of leave per calendar year. This may not be carried over.

If an employee uses eight (8) hours of sick leave or less during a calendar year, an additional personal day will be granted to be used during the succeeding calendar year. These hours may not be carried over.

5.4 PAID SICK LEAVE

Regular full-time employees accrue sick leave on the first pay period of each month at the rate of 8 hours per month after the first 30 days of employment. Total accumulation cannot exceed 1,200 hours.

~~For absence of three or more continuous days~~ For an absence of more than three continuous days, resulting from illness or injury, a doctor's release is required before returning to work. This rule does not prohibit a Supervisor or Director from requesting a physician's release for an illness or injury related absence of any length.

The Supervisor or Director shall be notified as soon after the start of the working day as possible of an absence.

Regular full-time employees may use sick leave when incapacitated due to sickness or injury. If sick leave balance is depleted employee shall use other forms of paid leave available before taking leave without pay.

Sick leave may be used for medical, dental or vision appointments during working hours.

Employees may use up to forty (40) hours of sick leave per calendar year to care for the health or medical needs of immediate family (including spouse, child, parent, step-parent, stepchild, parents-in-law, daughter-in-law, son-in-law, sibling, grandchild, and grandparent). After the forty (40) hours has been depleted, all other forms of paid leave must be used before the balance of sick leave may be used again.

If an employee has a catastrophic situation which requires the need for paid time off and the employee has exhausted his or her sick leave, funeral leave and all other forms of leave which is available to be used, the City

Manager, with permission from the affected employee, may request voluntary donations of paid time off (sick leave, vacation, compensatory time) from staff for use by the affected employee.

The City Manager will consult with the affected employee and determine the number of days to be solicited on a case-by-case basis. Notice will be put out to affected employee's department first and if number of days needed are not received; notice will be put out to all other departments of City. Donations will be taken in order received.

Hours donated cannot be less than four (4) hours or more than eight (8) hours. Employees that wish to donate must have eighty (80) hours of sick leave in their sick leave bank before they will be allowed to donate sick leave to another employee. The City Manager may approve and request additional donation days for the same employee if the original allotment runs out.

Any time which is donated will be on a one hour for hour basis. Any leave time which is donated but not used by the affected employee will not be returned to the employees who made the donation. However, the donated time will remain available for use by the affected employee.

Employees with illnesses or injuries may also have rights under the Americans with Disabilities Act (ADA), Family and Medical Leave Act (FMLA) or other laws.

5.5 MILITARY LEAVE

All employees who are members of a reserve force of the United States or of the state shall be granted a leave of absence when ordered to attend a training program or perform other duties under the supervision of the United States or this state. This leave of absence shall be with pay, only for regular full-time employees, during the period of such activity and shall not exceed thirty calendar days per year.

Any employee who enters into active service in the Armed Forces of the United States while in the service of the City of Webster City shall be granted an unpaid leave of absence for the period of military service.

Copies of orders are required to be turned in to the department Supervisor or Director at least ten working days prior to reporting for duty.

Employees in the military and their family members may also have rights under FMLA and other applicable laws.

5.6 FAMILY DEATH LEAVE

In the event of a death in the immediate family (including spouse, child, parent, step-parent, stepchild, parents-in-law, daughter-in-law, son-in-law, sibling, grandchild, and grandparent) of a full-time employee, the employees

Supervisor or Director may grant funeral leave, with no loss of compensation for up to seven consecutive calendar days including the day of the funeral of the immediate family member.

In the event of a death in the family (including siblings-in-law and grandparents-in-law) of a full-time employee, the Supervisor or Director may grant funeral leave, with no loss of compensation for up to four consecutive calendar days including the day of the funeral of the family member.

The above leave with pay is intended to cover travel, but in special cases involving unusual travel or circumstances, the City Manager may grant up to three additional days of paid leave for "a" and "b" above. A written explanation of the extension will be placed in the employee's personnel file.

5.7 JURY DUTY/WITNESS

Supervisor or Director may authorize leave with pay in order that regular full-time employees may serve required jury duty or serve as a court witness. Such time away from work shall be considered as time on duty.

Except for travel costs, any compensation received as a result of such participation shall be submitted to the Finance Office.

5.8 VOTING LEAVE

All city employees are entitled to vote in an election. However, if there is not three consecutive hours of non-work time in the period between the opening and closing of the polls, employees are entitled to limited paid time off to go vote. Notice must be given to the employee's supervisor prior to taking leave.

5.9 ABSENT WITHOUT LEAVE

An employee who, without proper authorization, is absent from duty, whether for part or all of a working day or for a longer period, such absence may be grounds for disciplinary action or dismissal, any employee who is absent for three consecutive days without leave shall be deemed to have voluntarily resigned.

5.10 ADMINISTRATIVE LEAVE

On a case-by-case basis, the City may place an employee on administrative leave with or without pay for an indefinite period of time, as determined by the City Manager to be in the best interests of the City during the process of an investigation or other administrative proceeding.

5.11 SENIORITY

In the event that employees began working on the same day in the same year, seniority will be determined for Civil Service employees by position on the Civil Service list, for all other employees it will be determined in alphabetical order of last name.

5.12 FAMILY & MEDICAL LEAVE ACT OF 1993

The City complies with the Family and Medical Leave Act of 1993. The City's complete FMLA policy is contained in Appendix A to this handbook.

6.1 INSURANCE

Employees filling regular full-time positions shall be eligible for full benefits. Standard benefit package includes health, dental, vision and employee life coverage. A number of additional benefits are also available to regular full-time employees. This section is intended as a brief overview. For a more detailed description, consult the health plan information distributed at time of hire as well as subsequent updates.

COBRA

By law the city must offer continuation of health coverage to regular full-time employees and dependents under certain termination-of-employment situations.

Please contact the Human Resources Office for a summary of rights and obligations under the law.

6.2 TRAINING

The City seeks, within the limits of available resources, to offer training to increase an employee's skills, knowledge and abilities directly related to City employment, to obtain or maintain required licenses and certifications, and to develop staff resources. Opportunities may include, but are not limited to: on-the-job training, in-house workshops, and seminars sponsored by other agencies or organizations.

See Appendix B for complete Travel Policy

6.3 RETIREMENT

The retirement program for all regular full-time, regular part-time, and certain seasonal/temporary employees (except full-time police officers and fire fighters) is the Iowa Public Employees' Retirement System (IPERS). For full-time police officers and fire fighters the retirement system is the Municipal Fire and Police Retirement System of Iowa (MFPRSI).

Employees intending to retire should notify the department director of intent to retire at least three months prior to the date of retirement.

6.4 EMPLOYEE ASSISTANCE PROGRAM

EAP services are available to all full-time employees, regular part-time employees, volunteer firefighters and their family members. Initial counseling and referral services are confidential and at no cost. Counselors are available 24-hours a day, 7-days a week by calling 1-800-327-4692.

7.1 GENERAL POLICY

The safety and welfare of the City's citizens shall at all times be held as a central mission of government. All City employees are expected to represent the City to the public in a professional manner, which is courteous, efficient and helpful.

Since the proper working relationship between employees and the City depends on each employee's on-going job performance, professional conduct and behavior, the City has established certain performance standards. Among the City's expectations are: basic tact and courtesy towards the public and fellow employees; adherence to City policies, procedures, safety rules and safe work practices; compliance with directions from supervisors; preserving and protecting the City's equipment, grounds, facilities and resources; and providing orderly and cost efficient services to its citizens.

7.2 JOB VACANCY & RECRUITMENT

In recruitment of employees, the City of Webster City considers applicants without regard to race, ethnicity, color, age, sex, religion, sexual orientation, national origin, political affiliation, beliefs, physical or mental disability, genetic information, and any other characteristic protected by federal, state, or local law.

When a position becomes vacant and prior to any posting or advertisement of the vacancy, the director shall review the position, its job description and the need for such a position. The director will prepare and submit a request to fill the position to the Administrative Services Director. The position will be posted and/or advertised only after the request has been approved by the City Manager.

7.3 PERSONNEL RECORDS

The city keeps a separate, confidential file for each employee that includes the employment application, experience records, and other pertinent information. Information in these files are used to provide information for payroll deductions, determine eligibility for benefit programs, pay increases, and other personnel related matters.

All information is kept confidential, with only authorized personnel having access to it.

Employees may review their file to examine the contents. Employees must do this in the City Manager's Office in the presence of the Administrative Services Director in order to preserve the security of the information. Employees may not remove any item from the file. Employees may obtain a copy the contents of a personnel file for the payment of a reasonable fee.

We would appreciate help in keeping employee records up to date. Please contact the City Manager's Office of any changes to the following:

- Name

- Address / phone number
- Marital status
- Beneficiaries
- Dependents
- Persons to be notified in the event of an emergency

Iowa law governs the access to City of Webster City records and information. Please refer to Chapter 22 (Open Records) of the Iowa Code for guidance on this matter.

7.4 PROBATIONARY PERIOD

There shall be a period of time during which an appraisal of a new or promoted employee's skills, aptitudes and adjustment is made. For new employees that time period shall not be less than six months. For promoted employees that time period will not be less than three months.

Directors or Supervisors are required to evaluate, in writing, the performance of each new employee immediately prior to completion of three and six months employment and yearly thereafter. It is strongly recommended that the Director or Supervisor discuss with employees the quality of the employee's work, the employee's perception of the duties vs. the supervisor's perception of those responsibilities, and the status of any goals and objectives that have been set.

Upon successful completion of the probationary period, the employee may be considered for an increase in pay.

EXCEPTIONS: Civil Service Employees

7.5 EMPLOYMENT OF RELATIVES

Management will not encourage the employment of relatives in the same department. Iowa Code Chapter 71 applies to the employment of relatives of elected or appointed officials.

7.6 REEMPLOYMENT

All former employees are considered new hires and have no accumulated rights or benefits from previous employment.

7.7 ATTENDANCE

The City relies on employees to report to work regularly and on time. If an employee is going to be late or absent, employee must contact Director or Supervisor immediately. If an employee has to leave early, employee must obtain approval from Director or Supervisor. The City will take disciplinary action, up to and including termination, where attendance is unacceptable.

7.8 PERSONAL APPEARANCE

All employees represent the city. Neat appearance and dress are consistent with job responsibilities. They help to create a professional atmosphere and reflect a good image of the city and employees as an individual. Individual City departments may have specific dress requirements and/or policies.

7.9 INCLEMENT WEATHER

If the City Manager announces by public broadcast that city offices are closed, then only persons designated as “essential personnel” need to report to work. Employees considered “essential personnel” will be notified by their supervisor if they are required to report to work.

All other leave or absences due to inclement weather shall be unpaid or if earned and unused, a vacation day or other earned leave time, excluding sick leave, may be taken for inclement weather.

7.10 CITY EMPLOYEES AS PART-TIME FIREFIGHTERS

Permanent full and part time City Employees who are secondarily employed as volunteer firefighters in the Fire Department may act as first responders to fire calls while on duty if their normal work allows and if their absence would not create a critical or financial hardship to their department. They will receive the established fire call pay in addition to their primary job wages when responding during normal working hours. However, if the call they respond to goes beyond their normal working hours their pay for those extra hours will be provided under the fire department volunteer pay plan only. City vehicles may be used to respond to fire calls (this does not include scheduled drills) provided he or she is on duty or on call and the use of the vehicle does not create a hardship for the department.

7.11 OTHER EMPLOYMENT

An employee may not engage in outside employment or business activities that conflicts or interfere in any way with the performance of their duties as a city employee.

7.12 VEHICLE POLICY

The City recognizes that certain City employees need the regular use of a vehicle to fulfill the job duties and responsibilities. The City Manager or designee assigns the use and responsibility of a City vehicle to some City employees where the job duties and responsibilities make a vehicle necessary.

Certain duties and responsibilities may, for a number of reasons, necessitate a vehicle be taken home daily, provided the employee lives within the City limits. The City Manager or designee shall authorize such assignments.

The use of any tobacco products in city vehicles or equipment is prohibited.

Use of City vehicles for conducting personal business is prohibited.

At no time shall any person(s) be allowed in city vehicles unless for city business or city sponsored activities without prior approval of management.

7.13 LICENSE/CDL REQUIREMENTS

As part of the requirements for certain specific City positions, an employee may be required to hold a valid State Driver's license and CDL or some other type of license or certification.

If an employee's certification, license and/or CDL is revoked, suspended or lost, or is in any other way not current or not valid and in the employee's possession, the employee shall promptly notify the department director and will be immediately restricted from driving duties or any other effected duties. The employee may not resume driving or other duties affected until proof of a valid, current license or certification is provided to the department director or supervisor. Failure to inform department director or supervisor may result in disciplinary action, up to and including termination.

Depending on the duration and nature of suspension, revocation or other inability to drive as well as disciplinary and performance records, the employee may be subject to disciplinary action, up to and including termination. The employer may, at the employer's sole discretion, reassign employee to perform other duties for which the employee is otherwise qualified for the duration of the suspension or revocation or, in the alternative, place employee on an unpaid leave of absence. This provision does not affect in any way the employer's right to terminate employment.

The City of Webster City Drug and Alcohol Testing policy also applies to all employees who are required by the City to hold a CDL and whose duties include performance of safety-sensitive functions in connection with the operation of an Iowa Department of Transportation classified commercial vehicle.

Drug and Alcohol Testing Policy is a separate policy.

7.14 ELECTRONIC COMMUNICATION

Employee's use of electronic communication using City equipment or for City business is governed by an Electronic Communications Policy. The complete policy is contained at Appendix C in this Handbook.

7.15 WORKPLACE PRIVACY STATEMENT

As part of employment, a computer, telephone and other equipment as well as a desk and workspace may be made available to an employee. These items are City property, not employee personal property, and are subject to being inspected by the City at any time, with or without notice to employee. Employees should have no expectation of privacy in connection with City's owned equipment, property, or workspaces.

The City assumes no responsibility or liability for any items of personal property, which are placed in the desk, workspace or any other equipment assigned to an employee.

7.16 RESIGNATION

An employee desiring to resign from the City service may do so by notifying the Director or Supervisor in writing of the reason therefore and the effective date. A minimum notice of two weeks is considered standard procedure for regular full-time employees, a minimum notice of 4 weeks is considered standard procedure for supervisors and directors. A copy of the resignation will be forwarded to the Administrative Services Director. The employee will return all City property in the possession of the employee.

7.17 LAYOFF

If and when it becomes necessary to reduce the number of employees because of a shortage of work or limitation of funds or when need dictates, the City Manager may consider status, length of service, performance evaluations or available skills to accomplish termination of the employees.

7.18 REFERENCES FOR FORMER EMPLOYEES

Unless a former employee provides a signed release, the only information regarding the service to the City that will be given to prospective employers is the following:

- ❑ Dates of employment
- ❑ Job Title(s)
- ❑ Final rate of pay

8.1 SAFETY

It is the responsibility of every department to ensure a safe and healthful atmosphere, safe working conditions, tools, equipment and work methods for all of its employees. Employees are expected to comply with all safety and health requirement whether established by management or by federal, state, or local law.

Employees are required, as a condition of employment, to exercise due care in the course of their work to prevent injuries to themselves and to their fellow workers. Employees have a responsibility to report any unsafe working conditions or practices to a supervisor.

In the event of an injury on the job, the injured employee will report immediately to the proper department director or supervisor. Failure to do so within 24 hours of an injury may result in disciplinary action, regardless of the seriousness of the injury. Regardless of the time absent from work a doctor's release is required before the employee returns to work.

Employees violating recognized safety rules, procedures, or standards, or acting in such a manner as to endanger their own or another's personal safety shall be subject to disciplinary action which may include an oral or written warning, suspension or discharge.

8.2 SEXUAL HARASSMENT

The City of Webster City policy regarding sexual harassment is as follows: Acts of sexual harassment by any employee are prohibited employment practices and are subject to disciplinary measures including discharge.

The Equal Employment Opportunity Commission defines sexual harassment as any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature directed at an employee by an employer or fellow employee. Such conduct is unlawful if submission to it is a condition of employment, used as a basis for making employment decisions affecting the employee, has the effect of unreasonably interfering with the employee's work performance, or creates an intimidating, hostile or abusive work environment.

Please refer to Appendix D: Sexual Anti-Harassment Policy of the City of Webster City for complete information.

8.3 DRUG FREE WORKPLACE POLICY

It is the policy of the City of Webster City to prohibit the unlawful possession, use, dispensation, distribution, or manufacture of controlled substances in the workplace. Violation of this policy will result in disciplinary action up to, and including, termination of employment. Depending upon the circumstance, other action,

including notification of appropriate law enforcement agencies, may be taken against any violator of this policy.

As a condition of employment, staff members must comply with this policy and notify management within (5) days of conviction for any criminal drug violation occurring during work hours or in the workplace. Failure to do so will result in immediate suspension and/or termination of employment. Any staff member arrested in connection with a criminal drug violation occurring during work hours or in the workplace will be on personal leave of absence without pay and could face termination of employment pending the outcome of any legal investigation and conviction.

Please refer to Appendix E: Drug Free Workplace Policy for complete information.

8.4 SMOKING POLICY

In compliance with the Iowa Smokefree Air Act (7/1/08), the City of Webster City has established a smoke-free workplace. All City-owned facilities and grounds are smoke-free as required. All tobacco usage, including smoking, is also prohibited in all City vehicles and equipment. Employees who wish to smoke may do so during designated breaks and lunch hours, outside of City buildings in designated smoking areas.

8.5 WORKPLACE VIOLENCE AND WEAPONS

Violent acts or threats of violent acts destroy workplace security for employees. Therefore, Webster City will not tolerate violent acts or threats of violent acts made by an employee against another person's life, health, well-being, family or property will not be tolerated. Employees are expected to refrain from fighting, "horseplay," or other conduct that may be dangerous to others. Conduct that threatens, intimidates, or coerces another employee, a customer, or a member of the public at any time, including off-duty periods, will not be tolerated. This policy also applies to threats from the general public towards the City or City employees.

No employee will be permitted to possess or carry firearms, explosives or other dangerous weapons on premises owned or occupied by Webster City or in City vehicles. Weapons include, without limitation, guns of any description, long knives, brass knuckles, etc. This excludes firearms and weapons carried by employees as required by their employment.

In order to maintain a safe, efficient, and harmonious organization, the rules and regulations listed below have been established for municipal employees. These rules are not necessarily the only areas in which disciplinary action may be taken if conduct or instances require. These rules may be modified as changing conditions warrant. Each case shall be considered on its merits with due consideration as to the nature of the offense, the cause, the background, likelihood of repetition, and the attitude of the offender.

9.1 DISCIPLINARY ACTION

When an employee's performance falls below the required level or when an employee's conduct falls under one of the causes of action as listed in 9.2 of this section, the director or supervisor shall inform them promptly and specifically of such lapses in the form of a verbal warning. A record of the warning will be made and placed in the employee's personnel file. If appropriate and justified, following a verbal warning, a reasonable time for improvement or correction may be allowed before any further disciplinary action is initiated. If a verbal warning has not resulted in the correction of the condition or more severe initial action is warranted, a written reprimand shall be issued to the employee and a copy placed in the employee's personnel file.

If one or more reprimands have not proven to be effective, or if the seriousness of the events or conditions warrants it, an employee may be suspended without pay by the director, with the approval of the City Manager, for a period not to exceed 30 calendar days for each offense. (See 9.2 of this section for possible causes of such action.)

When other forms of disciplinary action have proved ineffective or the seriousness of the offense or condition warrants it, the City Manager may demote or dismiss the employee for any cause or causes listed in 9.2 of this section.

9.2 POSSIBLE CAUSES FOR ACTION

FOLLOWING IS A LIST OF EMPLOYEE CONDUCT THAT WILL RESULT IN DISCIPLINE TO THE EMPLOYEE UP TO AND INCLUDING DISCHARGE:

1. Theft or willful destruction of property of the city or any employee.
2. Falsifying or supplying false information for the completion of city records.
3. Insubordination or refusing to perform work or reasonable instructions.
4. Possession or use of intoxicants or narcotics on city property.
5. Possession of explosives, firearms or other concealed weapons on the city premises without permission.
6. Intentional abuse of City's time keeping system.
7. Sleeping during working hours.
8. An employee determined to be an aggressor in a fight on city premises.

9. Conviction of a crime carrying a penitentiary sentence.
10. Leaving work site during working hours without signing or clocking out, unless with authorized permission or performing activities related to the employee's job.
11. Reporting to work under the influence of intoxicants or narcotics.
12. Disorderly conduct including use of profane or abusive language, intimidating, threatening, or provoking fellow employees, or other acts showing lack of respect for other people and property.
13. Deliberate defacing of bulletin boards, material thereon, walls or other properties of the city or fellow employees.
14. Falsifying city records or information.
15. Sabotage, causing damage or destruction of tools, equipment, or other property belonging to the city or fellow employees.
16. Unauthorized operation of equipment or use of material or property of the city.
17. Willful violation of safety and health requirements.
18. Habitual unexcused tardiness or absences without just cause.

The list set out above is for the purpose of illustration only and is not intended to include all actions that will subject an employee to discipline.

10.1 PROCESS

If an employee feels unfair treatment has occurred in accordance with City rules and procedures the employee should first discuss the problem with the immediate supervisor. If the problem is not settled to the employee's satisfaction, the following procedures should be used:

STEP 1: Within three working days of the date of the grievance, the employee shall present the grievance in writing to the Director. The Director shall reply in writing within three working days of receipt of the grievance informing the employee of the decision.

STEP 2: In the event the Director's decision is not satisfactory to the employee, the employee may, within three working days, present the grievance in writing to the Grievance Review Board. This Board shall consist of two Directors who are not parties to the dispute (one selected from a revolving list and one selected by the City Manager) and a third member (selected by the grievant) who shall be an employee of the City. The Board shall, within five working days of receipt of the grievance, arrange to meet with the grievant, the Director and witnesses called by either party. The Board shall hold an informal hearing and shall issue a written recommendation within five working days of the close of the hearing.

The written complaint referred to in steps 1, 2 and 3 must contain, at a minimum:

- ❑ A description of the problem;
- ❑ A specific policy or procedure which the employee believes has been violated or misapplied;
- ❑ The date of the circumstances leading to the complaint or the date when the employee first became aware of those circumstances;
- ❑ The remedy sought by the employee to resolve the complaint.

STEP 3: In the event the recommendation of the Board does not satisfy the employee or the Director, or the grievance is an appeal from disciplinary action, the employee or Director may, within five working days, present the grievance in writing to the City Manager. The City Manager shall review the dispute and, where warranted, meet in executive session within ten working days with the parties to the dispute. A written reply to the parties shall be issued within ten working days after the executive session. The decision of the City Manager shall be final and binding.

If disciplinary action has been taken against an employee by the City Manager, and the employee feels unfairly treated in keeping with the policies of the City, the following procedures should be used:

STEP 1: The employee may, within three working days, present the grievance in writing to the Grievance Review Board. This Board shall consist of two Directors or Supervisors who are not parties to the dispute (one selected from a revolving list and one selected by the City Manager) and a third member (selected by the grievant) who shall be an employee of the City. The Board shall, within five working days of the receipt of the grievance, arrange to meet with the grievant and witnesses called by either party. The Board shall hold an informal hearing and shall issue a recommendation within 5 working days to the City Manager as to whether the employee has been fairly treated in keeping with the policies of the City.

STEP 2: The City Manager shall consider the recommendation. A written reply to the employee shall be issued within ten working days of the receipt of the Board's recommendation. The decision of the City Manager shall be final and binding.

APPENDIX A: FAMILY & MEDICAL LEAVE POLICY

In accordance with the Family and Medical Leave Act of 1993, as revised effective January 16, 2009, the City has established a policy that will allow up to 12 weeks of unpaid leave in a 12-month period:

- for an employee's own serious health condition that makes the employee unable to perform the functions of the employee's job;
- for a serious health condition of an employee's child, spouse, or parent where the employee is needed to care for that family member;
- upon birth of a child to care for the child; or
- because of the placement of a child with an employee for adoption or foster care.
- Qualifying exigency leave for families of members of the National Guard and Reserves when the covered military member is on active duty or called to active duty in support of a contingency operation. This includes the employee's spouse, son, daughter, or parent.
- Military caregiver leave (also known as covered service member leave) to care for an ill or injured service member. This leave may be extended to up to 26 workweeks for an employee to care for a spouse, son, daughter, parent or next of kin (defined as the closest blood relative of the injured or recovering service member).

*12 month period – is defined, as a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.

Eligibility

In order to be eligible for Family and Medical Leave an employee must have worked for the City:

- for at least 12 months; and
- for at least 1,250 hours during the year preceding the start of the leave.

FMLA DEFINITIONS

“Serious health condition” means an illness, injury, impairment, or physical or mental condition that involves one of the following:

i) Hospital Care -- Inpatient Care (i.e. an overnight stay) in a hospital, hospice, or residential medical care facility, including any period of incapacity or subsequent treatment in connection with or consequent to such inpatient care.

ii) Absence Plus Treatment -- A period of incapacity of more than three consecutive calendar days (including any subsequent treatment or period of incapacity relating to the same condition) that also involves:

(a) Treatment two or more times by a health care provider, by a nurse or physician's assistant under direct supervision of a health care provider, or by a provider of health care services (e.g., physical therapist) under orders of, or on referral by, a health care provider; or

(b) Treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment under the supervision of the health care provider.

iii) Pregnancy -- Any period of incapacity due to pregnancy or for prenatal care.

iv) Chronic Conditions Requiring Treatment -- A chronic condition which:

(a) Requires periodic visits for treatment by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider;

(b) Continues over an extended period of time (including recurring episodes of a single underlying condition); and

(c) May cause episodic rather than a continuing period of incapacity (e.g., asthma, diabetes, epilepsy, etc.).

v) Permanent/Long-term Conditions Requiring Supervision -- A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective. The employee or family member must be under the continuing supervision of, but need not be receiving active treatment by a health care provider. Examples include Alzheimer's, a severe stroke, or the terminal stages of a disease.

vi) Multiple Treatments (Non-Chronic Conditions) -- Any period of absence to receive multiple treatments (including any period of recovery therefrom) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy), kidney disease (dialysis).

vii) Qualifying exigency leave for families of members of the National Guard or Reserves or of a regular component of the Armed Forces when the covered military member is on covered active duty or called to covered active duty.

An employee whose spouse, son, daughter or parent either has been notified of an impending call or order to covered active military duty or who is already on covered active duty may take up to 12 weeks of leave for reasons related to or affected by the family member's call-up or service. The qualifying exigency must be one of the following:

- a. short-notice deployment
- b. military events and activities
- c. child care and school activities
- d. financial and legal arrangements
- e. counseling
- f. rest and recuperation
- g. post-deployment activities, and
- h. additional activities that arise out of active duty, provided that the employer and employee agree, including agreement on timing and duration of the leave.

viii) Eligible employees are entitled to FMLA leave to care for a current member of the Armed Forces, including a member of the National Guard or Reserves, or a member of the Armed Forces, the National Guard or Reserves who is on the temporary disability retired list, who has a serious injury or illness incurred in the line of duty on active duty for which he or she is undergoing medical treatment, recuperation, or therapy; or otherwise in outpatient status; or otherwise on the temporary disability retired list. Eligible employees may not take leave under this provision to care for former members of the Armed Forces, former members of the National Guard and Reserves, and members on the permanent disability retired list.

In order to care for a covered service member, an eligible employee must be the spouse, son, daughter, or parent, or next of kin of a covered service member.

a) A "son or daughter of a covered service member" means the covered service member's biological, adopted, or foster child, stepchild, legal ward, or a child for whom the covered service member stood in loco parentis, and who is of any age.

b) A “parent of a covered service member” means a covered service member’s biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the covered service member. This term does not include parents “in law.”

c) Under the FMLA, a “spouse” means a husband or wife, including those in same-sex marriages, which were made legal in all 50 United States as of June 26, 2015.

d) The “next of kin of a covered service member” is the nearest blood relative, other than the covered service member’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the service member by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made, and there are multiple family members with the same level of relationship to the covered service member, all such family members shall be considered the covered service member’s next of kin and may take FMLA leave to provide care to the covered service member, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered service member’s only next of kin. For example, if a covered service member has three siblings and has not designated a blood relative to provide care, all three siblings would be considered the covered service member’s next of kin. Alternatively, where a covered service member has a sibling(s) and designates a cousin as his or her next of kin for FMLA purposes, then only the designated cousin is eligible as the covered service member’s next of kin. An employer is permitted to require an employee to provide confirmation of covered family relationship to the covered service member pursuant to § 825.122(k).

“Covered active duty” means:

(a) “Covered active duty” for members of a regular component of the Armed Forces means duty during deployment of the member with the Armed Forces to a foreign country.

(b) (2) *Covered active duty or call to covered active duty status* in the case of a member of the Reserve components of the Armed Forces means duty during the deployment of the member with the Armed Forces to a foreign country under a Federal call or order to active duty in support of a contingency operation, in accordance with 29 CR 825.102.

The leave may commence as soon as the individual receives the call-up notice. (Son or daughter for this type of FMLA leave is defined the same as for child for other types of FMLA leave except that the person does not have to be a minor.) This type of leave would be counted toward the employee’s 12-week maximum of FMLA leave in a 12-month period.

6) Military caregiver leave (also known as covered service member leave) to care for an injured or ill service member or veteran.

An employee whose son, daughter, parent or next of kin is a covered service member may take up to 26 weeks in a single 12-month period to take care of leave to care for that service member.

Next of kin is defined as the closest blood relative of the injured or recovering service member.

The term “covered service member” means:

(a) a member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or

(b) a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during the period of 5 years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy.

The term “serious injury or illness means:

(a) in the case of a member of the Armed Forces (including a member of the National Guard or Reserves), means an injury or illness that was incurred by the member in line of duty on active duty in the Armed Forces (or existed before the beginning of the member’s active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member’s office, grade, rank, or rating; and

(b) in the case of a veteran who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during a period when the person was a covered service member, means a qualifying (as defined by the Secretary of Labor) injury or illness incurred by a covered service member in the line of duty on active duty that may render the service member medically unfit to perform the duties of his or her office, grade, rank or rating.

(c) Outpatient status, with respect to a covered service member, means the status of a member of the Armed Forces assigned to either a military medical treatment facility as an outpatient; or a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.

Return to Work

Unless otherwise permitted by law, an employee who returns to work within the twelve week period or on the first business day following the expiration of the leave, the employee will be offered restoration to the same

position he/she held when leave commenced or to an equivalent position. The City may choose to exempt certain highly compensated employees from this requirement and not return them to the same or an equivalent position.

An employee whose Family and Medical Leave exceeds 12 weeks within a 12-month period will not be guaranteed a job upon return from the leave, unless otherwise required by law.

An employee who fails to return to work at the end of the FMLA leave will be considered as having voluntarily terminated.

The City requires that upon returning from leave due to an employee's serious health condition, the employee must provide Certification from his/her health care provider that the employee is able to resume work and that the employee is fit for duty with regard to the serious health condition that caused the employee's need for Family and Medical Leave.

Request for Leave

Employees must provide 30 days prior notice if the leave is foreseeable. If an employee is unable to provide such notice, notice must be provided as is practicable.

An employee undergoing planned medical treatment will be required to make a reasonable effort to schedule the treatment to minimize disruptions to the City's operation.

Family and Medical Leave Request forms are available from the Administrative Services Director. Requests for Family and Medical Leave should be made by completing a form and returning it to the Administrative Services Director.

Certification

An employee requesting a Family and Medical Leave for a serious health condition must provide the City with Certification from a health care provider as required.

The Administrative Services Director has Certification forms for the health provider to complete. The forms must be fully completed.

The employee should furnish the required Certification when requesting leave or soon after the leave is requested, but not more than 15 calendar days from the start of the requested leave, unless it is not practical under the particular circumstances. During the leave, the City may also require that the employee obtain recertification of the medical condition supporting the leave.

The City has the right to require an employee to obtain an opinion by a health care provider designated and paid for by the City either before or during the leave. If there is a disagreement, a third health care provider will settle the dispute.

Intermittent Leave

If an employee requests intermittent leave, it may be necessary for the City to temporarily transfer him/her to another position that will better accommodate an intermittent or reduced schedule.

Substitution of Paid Leave

Employees taking Family and Medical Leave to care for a child, spouse, or parent with a serious health condition or for their own serious health condition must use all of their available paid sick (40 hours for family), personal, vacation and comp-time hours as part of the leave.

Employees on Family and Medical Leave for the birth or the placement of a child must use all of their available sick, vacation, personal and comp-time hours as part of the leave.

Benefit Continuation

The City will continue to maintain group health insurance coverage for the employee and, where applicable, for his or her dependents during the Family and Medical Leave, up to a maximum of 12 weeks in a 12-month period. Employees must, however, arrange to pay the premium contributions they previously had deducted in order to continue group health or other insurance for themselves and, where applicable, their dependents during the Family and Medical Leave.

An employee is not entitled to benefit accrual during periods of unpaid leave but will not lose anything accrued prior to leave.

If an employee fails to return to work at the end of the Family and Medical Leave, the City may require the employee to reimburse it for the amount the City paid for the employee's health insurance premiums during the leave.

FAMILY/MEDICAL LEAVE FORMS TO BE SUBMITTED BY THE EMPLOYEE

1. Request for Family/Medical Leave
2. Certification of Health Care Provider – if requested
3. Fitness for Duty to Return from Leave – if requested

GENERAL PURPOSE

Whenever an employee travels on behalf of the City, whether it is for business or training, the policies and procedures stated herein shall apply. It is the expressed purpose of these policies and procedures to provide the employee with reasonable travel accommodations and related expenses, while maintaining prudent spending policy. It is each employee's responsibility to learn and abide by these rules. The policies and procedures found in this manual supersede all previous policies, directives and rules governing City travel and training.

APPROVAL PROCESS

City employees must obtain approval from their Director and/or City Manager prior to taking out-of-town trips on City business. The Director shall determine whether the trip is necessary and that the estimated costs are reasonable. A Travel Expense Authorization form shall be forwarded to the Director and/or City Manager for review and approval. The request should be submitted at least thirty (30) days in advance of the trip. The Director and/or City Manager may give blanket approval to employees who attend regularly scheduled meetings. The Director and/or City Manager may waive the thirty (30) day requirement if they feel the best interest of the City is served thereby. **City Manager authorization shall be required for all out-of-state meetings and trainings.**

Directors and/or City Manager are responsible for determining that out-of-town travel is necessary to conduct City business and that travel for seminars, training course, etc. are for the betterment of the City and the employee.

~~Cash advances and reimbursement for meeting expenses may be obtained from the petty cash fund or paid by check. The Finance Director shall establish an appropriate procedure. Cash advances, in excess of expenses, are returned to the City by a personal check attached to the Travel Expense Report. Expenses in excess of cash advances are paid to the employee by check or petty cash. Whenever possible, the city credit card should be used.~~

The Director and/or City Manager reviews the Travel Expense Authorization Form and either approves or denies the request. If the request is approved, the form is then forwarded to Accounts Payable to arrange for the cash advance, pre-registration fees, tuition, etc. to be paid. If the Director has a designated Administrative Support Person to make these arrangements within their departments, Accounts Payable will forward approved form to that designated person for arrangements to be made.

REIMBURSEMENT

Travel Expense Reports shall be turned in to Accounts within three (3) days after reporting back to work. Travel Expense Reports shall be filled out in ink or typed, reviewed by the employee's supervisor, and approved by the Director and/or City Manager. Failure to turn in complete expense reports including all necessary receipts will require the employee to directly reimburse the City for said expenses.

The following expenses will be reimbursed by the city:

(Whenever possible, the city credit card should be used).

Meal Expenses – City employees shall be reimbursed for the actual cost of their meal expenses, not to exceed the current daily allowance dictated by the Internal Revenue Service. Receipts will be required for reimbursement. Any amount paid by the employee in excess of the amount allowed will be the responsibility of the employee.

Airline Tickets - City employees shall be reimbursed the lowest available airfare from a regional airport to the meeting location. Employees shall pay the difference between the actual airfare paid and the lowest airfare available. Employees who travel by air to a meeting and are required to extend their stay to receive a lower airfare shall be reimbursed for the additional hotel/motel expenses, if the savings in the airfare offset the additional expenses.

Hotel/Motel – Hotel/Motel charges will be directly billed to the City of Webster City credit card whenever possible with a verified receipt attached to the Travel Expense Report. In the case this was not possible charges verified by a receipt attached to the Travel Expense Report will be required. Employees shall pay the difference between the rate charged and the single rate, if the employee is accompanied to the meeting by a non-employee. Allowed expenses include room and reasonable room service. Movies, and other ancillary goods or services offered by the hotel/motel are not reimbursable travel expenses.

Taxi/**Ride Service** – Normal charges verified by a receipt attached to the Travel Expense Report.

~~Telephone – The City shall reimburse the employee for telephone usage for local calls, a City calling card or cell phone may be issued for necessary calls to City offices and one daily call to immediate family. These calls should be reasonable in length.~~

Other Expenses – Reasonable and actual expenses not otherwise provided for.

City employees may from time to time during the course of city business pay for the meal of non-city employees. The maximum per meal will remain the same in this situation and receipts will need to be provided for reimbursement.

Alcoholic beverages are not reimbursable travel expenditures.

Travel expenses of spouses and family members will not be eligible for reimbursement.

It is the responsibility of the Director and/or Supervisor to review and approve all travel related expenses. Directors and/or Supervisors are responsible for encouraging cost-effective habits of employees on all matters concerning travel expenses.

CITY VEHICLE

If a City of Webster City vehicle is not available for use as determined by the Director, city employees, using their personal automobiles for City business, will be reimbursed the standard mileage rate as determined by the Internal Revenue Service. The mileage reimbursement shall include the round trip mileage, which should be the shortest distance between Webster City and the meeting location, as determined by the Director and/or Manager's Office. When two or more employees are attending the same seminar, meeting, etc. carpooling shall be practiced.

EMPLOYEE CONDUCT

It shall be the responsibility of the employee to maintain a high standard of integrity and conduct while representing the City of Webster City. Misconduct and/or abuse of the articles set forth in this policy shall result in disciplinary action, as appropriate, up to and including dismissal.

Travel Expense Authorization Form and Travel Expense Report are available in shared folder (Shared/Forms Folder) or from supervisor.

PURPOSE

The purpose of this policy is to provide guidelines regarding the use of the City of Webster City electronic communication systems. For purposes of this policy, electronic communication includes but is not limited to:

- **Computers**
- Electronic Mail (e-mail)
- **MFP Printers**
- Instant messaging
- Internet/Intranet/Extranet access
- Land and cellular telephone and voice mail systems
- Audio and video conferencing systems
- Facsimile messages

USAGE

Employees are encouraged to utilize electronic communication as an appropriate means of communication and research to improve the quality and productivity of employees. Employees shall use these services responsibly and they shall not be used to transmit any improper communications, such as messages which are derogatory, defamatory, or obscene. Use of these communications shall be limited primarily to City business purposes. Use of electronic communication for non-City business purposes is discouraged during work hours.

The use of antivirus program is required on all computers with access to the city network. Any portable storage media such as; flash drives, USB drives, CD's, DVD's, etc. must be scanned by the antivirus program prior to usage by the employee. No unauthorized equipment shall be connected to the network.

PRIVACY

The City reserves the right to monitor electronic communication without prior notification to employees. Users should have no expectation of privacy in the use of these resources. All electronic communication systems are subject to all state and federal rules and laws including the Electronic Communications Privacy Act of 1986.

PUBLIC INFORMATION

Electronic communication is considered to be a public record and may be subject to public disclosure in accordance with applicable law.

SECURITY

Users should not share their system passwords with anyone other than a supervisor or network administrator.

Employees accessing city computers will have a user ID and password/passphrase. Employees will receive current password requirements at the time of orientation. Employees should keep their passwords confidential.

VIOLATIONS

The use of the City's electronic communication systems is a privilege afforded to authorized users. This privilege may be revoked at any time for violations of this policy. The City Manager or a designee will evaluate violations of this policy on a case by case basis. Employees found to have violated this policy, or to have engaged in illegal or unethical practices, will be subject to disciplinary action, which could include termination of employment and criminal prosecution.

The City has and reserves the right to make changes, additions, or deletions to the contents of this policy at any time.

APPENDIX D

ANTI-HARASSMENT POLICY

INTRODUCTION

It is the goal of the City of Webster City to promote a workplace that is free of sexual harassment and other forms of unlawful harassment. To achieve our goal of providing a workplace free from sexual and other forms of harassment, the unacceptable conduct that is described in this policy statement will not be tolerated. Further, the city has provided a procedure by which inappropriate conduct will be dealt with, if encountered by employees. Finally, the City will not tolerate any form of retaliation against an employee who in good faith reports or complains about sexual or other forms of harassment.

DEFINITIONS OF HARASSMENT

a. Sexual harassment constitutes discrimination and is illegal under federal, state and local laws. For the purposes of this policy, sexual harassment is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example: (i) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; ii) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (iii) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, catcalls or touching; insulting or obscene comments or gestures; display or circulation in the workplace of sexually suggestive objects or pictures (including through e-mail); and other physical, verbal or visual conduct of a sexual nature. Sex-based harassment that is harassment not involving sexual activity or language (e.g., male manager yells only at female employees and not males) may also constitute discrimination if it is severe or pervasive and directed at employees because of their sex.

b. Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, national origin, age, disability, alienage or citizenship status, marital status, creed, sexual orientation or any other characteristic protected by law or that of his/her relatives, friends or associates, and that: (i) has the purpose or effect of creating an intimidating, hostile or offensive work environment; (ii) has the purpose or effect of unreasonably interfering with an individual's

work performance; or (iii) otherwise adversely affects an individual's employment opportunities. For employees located in Wisconsin, sexual harassment also includes when the owner or an agent in a position of responsibility engages in conduct that meets the definition of sexual harassment pursuant to Wisconsin law.

Harassing conduct includes, but is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through e-mail).

COMPLAINT PROCEDURE

An employee who believes that he or she has been subjected to sexual or other types of unlawful harassment should report the conduct to the employee's supervisor as soon as possible. If the supervisor is the subject of the report or the employee feels uncomfortable reporting to the supervisor, the employee should report the conduct to the Administrative Services Director, Director of Human Resources, or the City Manager. Your complaint should include details of the incident or incidents, names of the individuals involved, and names of any witnesses.

HARASSMENT INVESTIGATION

When a complaint of harassment is reported, the city will immediately undertake an investigation.

CONFIDENTIALITY

The investigation will be conducted in such a way as to maintain confidentiality to the extent practicable under the circumstances. The investigation will include a private interview with the person filing the complaint and with witnesses. An interview with the person alleged to have committed sexual harassment would also be conducted. When the investigation has been completed, the investigators will, to the extent appropriate, inform the person reporting the alleged harassment the complaint and the person alleged to have committed the harassment, of the results of that investigation.

DISCIPLINARY ACTION

If it is determined a City employee engaged in harassment prohibited by this policy, the employee will be subject to discipline, up to and including termination of employment. Discipline may occur when an investigation reveals conduct on the part of an employee that does not rise to the level of unlawful harassment, but nevertheless is inappropriate. Appropriate action may also be taken to deter further harassment or misconduct.

RETALIATION IS PROHIBITED

The City prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports. Retaliation against an individual for reporting harassment or

discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action.

The City of Webster City views the use of illegal drugs by employees, both on and off the job, as being a significant threat to the safety of fellow employees, the public, and to the maintenance of a productive work environment. Furthermore, tolerance of the use of illegal drugs by its own employees adversely affects the ability of the City to fulfill its responsibilities as a local government charged with the duties of enforcing drug laws and of dealing with many of the problems associated with illegal drugs, to serve as an active and credible force in deterring and, where possible, stopping the traffic and use of illegal drugs in the community. Therefore, the following rules governing the conduct of employees are being prescribed:

On-the-Job Conduct

The use of personal possession (e.g. on the person or in a locker, desk, lunch box, vehicle, etc.) of illegal drugs while on the job, including rest breaks and meal periods, is absolutely prohibited and shall result in an employee's discipline, up to and including discharge. Law enforcement officials shall also be notified to investigate the matter for possible criminal prosecution.

Employees, other than law enforcement officials, who discover apparently illegal drugs while on the job shall immediately notify their supervisor. The supervisor shall investigate the matter and shall promptly turn over the illegal drugs to the police. Law enforcement officials who discover apparently illegal drugs or have such drugs turned over to them shall handle and maintain the drugs as police evidence in accordance with regulations issued by proper authorities.

Off-the-Job Conduct

Any manufacturing, processing, distributing, or sale (including possession with the evident intent to sell) of illegal drugs while on or off the job is absolutely prohibited and shall result in an employee's discipline up to and including discharge. A determination regarding whether to discharge an employee on this basis may be delayed until the conclusion of a criminal prosecution, although a criminal conviction is not necessarily required and discharge may be immediate.

The use or personal possession of illegal drugs while off the job may subject an employee to disciplinary action, which may include discharge. Off-the-job use or personal possession of illegal drugs shall also constitute grounds for management to order an employee to be evaluated for possible treatment.

Treatment

Where management has reasonable cause to believe that an employee may be using illegal drugs on or off the job, even though there may initially be insufficient evidence to sustain disciplinary action, an employee may be ordered to be evaluated for possible treatment. Where treatment is recommended, the employee

shall enter and fully complete an acceptable, bona fide treatment program to retain his or her employment. The employee shall execute any necessary releases to authorize the City to receive periodic verification of the employee's full participation in the treatment program. Generally, only one treatment opportunity will be available during an employee's term of employment.

Employees are strongly encouraged, if they are involved with illegal drugs, to seek treatment before it comes to management's attention. Employees with full-time benefits not only have health plan coverage to help pay the cost of treatment, but can also utilize sick and vacation leave to avoid a loss of income during an in-patient admission. When the City becomes aware of the drug-related problem only by the voluntary seeking of treatment help by the employer, law enforcement officials will not be notified and no disciplinary action will be taken though it may be deemed appropriate to restrict an individual's work assignment for a period of time.

Testing

Employees required to maintain a Commercial Driver's License (CDL) and whose duties include the performance of safety-sensitive functions in connection with the operation of a commercial vehicle are subject to drug testing as required by the federal government in conformance with adopted City of Webster City Drug & Alcohol Testing Policy.

Reporting of Criminal Convictions

Employees are required to report to the City Manager any criminal convictions for an offense related to illegal drug involvement within five (5) days of conviction. For purposes of this provision, a conviction shall include an order granting deferred judgment or sentence. The City Manager shall notify the appropriate federal agencies of such information as may be required by law within ten (10) days of this receipt.

MEMO

TO: Mayor and City Council
FROM : Daniel Ortiz-Hernandez, City Manager
Karyl Bonjour, City Clerk
DATE: November 30, 2021
RE: Redistricting/Reprecincting

SUMMARY: Reprecincting and redistricting are required by both federal and Iowa law and must occur in the year following the year in which the federal census is taken. Cities with a population of 3,500 or more and cities that have more than one precinct must go through the reprecincting process. In 2011, the last time this was done, the City was assisted by the County Auditor to help with the maps and paperwork. Once again, this year, the City has reached out to the County Auditor, and has been provided with the map to view proposed changes for reprecincting. Guidelines to be considered when reprecincting include the following: that each precinct population cannot exceed 3,500, precinct must lie within one legislative district, must be composed of contiguous territory, follow census block boundaries, voter convenience and electoral efficiency and include any annexed territory occurring prior to the Census. A Public Hearing needs to be set on the new precinct boundaries.

PREVIOUS COUNCIL ACTION: This item is only brought to Council every ten years following the completion of new Census data. On August 1, 2011, Council approved to keep the same precinct map that was approved in 2001, without any changes being made. On August 15, 2011, Council passed and adopted Ordinance 2011-1745 pertaining to City Council Precincts and adopting the City Redistricting Plan. All paperwork for reprecincting needed to be filed with the Secretary of State by September 1st, 2011. The paperwork was submitted to the Secretary of State on August 29, 2011. An e-mail reply was received by the City Clerk in regard to the City's reprecincting plan materials. Their office found a couple issues with the plan which prevented them from approving the plan at that time. The required changes were made, and Ordinance No. 2011-1745 needed to be amended reflecting these changes. The initial plan was submitted prior to the deadline, but it was requested by the Secretary of State's Office to make the suggested changes and re-submit the paperwork. Since the precinct boundaries did not change, just the legal description of the precincts, no public hearing needed to be held. Ordinance 2011-1746 was passed and adopted on September 6, 2011.

BACKGROUND/DISCUSSION: All paperwork for reprecincting needs to be filed with the Secretary of State by September 1st, 2021 or no later than 60 days after legislative districts have become law. This year the deadline is January 3rd, 2022 as the Governor did not sign the state redistricting into law until November 4th, 2021. Since the boundaries of the City precincts were adjusted, a Public Hearing needs to be held on the new boundaries established. Once the Public Hearing is held and there are no objections, the changes will be made and presented to Council to amend the Ordinance at the December 20th, 2021 regular City Council Meeting. Due to the timeliness of filing the paperwork with the Secretary of State, First Reading of the amended Ordinance will be presented for approval with the request to waive the second and third reading and pass and adopt at the same meeting. This process has been done the past two times when reprecincting has occurred because of the timeline given Cities to complete the mapping and paperwork is such a small window of days.

FINANCIAL IMPLICATIONS: There are no financial implications with this process that is required to be completed every ten years.

RECOMMENDATION: Recommend the Council approve setting the Public Hearing for new precinct boundaries in the City of Webster City for December 20th, 2021 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa.

ALTERNATIVES: Due to the timeline of submitting the information to the Secretary of State, the Public Hearing for new precinct boundaries needs to be held prior to amending the Ordinance. If the Public Hearing is not set on December 6, 2021, to be held on December 20, 2021, a special meeting would need to be held in order to meet the filing deadline.

RESOLUTION NO. 2021 -

**SETTING TIME AND PLACE FOR A PUBLIC HEARING ON
NEW PRECINCT BOUNDARIES IN THE CITY OF WEBSTER CITY, IOWA**

WHEREAS, reprecincting and redistricting are required by both federal and Iowa law and must occur in the year following the year in which the federal census is taken. Cities with a population of 3,500 or more and cities that have more than one precinct must go through the reprecincting process and this must be filed with the Secretary of State; and

WHEREAS, the 2020 Census for Webster City is approximately 7825; and,

WHEREAS, Webster City, Iowa has changed the Precincts' boundaries; and,

WHEREAS, a public hearing must be held prior to adopting the Ordinance reflecting the reprecincting and redistricting changes.

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 at City Hall on the 20th day of December at 6:05 P.M. on the aforementioned proposed New Precinct Boundaries and that the City Clerk is directed to publish notice as required by law.

Passed and adopted this 6th day of December, 2021.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl Bonjour, City Clerk

NOTICE

Public Notice is hereby given that the City Council of the City of Webster City, Iowa, will hold a Public Hearing in the Council Chambers at City Hall, on the 20th day of December, 2021 at 6:05 P.M., at which time the Council will consider the proposed New Precinct Boundaries for the City of Webster City, Iowa.

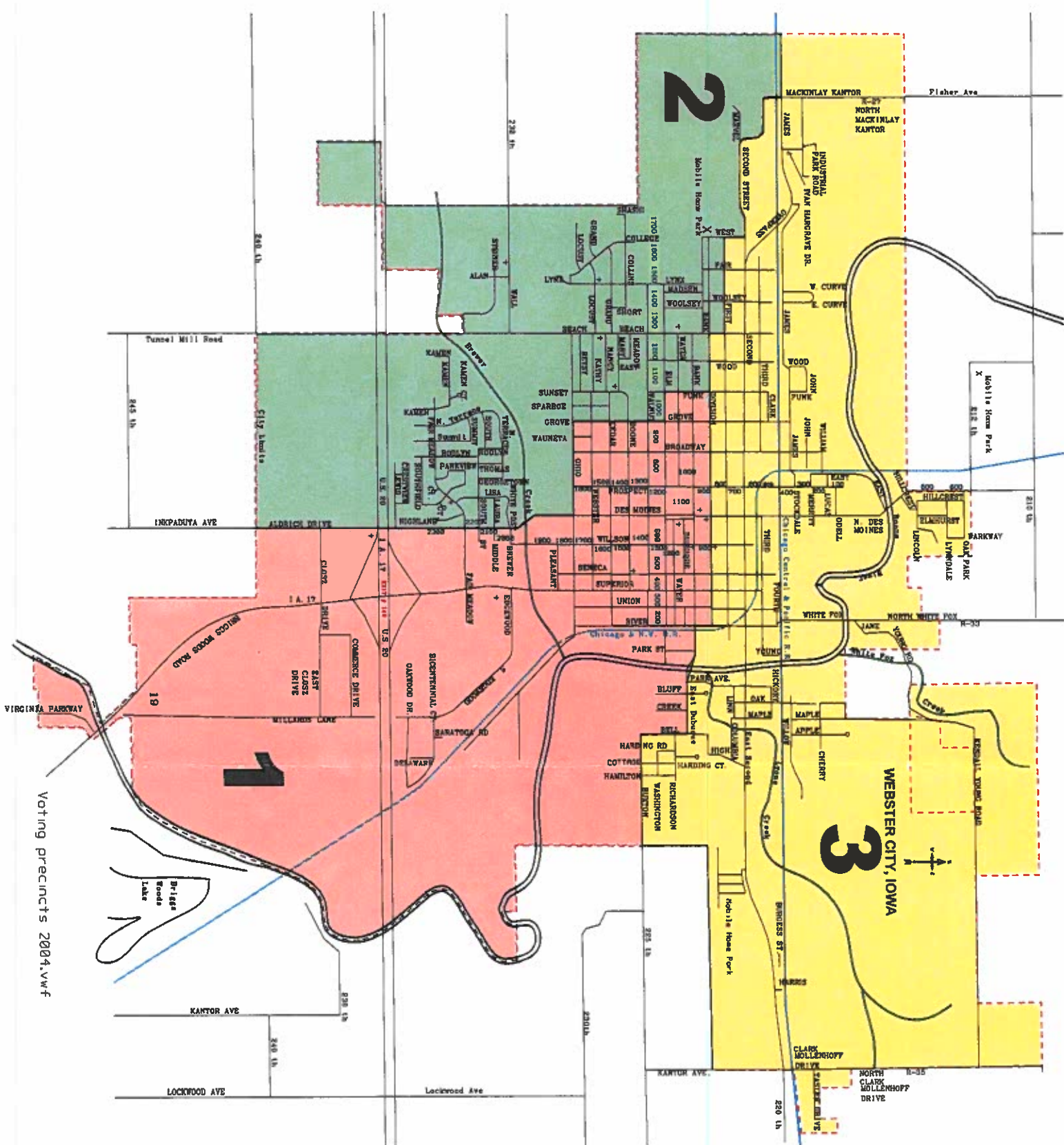
Anyone wishing to be heard for or against the proposed new Precinct Boundaries should appear at the Public Hearing or submit written comments to the City Clerk at City Hall, 400 Second Street, Webster City, Iowa prior to the Public Hearing.

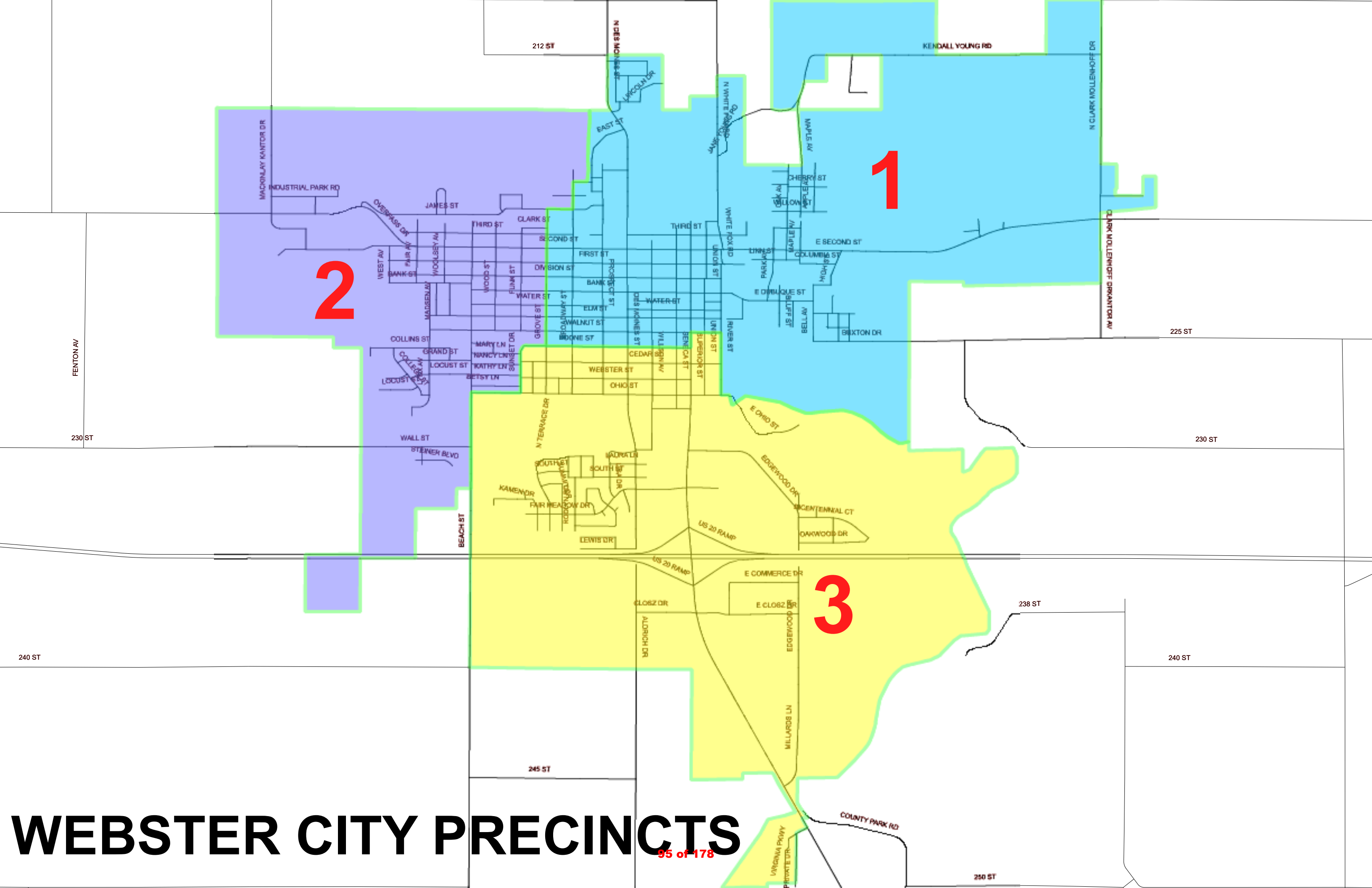
The Public Hearing on the proposed New Precinct Boundaries will be held at the time and place stated above at which time written and oral objections will be heard. The proposed precinct plan/map is available at the City Clerk's Office during regular business hours..

CITY OF WEBSTER CITY

Karyl K. Bonjour, City Clerk

WEBSTER CITY PRECINCTS





WEBSTER CITY PRECINCTS



MEMORANDUM

TO: Mayor and City Council

FROM: Daniel Ortiz-Hernandez, City Manager
Ken Wetzler, Public Works Director

DATE: November 16, 2021

RE: Final Acceptance of the Edgewood Water Main Loop Project

SUMMARY: The Edgewood Water Main Loop Project is complete. Project acceptance and final payment authorization needs to be considered by the City Council. The project consisted of installing a new water main from just north of the City Maintenance Facility to Edgewood Drive.

PREVIOUS COUNCIL ACTION: Council authorized the project in the 2021-2022 CIP. July 19th, 2021 Council awarded the contract to GM Contracting Inc., Lake Crystal, MN.

BACKGROUND/DISCUSSION: The Edgewood Water Main Loop Project will include the installation of approximately 640 Lineal Feet of water main, either 12" PVC or 14" HDPE water main. From the City Maintenance Facility on East Ohio Street going under the Union Pacific Railroad to Edgewood Drive.

The Engineers opinion of probable cost was \$340,050.00
Snyder & Associates Engineering recommended that City award the contract to GM Contracting Inc., Lake Crystal, Minnesota, in the total amount of \$388,938.27. Note attached engineer letter of recommendation.

Original contract with GM Contracting Inc., Lake Crystal, Minnesota	\$ 388,938.27
Change Order # 1 Final Quantity Adjustment	- \$ 1,364.67
Less previous payments	- \$ 356,611.78
Less Pay Application No. 2	<u>- \$ 11,583.14</u>
Net Payment Due in 30 days Retainage	\$ 19,378.68

FINANCIAL IMPLICATIONS: Funding for the project is from the Water Bond funds.

RECOMMENDATION: The Project Engineer and City Staff recommend the approval of the project and be accepted, and authorization of the final pay estimate in the amount of \$11,583.14 and release the retainage in the amount of \$19,378.68 in thirty days to GM Contracting Inc., 19810 515th Ave, Lake Crystal, MN 56055 be approved by resolution.

ALTERNATIVES: N/A

RESOLUTION NO. 2021 -

**APPROVING CHANGE ORDER NO. 1 TO THE EDGEWOOD WATER MAIN LOOP PROJECT
WITH GM CONTRACTING INC., LAKE CRYSTAL, MINNESOTA**

WHEREAS, on July 19th, 2021, the City Council of the City of Webster City, Iowa, did enter into a contract with GM Contracting Inc. 19810 515th Ave, Lake Crystal, Minnesota, for completion of the Edgewood Water Main Loop Project, and

WHEREAS, contract Change Order No. 1 has been prepared as follows:
Reason for change: 100% of the quantities were not used by the contractor on the project.

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

Original Contract Price	\$388,938.27
Contract Price decrease	<u>-\$ 1,364.67</u>
Revised Contract Price	\$387,573.60

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that Change Order No. 1 to the Edgewood Water Main Loop Project, as described above and attached hereto is hereby approved.

Passed and adopted this 6th day of December 2021.

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk

CHANGE ORDER NO. 1

OWNER: City of Webster City

PROJECT: Edgewood Water Main Loop Project
S&A PROJECT #: 120.0424.01

To: GM Contracting, Inc.
Contractor
19810 515th Ave.
Address
Lake Crystal, MN 56055
City, State, Zip

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

1. Description of change to be made:
 INCREASE LINE ITEM 2 - SUBGRADE PREPARATION
 REMOVE LINE ITEM 3 - SUBBASE, GRANULAR, 12"
 ADD & INCREASE LINE ITEM 3 - SUBBASE, GRANULAR, 12" (Revised Cost)
 DECREASE LINE ITEM 4 - TRENCH FOUNDATION
 INCREASE LINE ITEM 6 - WATER MAIN, TRENCHED, PVC, 12"
 INCREASE LINE ITEM 7 - WATER MAIN, TRENCHLESS
 INCREASE LINE ITEM 12 - PAVEMENT, HMA ST MIX, 3"
 DECREASE LINE ITEM 13 - DRIVEWAY, GRANULAR
 INCREASE LINE ITEM 44 - REMOVAL OF PAVEMENT
 DECREASE LINE ITEM 16 - HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1
 DECREASE LINE ITEM 17 - EROSION CONTROL MULCHING, HYDROMULCHING
 INCREASE LINE ITEM 18 - LINEAR EROSION CONTROL
 INCREASE LINE ITEM 19 - TEMPORARY RECP, TYPE 2

2. Reason for Change:
 All Items - Adjust plan quantity to reflect field measured quantities.
 Item 3 - Contractor offered the City a discounted unit price and the City accepted.

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

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
2	SUBGRADE PREPARATION	34.0	SY	\$ 5.00	\$170.00
3	SUBBASE, GRANULAR, 12"	-160.0	SY	\$ 18.75	-\$3,000.00
3	SUBBASE, GRANULAR, 12" (Revised Cost)	194.0	SY	\$ 13.75	\$2,667.50
4	TRENCH FOUNDATION	-80.0	TON	\$ 24.50	-\$1,960.00
6	WATER MAIN, TRENCHED, PVC, 12"	1.0	LF	\$ 220.00	\$220.00
7	WATER MAIN, TRENCHLESS	8.0	LF	\$ 220.00	\$1,760.00
12	PAVEMENT, HMA ST MIX, 3"	34.0	SY	\$ 35.62	\$1,211.08
13	DRIVEWAY, GRANULAR	-25.0	TON	\$ 43.68	-\$1,092.00
14	REMOVAL OF PAVEMENT	34.0	SY	\$ 5.00	\$170.00
16	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1	-0.50	AC	\$ 2,500.00	-\$1,250.00
17	EROSION CONTROL MULCHING, HYDROMULCHING	-0.5	AC	\$ 1,290.00	-\$645.00
18	LINEAR EROSION CONTROL	20.0	LF	\$ 4.00	\$80.00
19	TEMPORARY RECP, TYPE 2	75.0	SY	\$ 4.05	\$303.75
TOTAL					<u>-\$1,364.67</u>

4. This change order will result in a net change in the contract completion time of days and a net change in the cost of the project of -\$1364.67 divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and working days as per (Engineer's Estimate, Contract or last approved C.O.)	\$388,938.27	November 19, 2021
Change due to this C.O. (+ or -)	(\$1,364.67)	
Totals including this C.O.:	\$387,573.60	November 19, 2021

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

GM Contracting, Inc.
CONTRACTOR
By [Signature]

DATE: 11/11/21

Snyder & Associates, Inc.
ENGINEER
By [Signature]

DATE: 11-16-21

City of Webster City
OWNER
By _____

DATE: _____

RESOLUTION NO. 2021 - _____

**ACCEPTING WORK, AUTHORIZING FINAL PAYMENT OF \$11,583.14 AND
RELEASE OF RETAINAGE IN THE AMOUNT OF \$19,378.68 TO
GM CONTRACTING INC., LAKE CRYSTAL, MINNESOTA FOR COMPLETION OF
THE EDGEWOOD WATER MAIN LOOP PROJECT**

WHEREAS, on July 19th, 2021 the City Council of the City of Webster City, Iowa did enter into a contract with GM Contracting Inc., 19810 515th Ave, Lake Crystal, Minnesota, for completion of the Edgewood Water Main Loop Project and,

WHEREAS, the improvements made by this contract was to install a water main from Edgewood Drive to in front of 100 Ohio Street.

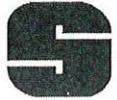
NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa as follows:

1. That the project be accepted as recommended by the Public Works Director and City Staff.
2. That the final estimate in the amount of \$11,583.14 paid now and retainage in the amount of \$19,378.68 is authorized to be paid to GM Contracting Inc., Lake Crystal, Minnesota, thirty days from the date of this resolution.

Passed and adopted this 6th day of December, 2021.

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk



APPLICATION FOR PARTIAL PAYMENT NO. 2

PROJECT: Edgewood Water Main Loop Project
OWNER: City of Webster City
PRIME CONTRACTOR: GM Contracting, Inc.
19810 515th Ave.
Lake Crystal, MN 56055
DATE: December 6, 2021

S&A PROJECT NO.: 120.0424.01

PAYMENT PERIOD: 10/08/21 - 11/10/21

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 388,938.27
Net Change by Change Order: \$ (1,364.67)
Contract Amount to Date: \$ 387,573.60

CONTRACT PERIOD: TOTAL WORKING DAYS
Original Contract Date: July 19, 2021
Original Contract Time: November 19, 2021

2. WORK SUMMARY:

Total Work Performed to Date: \$ 387,573.60
Retainage: 5% \$ 19,378.68
Liquidated Damages: \$ -
Total Earned Less Retainage & LDs: \$ 368,194.92
Less Previous Applications for Payment: \$ 356,611.78
AMOUNT DUE THIS APPLICATION: \$ 11,583.14

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

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

GM Contracting, Inc.
CONTRACTOR
By [Signature] DATE: 11/11/21

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER
By [Signature] DATE: 11-16-21

5. OWNER'S APPROVAL

City of Webster City
OWNER
By _____ DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION OF WORK	QUANTITY										
		EST	ACTUAL	THIS PERIOD	UNIT	UNIT PRICE	TOTAL COST	WORK COMPLETED PREVIOUS	THIS PERIOD	TOTAL COMPLETED	%	CO#
	EARTHWORK											
1	CLEARING AND GRUBBING	1.0	1.00		LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	100%	
2	SUBGRADE PREPARATION	160.0	194.00	194.0	SY	\$ 5.00	\$ 800.00	\$ -	\$ 970.00	\$ 970.00	121%	1
3	SUBBASE, GRANULAR, 12"	160.0	0.00		SY	\$ 18.75	\$ 3,000.00	\$ -	\$ -	\$ -	0%	1
	TRENCH AND TRENCHLESS CONSTRUCTION											
4	TRENCH FOUNDATION	80.0	0.00		TON	\$ 24.50	\$ 1,960.00	\$ -	\$ -	\$ -	0%	1
5	TRENCH COMPACTION TESTING	1.0	1.00		LS	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ -	\$ 1,250.00	100%	
	WATER MAIN AND APPURTENANCES											
6	WATER MAIN, TRENCHED, PVC, 12"	90.0	91.00		LF	\$ 220.00	\$ 19,800.00	\$ 20,020.00	\$ -	\$ 20,020.00	101%	1
7	WATER MAIN, TRENCHLESS	430.0	438.00		LF	\$ 220.00	\$ 94,600.00	\$ 96,360.00	\$ -	\$ 96,360.00	102%	1
8	WATER MAIN WITH STEEL CASING PIPE, TRENCHLESS	120.0	120.00		LF	\$ 695.00	\$ 83,400.00	\$ 83,400.00	\$ -	\$ 83,400.00	100%	
9	VALVE, GATE, 4"	1.0	1.00		EA	\$ 2,575.79	\$ 2,575.79	\$ 2,575.79	\$ -	\$ 2,575.79	100%	
10	VALVE, GATE, 12"	2.0	2.00		EA	\$ 4,233.62	\$ 8,467.24	\$ 8,467.24	\$ -	\$ 8,467.24	100%	
11	TAPPING VALVE ASSEMBLY 12" x 12"	1.0	1.00		EA	\$ 6,392.79	\$ 6,392.79	\$ 6,392.79	\$ -	\$ 6,392.79	100%	
	STREETS AND RELATED WORK											
12	PAVEMENT, HMA ST MIX,3'	160.0	194.00	194.0	SY	\$ 35.62	\$ 5,699.20	\$ -	\$ 6,910.28	\$ 6,910.28	121%	1
13	DRIVEWAY, GRANULAR	25.0	0.00		TON	\$ 43.68	\$ 1,092.00	\$ -	\$ -	\$ -	0%	1
14	REMOVAL OF PAVEMENT	160.0	194.00		SY	\$ 5.00	\$ 800.00	\$ 970.00	\$ -	\$ 970.00	121%	1
15	TEMPORARY ACCESS ROAD	1.0	1.00		LS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	100%	
	SITE WORK AND LANDSCAPING											
16	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1	1.0	0.50	0.40	AC	\$ 2,500.00	\$ 2,500.00	\$ 250.00	\$ 1,000.00	\$ 1,250.00	50%	1
17	EROSION CONTROL MULCHING, HYDROMULCHING	1.0	0.50	0.50	AC	\$ 1,290.00	\$ 1,290.00	\$ -	\$ 645.00	\$ 645.00	50%	1
18	LINEAR EROSION CONTROL	100.0	120.00		LF	\$ 4.00	\$ 400.00	\$ 480.00	\$ -	\$ 480.00	120%	1
19	TEMPORARY RECP, TYPE 2	225.0	300.00		SY	\$ 4.05	\$ 911.25	\$ 1,215.00	\$ -	\$ 1,215.00	133%	1
	MISCELLANEOUS											
20	MOBILIZATION	1.0	1.00		LS	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 150,000.00	100%	
TOTAL BASE BID CONTRACT = \$ 388,938.27 \$ 375,380.82 \$ 9,525.28 \$ 384,906.10 99%												

6. DETAILED ESTIMATE OF WORK COMPLETED:

	CHANGE ORDER NO. 1	QUANTITY										
		EST	ACTUAL	THIS PERIOD	UNIT	UNIT PRICE	TOTAL COST	WORK COMPLETED PREVIOUS	WORK COMPLETED THIS PERIOD	TOTAL COMPLETED	%	CO#
	EARTHWORK											
2	SUBGRADE PREPARATION	34.0			SY	\$ 5.00	\$ 170.00	\$ -	\$ -	\$ -	0%	
3	SUBBASE, GRANULAR, 12"	-160.0			SY	\$ 18.75	\$ (3,000.00)	\$ -	\$ -	\$ -	0%	
3	SUBBASE, GRANULAR, 12" (Revised Cost)	194.0	194.00	194.0	SY	\$ 13.75	\$ 2,667.50	\$ -	\$ 2,667.50	\$ 2,667.50	100%	
	TRENCH AND TRENCHLESS CONSTRUCTION											
4	TRENCH FOUNDATION	-80.0			TON	\$ 24.50	\$ (1,960.00)	\$ -	\$ -	\$ -	0%	
	WATER MAIN AND APPURTENANCES											
6	WATER MAIN, TRENCHED, PVC, 12"	1.0			LF	\$ 220.00	\$ 220.00	\$ -	\$ -	\$ -	0%	
7	WATER MAIN, TRENCHLESS	8.0			LF	\$ 220.00	\$ 1,760.00	\$ -	\$ -	\$ -	0%	
	STREETS AND RELATED WORK											
12	PAVEMENT, HMA ST MIX,3"	34.0			SY	\$ 35.62	\$ 1,211.08	\$ -	\$ -	\$ -	0%	
13	DRIVEWAY, GRANULAR	-25.0			TON	\$ 43.68	\$ (1,092.00)	\$ -	\$ -	\$ -	0%	
14	REMOVAL OF PAVEMENT	34.0			SY	\$ 5.00	\$ 170.00	\$ -	\$ -	\$ -	0%	
	SITE WORK AND LANDSCAPING											
16	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1	-0.5			AC	\$ 2,500.00	\$ (1,250.00)	\$ -	\$ -	\$ -	0%	
17	EROSION CONTROL MULCHING, HYDROMULCHING	-0.5			AC	\$ 1,290.00	\$ (645.00)	\$ -	\$ -	\$ -	0%	
18	LINEAR EROSION CONTROL	20.0			LF	\$ 4.00	\$ 80.00	\$ -	\$ -	\$ -	0%	
19	TEMPORARY RECP, TYPE 2	75.0			SY	\$ 4.05	\$ 303.75	\$ -	\$ -	\$ -	0%	
TOTAL CHANGE ORDER NO. 1 = \$ (1,364.67) \$ - \$ 2,667.50 \$ 2,667.50												
TOTAL CHANGE ORDERS = \$ (1,364.67) \$ - \$ 2,667.50 \$ 2,667.50												
TOTAL ORIGINAL CONTRACT & CHANGE ORDERS = \$ 387,573.60 \$ 375,380.82 \$ 12,192.78 \$ 387,573.60 100%												

CERTIFICATE OF COMPLETION

EDGEWOOD WATER MAIN LOOP PROJECT

Webster City, Iowa

November 16, 2021

We hereby declare that we have made an on-site review of the completed construction of the *Edgewood Water Main Loop Project* as performed by GM Contracting, Inc.

As Engineers for the project, it is our opinion that the work performed is in substantial conformance with the plans and specifications, and that the final amount of the Contract is **\$387,573.60**. I hereby recommend acceptance of the project.

Respectfully submitted,

SNYDER & ASSOCIATES, INC.



Toni R. Tabbert, P.E.

Civil Engineer

Snyder & Associates, Inc.

Iowa License Number P23665

MEMORANDUM

TO: City Manager and City Council

FROM : Daniel Ortiz-Hernandez, City Manager
Nicholas Knowles, Interim Water/Wastewater Supervisor

DATE: December 6, 2021

RE: Primary Digester Cleaning

SUMMARY: Due to frequent plugging of the heat exchange sludge valve, the primary digester is in need of immediate cleaning to prevent future plugging and damage to the heat exchanger and related components. Staff obtained a quote for the cleaning of the primary digester and anticipates it will not exceed \$50,000. Staff is requesting the City Council authorize the City Manager to make necessary budget amendments and sign Nutri-Ject Systems, Inc. quotation for cleaning of the primary digester.

PREVIOUS COUNCIL ACTION: N/A

BACKGROUND/DISCUSSION: In the last 30 days, the Wastewater Treatment Plant has experienced 16 plugs in the heat exchange sludge valve. The City's primary digester was last cleaned in 2009. The plugs in the heat exchange sludge valve will continue to happen until the digester is cleaned. Unfortunately, this is not an item that was budgeted for; however, it crucial and very necessary to prevent possible damage to pumps and the heat exchanger. If we don't clean the digester soon, the plugs could become as frequent as occurring multiple times a day. The seal on the pump that is part of the valve that keeps plugging is currently bad and is getting worse as the plugging continues.

The heat exchanger helps the bugs in the digester break down the solids. If this is not working properly, we could see the volatile acids lab results come back out of compliance and a loss of bugs from the primary digester to the storage tank. This could cause lab results for sludge in the storage tank to affect the class the City falls into for land application and trigger the City to need more land to spread the sludge on, modifying the City's current operations and costing the City more money in the long run. The cost to clean the digester is estimated to be between \$30,000-\$50,000.

The cleaning of the digester has been deemed an emergency to ensure the City maintains compliance with DNR permit requirements and continues to maintain operations. Staff is coordinating having a contractor clean the digester as soon as possible upon. Staff is requesting

that the City Council authorize the City Manager to make necessary budget amendments to cover the costs associated with the primary digester cleaning in an amount not to exceed \$50,000.



Figure 1: Plug Contents



Figure 2: Heat exchanger should be around 95 degrees.



Figure 3: Bad Seal around Pump tied to Plugging Valve

FINANCIAL IMPLICATIONS: This would have to be amended on the city budget.

RECOMMENDATION: Staff recommends the City Council authorize the City Manager to make necessary budget amendments and sign the quotation from Nutri-Ject Systems, Inc.

RESOLUTION NO. 2021 –

RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN A QUOTATION FOR CLEANING OF THE PRIMARY DIGESTER WITH NUTRI-JECT SYSTEMS, INC. AND AUTHORIZING THE CITY MANAGER TO MAKE NECESSARY BUDGET AMENDMENTS TO PAY FOR SERVICES RENDERED

WHEREAS, the heat exchange sludge valve at the wastewater treatment plant is experiencing frequent plugging; and

WHEREAS, the wastewater operators are unplugging the line manually multiple times a week: and

WHEREAS, the wastewater operators' volatile acids test will start to fluctuate, possibly putting the City of Webster City out of compliance with the NPDES permit; and

WHEREAS, the City of Webster City could be out of compliance with NPDES permit; and

WHEREAS, the services provided are described in the quotation attached as Exhibit "A"; and

WHEREAS, the required professional services were not part of the FY 2021-22 budget; and

WHEREAS, the FY 2021-22 requires a budget amendment to pay for the services rendered; and

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

SECTION 1: Authorizes the City Manager to sign the quotation between the City of Webster City and NUTRI-JECT SYSEMS, Inc.

SECTION 2: Authorizes the City Manager to make necessary budget amendments required to pay for the services rendered in an amount not to exceed \$50,000.

Passed and adopted this 6th day of December, 2021.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

NUTRI-JECT SYSTEMS, INC.

515 FIFTH STREET - PO BOX 398 - HUDSON, IOWA 50643

Phone: 319-988-4205 Fax: 319-988-3506

Turnkey Biosolids Management

Dredging, Digester Cleaning, Biosolids Hauling,

Land Application of Dry and Liquid Biosolids

High Pressure Water Blasting

QUOTATION FOR:	City of Webster City PO Box 217 Webster City, IA 50595 Attn: Chad Dingman Phone: 515-297-0109	DATE OF QUOTE:	11/19/21
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WE ARE PLEASED TO SUBMIT A QUOTATION FOR THE FOLLOWING:
Digester cleaning, transportation, and land application of biosolids at Webster City, IA

We propose to provide all material and labor to clean (1) one 40.0' in diameter digester located at the City of Webster City's WWTP. Our services to include pumping, liquefying, and grinding the contents with a (Flygt submersible chopper pump) and then into a (Vogelsang grinder) and transferring the biosolids into leak proof semi tankers for final transportation to our field applicator for application on suitable farm fields located and procured by Nutri-Ject Systems, Inc.

Digester cleaning & land application\$ 21,500.00 lump sum for the (**cone portion**).
Sidewall cleaning & land application.....\$ 2,684.00 per foot of sidewall above the cone.

This proposal is based upon our being provided free access to the tank, electrical power 480v/240v 3 phase power for our pump and your electrician wiring our disconnect panel to your source of power, the placement and removal of our pump on the tank lid, the pump weighs approximately 600lbs, and a source of water for mixing of heavy solids for fire hosing clean up work. All access hatches to be open upon our arrival on site to allow for ventilation. This quote is also inclusive of all confined space procedures.

Our services to include all IDNR/EPA, procurement of suitable fields, soil testing, and agronomic calculations. City to provide a current analysis. Land application will be completed in strict accordance to all IDNR/EPA regulations pertaining to the land application of biosolids and upon completion within 10 days full reports will be forwarded detailing total dry tons and acres applied, dry tons per acre, agronomic loadings as well as all micro/macro nutrients and trace metals. An addendum for submission as an attachment to the City of Webster City's annual biosolids report.

Quantities shown are estimated and not guaranteed; they are solely for establishing the initial unit price for the services listed above. Final charges will be based upon actual quantities.

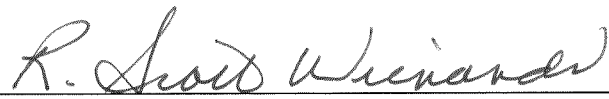
TERMS: 15 DAYS

DELIVERY: AS SCHEDULED

CUSTOMER'S NAME:

NUTRI-JECT SYSTEMS, INC.

By:



Date:

R. Scott Wienands, President

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers.

MEMORANDUM

TO: Mayor and City Council

FROM : Daniel Ortiz-Hernandez, City Manager
Biridiana Bishop, Assistant City Manager

DATE: December 6, 2021

RE: Approval of Resolution Authorizing the City Clerk and the Mayor to Sign and Execute Option Agreement for Purchase of Lot 5, Home Fourth Addition in Webster City, Iowa

SUMMARY: The City of Webster City is currently in the Planning and Design phase of the new Wastewater Treatment Plant project. This project also includes force mains that will require land acquisition or easements in order to construct.

PREVIOUS COUNCIL ACTION:

N/A

BACKGROUND/DISCUSSION:

The City is currently in the planning and design phase of the new wastewater treatment plant project. The project includes force main routes that will require land acquisition. Staff is recommending entering into an option to purchase agreement with the Seller of Lot 5, Home Fourth Addition in Webster City, Iowa for a period of six months. This option to purchase agreement will provide the City the exclusive right of option to purchase the land. A \$1,000 deposit is necessary to secure the exclusive right of option to purchase the land.

In the event the City has to proceed with an alternate force main route, the option to purchase agreement would be terminated and the \$1,000 deposit would be forfeited; however, staff believes it is in the City's best interest to proceed with securing the exclusive right of option to purchase the land.

The attached agreement has been reviewed by the City Attorney.



FINANCIAL IMPLICATIONS:

The \$1,000 deposit will be paid for from the Sewer Fund and if purchased, the remaining \$27,800 will be paid for from the Sewer Fund. Should the City decide not to purchase the land, it will forfeit the \$1,000 deposit.

RECOMMENDATION:

Recommend City Council approve.

RESOLUTION NO. 2021 –

RESOLUTION AUTHORIZING THE CITY CLERK AND THE MAYOR TO SIGN AND EXECUTE OPTION AGREEMENT FOR PURCHASE OF LOT 5, HOME FOURTH ADDITION IN WEBSTER CITY, IOWA

WHEREAS, the City of Webster City will be constructing a new Wastewater Treatment Plant to provide adequate sanitary sewer services to its inhabitants; and

WHEREAS, the construction of the new Wastewater Treatment Plant will require force mains to carry sewage to the new plant; and

WHEREAS, the force main route will require the acquisition of land to convey sewage to the new Wastewater Treatment Plant; and

WHEREAS, the City desires to obtain an option for a period of time to purchase lot 5, home fourth addition in Webster City based on the conditions outlined in the attached agreement under Exhibit "A"; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Webster City, Iowa, authorize the Mayor and City Clerk to sign and execute Option Agreement for Purchase between the City of Webster City and Struchen Rentals, LLC.

Passed and adopted this 6th day of December, 2021.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

EXHIBIT "A"

OPTION AGREEMENT FOR THE PURCHASE OF REAL ESTATE

THIS AGREEMENT, made and entered into on this ____ day of November 2021 (the "Effective Date"), by and between Struchen Rentals, LLC, whose address for purposes of this Agreement is 2759 Little Wall Lake Drive, Jewell, Iowa, ("Seller") and the City of Webster City, Iowa, a Municipal Corporation, whose address for purposes of this Agreement is 400 2nd Street, Webster City, Iowa, ("City").

WITNESSETH:

WHEREAS, Seller owns real estate legally described as:

Lot 5, Home Fourth Addition in Webster City, Iowa (the "Real Estate")
and,

WHEREAS, City desires to obtain an option for a period of time, in accordance with the terms herein, to purchase said Real Estate consisting of a vacant lot from Seller, subject to the terms outlined below.

WHEREAS, the Parties have reached an agreement on the terms and provisions for the option to purchase and wish to herein reduce their agreement to writing for formal execution and acknowledgement.

IT IS THEREFORE AGREED as follows, to-wit:

1. Optioned Property: Seller hereby grants to City the exclusive right of option to purchase the Real Estate legally described above.
2. Option Payment: Seller hereby acknowledges as consideration for this option, the receipt of the sum of one thousand dollars and no cents (\$1,000.00), plus the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.
3. Option Term: City shall have the exclusive right to exercise the option for a period of six (6) months following execution of this Agreement by both parties. This Option Term may be extended at any time beyond the six (6) month option period by written agreement between the Parties in which both Parties agree and consent to said extension.
4. Purchase Price: The purchase price to be paid by City shall be twenty-eight thousand, ~~eight hundred dollars~~ and no cents (\$28,800.00) ("Purchase Price"), minus the Option

Payment amount.

5. Closing: Unless the Parties mutually agree to a deferred date, possession shall be delivered and closing shall occur within forty-five (45) days after City executes said option and delivery by Seller of an abstract showing marketable title. For this Agreement, both Parties acknowledge that time is of the essence.

6. Access to Real Estate: Seller agrees that during the Option Term, City and City's employees, designated agents and contractors shall have the right upon twenty-four (24) hour advanced telephone notice to Seller (or such shorter time period if approved by Seller) to enter the Real Estate for purposes of conducting any inspections and/or tests as provided hereunder. City, at its sole expense, may inspect and make soil test and other tests at any reasonable time during the Option Term. City agrees to repair any damage to the Property caused by City's exercise of its rights under this section. City shall indemnify and hold Seller harmless with respect to all costs and expenses (including, without limitation reasonable attorneys' fees) incurred by Seller due to City's (i) entry onto the Real Estate, and (ii) failure to repair any damage to the Real Estate caused by City's entry onto the Real Estate. This provision shall survive the Closing or termination of this Agreement.

7. Seller's Representations and Warranties: As a material inducement to the execution and delivery of this Agreement by City and the performance by City of its duties and obligations hereunder, Seller does hereby warrant and represent to City as of the Effective Date, and as of the date of Closing:

(a) Information: Except as set forth herein, Seller has no knowledge of any information affecting the Real Estate that has or would have a material adverse impact on City's ability to use, lease and operate the Real Estate for City's Intended Use, herein defined as for the purposes of constructing water mains, sewer mains, storm sewer mains and other utilities.

(b) Legal Compliance: Except as disclosed in writing to City prior to the expiration of the Option Term, there are no past or continuing violation, or alleged violation, of any legal requirement affecting the Real Estate; including, without limitation, any past or continuing violation or alleged violation of any local, state or federal environmental, building, zoning, subdivision, fire or other law, statute, ordinance, code, regulation, rule or order (collectively, "Laws").

(c) Litigation: To the best of Seller's knowledge, there are no pending or threatened claims, actions, suits, litigation or governmental proceeding affecting the Real Estate or which could result in a potential lien against the Real Estate.

(d) Other Agreements: To the best of Seller's knowledge, there are no agreements or understandings, oral or written, with any person, entity or governmental authority affecting the Real Estate which could give rise to claims affecting the Real Estate.

(e) Environmental Matters: To the best of Seller's knowledge, the Real Estate is not in violation of any Environmental Laws (as defined below) and Seller has no knowledge of (i) the presence on or about the Real Estate of any Hazardous Materials (as defined below); (ii) any release or threatened release of any Hazardous Materials on or affecting the Real Estate; or (iii) the existence of any underground storage tanks on or about the Real Estate. Seller has received no notice of any investigation or proceeding by any governmental agency concerning the presence or alleged presence, release or threatened release of Hazardous Materials on the Real Estate. The term "Environmental Law" includes any federal, state or local law, ordinance or regulation pertaining to health, industrial hygiene, waste disposal, or the environment, including, without limitation: the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980, the federal Superfund Amendments and Reauthorization Act of 1986, the federal Resource Conservation and Recovery Act of 1976, the federal Clean Air Act, the federal Water Pollution Control Act and federal Clean Air Act of 1977, the federal Insecticide, Fungicide and Rodenticide Act, the federal Pesticide Act of 1977, the federal Toxic Substances Control Act, the federal Safe Drinking Water Act, the federal Hazardous Materials Transportation Act, and any amendments thereto and regulations adopted and publications promulgated pursuant thereto. The term "Hazardous Materials" includes oil and petroleum products, asbestos, polychlorinated biphenyl, radon and urea formaldehyde, and any other materials classified as hazardous or toxic or as pollutants or contaminants under any Environmental Law. If Seller has received or at any time does receive notice, knowledge or information as to the presence, alleged presence, release or threatened release of Hazardous Materials on or about the Real Estate other than as previously disclosed by Seller to City, Seller agrees to provide to City all information and data as to such Hazardous Materials immediately upon receipt of same.

(f) Authority: Seller has full right, power and authority to sell, convey and transfer the Real Estate as provided in this Agreement. The execution and delivery of this Agreement is, and the execution and delivery of all documents required of Seller hereunder when delivered by Seller will be, duly authorized, validly and legally binding upon Seller and enforceable in accordance with their respective terms, and Seller shall provide such documentation to City and to the Closing Agent sufficient to evidence such authority.

8. Abstract and Title: Unless the Parties agree to defer, as soon as reasonably possible after receipt of notice of the option being exercised, but in no event later than fifteen (15) days after such notice of exercise, Seller shall continue at Seller's expense and deliver to City an abstract(s) of title. The abstract(s) shall be continued to and include the date of exercise of the option (unless a deferred date is agreed) and shall show marketable title in conformity with this Agreement, the Iowa Land Title laws, and the Title Standards of the Iowa State Bar Association. In the event City determines there are any valid objections to the title, then Seller will use due diligence to remove such objections at Seller's expense prior to closing. If such objections cannot be removed prior to closing, then City may elect to purchase said property subject to such objections or may elect to terminate this Agreement. In the event of termination of this Agreement for failure of title, then all payments made previously shall be returned to City.

9. Real Estate Taxes: In the event of the exercise of the option contained herein,

Seller shall be responsible for real estate taxes attributable to the period of time to the date of closing. In other words, real estate taxes shall be prorated in the customary fashion.

10. Assessments: Seller shall pay all assessments which are liens as of the date of closing.

11. Insurance: Seller shall retain liability insurance on the premises until the date of closing when possession is transferred to City.

12. Warranty Deed: Upon payment of the purchase price, Seller shall execute and deliver to City or its successor or assign, a Warranty Deed conveying to City good and marketable title to the property, together with all mineral, oil and gas rights, in fee simple absolute, free and clear of all liens, and encumbrances, except those excepted only for recorded easements. Seller will not record additional easements during the term of the option contained herein without City's prior written consent.

13. Condition of Property: Seller agrees that the property shall remain in the same condition as of the date of execution of this Agreement until and through the date of closing and that Seller will prevent and refrain from any use of the property for any purpose or in any manner which will adversely affect City's intended use or purpose of or for the property. Normal wear and tear and acts of God are excluded. In the event of such action, City may, without liability, refuse to accept the conveyance of title and to declare this Agreement null and void and of no further effect, and receive a refund of any funds previously given to Seller, alternatively, City may elect to accept the conveyance of title to the property.

14. Failure to Exercise Option: In the event City fails or neglects to timely exercise the option or in any other manner fails to timely fulfill the terms of this Agreement, all sums paid to Seller shall be forfeited to and become the property of Seller and neither party shall have any further rights or claims against the other.

15. Assignment: It is expressly agreed and understood that neither Party shall assign their interest and/or benefits of this Agreement without first obtaining prior written consent from the other Party. Either Party shall have the right to refuse consent of said assignment for any reason or no reason at all.

16. Successors and Assigns: Should either party agree to allow an assignment of this Agreement, this Agreement shall become binding upon and inures to the benefit of successors and assigns. In the event of assignment, a complete copy of the assignment document shall be promptly given to the other party. An assignment shall not relieve the assignor of performing unless the Parties otherwise agree in writing.

17. Entire Agreement: This Agreement contains the complete Agreement between the Parties and shall, as of the effective date of this Agreement, supersede all other Agreements between the Parties. The Parties stipulate that neither has made any representations including the execution and delivery of this Agreement except such representations as are specifically set forth

in this Agreement, and each of the Parties acknowledges they have relied on its own judgment in entering into this Agreement. The Parties further acknowledge that any payments or representations that may have been made by either to the other prior to the date of executing this Agreement are of no effect and that neither has relied on such payments or representations in connection with his or its dealings with the other.

18. Modification of Agreement: Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party.

19. Effect of Partial Invalidity: The validity of any portion of this Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid by a court of competent jurisdiction, the Parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both Parties subsequent to the holding of the invalid provision.

20. Governing Law: This Agreement and rights and duties hereunder shall be construed in accordance with the laws of the State of Iowa.

21. No Waiver: The failure of either party to this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any terms and conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

22. Section Headings: The titles to the Sections of this Agreement are solely for the convenience of the Parties and shall not be used to explain, modify, simplify, or aide in the interpretation of the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be exercised to be effective the day and year as first set forth above.

**Struchen Rentals, LLC,
an Iowa Limited Liability Company**

By: _____

(Name and Title)

**City of Webster City, Iowa
a Municipal Corporation**

By: _____

John Hawkins, Mayor

ATTEST:

By: _____

Karyl Bonjour, City Clerk

STATE OF IOWA, COUNTY OF HAMILTON: ss

On this 16 day of November, 2021, before me, a Notary Public in and for the State of iOWA, personally appeared David Struchen, to me personally known, and, who, being by me duly sworn, did say that he is the owner of Struchen Rentals, LLC; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the entity, by authority of its Members and that David Struchen acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the entity, by it voluntarily executed.



Michelle Oskvig
Notary Public in and for the State of
Iowa

STATE OF IOWA, COUNTY OF HAMILTON: ss

On this _____ day of November, 2021, before me, a Notary Public in and for the State of Iowa, personally appeared John Hawkins, to me personally known, and, who, being by me duly sworn, did say that he is the Mayor of Webster City, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council and that John Hawkins acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of
Iowa.

OPTION AGREEMENT FOR THE PURCHASE OF REAL ESTATE

THIS AGREEMENT, made and entered into on this _____ day of November 2021 (the "Effective Date"), by and between Struchen Rentals, LLC, whose address for purposes of this Agreement is 2759 Little Wall Lake Drive, Jewell, Iowa, ("Seller") and the City of Webster City, Iowa, a Municipal Corporation, whose address for purposes of this Agreement is 400 2nd Street, Webster City, Iowa, ("City").

WITNESSETH:

WHEREAS, Seller owns real estate legally described as:

Lot 5, Home Fourth Addition in Webster City, Iowa (the "Real Estate")
and,

WHEREAS, City desires to obtain an option for a period of time, in accordance with the terms herein, to purchase said Real Estate consisting of a vacant lot from Seller, subject to the terms outlined below.

WHEREAS, the Parties have reached an agreement on the terms and provisions for the option to purchase and wish to herein reduce their agreement to writing for formal execution and acknowledgement.

IT IS THEREFORE AGREED as follows, to-wit:

1. Optioned Property: Seller hereby grants to City the exclusive right of option to purchase the Real Estate legally described above.
2. Option Payment: Seller hereby acknowledges as consideration for this option, the receipt of the sum of one thousand dollars and no cents (\$1,000.00), plus the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.
3. Option Term: City shall have the exclusive right to exercise the option for a period of six (6) months following execution of this Agreement by both parties. This Option Term may be extended at any time beyond the six (6) month option period by written agreement between the Parties in which both Parties agree and consent to said extension.
4. Purchase Price: The purchase price to be paid by City shall be twenty-eight thousand, eight hundred dollars and no cents (\$28,800.00) ("Purchase Price"), minus the Option

Payment amount.

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6. Access to Real Estate: Seller agrees that during the Option Term, City and City's employees, designated agents and contractors shall have the right upon twenty-four (24) hour advanced telephone notice to Seller (or such shorter time period if approved by Seller) to enter the Real Estate for purposes of conducting any inspections and/or tests as provided hereunder. City, at its sole expense, may inspect and make soil test and other tests at any reasonable time during the Option Term. City agrees to repair any damage to the Property caused by City's exercise of its rights under this section. City shall indemnify and hold Seller harmless with respect to all costs and expenses (including, without limitation reasonable attorneys' fees) incurred by Seller due to City's (i) entry onto the Real Estate, and (ii) failure to repair any damage to the Real Estate caused by City's entry onto the Real Estate. This provision shall survive the Closing or termination of this Agreement.

7. Seller's Representations and Warranties: As a material inducement to the execution and delivery of this Agreement by City and the performance by City of its duties and obligations hereunder, Seller does hereby warrant and represent to City as of the Effective Date, and as of the date of Closing:

(a) Information: Except as set forth herein, Seller has no knowledge of any information affecting the Real Estate that has or would have a material adverse impact on City's ability to use, lease and operate the Real Estate for City's Intended Use, herein defined as for the purposes of constructing water mains, sewer mains, storm sewer mains and other utilities.

(b) Legal Compliance: Except as disclosed in writing to City prior to the expiration of the Option Term, there are no past or continuing violation, or alleged violation, of any legal requirement affecting the Real Estate; including, without limitation, any past or continuing violation or alleged violation of any local, state or federal environmental, building, zoning, subdivision, fire or other law, statute, ordinance, code, regulation, rule or order (collectively, "Laws").

(c) Litigation: To the best of Seller's knowledge, there are no pending or threatened claims, actions, suits, litigation or governmental proceeding affecting the Real Estate or which could result in a potential lien against the Real Estate.

(d) Other Agreements: To the best of Seller's knowledge, there are no agreements or understandings, oral or written, with any person, entity or governmental authority affecting the Real Estate which could give rise to claims affecting the Real Estate.

(e) Environmental Matters: To the best of Seller's knowledge, the Real Estate is not in violation of any Environmental Laws (as defined below) and Seller has no knowledge of (i) the presence on or about the Real Estate of any Hazardous Materials (as defined below); (ii) any release or threatened release of any Hazardous Materials on or affecting the Real Estate; or (iii) the existence of any underground storage tanks on or about the Real Estate. Seller has received no notice of any investigation or proceeding by any governmental agency concerning the presence or alleged presence, release or threatened release of Hazardous Materials on the Real Estate. The term "Environmental Law" includes any federal, state or local law, ordinance or regulation pertaining to health, industrial hygiene, waste disposal, or the environment, including, without limitation: the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980, the federal Superfund Amendments and Reauthorization Act of 1986, the federal Resource Conservation and Recovery Act of 1976, the federal Clean Air Act, the federal Water Pollution Control Act and federal Clean Air Act of 1977, the federal Insecticide, Fungicide and Rodenticide Act, the federal Pesticide Act of 1977, the federal Toxic Substances Control Act, the federal Safe Drinking Water Act, the federal Hazardous Materials Transportation Act, and any amendments thereto and regulations adopted and publications promulgated pursuant thereto. The term "Hazardous Materials" includes oil and petroleum products, asbestos, polychlorinated biphenyl, radon and urea formaldehyde, and any other materials classified as hazardous or toxic or as pollutants or contaminants under any Environmental Law. If Seller has received or at any time does receive notice, knowledge or information as to the presence, alleged presence, release or threatened release of Hazardous Materials on or about the Real Estate other than as previously disclosed by Seller to City, Seller agrees to provide to City all information and data as to such Hazardous Materials immediately upon receipt of same.

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8. Abstract and Title: Unless the Parties agree to defer, as soon as reasonably possible after receipt of notice of the option being exercised, but in no event later than fifteen (15) days after such notice of exercise, Seller shall continue at Seller's expense and deliver to City an abstract(s) of title. The abstract(s) shall be continued to and include the date of exercise of the option (unless a deferred date is agreed) and shall show marketable title in conformity with this Agreement, the Iowa Land Title laws, and the Title Standards of the Iowa State Bar Association. In the event City determines there are any valid objections to the title, then Seller will use due diligence to remove such objections at Seller's expense prior to closing. If such objections cannot be removed prior to closing, then City may elect to purchase said property subject to such objections or may elect to terminate this Agreement. In the event of termination of this Agreement for failure of title, then all payments made previously shall be returned to City.

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Seller shall be responsible for real estate taxes attributable to the period of time to the date of closing. In other words, real estate taxes shall be prorated in the customary fashion.

10. Assessments: Seller shall pay all assessments which are liens as of the date of closing.

11. Insurance: Seller shall retain liability insurance on the premises until the date of closing when possession is transferred to City.

12. Warranty Deed: Upon payment of the purchase price, Seller shall execute and deliver to City or its successor or assign, a Warranty Deed conveying to City good and marketable title to the property, together with all mineral, oil and gas rights, in fee simple absolute, free and clear of all liens, and encumbrances, except those excepted only for recorded easements. Seller will not record additional easements during the term of the option contained herein without City's prior written consent.

13. Condition of Property: Seller agrees that the property shall remain in the same condition as of the date of execution of this Agreement until and through the date of closing and that Seller will prevent and refrain from any use of the property for any purpose or in any manner which will adversely affect City's intended use or purpose of or for the property. Normal wear and tear and acts of God are excluded. In the event of such action, City may, without liability, refuse to accept the conveyance of title and to declare this Agreement null and void and of no further effect, and receive a refund of any funds previously given to Seller, alternatively, City may elect to accept the conveyance of title to the property.

14. Failure to Exercise Option: In the event City fails or neglects to timely exercise the option or in any other manner fails to timely fulfill the terms of this Agreement, all sums paid to Seller shall be forfeited to and become the property of Seller and neither party shall have any further rights or claims against the other.

15. Assignment: It is expressly agreed and understood that neither Party shall assign their interest and/or benefits of this Agreement without first obtaining prior written consent from the other Party. Either Party shall have the right to refuse consent of said assignment for any reason or no reason at all.

16. Successors and Assigns: Should either party agree to allow an assignment of this Agreement, this Agreement shall become binding upon and inures to the benefit of successors and assigns. In the event of assignment, a complete copy of the assignment document shall be promptly given to the other party. An assignment shall not relieve the assignor of performing unless the Parties otherwise agree in writing.

17. Entire Agreement: This Agreement contains the complete Agreement between the Parties and shall, as of the effective date of this Agreement, supersede all other Agreements between the Parties. The Parties stipulate that neither has made any representations including the execution and delivery of this Agreement except such representations as are specifically set forth

in this Agreement, and each of the Parties acknowledges they have relied on its own judgment in entering into this Agreement. The Parties further acknowledge that any payments or representations that may have been made by either to the other prior to the date of executing this Agreement are of no effect and that neither has relied on such payments or representations in connection with his or its dealings with the other.

18. Modification of Agreement: Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party.

19. Effect of Partial Invalidity: The validity of any portion of this Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid by a court of competent jurisdiction, the Parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both Parties subsequent to the holding of the invalid provision.

20. Governing Law: This Agreement and rights and duties hereunder shall be construed in accordance with the laws of the State of Iowa.

21. No Waiver: The failure of either party to this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any terms and conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

22. Section Headings: The titles to the Sections of this Agreement are solely for the convenience of the Parties and shall not be used to explain, modify, simplify, or aide in the interpretation of the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be exercised to be effective the day and year as first set forth above.

**Struchen Rentals, LLC,
an Iowa Limited Liability Company**

By: _____

(Name and Title)

**City of Webster City, Iowa
a Municipal Corporation**

By: _____

John Hawkins, Mayor

ATTEST:

By: _____

Karyl Bonjour, City Clerk

STATE OF IOWA, COUNTY OF HAMILTON: ss

On this 16 day of November, 2021, before me, a Notary Public in and for the State of iOWA, personally appeared David Struchen, to me personally known, and, who, being by me duly sworn, did say that he is the owner of Struchen Rentals, LLC; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the entity, by authority of its Members and that David Struchen acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the entity, by it voluntarily executed.



Michelle Oskvig
Notary Public in and for the State of
Iowa

STATE OF IOWA, COUNTY OF HAMILTON: ss

On this _____ day of November, 2021, before me, a Notary Public in and for the State of Iowa, personally appeared John Hawkins, to me personally known, and, who, being by me duly sworn, did say that he is the Mayor of Webster City, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council and that John Hawkins acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of
Iowa.



MEMORANDUM

TO: Mayor and City Council

FROM: Daniel Ortiz-Hernandez, City Manager
Matt Alcazar, Engineering Tech / Project Coordinator

DATE: November 16, 2021

RE: 2021 Pool Slide Repair and Painting Project

SUMMARY: The Parks & Recreation Department has identified a need to have a contractor to both repair and paint the existing pool slide to extend the needed replacement of the slide until funds are available for the full pool building replacement estimated for 2025/2026. City Staff is requesting to seek bids for the repairs needed to extend the use of the pool slide an estimated 5 to 8 years allowing for budgeting flexibility.

PREVIOUS COUNCIL ACTION: Council approved the 2021/2022 CIP budget for the repair and painting of the pool slide for \$40,000. Previous CIP budgets have been approved for full replacement at \$250,000.

BACKGROUND/DISCUSSION: City Staff has met with both a Structural Engineer and a Professional Painting Contractor to recommend both the needed repairs and the best methods of those repairs to meet the estimated longevity of 5 to 8 years before further remediation will be needed to extend usability.

The scope of the project will entail removal of the fiberglass slide, sandblasting the steel structure, replacement of support members with section loss, repair of any structural damage identified, painting the structure and fiberglass slide, and supplying seals between the fiberglass slide sections to prevent future damage to the support members. This project is planned to be completed by the opening date of the pool in 2022.

Attached is the report received from Shuck-Britson dated August 11, 2021, and previously June 13, 2018.

FINANCIAL IMPLICATIONS: Funding for this project is from the Parks & Recreation operations budget (\$40,000.00), however estimates verbally expressed by both the Engineer and the Contractor thought the cost would be around \$60,000.

RECOMMENDATION: Staff recommends seeking bids for the repair and painting of the pool slide. This will establish the ability for the project to be completed or at least provide a better estimated dollar amount to budget in a future CIP Budget. Once bids have been received, staff will bring back to Council for approval of project.

ALTERNATIVES: The City Council could choose to cancel this project.

SHUCK-BRITSON^{INC}

CONSULTING ENGINEERS

August 11, 2021

Matt Alcazar
Engineering Tech/Project Coordinator
City of Webster City
400 2nd Street
Webster City, Iowa 50595

RE: Existing Water Slide
1200 Union Street, Webster City, IA

Dear Mr. Alcazar:

Per your request, Shuck-Britson, Inc. has completed a site visit to the water slide located at 1200 Union Street, Webster City, Iowa. The purpose of these site visits was to observe the condition of the slide, discuss observations onsite with City staff, and provide a letter report of the findings and recommendations based on those observations. No testing was performed. No observations of items other than those identified here were performed. The extents of the observations made are as identified here only.

On August 3, 2021, Craig German, P.E. visited the pool and was able to observe the slide from the ground around the slide and from the slide stairs.

The slide's construction appeared to be of the following:

1. Cast in place concrete foundations.
2. Painted steel slide supports.
3. Painted steel stairs and rails.
4. Fiberglass slide.

The following observations were noted during the site visits:

1. No significant foundation deterioration was observed.
2. Steel slide supports had numerous areas where the paint was no longer protecting the steel and corrosion was present. Some areas may have had section loss greater than 1/16".
3. Steel stairs and rails had numerous areas where the paint was no longer protecting the steel and corrosion was present. The rails were constructed of hollow sections. Some rails showed evidence of bulging and splitting which may indicate trapped moisture that freezes and bulges/splits the members. There was generally less than a 1/16" section loss.
4. Some fasteners were corroded.
5. Feed pipe was corroded.
6. No significant deterioration was observed on the fiberglass slide. However; the joints between the slide sections leak water onto supports.

SHUCK-BRITSON^{INC}

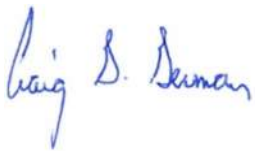
CONSULTING ENGINEERS

Based on these observations, we make the following recommendations:

1. After pool closes for the season, 2021-08-21:
 - a. All slide support steel on which the existing paint is no longer protecting the steel: clean (blast), prime and paint. If steel section loss exceeds 25% or 1/16" replace the section loss.
 - b. All other slide support steel: clean, prime and paint.
 - c. All other non-slide support steel (stairs, rails, etc.): clean, prime and paint to protect feet and hands from injury and to protect steel from section loss. If steel section loss exceeds 25% or 1/16" replace the section loss. Add drain holes in rail post as appropriate; to prevent moisture collection, freezing and splitting.
 - d. Use a quality paint, perform preparation and utilize product strict accordance with manufacturer's recommendations.
 - e. Replace fasteners that have section loss with new fasteners. Galvanized finished fasteners are recommended.
2. Consider sealing the joints between the slide sections so that they do not leak onto support structure. Gasket type seals between the sections would perform better than caulk type sealants that are surface applied.
3. Continue to monitor the condition of the slide on a monthly basis during seasonal use. Make repairs as needed.
4. Create a long-term plan for slide to preserve the structure until the structure is to be replaced. This plan should include preventative maintenance, regular maintenance, replacements, etc. Some the items this plan should include are: regular cleaning and painting, fastener replacement and sealing joints.

This concludes the report of findings and recommendations based upon the observations made for the water slide located at 1200 Union Street, Webster City, Iowa. If you have any additional questions regarding any of this information, or we can be of further assistance, please contact our office.

Sincerely,
Shuck-Britson, Inc.



Craig German, P.E.

ENC: Attachment A – Copy of Letter Report (2018-06-13)

SHUCK-BRITSON^{INC}

CONSULTING ENGINEERS

June 13, 2018

Mr. Kent Harfst M.A., Ed. S
Assistant City Manager
Recreation and Public Grounds Director
City of Webster City
625 Bank Street – P.O. Box 217
Webster City, Iowa 50595

RE: Existing Water Slide
1200 Union Street, Webster City, IA

Dear Mr. Harfst:

Per your request, Shuck-Britson, Inc. has completed a site visit to the water slide located at 1200 Union Street, Webster City, Iowa. The purpose of these site visits was to observe the condition of the slide and provide a letter report of the findings and recommendations based on those observations. No testing was performed. No observations of items other than those identified here were performed. The extents of the observations made are as identified here only.

On June 1, 2018, Craig German, P.E. visited the pool and was able to observe the slide from the ground around the slide and from the slide stairs.

The slide's construction appeared to be of the following:

1. Cast in place concrete foundations.
2. Painted steel slide supports.
3. Painted steel stairs and rails.
4. Fiberglass slide.

The following observations were noted during the site visits:

1. No significant foundation deterioration was observed.
2. Steel slide supports had numerous areas where the paint was no longer protecting the steel and corrosion was present. There was generally less than 1/16" section loss.
3. Steel stairs and rails had numerous areas where the paint was no longer protecting the steel and corrosion was present. There was generally less than 1/16" section loss. The rails were constructed of hollow sections. Some rails showed evidence of bulging which may indicate trapped moisture that freezes and bulges/splits the members.
4. Feed pipe was corroded.
5. No significant deterioration was observed on the fiberglass slide.

SHUCK-BRITSON^{INC}

CONSULTING ENGINEERS

Based on these observations, we make the following recommendations:

1. Clean and paint the appropriate steel stair and rail surfaces to protect feet and hands from injury.
2. Monitor the condition of the steel stair, rails and slide supports on a monthly basis during seasonal use, and before next season. If condition changes, or if section loss exceeds 25% or 1/16" contact engineer.
3. Create a long-term plan to clean and protect steel to preserve the structure. An example of some of the things that might be included in this plan: clean (blast), prime, paint, drain holes in rail, etc.

This concludes the report of findings and recommendations based upon the observations made for the water slide located at 1200 Union Street, Webster City, Iowa. If you have any additional questions regarding any of this information, or we can be of further assistance, please contact our office.

Sincerely,
Shuck-Britson, Inc.



Craig German, P.E.

ENC: Attachment A – Photographs

Attachment A - Photographs



Photo 1: waterslide looking east



Photo 2: east slide support



Photo 3: east slide support



Photo 4: east slide support



Photo 5: east slide support



Photo 6: east slide support



Photo 7: east slide support



Photo 8: west slide support



Photo 9: west slide support



Photo 10: west slide support

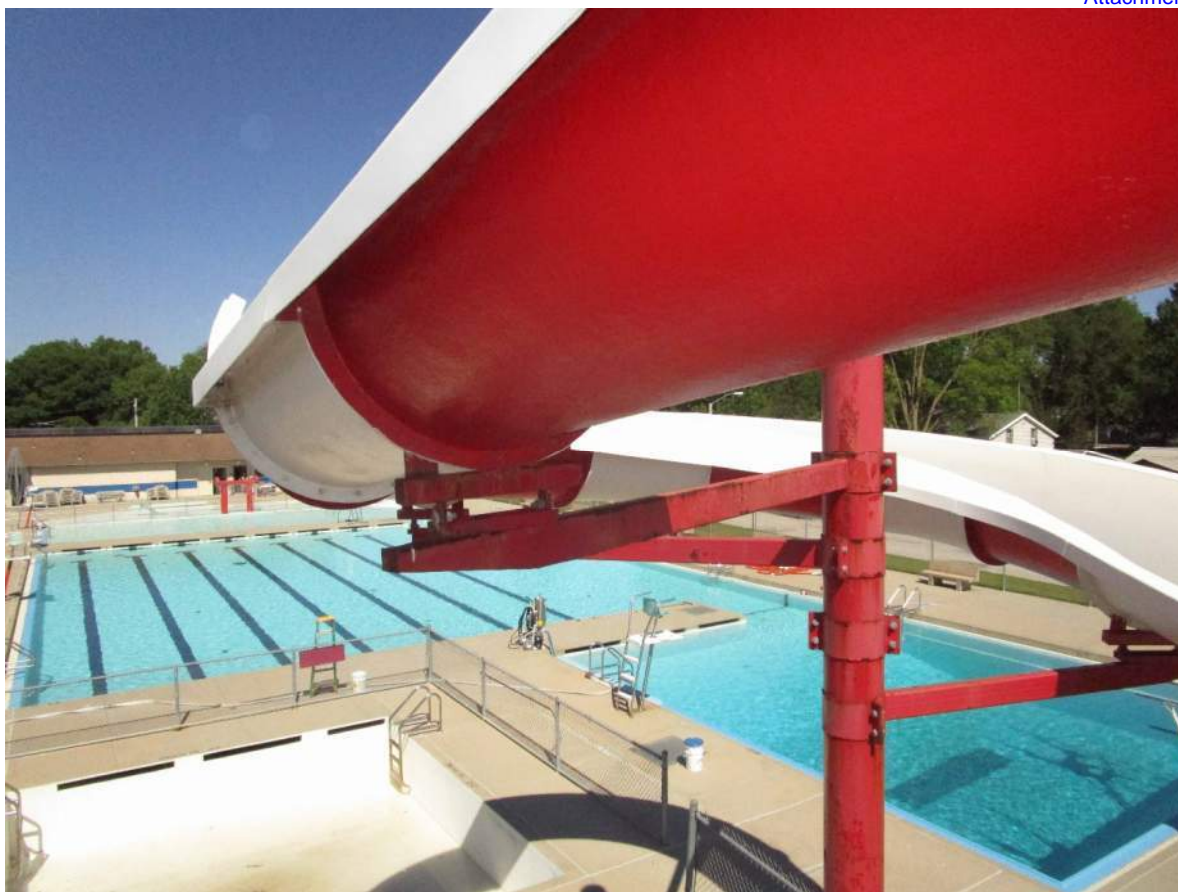


Photo 11: west slide support



Photo 12: west slide support



Photo 13: west slide support



Photo 14: west slide support



Photo 15: west slide support foundation



Photo 16: base slide support



Photo 17: stair looking east

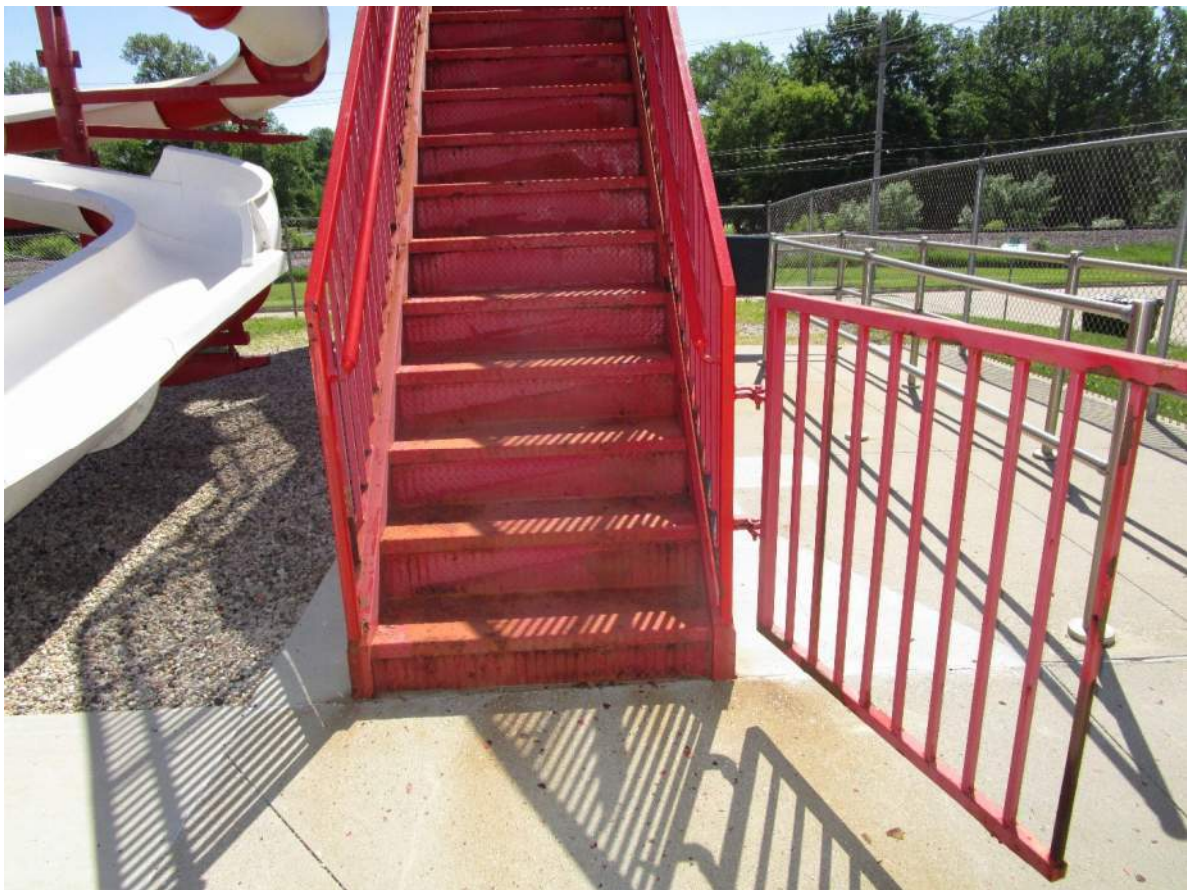


Photo 18: bottom of stair



Photo 19: bottom flight of stair



Photo 20: intermediate stair landing



Photo 21: intermediate stair landing



Photo 22: intermediate stair landing support foundation



Photo 23: top stair landing



Photo 24: top stair landing



Photo 25: top stair landing



Photo 26: top flight of stair



Photo 27: top landing slide support



Photo 28: top stair landing



Photo 29: top stair landing



Photo 30: top stair landing



Photo 31: top stair landing support foundation and feed pipe



Photo 32: rail
148 of 178



Photo 33: rail

MEMORANDUM

TO: City Manager and City Council

FROM: Brandon Bahrenfuss, Street Department Supervisor
Ken Wetzler, Public Work Director

DATE: November 23, 2021

RE: Concrete Crushing

SUMMARY: We would like authorization to seek bids and proceed with the lowest bidder for concrete crushing.

PREVIOUS COUNCIL ACTION: As part of the 2021-2022 approved budget, the Street Department had \$60,000 earmarked for concrete crushing in the operations budget.

BACKGROUND/DISCUSSION: At the Street Department we have accumulated roughly 4,000 cubic yards (8,120 tons) of concrete from contractors and homeowners in the last year. Past costs for crushing are around \$6.25 per ton plus mobilization. Our request is to crush/recycle the concrete pile into 1 ½" diameter rocks with a not to exceed \$60,000.00. 1 ½ inch roadstone at Martin Marietta is \$14.40 a ton. 8,120 tons of 1 ½ rock at Martin Marietta would cost us \$116,928.00 plus trucking. Crushing/recycling concrete presents a cheaper option than purchasing the rock from a quarry and hauling it in.

The crushed concrete will be used as sub grade rock material for city CIP projects and city operations projects.

FINANCIAL IMPLICATIONS: This will be absorbed through the operations budget. \$60,000 is the budget amount not to exceed.

RECOMMENDATION: Staff recommends we seek bids for concrete crushing and proceed with the lowest bidder.



MEMORANDUM

TO: Mayor and Council

FROM: Daniel Ortiz-Hernandez, City Manager
Matt Alcazar, Engineering Tech/Project Coordinator

DATE: November 19, 2021

RE: 2022 Tree Trimming and Removal Services Project

SUMMARY: This agreement is for tree trimming for electrical line clearance within our service territory outside the corporate limits. Tree trimming is not only to diminish outages for customers but also required by the Iowa Utility Board and prudent maintenance practices. Robb's Tree & Stump Service., 228 Summit Drive, Story City, Iowa has submitted the lowest bid at \$143,000.00.

PREVIOUS COUNCIL ACTION: No previous Council action has been taken on this item.

BACKGROUND/DISCUSSION: We are required by the Iowa Utility Board to trim our entire service territory trees for line clearance once every five years. The area to be trimmed this year is one of the 5 areas within our service territory outside the corporate limits the Iowa Utility Board inspects on annual basis.

Eleven RFPs were sent out and the following bid was received:
Robb's Tree & Stump Service, 228 Summit Drive, Story City, Iowa - \$143,000.00

FINANCIAL IMPLICATIONS: Total bid by Robb's Tree & Stump Service., \$143,000.00 is under the current year amount budgeted (\$250,000.00) by \$107,000.00.

RECOMMENDATION: Enter into an agreement with Robb's Tree & Stump Service., 228 Summit Drive, Story City, Iowa to perform the service.

ALTERNATIVES: We could reject any and all bids and rebid, or perform the service "in house". However, currently we don't have the staff numbers to handle this service. Failure on our part to perform tree trimming not only increases outages but also puts us in violation of Iowa Utility Board Rules.

RESOLUTION NO. 2021 - ____

**AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO AN
AGREEMENT WITH ROBB'S TREE & STUMP SERVICE, STORY CITY, IOWA
PROVIDING FOR 2022 TREE TRIMMING & REMOVAL SERVICES PROJECT**

WHEREAS, the City of Webster City has an ongoing Electric Line clearance tree trimming program, and

WHEREAS, requests for proposals were solicited from eleven (11) Tree Trimming Contractors, and

WHEREAS, Robb's Tree & Stump Service of Story City, 228 Summit Drive, Story City, Iowa, submitted the proposal, and

WHEREAS, the City Council has reviewed said 2022 Tree Trimming & Removal Services Project Agreement and desires to enter into said agreement with Robb's Tree & Stump Service of Story City, Iowa in the amount of \$143,000.00, and

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 a 2022 Tree Trimming & Removal Services Project Agreement with Robb's Tree & Stump Service, 228 Summit Drive, Story City, Iowa, and

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

Passed and adopted this 6th day of December, 2021.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

City of Webster City: retains the right to waive any minor irregularities in any and all bids, when it is to the benefit of the City of Webster City to do so.

Proposal for
2022
Electrical Line Clearance Tree Trimming and Tree Removal Services
For Webster City Municipal Utility Webster City, Iowa

Proposal for Line clearing Services;

Line Section 1, \$ 70,000

Line Section 2, \$ 73,000

Total Bid all sections, \$ 143,000

DATE: 11-14-21

COMPANY NAME: Robb's Tree & Stump Service

SIGNATURE: 

ADDRESS: 228 Summit Drive

Story City, Iowa 50248

PHONE: 515-520-7175

E-mail: Stumping68@yahoo.com

ARTICLE 6-TIME OF COMPLETION

6.1 Bidder agrees that the Work will be substantially complete and ready for final payment on or before the following date:

Final Completion line trimming: No later than June 15, 2022

Bidder accepts the provisions of the Agreement as to liquidated damages.

MEMO

TO: Mayor and City Council

FROM: City Manager and Planning Director

DATE: November 18, 2021

RE: Minor Subdivision Plat of J Miller Addition to Hamilton County, Iowa

SUMMARY: The Minor Subdivision Plat of J Miller Addition was submitted by Jamie Miller in October. The Planning & Zoning Commission recommended approval of said plat at their November 8, 2021, meeting.

PREVIOUS COUNCIL ACTION: The Council has approved many minor subdivisions in the past. This is necessary before the plat can be recorded at the Courthouse.

BACKGROUND/DISCUSSION: J Miller Addition is located on 210th Street just north of the City corporate limits but within our 2-mile jurisdiction. It contains approximately 2.5 acres and will be the location of a new dwelling.

The plat was sent out for review by all utility companies and City Staff, and the County Engineer. No revisions were necessary. All the accompanying documents required have been prepared by the City Attorney. Everything is in order for the City Council to approve said subdivision plat.

FINANCIAL IMPLICATIONS: N/A

RECOMMENDATION: Approve this subdivision via the attached resolution.

ALTERNATIVES: The Council could deny said subdivision meeting the requirements stated in Chapter 44, Section 44-72(1) of the subdivision regulations:

- 1) Disapproval of Plat. In the event that said plat is disapproved by the Council, such disapproval shall be expressed in writing and shall point out wherein said proposed plat is objectionable.

RESOLUTION NO. 2021 - ____

**ACCEPTING AND APPROVING THE MINOR SUBDIVISION
PLAT OF J MILLER ADDITION, HAMILTON COUNTY, IOWA.**

WHEREAS, the Minor Subdivision Plat of J Miller Addition, Hamilton County, Iowa, was filed on October 21, 2021, said plat being of the following described real estate, to-wit:

A PARCEL OF LAND LOCATED IN THE SW1/4-SW1/4 OF SECTION 29, TOWNSHIP 89 NORTH, RANGE 25 WEST OF THE 5TH P.M. AND THE E1/2-SE1/4 OF SECTION 30, TOWNSHIP 89 NORTH, RANGE 25 WEST OF THE 5TH P.M., HAMILTON COUNTY, IOWA DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 30; THENCE NORTH 01°05'22" WEST 1089.00 FEET ON THE EAST LINE OF SAID SECTION 30 AS SHOWN ON THE SURVEY FILED IN AUDITOR'S IRREGULAR SURVEY BOOK 1 PAGE 187 ON APRIL 1, 1968 TO THE NORTH LINE OF SAID SURVEY; THENCE SOUTH 89°28'50" WEST 384.03 FEET ON SAID NORTH LINE; THENCE NORTH 04°59'59" EAST 182.15 FEET; THENCE NORTH 77°31'22" WEST 70.67 FEET; THENCE NORTH 12°28'42" EAST 244.02 FEET; THENCE SOUTH 61°59'47" EAST 127.61 FEET; THENCE SOUTH 12°28'42" WEST 209.86 FEET; THENCE NORTH 77°31'22" WEST 11.94 FEET; THENCE SOUTH 04°59'59" WEST 132.85 FEET; THENCE NORTH 89°28'50" EAST 379.58 FEET; THENCE SOUTH 01°05'22" EAST 1128.94 FEET TO THE SOUTH LINE OF THE SW1/4 OF SAID SECTION 29; THENCE SOUTH 89°22'42" WEST 40.00 FEET ON SAID SOUTH LINE TO THE POINT OF BEGINNING, CONTAINING 2.15 ACRES, INCLUSIVE OF A PUBLIC ROADWAY EASEMENT OF 0.05 ACRES AND IS SUBJECT TO ANY AND ALL OTHER EASEMENTS, BE THEY OF RECORD OR NOT.

FOR THE PURPOSE OF THIS SURVEY THE SOUTH LINE OF THE SW1/4 OF SAID SECTION 29 WAS ASSUMED TO BEAR SOUTH 89°22'42" WEST.

WHEREAS, said Plat has heretofore been presented to the City Planning & Zoning Commission and recommended for approval by the City Planning & Zoning Commission on November 8, 2021.

WHEREAS, said plat appears to be in proper form and said plat should be approved.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that the Minor Subdivision Plat of J Miller Addition, Hamilton County, Iowa, is hereby approved.

Passed and adopted this 6th day of December, 2021.

(SEAL)

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

SCHLOTFELDT ENGINEERING INC.
PO BOX 220
WEBSTER CITY, IOWA 50595
515 832 2471

DAVID L. WILBERDING P.L.S.
REGISTRATION # 10315

KURT J. MILLER TRUST AGREEMENT OF 2013
JEAN M. MILLER TRUST AGREEMENT OF 2013

SURVEY REQUESTED BY: JAMIE MILLER

SW1/4-SW1/4 SEC. 29-89-25
E1/2-SE1/4 SEC. 30-89-25
HAMILTON COUNTY, IOWA

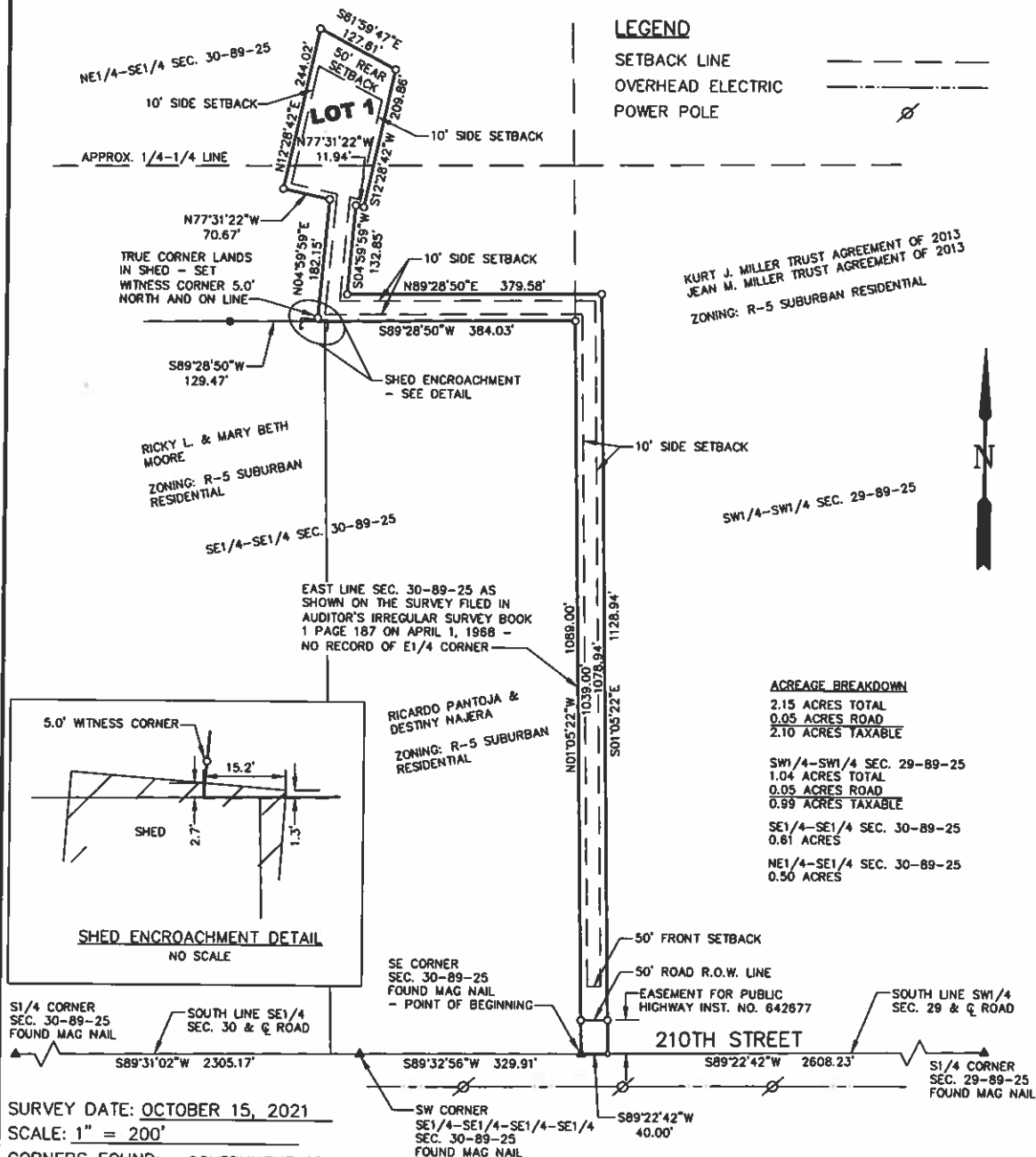
MINOR SUBDIVISION PLAT OF
J MILLER ADDITION,
HAMILTON COUNTY, IOWA

SHEET INDEX

SHEET 1 - PLAT
SHEET 2 - LEGAL DESCRIPTION, SEAL, NOTES
SHEET 3 - CERTIFICATES, LOCATION MAP

LEGEND

SETBACK LINE — — — — —
OVERHEAD ELECTRIC — — — — —
POWER POLE ϕ



SURVEY DATE: OCTOBER 15, 2021

SCALE: 1" = 200'

CORNERS FOUND: ▲ GOVERNMENT SECTION

CORNERS AS NOTED • 5/8" IRON ROD

CORNERS SET: 5/8"x24" BLUE CAPPED IRON

REROD WITH #10315 ° MAG. NAIL

1320.00' = MEASURED DISTANCE

(1320.00') = PLAT OR DEED DISTANCE

FILE: HAMCO21 JAMIE MILLER

157 of 178

SHEET 1 OF 3



**SCHLOTFELDT
ENGINEERING
INC.**

1449 SECOND STREET
PO BOX 229
WEBSTER CITY, IOWA 50595
TELEPHONE: 515-432-2471
WWW.SCHLOTFELDT.COM

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SW1/4-SW1/4 OF SECTION 29, TOWNSHIP 89 NORTH, RANGE 25 WEST OF THE 5TH P.M. AND THE E1/2-SE1/4 OF SECTION 30, TOWNSHIP 89 NORTH, RANGE 25 WEST OF THE 5TH P.M., HAMILTON COUNTY, IOWA DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 30; THENCE NORTH 01°05'22" WEST 1089.00 FEET ON THE EAST LINE OF SAID SECTION 30 AS SHOWN ON THE SURVEY FILED IN AUDITOR'S IRREGULAR SURVEY BOOK 1 PAGE 187 ON APRIL 1, 1968 TO THE NORTH LINE OF SAID SURVEY; THENCE SOUTH 89°28'50" WEST 384.03 FEET ON SAID NORTH LINE; THENCE NORTH 04°59'59" EAST 182.15 FEET; THENCE NORTH 77°31'22" WEST 70.67 FEET; THENCE NORTH 12°28'42" EAST 244.02 FEET; THENCE SOUTH 61°59'47" EAST 127.61 FEET; THENCE SOUTH 12°28'42" WEST 209.86 FEET; THENCE NORTH 77°31'22" WEST 11.94 FEET; THENCE SOUTH 04°59'59" WEST 132.85 FEET; THENCE NORTH 89°28'50" EAST 379.58 FEET; THENCE SOUTH 01°05'22" EAST 1128.94 FEET TO THE SOUTH LINE OF THE SW1/4 OF SAID SECTION 29; THENCE SOUTH 89°22'42" WEST 40.00 FEET ON SAID SOUTH LINE TO THE POINT OF BEGINNING, CONTAINING 2.15 ACRES, INCLUSIVE OF A PUBLIC ROADWAY EASEMENT OF 0.05 ACRES AND IS SUBJECT TO ANY AND ALL OTHER EASEMENTS, BE THEY OF RECORD OR NOT.

FOR THE PURPOSE OF THIS SURVEY THE SOUTH LINE OF THE SW1/4 OF SAID SECTION 29 WAS ASSUMED TO BEAR SOUTH 89°22'42" WEST.

SURVEYOR'S CERTIFICATE

I, DAVID L. WILBERDING, A DULY LICENSED LAND SURVEYOR UNDER THE PROVISIONS OF THE LAWS OF THE STATE OF IOWA, HOLDING CERTIFICATE NO. 10315, DO HEREBY CERTIFY THAT THIS PLAT KNOWN AS "J MILLER ADDITION", A MINOR SUBDIVISION TO HAMILTON COUNTY, IOWA, IS A TRUE REPRESENTATION OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE SAME IS LOCATED UPON AND COMPRISES THE WHOLE OF THE DESCRIBED PROPERTY. I DO HEREBY CERTIFY THAT THERE ARE CONTAINED IN SAID DESCRIPTION THE LOTS AS DESCRIBED IN THE SUBDIVISION PLATTED; THAT THE LOTS ARE OF THE DIMENSIONS, NUMBERS, NAMES, AND LOCATIONS AS SHOWN ON SAID PLAT, AND THAT IRON STAKES ARE DRIVEN AT EACH CORNER OF EVERY LOT OF SAID SUBDIVISION.

DATED: November 4th, 2021

David L. Wilberding
DAVID L. WILBERDING IOWA 10315



MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021
NUMBER OF PAGES COVERED BY THIS CERTIFICATION = 3

NOTES

OWNER & DEVELOPER: KURT J. MILLER TRUST AGREEMENT OF 2013
JEAN M. MILLER TRUST AGREEMENT OF 2013
2636 BRIGGS WOOD ROAD
WEBSTER CITY, IA 50595

TOTAL ACRES: 2.15
TOTAL NUMBER OF LOTS: 1
MINIMUM LOT SIZE: 2.15 ACRES
AVERAGE LOT SIZE: 2.15 ACRES
MAXIMUM LOT SIZE: 2.15 ACRES

SURVEYOR: DAVID L. WILBERDING P.L.S. #10315
SCHLOTFELDT ENGINEERING, INC.

ZONING: R-5 SUBURBAN RESIDENTIAL

MINIMUM SETBACK REQUIREMENTS:
FRONT: 50 FEET
REAR: 50 FEET
SIDES: 10 FEET

FLOOD ZONE:

BY GRAPHIC PLOTTING ONLY, AS PER FIRM NUMBER 19079C0155D, WITH AN EFFECTIVE DATE OF DECEMBER 20, 2019, PROPERTY IS LOCATED IN FLOOD ZONE X, AREA OF MINIMAL FLOOD HAZARD.

THIS MINOR SUBDIVISION DOES NOT LIE WITHIN THE AIRPORT CONICAL ZONING LIMITS.

THE ERROR OF CLOSURE OF THE MINOR SUBDIVISION PLAT OF J MILLER ADDITION DOES MEET OR EXCEED THE REQUIREMENTS OF THE CODE OF IOWA.

THIS MINOR SUBDIVISION IS LOCATED WITHIN ONE MILE OF CITY WATER. THE WATER IS LOCATED APPROXIMATELY 2,580' EAST AT THE INTERSECTION OF NORTH DES MOINES STREET AND 210TH STREET.

THIS MINOR SUBDIVISION IS LOCATED WITHIN ONE MILE OF CITY SANITARY SEWER. THE SANITARY SEWER IS LOCATED APPROXIMATELY 2,900' SOUTHEAST AT THE INTERSECTION OF NORTH DES MOINES STREET AND 212TH STREET.

210TH STREET IS A 24' WIDE ASPHALT ROAD.

NO BUILDING ON PROPERTY.

DATE OF FIELD WORK: OCTOBER 15, 2021.



**SCHLOTFELDT
ENGINEERING
INC.**

1440 SECOND STREET
PO BOX 220
WEBSTER CITY, IOWA 50585
TELEPHONE: 515-633-2471
www.schlotfeldt.com

CERTIFICATE OF PLANNING AND ZONING COMMISSION

I, STEVEN J. STRUCHEN, DO HEREBY CERTIFY THAT I AM THE CHAIRMAN OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF WEBSTER CITY, IOWA, AND I DO FURTHER CERTIFY THAT THE SAID PLANNING AND ZONING COMMISSION DID TAKE UNDER ADVISEMENT THE MINOR SUBDIVISION PLAT OF J MILLER ADDITION IN HAMILTON COUNTY, IOWA, AND THAT SAID PLANNING AND ZONING COMMISSION DID ON THE 8th DAY OF November, 2021, APPROVE THE SAME AND DOES FURTHER RECOMMEND TO THE CITY COUNCIL OF THE CITY OF WEBSTER CITY, IOWA, THE ACCEPTANCE AND APPROVAL OF SAID SUBDIVISION.

DATED THIS 8th DAY OF November, 2021.

Steven J. Struchen

STEVEN J. STRUCHEN, CHAIRMAN
PLANNING AND ZONING COMMISSION
WEBSTER CITY, IOWA

STATE OF IOWA, HAMILTON COUNTY

ON THIS 8th DAY OF November, 2021, BEFORE ME, Ann Smith, A NOTARY PUBLIC, IN AND FOR THE COUNTY OF HAMILTON, STATE OF IOWA, PERSONALLY APPEARED STEVEN J. STRUCHEN, TO ME KNOWN TO BE THE IDENTICAL PERSON NAMED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME AS THEIR VOLUNTARY ACT AND DEED.



ANN SMITH
Commission Number 402644
My Commission Expires
August 29, 2023

Ann Smith

NOTARY PUBLIC IN AND FOR THE COUNTY OF
HAMILTON, STATE OF IOWA

CERTIFICATE OF CITY CLERK

I, KARYL K. BONJOUR, CITY CLERK OF THE CITY OF WEBSTER CITY, IOWA, DO HEREBY CERTIFY THAT THE CITY COUNCIL OF THE CITY OF WEBSTER CITY, IOWA, DID ADOPT A RESOLUTION APPROVING THE MINOR SUBDIVISION PLAT OF J MILLER ADDITION IN HAMILTON COUNTY, IOWA. SAID RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF SAID CITY ON THE _____ DAY OF _____, 2021, AND APPROVED BY THE MAYOR OF SAID CITY ON SAID DATE. THE FULL, TRUE, AND COMPLETE RESOLUTION IS ON RECORD IN THE OFFICE OF THE SAID CITY CLERK.

DATED IN WEBSTER CITY, IOWA THIS _____ DAY OF _____, 2021.

KARYL K. BONJOUR, CITY CLERK
WEBSTER CITY, IOWA

CITY ENGINEER'S CERTIFICATE

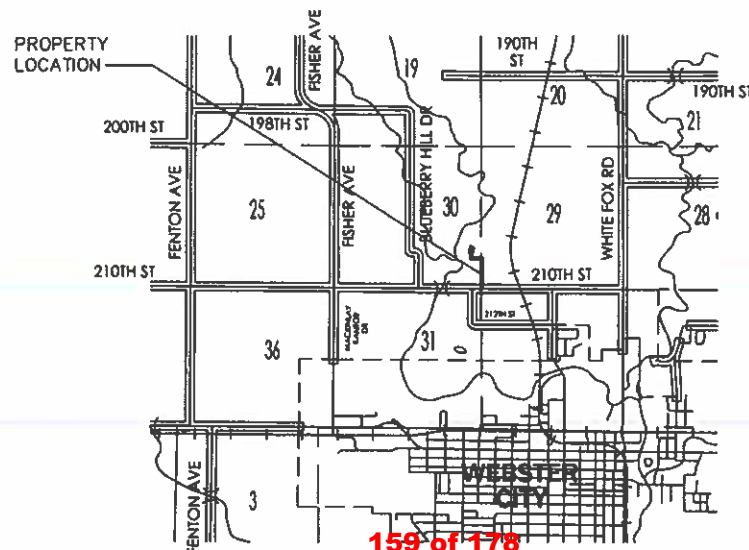
I, John W. Haldeman, P.E., THE ENGINEER REPRESENTING THE CITY OF WEBSTER CITY, IOWA DO HEREBY CERTIFY THAT THE BOUNDARY LINES OF THE PLAT WERE MATHEMATICALLY CHECKED AND THAT THEY CONFORM WITH THE REQUIREMENTS AS PROVIDED FOR IN THE SUBDIVISION ORDINANCE, THAT ALL DIMENSIONS, BOTH LINEAL AND ANGULAR, NECESSARY FOR THE LOCATION OF LOTS AND EASEMENTS ARE SHOWN.

John W. Haldeman

John W. Haldeman, P.E.
IOWA LICENSE NO. 15808
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2022

GENERAL LOCATION MAP

NOT TO SCALE



Webster City															
October 2021 Financial Report															
As of October 31, 2021															
Fund Code		Fund Name	Beginning Cash Balance	Beginning Investment Balance	Monthly Revenues	Investments Cashed	Transfers	Monthly Expenditures	Investments Purchased	Ending Cash Balance Before Adjustments	Cash Proof	Balance Sheet Adjustments	Ending Cash Balance	Ending Investment Balance	Treasurer's Ending Balance
General Fund															
100	100	General	2,022,525.51	-	882,657.65	-	-	326,981.67	-	2,578,201.49	3,822,039.66	(214,567.53)	2,363,633.96	-	2,363,633.96
	100A	Govern. Equip. Replacement	422,139.34	-	291.39	-	-	24,120.80	-	398,309.93		-	398,309.93	-	398,309.93
	100B	Govern Economic Development	1,059,364.52	-	731.25	-	-	-	-	1,060,095.77		-	1,060,095.77	-	1,060,095.77
		Subtotal-General Fund	3,504,029.37	-	883,680.29	-	-	351,102.47	-	4,036,607.19	3,822,039.66	(214,567.53)	3,822,039.66	-	3,822,039.66
Special Revenue Funds															
200	200	FICA - IPERS	23,590.43	-	97,430.30	-	-	20,742.61	-	100,278.12	100,278.12	-	100,278.12	-	100,278.12
201	201	Workers compensation	169,659.96	-	43,016.99	-	-	-	-	212,676.95	212,676.95	-	212,676.95	-	212,676.95
202	202	Medical/Flex Insurance	38,229.23	-	233,343.71	-	-	29,734.72	-	241,838.22	241,838.22	-	241,838.22	-	241,838.22
203	203	Unemployment Compensation	13,816.16	-	299.67	-	-	2,689.25	-	11,426.58	11,426.58	-	11,426.58	-	11,426.58
204	204	Road Use Tax	1,610,528.31	-	88,214.14	-	-	59,719.89	-	1,639,022.56	1,639,022.56	-	1,639,022.56	-	1,639,022.56
205	205	Airport Commission	451,345.00	-	28,340.78	-	-	5,128.71	-	474,557.07	479,170.64	4,613.57	479,170.64	-	479,170.64
208	208	Hotel/Motel Sales Tax	283,075.04	-	195.40	-	-	-	-	283,270.44	283,270.44	-	283,270.44	-	283,270.44
209	209	Emergency Levy Fund	8,014.39	-	25,682.70	-	-	-	-	33,697.09	33,697.09	-	33,697.09	-	33,697.09
210	210	Police/Fire Retirement Trust Fund	41,176.49	-	91,052.04	-	-	21,903.48	-	110,325.05	110,325.05	-	110,325.05	-	110,325.05
211	211	DARE Trust	-	-	-	-	-	-	-	-	-	-	-	-	-
212	212	Seized Property Trust	-	-	-	-	-	-	-	-	-	-	-	-	-
214	214	K9 Trust	74.26	-	-	-	-	-	-	74.26	74.26	-	74.26	-	74.26
216	216	Police Reserve Officers Fund	3,538.41	-	2.44	-	-	-	-	3,540.85	3,540.85	-	3,540.85	-	3,540.85
217	217	Wilson Brewer Park/Depot Foundation	6,801.91	-	4.70	-	-	24,555.99	-	(17,749.38)	(17,749.38)	-	(17,749.38)	-	(17,749.38)
218	218	Webster City Pride Committee	4,251.69	-	-	-	-	-	-	4,251.69	4,251.69	-	4,251.69	-	4,251.69
219	219	Kendall Young Scout Lodge	2,770.95	-	1.91	-	-	-	-	2,772.86	2,772.86	-	2,772.86	-	2,772.86
220	220	Economic Development Revolving	205,899.33	-	-	-	-	36,942.20	-	168,957.13	168,957.13	-	168,957.13	-	168,957.13
228	228	Low/Moderate Income Revolving	495,455.51	-	5,640.79	-	-	5,500.00	-	495,596.30	491,203.82	(4,392.48)	491,203.82	-	491,203.82
229	229	WC Comercial Rehab Rev Loan Program	143,088.46	-	115.98	-	-	-	-	143,204.44	143,282.24	77.80	143,282.24	-	143,282.24
231	231	CDBG Housing Rehab	16.90	-	-	-	-	-	-	16.90	16.90	-	16.90	-	16.90
232	232	B.L.U.E.	2,448.54	-	1.69	-	-	-	-	2,450.23	2,450.23	-	2,450.23	-	2,450.23
240	240	USDA Revolving Loan Fund	195,507.26	-	82.61	-	-	-	-	195,589.87	198,589.87	3,000.00	198,589.87	-	198,589.87
250	250	TIF - Riverview	6,209.17	-	10,228.75	-	-	-	-	16,437.92	16,437.92	-	16,437.92	-	16,437.92
251	251	TIF- HyVee	3,735.65	-	2.58	-	-	-	-	3,738.23	3,738.23	-	3,738.23	-	3,738.23
255	255	TIF - Brewer Creek Estates	735.82	-	8,309.71	-	-	-	-	9,045.53	9,045.53	-	9,045.53	-	9,045.53
260	260	SSMID	23,262.16	-	4,131.38	-	-	1,640.00	-	25,753.54	25,753.54	-	25,753.54	-	25,753.54
265	265	TIF - Struchen	-	-	-	-	-	-	-	-	-	-	-	-	-
268	268	TIF - SE Development Park Project	(20,998.39)	-	-	-	-	-	-	(20,998.39)	(20,998.39)	-	(20,998.39)	-	(20,998.39)
272	272	TIF - Mitchell Machine	84.63	-	-	-	-	-	-	84.63	84.63	-	84.63	-	84.63
281	281	TIF - Gourley Subdivision	2,912.00	-	9,637.76	-	-	-	-	12,549.76	12,549.76	-	12,549.76	-	12,549.76
282	282	TIF - SW Watermain Improvement	1.96	-	-	-	-	-	-	1.96	1.96	-	1.96	-	1.96
283	283	TIF - Town & Country (FSB)	13,734.12	-	6,789.28	-	-	-	-	20,523.40	20,523.40	-	20,523.40	-	20,523.40
284	284	TIF - Fareway Stores	7,127.64	-	3,711.37	-	-	-	-	10,839.01	10,839.01	-	10,839.01	-	10,839.01
285	285	TIF - First State Bank	12,787.34	-	20,759.97	-	-	-	-	33,547.31	33,547.31	-	33,547.31	-	33,547.31
286	286	TIF - Infinity Services LLC	50,734.94	-	-	-	-	-	-	50,734.94	50,734.94	-	50,734.94	-	50,734.94
287	287	TIF - Webster City Federal	17,009.10	-	32,397.79	-	-	-	-	49,406.89	49,406.89	-	49,406.89	-	49,406.89
288	288	TIF - Van Diest Medical Center	(2,500.00)	-	-	-	-	-	-	(2,500.00)	(2,500.00)	-	(2,500.00)	-	(2,500.00)
289	289	TIF - 2013 Medical Complex URA-KTJ (Shopko)	55,881.06	-	-	-	-	-	-	55,881.06	55,881.06	-	55,881.06	-	55,881.06
290	290	TIF - 3DK Enterprises	15,508.93	-	-	-	-	-	-	15,508.93	15,508.93	-	15,508.93	-	15,508.93
291	291	TIF - 2016 Industrial - WC Custom Meats	(896.55)	-	-	-	-	-	-	(896.55)	(896.55)	-	(896.55)	-	(896.55)
292	292	TIF - Mary Ann's	-	-	-	-	-	-	-	-	-	-	-	-	-
293	293	TIF - Tasler's	(1,500.00)	-	-	-	-	-	-	(1,500.00)	(1,500.00)	-	(1,500.00)	-	(1,500.00)
294	294	TIF - Ridge Development	7,101.86	-	10,464.81	-	-	-	-	17,566.67	17,566.67	-	17,566.67	-	17,566.67
295	295	TIF - Gary & Brenda Fox	10,317.42	-	771.56	-	-	-	-	11,088.98	11,088.98	-	11,088.98	-	11,088.98
296	296	TIF - Kenyon Hill Ridge	-	-	15,621.07	-	-	-	-	15,621.07	15,621.07	-	15,621.07	-	15,621.07
		Subtotal - Special Revenue Funds	3,900,537.09	-	736,251.88	-	-	208,556.85	-	4,428,232.12	4,431,531.01	3,298.89	4,431,531.01	-	4,431,531.01
Debt Service Fund															
300	300	Debt Service	580,835.43	-	231,685.03	-	-	9,154.30	-	803,366.16	803,366.16	-	803,366.16	-	803,366.16
		Subtotal - Debt Service Fund	580,835.43	-	231,685.03	-	-	9,154.30	-	803,366.16	803,366.16	-	803,366.16	-	803,366.16
Fiduciary & Agency Funds															
400	400	Joe E. Barr Trust	1,629.97	-	-	-	-	-	-	1,629.97	1,629.97	-	1,629.97	-	1,629.97
401	401	Edgar Foster Trust	1,916.02	-	-	-	-	-	-	1,916.02	1,916.02	-	1,916.02	-	1,916.02
402	402	Calvary Cemetery Trust	5,112.28	-	-	-	-	-	-	5,112.28	5,112.28	-	5,112.28	-	5,112.28
403	403	Zella Silvers Trust	2,937.58	-	-	-	-	-	-	2,937.58	2,937.58	-	2,937.58	-	2,937.58
411	411	Mulberry Church	15,204.45	-	10.50	-	-	-	-	15,214.95	15,214.95	-	15,214.95	-	15,214.95
412	412	Youth Advisory	160.00	-	-	-	-	-	-	160.00	160.00	-	160.00	-	160.00
430	430	RAGBRAI	5,158.40	-	-	-	-	-	-	5,158.40	5,158.40	-	5,158.40	-	5,158.40
		Subtotal - Fiduciary & Agency Funds	32,118.70	-	10.50	-	-	-	-	32,129.20	32,129.20	-	32,129.20	-	32,129.20

Webster City															
October 2021 Financial Report															
As of October 31, 2021															
Fund Code		Fund Name	Beginning Cash Balance	Beginning Investment Balance	Monthly Revenues	Investments Cashed	Transfers	Monthly Expenditures	Investments Purchased	Ending Cash Balance Before Adjustments	Cash Proof	Balance Sheet Adjustments	Ending Cash Balance	Ending Investment Balance	Treasurer's Ending Balance
Permanent Fund															
404	404	Perpetual Care Trust (Non-exp.)	450,512.33	-	-	-	-	-	-	450,512.33	450,512.33	-	450,512.33	-	450,512.33
		Subtotal - Permanent Fund	450,512.33	-	-	-	-	-	-	450,512.33	450,512.33	-	450,512.33	-	450,512.33
Capital Project Funds															
500	500	Capital Improvement Reserve	2,579,424.58	-	79,442.05	-	-	-	-	2,658,866.63	2,658,866.63	-	2,658,866.63	-	2,658,866.63
501	501	American Rescue Plan	571,580.26	-	-	-	-	-	-	571,580.26	571,580.26	-	571,580.26	-	571,580.26
502	502	Brewer Creek Estates	0.75	-	-	-	-	-	-	0.75	0.75	-	0.75	-	0.75
503	503	Boone River Trail	(2,165.00)	-	-	-	-	-	-	(2,165.00)	(2,165.00)	-	(2,165.00)	-	(2,165.00)
504	504	Second Street Reconstruction	(545,414.75)	-	-	-	-	-	-	(545,414.75)	(545,414.75)	-	(545,414.75)	-	(545,414.75)
506	506	Sidewalk Improvement Fund	46,244.05	-	31.92	-	-	-	-	46,275.97	46,275.97	-	46,275.97	-	46,275.97
525	525	Annual Street Maintenance	(76,377.58)	-	-	-	-	-	-	(76,377.58)	(76,377.58)	-	(76,377.58)	-	(76,377.58)
527	527	Public Railroad Crossings	149.30	-	-	-	-	-	-	149.30	149.30	-	149.30	-	149.30
528	528	Bridge Improvements	26,201.86	-	-	-	527.00	-	-	25,674.86	25,674.86	-	25,674.86	-	25,674.86
531	531	E Second St Sidewalk/Street Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
532	532	James Street (Old Hwy 20) Project	-	-	-	-	-	-	-	-	-	-	-	-	-
533	533	Superior Street Sidewalk	-	-	-	-	-	-	-	-	-	-	-	-	-
534	534	Wilson-Brewer Park Improvement Project	(32,587.49)	-	-	-	-	104,470.00	-	(137,057.49)	(137,057.49)	-	(137,057.49)	-	(137,057.49)
535	535	W Twin Park Shelter Project	(1,340.00)	-	-	-	-	-	-	(1,340.00)	(1,340.00)	-	(1,340.00)	-	(1,340.00)
536	536	2020 2nd Street Reconstruction	2,761,824.74	-	1,906.42	-	-	620,529.66	-	2,143,201.50	2,143,201.50	-	2,143,201.50	-	2,143,201.50
537	537	E Twin Improvements	(134,301.45)	-	-	-	-	-	-	(134,301.45)	(134,301.45)	-	(134,301.45)	-	(134,301.45)
		Subtotal - Capital Project Funds	5,193,239.27	-	81,380.39	-	-	725,526.66	-	4,549,093.00	4,549,093.00	-	4,549,093.00	-	4,549,093.00
Enterprise Funds															
601	601	Electric Utility	47,148.31	300,000.00	1,054,494.85	-	-	932,767.11	-	168,876.05	6,217,882.59	894,378.17	1,063,254.22	300,000.00	1,363,254.22
	601D	Electric Improvement Reserve	2,766,331.77	-	-	-	-	-	-	2,766,331.77	-	-	2,766,331.77	-	2,766,331.77
	601E	Project Share Donations	12,951.53	-	97.00	-	-	-	-	13,048.53	-	-	13,048.53	-	13,048.53
	601F	Green City Energy Donations	2,743.00	-	10.00	-	-	-	-	2,753.00	-	-	2,753.00	-	2,753.00
	6														

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

GENERAL CHECKING (GENERAL CHECKING) (1)

October 31, 2021

Account: 00110000

Bank Account Number: 7021673

Bank Statement Balance:	27,414,149.72	Book Balance Previous Month:	25,744,799.45
Outstanding Deposits:	7,242.51	Total Receipts:	4,082,363.77
Outstanding Checks:	141,142.24	Total Disbursements:	2,500,271.53
Bank Adjustments:	46,641.70	Book Adjustments:	.00
Bank Balance:	27,326,891.69	Book Balance:	27,326,891.69

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
18	188.67	1263	.96	1278	4.45		
1184	100.00-	1264	13.35	1286	824.96	Total:	7,242.51
1262	3,350.01	1277	2,714.16	1291	245.95		

Deposits cleared: 80 items Deposits Outstanding: 9 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1020	29.09	2937	36.94	20909	69.01	51691	16.30
1072	28.63	2938	592.04	21362	21.47	51808	7.01
1073	35.79	2939	211.94	21368	1.82	51842	45.58
1710	23.09	2940	78.96	21796	46.03	52148	59.99
1733	18.47	2941	93.74	50049	44.27	52249	7.28
1741	55.41	2942	265.51	50350	58.63	52296	74.44
1742	14.78	2944	33.50	50419	80.15	52555	32.31
1818	62.33	2945	65.00	50432	152.90	52557	25.00
1844	55.41	3754	55.41	50508	42.57	52814	88.87
1881	17.08	6804	28.63-	50509	40.83	52900	29.62
1895	36.94	17532	247.00	50631	12.47	52934	54.42
1916	92.35	17542	97.12	50792	2.67	53208	111.27
2563	16.16	17791	64.67	50833	64.37	53242	13.59
2786	113.12	17939	1.86	50838	56.57	53285	6.00
2813	101.01	18050	71.73	50893	138.91	53306	72.35
2846	41.56	18333	49.48	50896	75.11	53452	34.78
2916	86.14	18616	2.25	50927	2.07	53551	15.21
2918	73.88	18738	39.35	51131	40.29	53637	5.17
2919	86.14	18760	44.22	51172	28.13	53693	132.41
2929	34.46	18862	68.08	51447	16.00	53704	83.58
2930	18.47	19009	377.00	51583	163.26	53752	2.87
2931	627.09	19329	11.93	51589	243.78	53783	1.32
2932	36.94	20274	62.14	51590	24.73	53811	166.00
2933	34.46	20489	274.07	51592	48.15	53891	90.33
2934	289.11	20538	31.15	51595	10.11	53921	136.62
2935	34.46	20570	71.91	51601	18.75	54138	21.48
2936	34.46	20579	75.00	51682	64.72	54342	131.26

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
54408	135.49	55154	5.35	55604	24.00	55666	126.00
54425	132.94	55241	67.81	55608	46.30	55668	763.79
54429	118.65	55243	42.54	55613	588.00	55672	97.98
54543	12.63	55268	13.69	55617	250.00	55674	36,942.20
54668	19.48	55277	69.72	55630	237.00	55676	124.25
54783	34.14	55305	89.53	55635	280.00	55678	24,412.11
54829	75.00	55353	126.11	55637	200.00	55679	5,500.00
54855	9.36	55511	28.87	55638	1,300.00	55680	30.00
54907	16.91	55521	49.00	55643	8,227.13	55759	1,336.22
55001	125.00	55583	1,255.00	55645	30.03	205402	532.14
55014	132.87	55589	38.57	55654	527.00	130000	7,896.00
55019	40.98	55599	36.96	55658	205.17	270170	40,088.06
55067	195.11	55602	50.68	55664	333.44		
						Total:	141,142.24

Checks cleared: 254 items Checks Outstanding: 159 items

Bank Adjustments

Description	Amount	Description	Amount
o/s cash deposit	64,510.52	Return Deposit Item	129.23
missed Cong Meals DD	20.83-	Return Deposit Item	263.28
Chargeback-cc fraud	400.00		.00
Fareway missed util DD	9,486.20-	F Trust on bank more than city	9,154.30-
		Total:	46,641.70

Book Adjustments

No book adjustments found!





Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

RETURN SERVICE REQUESTED

CITY OF WEBSTER CITY
400 SECOND ST
PO BOX 217
WEBSTER CITY IA 50595-0217

Managing Your Accounts

	Customer Service (515)832-1133
	Telephone Banking (800)260-8419
	Mailing Address 635 1st Street Webster City, IA 50595
	Online Banking www.availa.bank

Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC FUNDS CHECKING	7021673	\$500,212.33

PUBLIC FUNDS CHECKING-7021673

Account Summary

Date	Description	Amount
10/01/2021	Beginning Balance	\$500,205.48
	110 Credit(s) This Period	\$6,042,235.39
	264 Debit(s) This Period	\$6,042,228.54
10/31/2021	Ending Balance	\$500,212.33

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.50%
Interest Days	31
Interest Earned Not Paid	\$0.00
Interest Paid This Period	\$212.33
Interest Paid Year-to-Date	\$2,082.20
Minimum Balance	\$500,000.00

Deposits

Date	Description	Amount
10/01/2021	Deposit	\$30,967.65
10/01/2021	Transfer Deposit From DDA XXXXXX1682	\$13,821.66
10/04/2021	Deposit	\$57,498.57
10/05/2021	Deposit	\$3.14
10/05/2021	Deposit	\$62,804.09
10/06/2021	Deposit	\$35.00
10/06/2021	Deposit	\$41,245.88
10/07/2021	Transfer Deposit From DDA XXXXXX1682	\$3,941.42
10/07/2021	Non-Paper Credit E/C CK 9/21 DEP-TAKEN AS 108.51 S/B 208.51	\$100.00
10/08/2021	Deposit	\$108,084.90
10/08/2021	Deposit	\$77,164.13
10/12/2021	Deposit	\$133,756.73
10/12/2021	Deposit	\$33,059.60
10/13/2021	Deposit	\$69,450.72
10/14/2021	Deposit	\$20,715.89
10/14/2021	Transfer Deposit From DDA XXXXXX1682	\$95,925.38
10/15/2021	Deposit	\$40,362.22
10/18/2021	Deposit	\$45,807.01
10/20/2021	Deposit	\$26,967.35

PUBLIC FUNDS CHECKING-7021673 (continued)

Deposits (continued)

Date	Description	Amount
10/21/2021	Transfer Deposit From DDA XXXXXX1682	\$690,978.06
10/25/2021	Deposit	\$39,901.00
10/25/2021	Deposit	\$30,417.78
10/25/2021	Deposit	\$17,953.26
10/25/2021	Transfer Deposit From DDA XXXXXX1682	\$970,711.54
10/26/2021	Deposit	\$40,984.20
10/27/2021	Deposit	\$209.69
10/27/2021	Deposit	\$10,143.55
10/28/2021	Deposit	\$16,919.38
10/28/2021	Transfer Deposit From DDA XXXXXX1682	\$178,675.64
10/29/2021	Deposit	\$19.41
10/29/2021	Deposit	\$28,422.93
10/29/2021	Transfer Deposit From DDA XXXXXX1682	\$50,209.76
10/31/2021	Accr Earning Pymt Added to Account	\$212.33

Electronic Credits

Date	Description	Amount
10/01/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$3,420.94
10/04/2021	ACH Deposit IFA FED STATE IRUAP WEBSTER CITY CITY OF	\$350.10
10/04/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$2,754.34
10/04/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$5.20
10/05/2021	ACH Deposit FCSAMERICA FCSA AFCSA EXP CITY OF WEBSTER CI	\$1,762.28
10/05/2021	ACH Deposit GRAND TRUNK WEST PAYMENT CITY OF WEBSTER CIT	\$1,052.85
10/05/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$6.97
10/05/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$253.50
10/05/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$4,193.15
10/05/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$956.54
10/05/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$682.92
10/06/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$3,825.45
10/07/2021	ACH Deposit CAPTURIS BILL PAY CITY OF WEBSTER	\$883.10
10/07/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$5.20
10/07/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$2,961.05
10/07/2021	ACH Deposit THRIFTY WHITE DIRECT PAY City Of Webster Cit	\$715.07
10/08/2021	ACH Deposit Corn Belt Power AP CITY OF WEBSTER CITY	\$276.79
10/08/2021	ACH Deposit FIRST STATE BANK CASH TRANS CITY OF WEBSTER	\$20.83

PUBLIC FUNDS CHECKING-7021673 (continued)

Electronic Credits (continued)

Date	Description	Amount
10/08/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$39.90
10/08/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$2,482.15
10/08/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$1,450.80
10/08/2021	ACH Deposit THE HANOR CO WI PAYABLES CITY OF WEBSTER CIT	\$792.09
10/12/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$4,535.67
10/12/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$7,560.47
10/12/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$932.89
10/12/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$1,672.13
10/12/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$5.20
10/12/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$97.72
10/12/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$97.72
10/12/2021	ACH Deposit Webster City UTILITY CITY OF WEBSTER CITY U	\$138,088.81
10/13/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$5.20
10/13/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$6,282.75
10/14/2021	ACH Deposit MEMBERS TRUST CO DEPOSIT CITY OF WEBSTER CIT	\$9,154.30
10/14/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$5,993.48
10/15/2021	ACH Deposit CAPTURIS BILL PAY CITY OF WEBSTER	\$1,335.30
10/15/2021	ACH Deposit HAMILTON COUNTY Treas Ord Webster City Corp.	\$1,678,694.41
10/15/2021	ACH Deposit MARY ANNS SPECIA WC USDA CITY OF WEBSTER CIT	\$8,403.36
10/15/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$2,642.42
10/15/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$1,852.50
10/18/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$55.00
10/18/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$1.51
10/18/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$3,777.53
10/19/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$0.77
10/19/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$28.00
10/19/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$5,055.20
10/19/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$500.00
10/19/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$992.07

PUBLIC FUNDS CHECKING-7021673 (continued)

Electronic Credits (continued)

Date	Description	Amount
10/19/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$86,923.54
10/20/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$24.50
10/20/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$0.61
10/20/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$4,256.68
10/20/2021	ACH Deposit Webster City UTILITY CITY OF WEBSTER CITY U	\$72,533.15
10/21/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$3,646.21
10/21/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$5.20
10/22/2021	ACH Deposit Corn Belt Power AP CITY OF WEBSTER CITY	\$91,638.98
10/22/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$28.00
10/22/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$0.77
10/22/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$6,530.79
10/25/2021	ACH Deposit Corn Belt Power AP CITY OF WEBSTER CITY	\$861.00
10/25/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$2,066.47
10/25/2021	ACH Deposit PAYMENTECH DEPOSIT Webster Service Fee	\$0.69
10/25/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$25.00
10/26/2021	ACH Deposit GRAND TRUNK WEST PAYMENT CITY OF WEBSTER CIT	\$821.66
10/26/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$3,193.21
10/26/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$913.56
10/26/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$688.34
10/27/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$1,454.00
10/27/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$77,643.45
10/27/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$3,089.95
10/27/2021	ACH Deposit WEBSTER CITY CREDITS Webster City	\$763,948.65
10/28/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$7.20
10/28/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$2,059.09
10/29/2021	ACH Deposit FAREWAY STORES ACH CITY OF WEBSTER CITY U	\$9,486.20
10/29/2021	ACH Deposit PAYMENTECH DEPOSIT Webster City Govt	\$8.90
10/29/2021	ACH Deposit PAYMENTECH DEPOSIT CITY OF WEBSTER CITY	\$23,239.12
10/29/2021	ACH Deposit ST OF IA-E.F.T. E.F.T. WEBSTER CITY CITY OF	\$9,265.91

PUBLIC FUNDS CHECKING-7021673 (continued)

Other Credits

Date	Description	Amount
10/19/2021	Check Reversal	\$33,749.06

Electronic Debits

Date	Description	Amount
10/01/2021	ACH Payment RUAN, INCORPORAT PAYMENTS CITY OF WEBSTER CI	\$3,990.33
10/04/2021	ACH Payment IA CHILD SUPPORT CHILD SUPP CITY OF WEBSTER	\$532.14
10/05/2021	ACH Payment IRS USATAXPYMT CITY OF WEBSTER CITY	\$37,409.67
10/05/2021	ACH Payment PAYMENTECH FEE Webster City Govt	\$195.76
10/05/2021	ACH Payment PAYMENTECH FEE Webster Service Fee	\$30.12
10/05/2021	ACH Payment Xpress Bill Pay BILLING Webster City	\$624.07
10/06/2021	ACH Payment Iowa Workforce D IOW IWD WOLFGRAMDODIE	\$4,972.71
10/13/2021	ACH Payment IA DEPT OF REV IA REV PAY WEBSTER CITY CITY	\$4,308.00
10/13/2021	ACH Payment IA DEPT OF REV IA REV PAY WEBSTER CITY CITY	\$14,348.00
10/14/2021	ACH Payment Webster City PAYROLL CITY OF WEBSTER CITY	\$126,664.81
10/15/2021	ACH Payment PAYMENTECH CHARGEBACK CITY OF WEBSTER CITY	\$400.00
10/18/2021	ACH Payment IA CHILD SUPPORT CHILD SUPP CITY OF WEBSTER	\$532.14
10/18/2021	ACH Payment IA DEPT OF REV IA REV PAY WEBSTER CITY CITY	\$14,942.00
10/19/2021	ACH Payment IRS USATAXPYMT CITY OF WEBSTER CITY	\$38,697.39
10/20/2021	ACH Payment CITY OF WEBSTER USDA TRANS CHECKING * * * 1673	\$3,000.00
10/21/2021	ACH Payment NIMECA WC PwrBill Webster City	\$692,460.36
10/25/2021	ACH Payment IA DEPT OF REV IA REV PAY WEBSTER CITY CITY	\$4,199.00
10/25/2021	ACH Payment IA DEPT OF REV IA REV PAY WEBSTER CITY CITY	\$12,456.00
10/26/2021	ACH Payment USDA RD RUS PAYMENT WEBSTER CITY, CITY	\$16,806.72
10/28/2021	ACH Payment IPERS PAYROLL CITY OF WEBSTER CITY	\$65,231.32
10/28/2021	ACH Payment Webster City PAYROLL CITY OF WEBSTER CITY	\$131,967.29
10/29/2021	ACH Payment IA DEPT OF REV IA REV PAY WEBSTER CITY CITY	\$7,976.00

Other Debits

Date	Description	Amount
10/04/2021	Transfer Withdrawal To DDA XXXXXX1682	\$58,547.90
10/04/2021	Non-Paper Debit E/C CK 9/21 DEP-TAKEN AS 1128.74 S/B 1028.74	\$100.00
10/05/2021	Transfer Withdrawal To DDA XXXXXX1682	\$31,478.38

PUBLIC FUNDS CHECKING-7021673 (continued)

Other Debits (continued)

Date	Description	Amount
10/06/2021	Transfer Withdrawal To DDA XXXXXX1682	\$39,348.88
10/08/2021	Transfer Withdrawal To DDA XXXXXX1682	\$19,841.20
10/12/2021	Transfer Withdrawal To DDA XXXXXX1682	\$227,702.41
10/13/2021	Transfer Withdrawal To DDA XXXXXX1682	\$19,957.99
10/14/2021	Dep Item Rtn ACH Webster City CLAUDE, VIRGINIA- ACCT CLOSED	\$129.23
10/14/2021	Dep Item Rtn ACH WC UTILITY SALON MERAKI- NSF	\$209.69
10/14/2021	Deposit Item Ret CHARGE BACK CK-JACOB FISHER-NSF	\$263.28
10/14/2021	Dep Item Ret Chrg	\$5.00
10/14/2021	Dep Item Ret Chrg	\$10.00
10/15/2021	Transfer Withdrawal To DDA XXXXXX1682	\$1,728,862.15
10/18/2021	Transfer Withdrawal To DDA XXXXXX1682	\$32,966.82
10/19/2021	Transfer Withdrawal To DDA XXXXXX1682	\$87,131.47
10/20/2021	Transfer Withdrawal To DDA XXXXXX1682	\$76,530.32
10/22/2021	Dep Item Rtn ACH Webster City jlp PETERSON, JOHN L-AcctClosed	\$19.41
10/22/2021	Transfer Withdrawal To DDA XXXXXX1682	\$82,746.76
10/22/2021	Dep Item Ret Chrg	\$5.00
10/26/2021	Transfer Withdrawal To DDA XXXXXX1682	\$6,014.85
10/27/2021	Transfer Withdrawal To DDA XXXXXX1682	\$447,193.57

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2863	10/13/2021	\$46.12	2898	10/19/2021	\$33.50	55405*	10/06/2021	\$90.00
2864	10/05/2021	\$92.35	2904*	10/19/2021	\$65.00	55408*	10/04/2021	\$108.15
2865	10/19/2021	\$73.22	2912*	10/18/2021	\$175.00	55411*	10/04/2021	\$84.00
2866	10/19/2021	\$18.47	2917*	10/21/2021	\$217.08	55412	10/06/2021	\$96.00
2867	10/07/2021	\$259.29	2920*	10/28/2021	\$99.60	55424*	10/04/2021	\$520.00
2868	10/13/2021	\$60.03	2921	10/27/2021	\$86.14	55432*	10/04/2021	\$375.00
2869	10/07/2021	\$73.22	2922	10/27/2021	\$68.91	55433	10/04/2021	\$170.00
2870	10/21/2021	\$482.63	2923	10/19/2021	\$55.41	55438*	10/06/2021	\$85.56
2871	10/08/2021	\$55.99	2924	10/27/2021	\$650.34	55458*	10/01/2021	\$1,674.91
2872	10/15/2021	\$90.45	2925	10/18/2021	\$146.83	55462*	10/01/2021	\$41,968.49
2873	10/06/2021	\$41.56	2926	10/27/2021	\$66.50	55464*	10/06/2021	\$268.68
2874	10/13/2021	\$650.34	2927	10/18/2021	\$58.64	55473*	10/06/2021	\$39.72
2875	10/06/2021	\$130.22	2928	10/18/2021	\$253.33	55480*	10/21/2021	\$828.81
2876	10/12/2021	\$95.58	2943*	10/29/2021	\$44,814.56	55486*	10/08/2021	\$1,064.68
2877	10/05/2021	\$88.20	55103*	10/19/2021	\$1,000.00	55487	10/13/2021	\$7,196.59
2878	10/04/2021	\$171.02	55275*	10/28/2021	\$173.10	55488	10/25/2021	\$100.00
2879	10/05/2021	\$91.89	55339*	10/20/2021	\$60.00	55489	10/13/2021	\$1,929.68
2895*	10/05/2021	\$65.00	55357*	10/01/2021	\$782.00	55490	10/13/2021	\$59.00
2896	10/06/2021	\$33.00	55372*	10/14/2021	\$225.60	55491	10/20/2021	\$19,002.00
2897	10/05/2021	\$175.00	55388*	10/05/2021	\$1,465.00	55492	10/12/2021	\$33.32

PUBLIC FUNDS CHECKING-7021673 (continued)

Checks Cleared (continued)

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
55493	10/08/2021	\$9,154.30	55548	10/14/2021	\$664.19	55606	10/25/2021	\$182.00
55494	10/12/2021	\$2,457.43	55549	10/22/2021	\$156.00	55607	10/25/2021	\$187.43
55495	10/12/2021	\$807.93	55550	10/13/2021	\$3,000.00	55609*	10/25/2021	\$1,056.00
55496	10/12/2021	\$5,841.34	55551	10/12/2021	\$98.75	55610	10/25/2021	\$10,645.00
55497	10/13/2021	\$988.00	55552	10/13/2021	\$500.00	55611	10/25/2021	\$112,527.29
55498	10/08/2021	\$448.72	55553	10/19/2021	\$174.18	55612	10/26/2021	\$158.37
55499	10/12/2021	\$22.50	55554	10/14/2021	\$1,900.00	55614*	10/26/2021	\$84.75
55500	10/13/2021	\$4,011.17	55555	10/13/2021	\$1,041.47	55615	10/27/2021	\$356,611.78
55501	10/12/2021	\$755.61	55556	10/13/2021	\$6,768.00	55616	10/27/2021	\$41,734.00
55502	10/18/2021	\$525.15	55557	10/13/2021	\$105.84	55618*	10/29/2021	\$9,078.75
55503	10/07/2021	\$5,833.33	55558	10/15/2021	\$154.97	55619	10/26/2021	\$2,942.88
55504	10/08/2021	\$1,901.95	55559	10/20/2021	\$3,889.97	55620	10/22/2021	\$3,047.54
55505	10/08/2021	\$52,199.40	55560	10/12/2021	\$8,573.63	55621	10/28/2021	\$95.00
55506	10/12/2021	\$40.00	55561	10/12/2021	\$112.50	55622	10/28/2021	\$95.00
55507	10/13/2021	\$845.00	55562	10/13/2021	\$435.97	55623	10/26/2021	\$157.10
55508	10/14/2021	\$131.51	55563	10/13/2021	\$250.00	55624	10/26/2021	\$4,848.51
55509	10/13/2021	\$586.53	55564	10/14/2021	\$412.00	55625	10/26/2021	\$392.00
55510	10/12/2021	\$32.90	55565	10/15/2021	\$77.64	55626	10/27/2021	\$8.38
55512*	10/12/2021	\$1,322.00	55566	10/13/2021	\$90.00	55627	10/22/2021	\$100.00
55513	10/13/2021	\$996.00	55567	10/12/2021	\$1,573.18	55628	10/27/2021	\$153.00
55514	10/15/2021	\$175.00	55568	10/13/2021	\$50.00	55629	10/25/2021	\$54.90
55515	10/13/2021	\$144.58	55569	10/25/2021	\$232.00	55631*	10/25/2021	\$217.29
55516	10/13/2021	\$27.70	55570	10/14/2021	\$160.04	55632	10/26/2021	\$543.26
55517	10/13/2021	\$340.15	55571	10/13/2021	\$480.00	55633	10/26/2021	\$65.42
55518	10/14/2021	\$123.46	55572	10/13/2021	\$349.70	55634	10/25/2021	\$240.62
55519	10/22/2021	\$58.14	55573	10/12/2021	\$49,810.21	55636*	10/27/2021	\$95.00
55520	10/14/2021	\$33.25	55574	10/12/2021	\$522.50	55639*	10/25/2021	\$22,152.00
55522*	10/12/2021	\$240.00	55575	10/13/2021	\$2,000.00	55640	10/26/2021	\$734.36
55523	10/12/2021	\$2,345.00	55576	10/21/2021	\$203.29	55641	10/25/2021	\$743.91
55524	10/12/2021	\$12,128.12	55577	10/12/2021	\$407.90	55642	10/26/2021	\$477.03
55525	10/12/2021	\$5.98	55578	10/21/2021	\$437.30	55644*	10/22/2021	\$158.63
55526	10/07/2021	\$2,440.00	55579	10/13/2021	\$2,964.81	55646*	10/25/2021	\$624.53
55527	10/08/2021	\$17.94	55580	10/08/2021	\$104,470.00	55647	10/26/2021	\$3,900.00
55528	10/13/2021	\$130.00	55581	10/25/2021	\$16,067.26	55648	10/25/2021	\$591,725.83
55529	10/13/2021	\$107.46	55582	10/25/2021	\$4,823.59	55649	10/26/2021	\$27.95
55530	10/12/2021	\$680.50	55584*	10/26/2021	\$65.89	55650	10/25/2021	\$997.61
55531	10/14/2021	\$820.00	55585	10/22/2021	\$1,500.00	55651	10/25/2021	\$33,379.51
55532	10/18/2021	\$28.47	55586	10/26/2021	\$1,575.00	55652	10/26/2021	\$96.00
55533	10/26/2021	\$74.04	55587	10/22/2021	\$125.64	55653	10/25/2021	\$83.00
55534	10/18/2021	\$12.67	55588	10/25/2021	\$113.20	55655*	10/22/2021	\$2,219.85
55535	10/13/2021	\$7.86	55590*	10/27/2021	\$3,154.00	55656	10/29/2021	\$53,703.24
55536	10/12/2021	\$1,785.00	55591	10/25/2021	\$361.24	55657	10/25/2021	\$1,014.00
55537	10/13/2021	\$897.68	55592	10/22/2021	\$4,928.55	55659*	10/27/2021	\$546.70
55538	10/20/2021	\$1,300.00	55593	10/22/2021	\$805.86	55660	10/25/2021	\$86.30
55539	10/12/2021	\$820.99	55594	10/25/2021	\$10,744.71	55661	10/29/2021	\$4,931.68
55540	10/12/2021	\$1,021.66	55595	10/25/2021	\$16.32	55662	10/25/2021	\$14,092.06
55541	10/15/2021	\$3,530.00	55596	10/25/2021	\$91.84	55663	10/26/2021	\$291.57
55542	10/12/2021	\$426.00	55597	10/27/2021	\$6,120.97	55665*	10/25/2021	\$397.50
55543	10/08/2021	\$1,157.41	55598	10/29/2021	\$148.00	55667*	10/25/2021	\$90,504.45
55544	10/12/2021	\$144.00	55600*	10/22/2021	\$2,327.16	55669*	10/26/2021	\$5,970.60
55545	10/14/2021	\$36.99	55601	10/26/2021	\$36.71	55670	10/25/2021	\$15,632.53
55546	10/13/2021	\$56.00	55603*	10/26/2021	\$898.04	55671	10/25/2021	\$4,699.13
55547	10/13/2021	\$9.00	55605*	10/25/2021	\$30.00	55673*	10/26/2021	\$439.92

PUBLIC FUNDS CHECKING-7021673 (continued)

Checks Cleared (continued)

Check Nbr	Date	Amount	Check Nbr	Date	Amount
55675*	10/25/2021	\$99,366.80	55677*	10/25/2021	\$12,091.89

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
10/01/2021	\$500,000.00	10/13/2021	\$500,000.00	10/22/2021	\$500,000.00
10/04/2021	\$500,000.00	10/14/2021	\$500,000.00	10/25/2021	\$500,000.00
10/05/2021	\$500,000.00	10/15/2021	\$500,000.00	10/26/2021	\$500,000.00
10/06/2021	\$500,000.00	10/18/2021	\$500,000.00	10/27/2021	\$500,000.00
10/07/2021	\$500,000.00	10/19/2021	\$500,000.00	10/28/2021	\$500,000.00
10/08/2021	\$500,000.00	10/20/2021	\$500,000.00	10/29/2021	\$500,000.00
10/12/2021	\$500,000.00	10/21/2021	\$500,000.00	10/31/2021	\$500,212.33





Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

RETURN SERVICE REQUESTED

CITY OF WEBSTER CITY
SWEEP ACCOUNT
400 SECOND ST
PO BOX 217
WEBSTER CITY IA 50595-0217

Managing Your Accounts

	Customer Service (515)832-1133
	Telephone Banking (800)260-8419
	Mailing Address 635 1st Street Webster City, IA 50595
	Online Banking www.availa.bank

Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC FUNDS CHECKING	7021682	\$26,717,486.08

PUBLIC FUNDS CHECKING-7021682

Account Summary

Date	Description	Amount
10/01/2021	Beginning Balance	\$25,845,210.25
	14 Credit(s) This Period	\$2,876,539.29
	7 Debit(s) This Period	\$2,004,263.46
10/31/2021	Ending Balance	\$26,717,486.08

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.81%
Interest Days	31
Interest Earned Not Paid	\$0.00
Interest Paid This Period	\$18,216.59
Interest Paid Year-to-Date	\$177,170.73
Minimum Balance	\$25,831,388.59

Deposits

Date	Description	Amount
10/04/2021	Transfer Deposit From DDA XXXXXX1673	\$58,547.90
10/05/2021	Transfer Deposit From DDA XXXXXX1673	\$31,478.38
10/06/2021	Transfer Deposit From DDA XXXXXX1673	\$39,348.88
10/08/2021	Transfer Deposit From DDA XXXXXX1673	\$19,841.20
10/12/2021	Transfer Deposit From DDA XXXXXX1673	\$227,702.41
10/13/2021	Transfer Deposit From DDA XXXXXX1673	\$19,957.99
10/15/2021	Transfer Deposit From DDA XXXXXX1673	\$1,728,862.15
10/18/2021	Transfer Deposit From DDA XXXXXX1673	\$32,966.82
10/19/2021	Transfer Deposit From DDA XXXXXX1673	\$87,131.47
10/20/2021	Transfer Deposit From DDA XXXXXX1673	\$76,530.32
10/22/2021	Transfer Deposit From DDA XXXXXX1673	\$82,746.76

PUBLIC FUNDS CHECKING-7021682 (continued)

Deposits (continued)

Date	Description	Amount
10/26/2021	Transfer Deposit From DDA XXXXXX1673	\$6,014.85
10/27/2021	Transfer Deposit From DDA XXXXXX1673	\$447,193.57
10/31/2021	Accr Earning Pymt Added to Account	\$18,216.59

Other Debits

Date	Description	Amount
10/01/2021	Transfer Withdrawal To DDA XXXXXX1673	\$13,821.66
10/07/2021	Transfer Withdrawal To DDA XXXXXX1673	\$3,941.42
10/14/2021	Transfer Withdrawal To DDA XXXXXX1673	\$95,925.38
10/21/2021	Transfer Withdrawal To DDA XXXXXX1673	\$690,978.06
10/25/2021	Transfer Withdrawal To DDA XXXXXX1673	\$970,711.54
10/28/2021	Transfer Withdrawal To DDA XXXXXX1673	\$178,675.64
10/29/2021	Transfer Withdrawal To DDA XXXXXX1673	\$50,209.76

Daily Balances

Date	Amount	Date	Amount	Date	Amount
10/01/2021	\$25,831,388.59	10/13/2021	\$26,224,323.93	10/22/2021	\$27,445,658.01
10/04/2021	\$25,889,936.49	10/14/2021	\$26,128,398.55	10/25/2021	\$26,474,946.47
10/05/2021	\$25,921,414.87	10/15/2021	\$27,857,260.70	10/26/2021	\$26,480,961.32
10/06/2021	\$25,960,763.75	10/18/2021	\$27,890,227.52	10/27/2021	\$26,928,154.89
10/07/2021	\$25,956,822.33	10/19/2021	\$27,977,358.99	10/28/2021	\$26,749,479.25
10/08/2021	\$25,976,663.53	10/20/2021	\$28,053,889.31	10/29/2021	\$26,699,269.49
10/12/2021	\$26,204,365.94	10/21/2021	\$27,362,911.25	10/31/2021	\$26,717,486.08





Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

RETURN SERVICE REQUESTED

CITY OF WEBSTER CITY
WC USDA REVOLVING LOAN
400 SECOND ST
PO BOX 217
WEBSTER CITY IA 50595-0217

Managing Your Accounts

	Customer Service (515)832-1133
	Telephone Banking (800)260-8419
	Mailing Address 635 1st Street Webster City, IA 50595
	Online Banking www.availa.bank

Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC FUNDS CHECKING	7025498	\$196,451.31

PUBLIC FUNDS CHECKING-7025498

Account Summary

Date	Description	Amount
10/01/2021	Beginning Balance	\$193,368.70
	2 Credit(s) This Period	\$3,082.61
	0 Debit(s) This Period	\$0.00
10/31/2021	Ending Balance	\$196,451.31

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.50%
Interest Days	31
Interest Earned Not Paid	\$0.00
Interest Paid This Period	\$82.61
Interest Paid Year-to-Date	\$752.42
Minimum Balance	\$193,368.70

Deposits

Date	Description	Amount
10/31/2021	Accr Earning Pymt Added to Account	\$82.61

Electronic Credits

Date	Description	Amount
10/20/2021	ACH Deposit CITY OF WEBSTER USDA TRANS USDA TRANSFER	\$3,000.00

Daily Balances

Date	Amount	Date	Amount	Date	Amount
10/01/2021	\$193,368.70	10/20/2021	\$196,368.70	10/31/2021	\$196,451.31

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**City of Webster City - Receipts
OCTOBER, 2021**

<u>FUND</u>	<u>AMOUNT</u>
GENERAL FUND	\$883,680.29
ROAD USE TAX FUND	\$88,214.14
TIF	\$118,694.65
SSMID	\$4,131.38
SPECIAL REVENUE FUNDS	\$525,211.71
DEBT SERVICE FUND	\$231,685.03
FIDUCIARY FUNDS	\$10.50
PERMANENT FUND	\$0.00
IMPROVEMENT FUNDS	\$81,380.39
ELECTRIC UTILITY FUND	\$1,063,471.25
WATER UTILITY FUND	\$157,812.99
SEWER UTILITY FUND	<u>\$202,043.22</u>
TOTAL	<u>\$3,356,335.55</u>

City of Webster City
Summary of Investments - October 2021

<u>Financial Institution</u>	<u>Investment</u>	<u>Term</u>		<u>Purchase Date</u>	<u>Due Date</u>	<u>Redeem Date</u>	<u>Int Rate</u>	<u>Begin Balance</u>	<u>Purchased</u>	<u>Redeemed</u>	<u>Ending Balance</u>	<u>Month Interest</u>	<u>Interest YTD</u>
Availa Bank	CD-9 mo-purch-April 2021	9 month	126597	04/10/21	01/10/22		0.15%	507,619.45	-		507,619.45		
Availa Bank	Sweep Account						0.77%	-	-	-	-	18,216.59	74,133.15
Availa Bank	USDA Revolving Loan Checking						0.50%					82.61	319.94
Availa Bank	Checking Account						0.50%					212.33	842.47
								507,619.45	-	-	507,619.45	18,511.53	75,295.56

FIRE DEPARTMENT REPORT

October 2021

ALARMS

<u>DATE</u>	<u>TIME</u>	<u>ADDRESS</u>	<u>TYPE OF SITUATION FOUND</u>
10-05	0150	203 Ohio	Gas Leak
10-05	2250	1415 Division	Trash Fire
10-09	0717	1449 Third St.	Authorized burning
10-15	0827	600 Park st.	Building Fire
10-15	0843	190 th and White Fox rd.	Vehicle Extrication
10-25	1741	Superior St. and First st.	Hazmat cleanup
10-27	1957	First St. and Beach st.	Vehicle accident w/ injuries
10-27	2129	First St. and Beach st.	Vehicle accident clean up

Year to Date Total = 118

October Total = 8

TRAINING

	<u>TIME</u>	<u>TYPE OF TRAINING</u>	<u>HOURS</u>	<u>PERSONNEL</u>
<u>10-11</u>	1800	Hose advancement/ DO Pumping/ RIC	2	25
<u>10-25</u>	1800	Hose load/ RIC/ Search and rescue	2	27
<u>10-20</u>	1000	Firefighter Orientation	2	2
<u>10-24</u>	1800	Firefighter Orientation	2	1

Year to Date Total = 825

October Total =110

INSPECTIONS

<u>DATE</u>	<u>BUSINESS</u>	<u>REASON FOR INSPECTION</u>
<u>10-19</u>	John Deer/ Karls Chevrolet	<u>Plans Review</u>
<u>10-29</u>	Karls Chevrolet	<u>Pressure test system 2 hour</u>

Year to Date Total = 25

October Total =2

MISCELLANEOUS

<u>DATE</u>	<u>TIME</u>	<u>EVENT</u>
10-1		Homecoming parade/ game flag
10-3		Charity softball game with WCPD
10-5- 10-9		Fire Prevention with all schools, preschools, daycares within city, 750 students taught fire safety and prevention

MEETING ROOM

<u>DATE</u>	<u>TIME</u>	<u>USED BY</u>
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