



AGENDA
City Council Meeting
City Hall Council Chambers - Webster City, Iowa
August 1, 2022 - 6:00 p.m.

This meeting will be open to the public and can also be attended via Zoom.com:

Meeting ID 896-7972-4754

Phone number to call to participate via telephone is **1-312-626-6799 US (Chicago)**

ROLL CALL

Motion on Approval of Agenda

Pledge of Allegiance

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

2. MINUTES, CLAIMS, REPORTS, LICENSES

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 July 18, 2022.
- b. [RESOLUTION](#) on [PAYROLL](#) for the period ending July 16, 2022 and paid on July 22, 2022.
- c. [RESOLUTION](#) on [BILLS](#) Approve [FUND LIST](#)
- d. Council Committee Reports
- e. Other reports and recommendations

3. GENERAL AGENDA

- a. Nuisance Hearing requested by property owner at 1726 Willson Avenue.
[NOTICE](#) [CITY CODE SECTIONS](#) [REQUEST](#)
Motion on Nuisance at 1726 Willson Avenue pertaining to request for time extension.
- b. [COUNCIL MEMORANDUM](#) [REQUEST](#) from St. Thomas Aquinas Parish for Street Closing for Car Show to be held September 10, 2022 from 11 a.m. to 3:00 p.m. (closure from 10 a.m. to 3:00 p.m.)

City Council Meeting Minutes, August 1, 2022

- c. Motion to approve Revised Street Closure [REQUEST](#) in regard to time of closure of the 700 Block of Second Street up to alley to the West, including the intersection of Second and Des Moines to the East to allow for setup and takedown, for LIFT WC event to be held on Saturday, August 6, 2022.
- d. Approve Tobacco Violation [ORDER](#) - Yesway Store, 1102 2nd Street, Webster City, Iowa
- e. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to sign and execute Amendment No. 18 with Snyder and Associates to provide professional services needed for routine Bridge Inspections and Associated Reports. [AMENDMENT 18](#)
- f. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to sign and execute Amendment No. 19 with Snyder and Associates to complete an update to the City's 1995 Americans With Disabilities Act Inventory and Transition Plan. [AMENDMENT 19](#) [PLAN](#)
- g. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to sign and execute Amendment No. 20 with Snyder and Associates to provide professional services needed for the CDBG Grant Application. [AMENDMENT 20](#)
- h. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to sign and execute Agreement with MIDAS Council of Governments to apply for a Community Development Block Grant (CDBG) from the Iowa Economic Development Authority (IEDA) for Sewer Improvements. [CONTRACT](#)
- i. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Street Supervisor to seek bids and authorizing the City Manager to proceed with purchase if bids come back under \$21,000.00 for a Self-Propelled Walk Behind Concrete/Asphalt Saw. [BID FORM](#)
- j. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Engineering Tech/Project Coordinator to seek bids for Tree Stump Removal Services and authorizing the City Manager to sign and execute an agreement with the lowest responsible bidder for Tree Stump Removal Services. [RFQ](#)
- k. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Engineering Tech/Project Coordinator to seek bids for Storm and Sanitary Sewer Cleaning and Televising Services and authorizing the City Manager to sign and execute an Agreement with the lowest responsible bidder for Storm and Sanitary Sewer Cleaning and Televising Services. [RFQ](#)
- l. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) accepting the 2018 Wilson Brewer Cabin Foundation Project and authorizing Final Payout to Peterson Construction. [ENGR LTR](#)
- m. [RESOLUTION](#) authorizing the Mayor and City Clerk to Amend the Salary of the City Manager

4. OTHER ITEMS

- a. City Attorney [UPDATE/REPORT](#) July 26, 2022.

5. ADJOURN

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

CITY COUNCIL MEETING MINUTES
Webster City, Iowa July 18, 2022 – 6:00 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on July 18, 2022, upon call of 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 Mayor John Hawkins and the following Council Members: Abbie Hansen, Megan McFarland and Matt McKinney. Council Member Logan Welch joined via telephone.

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 McFarland and seconded by Hansen to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

None brought forth.

MINUTES, CLAIMS, REPORTS AND LICENSES

It was moved by McFarland and seconded by McKinney that the following items be accepted and placed on file, or approved and adopted collectively:

- a. That the meeting minutes of July 5, 2022 be approved.
- b. That Resolution No. 2022-104 approving Payroll for the period ending July 2, 2022 and paid on July 8, 2022, in the amount of \$218,239.59 be passed and adopted.
- c. That Resolution No. 2022-105 approving bills paid in the amount of \$1,365,867.88 be passed and adopted.
- d. That the issuance of Beer and Liquor Licenses by the Iowa Department of Commerce be approved for the following:
 1. Class C Liquor License and Sunday Service
La Perla Jarocho LLC, 611 2nd Street, (Restaurant only)
- e. That the City Manager Reports for June 2022 be accepted and placed on file.
- f. That the Inspection Reports for April and May 2022 be accepted and placed on file.
- g. That the Police Department Report for June 2022 be accepted and placed on file.
- h. That the Fire Department Report for June 2022 be accepted and placed on file.
- i. That the Hamilton County Solid Waste Commission Agenda Packet-July 13, 2022 be accepted and placed on file.
- j. Council Committee Reports – None brought forth.
- k. Other reports and recommendations – None brought forth.

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

GENERAL AGENDA

a. Linda Conaway and Zach Schumacher, Members of the Hotel/Motel Tax Board, provided a Report/Recommendations from Hotel/Motel Tax Board Round 25 Grant Applications for Council to consider.

Mayor Hawkins and Council Member Welch inquired about the amount recommended for Legacy Learning Boone River Valley. Mo Seamonds and Deb Brown spoke on the original requested amount and provided details of their program.

It was moved by Welch and seconded by McFarland to approve the Hotel Motel Tax Board Round 25 recommendations as presented, with amending the amount recommended for Legacy Learning Boone River Valley from \$3,800.00 to \$15,050.00 as follows:

Hamilton County Fair Foundation	\$100,000.00
Hamilton County Speedway	\$ 15,000.00
Legacy Learning Boone River Valley	\$ 15,050.00
LIFT Webster City and the City of Webster City	\$ 69,450.00
Webster City Community Schools-Sunset Heights	\$ 35,800.00
Webster City Community Theatre	\$ 5,710.00

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

b. City Manager Daniel Ortiz-Hernandez provided details on the update of the Heart of Iowa Regional Housing Trust Fund. The update was to bring Council up to date on possible changes being made to the Heart of Iowa Regional Housing Trust Fund.

c. Discussion was held on Police Department Vehicle Replacement and Purchase and Financing of a 2022 Ram 1500 Special Service Vehicle for the Police Department.

City Manager Ortiz-Hernandez provided a background of the current aging vehicle fleet of the Police Department, and asked for Council to choose an option of purchase outlined in the Council Memorandum, which they would consider the best option to pursue. Council Consensus was to pursue Option 1, purchasing three new police vehicles with no trade in of older vehicles (to include purchase of 2022 Ram 1500 Special Service Vehicle). Options to fund the vehicles were also discussed and will be presented to Council once determined and finalized.

It was moved by McKinney and seconded by McFarland that Resolution No. 2022-106 to accept the Quotation in the amount of \$34,836.00 from Stew Hansen Dodge City for a Ram 1500 Crew Cab SSV (Special Service Vehicle) listed in the State of Iowa Vehicle Contract Catalog; and authorizing the City Manager to purchase vehicle and pursue proposed financing for reimbursement of said vehicle, equipment and installation, be passed and adopted..

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

OTHER ITEMS SENT TO COUNCIL

a. The City Attorney Report/Update from July 12, 2022 was previously given to Council for review. City Attorney Zach Chizek advised he has filed on five abandoned properties and will now wait for a Court date on each.

b. The City Council was informed of a Street Closure granted for National Night Out to be held at West Twin Park on August 2, 2022 from 5 to 7 p.m.

5. CLOSED SESSION

It was moved by Hansen and seconded by McKinney that Council meet in Closed Session to evaluate the performance of the City Manager, which is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session, as provided by Chapter 21.5 I of the Code of Iowa.

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

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Council went out of Open Session at 6:40 p.m.

Council Member Welch left the meeting at this time prior to the Closed Session.

Council took a short recess.

Council went into Closed Session at 6:45 p.m.

Council returned to Open Session at 7:25 p.m.

It was moved by McFarland and seconded by McKinney that Council Adjourn.

ROLL CALL: Hansen, Hawkins, McFarland and McKinney voting aye.

The July 18, 2022 Regular City Council Meeting stood adjourned at 7:26 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk

RESOLUTION NO. 2022 -

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

That the payroll for the 80-hour period ending July 16, 2022 and paid on July 22, 2022 aggregating the sum of \$204,763.87 herewith presented, be and the same is hereby approved.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-01 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-01 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-01 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	3,778.84	80.00	.00	.00	.00	.00	.00	125.00	.00	2,512.69
60722	CHELESVIG, BETH A.	3,121.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,044.36
61245	DINSDALE, ASHLEY J.	1,760.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,327.18
20020	ORTIZ-HERNANDEZ, DANIEL	5,271.16	80.00	.00	.00	.00	.00	.00	175.00	.00	2,797.60
60003	SMITH, ELIZABETH A.	2,197.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,477.07
Total CITY MANAGER:											
5		16,129.20	400.00	.00	.00	.00	.00	.00	300.00	.00	10,158.90
30980	STRONER, BRIAN M.	2,822.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,979.75
Total ENVIRONMENTAL/SAFETY:											
1		2,822.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,979.75
61164	BONJOUR, KARYL K.	2,266.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,488.49
61238	HAGLUND, DENISE D.	1,440.00	80.00	.00	.00	.00	.00	.00	.00	.00	975.32
61243	HESLEY, EMILY M.	1,680.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,309.49
61241	JOHNSON, LAURA A.	1,098.00	61.00	.00	.00	.00	.00	.00	.00	.00	614.38
61190	NERLAND, DEDRA R.	1,992.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,377.26
61163	PEVESTORF, ELIZABETH J.	2,014.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,386.32
30329	WOLFGRAM, DOREEN A.	3,117.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,167.37
Total FINANCE OFFICE:											
7		13,608.40	541.00	.00	.00	.00	.00	.00	.00	.00	9,318.63
41502	CAMPBELL, AARON M.	110.00	.00	.00	.00	.00	.00	110.00	.00	.00	100.58
41215	CASEY, DANA R	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	17.23
40857	DOOLITTLE, KENDALL J.	60.00	.00	.00	.00	.00	.00	60.00	.00	51.68	.00
41263	ESTLUND, JEROMY J.	2,490.88	112.00	.00	.00	.00	.00	.00	.00	.00	1,789.81
41395	FEICKERT, DAKOTA L.	224.00	16.00	.00	.00	.00	.00	.00	.00	.00	186.67
41038	FERGUSON, WILLIAM M.	80.00	.00	.00	.00	.00	.00	80.00	.00	73.88	.00
41300	FOX, JEFFREY A.	98.00	.00	.00	.00	.00	.00	98.00	.00	.00	84.41
41438	FRAKES, JUSTIN M.	60.00	.00	.00	.00	.00	.00	60.00	.00	.00	55.41
41260	FRAZIER, LOGAN W.	60.00	.00	.00	.00	.00	.00	60.00	.00	.00	55.41
40971	HAYES, BRANDON W.	2,517.76	112.00	.00	.00	.00	.00	.00	.00	.00	1,832.82
41445	HAYES, HARRISON W.	1,064.00	72.00	.00	.00	.00	.00	56.00	.00	916.53	.00
41441	HAYES, HUNTER W.	80.00	.00	.00	.00	.00	.00	80.00	.00	73.88	.00
40031	HOLST, RONALD W	80.00	.00	.00	.00	.00	.00	80.00	.00	68.91	.00
41192	JESSEN, PHILLIP N.	672.00	24.00	.00	.00	.00	.00	336.00	.00	494.22	.00
41520	LAKE, MASON F.	100.00	.00	.00	.00	.00	.00	100.00	.00	92.35	.00
41460	LEHMAN, MICHEAL L.	60.00	.00	.00	.00	.00	.00	60.00	.00	.00	50.41
41200	MADSEN, TODD M	120.00	.00	.00	.00	.00	.00	120.00	.00	.00	102.37
41515	SCHWERING, DREW M.	100.00	.00	.00	.00	.00	.00	100.00	.00	.00	92.35
41219	SOWLE JR., ANDREW W.	2,563.35	115.00	.00	.00	.00	.00	.00	.00	.00	1,537.17
41400	STANSFIELD, CHARLES T.	3,083.20	80.00	.00	.00	.00	.00	.00	.00	.00	2,034.09
41029	STEWART, EARL L	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
41485	THUMMA, AMANDA L.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41088	TOLLE, PAUL A.	130.00	.00	.00	.00	.00	.00	130.00	.00	110.98	.00
41216	WEINSCHENK, KENRIC J	110.00	.00	.00	.00	.00	.00	110.00	.00	.00	100.58
41213	WILLIAMS, ZACHARY W.	130.00	.00	.00	.00	.00	.00	130.00	.00	.00	110.98
40815	WILLS, DON H.	90.00	.00	.00	.00	.00	.00	90.00	.00	83.11	.00
41340	YOUNGDALE, COLE C.	60.00	.00	.00	.00	.00	.00	60.00	.00	55.41	.00
41270	ZEHNER, DONALD F.	110.00	.00	.00	.00	.00	.00	110.00	.00	.00	100.58
41505	ZIMMER, COLLEN C.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-01 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-01 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-01 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
Total FIRE DEPARTMENT:											
		29	14,373.19	531.00	.00	.00	.00	2,150.00	.00	2,020.95	8,343.22
61240	WINTER, KIRBY L.	4,086.98	80.00	.00	.00	.00	.00	.00	20.00	.00	2,810.80
Total INFORMATION SYSTEMS:											
		1	4,086.98	80.00	.00	.00	.00	.00	20.00	.00	2,810.80
61235	SIMPSON, CORY L.	1,992.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,397.35
Total INSPECTION:											
		1	1,992.80	80.00	.00	.00	.00	.00	.00	.00	1,397.35
31210	BARNES, DERRICK S.	3,399.80	86.00	.00	343.80	.00	.00	.00	.00	.00	2,311.15
31185	CASEY, DANA R.	3,239.20	80.00	.00	.00	.00	.00	.00	.00	.00	2,188.84
31190	DAYTON, BRYAN K.	3,213.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,172.61
30678	DICKINSON, ADAM L.	5,264.71	102.50	.00	1,043.35	.00	.00	.00	.00	.00	3,468.25
31230	MC COLLOUGH, DOUGLAS J.	3,953.92	98.50	.00	600.23	.00	.00	.00	.00	.00	2,675.26
31184	MOURTON, RUSSELL E.	3,241.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,860.89
31240	NEWMAN, BRADY N.	1,575.00	76.50	.00	135.00	.00	.00	.00	.00	.00	1,266.18
31186	ORTON, RYAN D.	3,747.88	84.00	.00	261.48	.00	.00	.00	.00	.00	2,528.91
30918	PARKHILL, MARTY E.	3,797.92	84.50	.00	295.52	.00	.00	.00	.00	.00	2,600.90
Total LINE DEPARTMENT:											
		9	31,433.63	772.00	.00	2,679.38	.00	.00	.00	.00	21,072.99
30976	MADSEN, TODD M.	1,776.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,286.20
Total METER DEPARTMENT:											
		1	1,776.00	80.00	.00	.00	.00	.00	.00	.00	1,286.20
61250	BERTRAN, ARIEL L.	2,538.47	80.00	.00	.00	.00	.00	.00	.00	.00	1,776.48
Total PLANNING/ZONING:											
		1	2,538.47	80.00	.00	.00	.00	.00	.00	.00	1,776.48
41480	DILLEY, JEAN M.	1,463.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,017.98
41500	HOLCOMBE, IAN J.	1,956.66	92.00	.00	218.52	.00	145.68	.00	.00	.00	1,341.96
41390	NOWELL, TANNER J.	2,084.96	82.00	.00	75.36	.00	.00	.00	.00	.00	1,485.36
41475	RUSH, DEBORAH G.	1,709.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,169.14
41525	Schanz, Alec M.	727.60	40.00	.00	.00	.00	.00	.00	.00	.00	552.83
41510	WHITEHILL, AUDRIANA G.	1,464.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,044.67
41207	WINDSCHITL, JOAN E.	1,971.76	80.00	.00	.00	.00	.00	.00	.00	.00	1,228.19
Total POLICE DEPARTMENT-D:											
		7	11,377.78	534.00	.00	293.88	.00	145.68	.00	.00	7,840.13
41430	BASINGER, RYAN A.	2,445.52	84.00	.00	.00	.00	.00	.00	.00	.00	1,708.39
41191	HOUGE, CLINTON J.	2,617.44	84.00	.00	.00	.00	.00	.00	.00	.00	1,826.73
41453	LEHMAN, MICHEAL L.	2,451.96	84.00	.00	.00	.00	.00	.00	.00	.00	1,805.75
41465	LOWE, ANDREW T.	2,635.53	84.00	.00	.00	.00	.00	.00	.00	.00	1,861.82
41479	LUFT, ANTHONY J.	2,652.36	103.00	.00	.00	.00	.00	.00	.00	.00	1,965.91
41230	MCKINLEY, ERIC K.	2,748.92	84.00	.00	.00	.00	.00	.00	.00	.00	1,986.32
41110	MORK, SHILOH B.	3,269.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,183.40
41471	MOURLAM, DALTON G.	2,556.61	84.00	.00	.00	.00	.00	.00	.00	.00	1,806.44

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-01 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-01 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-01 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt
41225	PRITCHARD, BRANDON D.	2,858.64	84.00	.00	.00	.00	.00	.00	.00	.00	2,015.59
41426	ROSE, DYLAN M.	2,377.72	84.00	.00	.00	.00	.00	.00	.00	.00	1,561.09
41450	THUMMA, STEVEN L.	2,857.32	89.00	211.73	.00	.00	.00	.00	.00	.00	1,902.59
41495	WATKINS, MARK D.	2,789.13	84.00	.00	.00	.00	.00	.00	.00	.00	2,039.92
Total POLICE DEPARTMENT-O:											
		12	32,260.75	1,028.00	211.73	.00	.00	.00	.00	.00	22,663.95
81672	CRYSTAL, EVERETT T.	510.00	40.00	.00	.00	.00	.00	.00	.00	.00	438.90
81697	FARO, FRANK L.	250.00	20.00	.00	.00	.00	.00	.00	.00	.00	212.14
81713	FOLEY, PATRICK R.	245.00	20.00	.00	.00	.00	.00	.00	.00	.00	207.85
81712	GARVEY, ROGER A.	306.25	25.00	.00	.00	.00	.00	.00	.00	.00	259.56
70980	HARMS, BRIAN K.	1,737.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,284.25
81714	MCBURNEY, BRAYZIN	735.00	60.00	.00	.00	.00	.00	.00	.00	.00	563.73
81739	MOURLAM, KEITH D.	474.50	36.50	.00	.00	.00	.00	.00	.00	.00	408.35
81617	OLSON, NICHOLAS L.	463.75	35.00	.00	.00	.00	.00	.00	.00	388.11	.00
51195	RODEN, JACOB J.	1,879.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,277.13
Total PUBLIC GROUNDS:											
		9	6,601.30	396.50	.00	.00	.00	.00	.00	388.11	4,651.91
61200	ALCAZAR, MATTHEW D.	2,061.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,195.44
81745	KEANE, ROSS M.	1,080.00	72.00	.00	.00	.00	.00	.00	.00	.00	875.45
Total PUBLIC WORKS:											
		2	3,141.60	152.00	.00	.00	.00	.00	.00	.00	2,070.89
81716	BAILEY, CLAIRE M.	636.00	53.00	.00	.00	.00	.00	.00	.00	573.56	.00
81685	BAILEY, ERIN S.	287.75	25.25	.00	.00	.00	.00	.00	.00	.00	265.74
81755	BARGFREDE, DELAINEY ANN	78.00	6.50	.00	.00	.00	.00	.00	.00	.00	72.03
81750	BEAULIEU, ADDYSON JOY	282.00	23.50	.00	.00	.00	.00	.00	.00	248.96	.00
81653	BINDER, MEREDITH K.	623.50	43.00	.00	.00	.00	.00	.00	.00	527.96	.00
81726	BINDER, RILEY K.	444.00	37.00	.00	.00	.00	.00	.00	.00	.00	410.03
81756	CALLAHAN, SPENCER AARON	462.00	38.50	.00	.00	.00	.00	.00	.00	.00	387.19
81724	CASEY, REESE A.	576.00	48.00	.00	.00	.00	.00	.00	.00	.00	515.94
81674	CRUTCHER, JACIE M.	291.00	24.25	.00	.00	.00	.00	.00	.00	256.37	.00
81743	DINSDALE, SOPHIE J.	414.00	34.50	.00	.00	.00	.00	.00	.00	.00	372.33
81669	DRAEGER, MAKAYLEE M.	516.00	43.00	.00	.00	.00	.00	.00	.00	.00	460.74
70100	FLAWS, LARRY J.	2,704.20	80.00	.00	.00	.00	.00	.00	85.00	.00	1,797.07
81708	GALLENTE, ABIGAIL M.	346.63	28.50	.00	.00	.00	.00	.00	.00	313.11	.00
81649	GALLENTE, MORGAN R.	405.50	31.00	.00	.00	.00	.00	.00	.00	365.48	.00
81746	GALLENTE, OLIVIA M.	234.00	19.50	.00	.00	.00	.00	.00	.00	213.10	.00
70107	GLASCOCK, MARK A.	2,196.34	91.00	.00	375.54	.00	.00	.00	.00	.00	1,442.00
81711	HANSEN, ELLA M.	864.00	72.00	.00	.00	.00	.00	.00	.00	.00	731.31
81753	HEDEEN, MARISSA KAY	522.50	47.50	.00	.00	.00	.00	.00	.00	.00	430.00
81727	HENDERSON, BRYAR J.	618.75	56.25	.00	.00	.00	.00	.00	.00	541.35	.00
81687	JOHNSON, KELLY R.	329.00	23.50	.00	.00	.00	.00	.00	.00	.00	303.83
81738	JOHNSON, NOLAN J.	571.65	46.25	.00	.00	.00	.00	.00	.00	.00	436.52
81723	KASCH, LIVIA R.	54.00	4.50	.00	.00	.00	.00	.00	.00	.00	49.87
81721	KENVILLE, REBECCA M.	708.00	59.00	.00	.00	.00	.00	.00	.00	.00	632.84
81667	LAMB, MITCHELL S.	149.50	11.50	.00	.00	.00	.00	.00	.00	.00	127.66
81731	LARSON, GABRIELLE M.	231.00	21.00	.00	.00	.00	.00	.00	.00	213.33	.00
81758	LARSON, JACE NICHOLAS	12.00	1.00	.00	.00	.00	.00	.00	.00	11.09	.00
81717	LASOURD, RILEY G.	348.00	29.00	.00	.00	.00	.00	.00	.00	321.37	.00
70975	LESHER, BREANNE M.	2,237.61	80.00	.00	.00	.00	.00	.00	.00	.00	1,512.88
81651	LINDSTROM, SARAH J.	582.00	48.50	.00	.00	.00	.00	.00	.00	495.62	.00

Employee Number	Name	Total Gross Amount	Total Gross Hours	3-01 OT no pen Emp Amt	4-00 OT pension Emp Amt	5-01 DBL OT np Emp Amt	6-00 DBL OT pen Emp Amt	23-01 OTHER pen Emp Amt	24-00 OTHER np Emp Amt	85-00 NET PAY Emp Amt	86-00 DIRECT DEP Emp Amt	
81594	MCBURNEY, SONYA L.	724.50	52.50	.00	.00	.00	.00	.00	.00	.00	551.01	
81673	MCKEE, BRONWYN E.	445.25	34.00	.00	.00	.00	.00	.00	.00	.00	411.18	
81585	MITCHELL, MCKENNA K.	313.88	23.25	.00	.00	.00	.00	.00	.00	289.87	.00	
81752	MOORE, KENNEDY AIANE	233.75	21.25	.00	.00	.00	.00	.00	.00	.00	201.23	
81689	NELSEN, DENISE L.	772.73	49.25	.00	.00	.00	.00	.00	.00	.00	619.61	
81757	NOHRENBERG, BONNIE RAE	396.00	33.00	.00	.00	.00	.00	.00	.00	.00	334.84	
81720	ODLAND, ALLEY D.	57.50	5.00	.00	.00	.00	.00	.00	.00	.00	53.10	
81686	O'HEARN, ELLA A.	258.50	23.50	.00	.00	.00	.00	.00	.00	.00	238.72	
81754	ORTON, ADDILYN LASHAE	621.50	56.50	.00	.00	.00	.00	.00	.00	522.36	.00	
81742	OUVERSON, ERIN A.	308.00	28.00	.00	.00	.00	.00	.00	.00	.00	279.43	
81744	PECK, EMMA G.	480.00	40.00	.00	.00	.00	.00	.00	.00	.00	431.28	
81700	PETERSON, ADALIE J.	489.00	40.75	.00	.00	.00	.00	.00	.00	.00	451.59	
81748	PETERSON, AVE	183.00	15.25	.00	.00	.00	.00	.00	.00	.00	165.43	
31195	PETERSON, RICK E.	1,834.41	80.00	.00	.00	.00	.00	.00	.00	.00	1,273.52	
81665	PRUISMANN, LINDA A.	175.56	10.50	.00	.00	.00	.00	.00	.00	.00	150.09	
81682	RANGE, JENAH L.	600.25	49.00	.00	.00	.00	.00	.00	.00	.00	527.11	
81701	RANGE, MARAH G.	900.00	75.00	.00	.00	.00	.00	.00	.00	.00	758.82	
81751	RICHARDSON, OLIVIA GRACE	250.25	22.75	.00	.00	.00	.00	.00	.00	222.81	.00	
81719	SCHULTZ, CAMDEN J.	655.50	55.75	.00	.00	.00	.00	.00	.00	.00	569.62	
81703	SEISER, DAWSON K.	347.50	29.50	.00	.00	.00	.00	.00	.00	.00	313.91	
81747	STANLEY, KAMEY	180.00	15.00	.00	.00	.00	.00	.00	.00	162.96	.00	
81715	STOAKES, KELLY L.	102.00	8.50	.00	.00	.00	.00	.00	.00	.00	94.20	
81718	THONGSOUK, TAHSAIYA W.	414.00	34.50	.00	.00	.00	.00	.00	.00	.00	372.33	
Total RECREATION:												
		52	28,468.01	1,929.25	.00	375.54	.00	.00	.00	85.00	5,279.30	17,745.00
51187	BAHRENFUSS, BRANDON D.	2,898.14	81.00	.00	53.34	.00	.00	.00	.00	.00	2,004.41	
51210	DANIELS, JACOB S.	1,840.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,298.21	
51178	DOOLITTLE, DAN L	649.00	29.50	.00	.00	.00	.00	.00	.00	.00	530.71	
51220	KLIEGL, SHAWN A.	1,760.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,233.83	
51190	RATCLIFF, BRETT D.	2,129.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,417.39	
51215	SLAGLE, MATHEW L.	2,112.00	80.00	.00	.00	.00	.00	176.00	176.00	.00	1,485.17	
51184	WILLIAMS, ZACHARY W.	2,344.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,597.76	
51205	YOUNGDALE, COLE C.	2,201.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,547.96	
Total STREET DEPARTMENT:												
		8	15,934.34	590.50	.00	53.34	.00	.00	176.00	176.00	.00	11,115.44
30772	DINGMAN, CHAD M.	2,584.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,886.90	
30977	JACKSON, JEFFREY S.	2,214.96	88.00	.00	.00	.00	.00	.00	.00	.00	1,519.41	
31179	WEST, JOHN A.	2,455.48	88.00	.00	.00	.00	.00	.00	.00	.00	1,818.51	
Total WASTEWATER:												
		3	7,254.44	256.00	.00	.00	.00	.00	.00	.00	5,224.82	
31189	CHAMBERS, TODD A.	2,408.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,598.17	
31220	FARWELL, GREGORY A.	2,814.94	93.00	.00	348.24	.00	.00	.00	.00	.00	1,931.89	
31215	KNOWLES, NICHOLAS A.	3,797.63	89.00	.00	.00	.00	.00	.00	.00	.00	2,444.20	
31225	PARKER, LOGAN M.	1,944.01	88.00	.00	243.01	.00	.00	.00	.00	.00	1,673.01	
Total WATER PLANT:												
		4	10,964.58	350.00	.00	591.25	.00	.00	.00	.00	7,647.27	
Grand Totals:												
		152	204,763.87	7,880.25	211.73	3,993.39	.00	145.68	2,326.00	581.00	7,688.36	137,103.73

Employee		Total	Total	3-01	4-00	5-01	6-00	23-01	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

RESOLUTION NO. 2022 -

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 \$602,601.26 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 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
BORDER STATES ELECTRIC SUPPLY (109)							
924336789	2	Adjustmen	200 SPRING CLIPS/140 LEAD HEAD PINS	06/06/2022	1,809.79-	01/23	601-23-52-5588-871
Total 924336789:					1,809.79-		
Total BORDER STATES ELECTRIC SUPPLY (109):					1,809.79-		
Total 06/20/2022:					1,809.79-		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
INTERIOR SPACES, INC. (5977)							
071222	2	Adjustmen	SSMID WATERING-JUNE 2022	07/12/2022	1,500.00-	01/23	260-23-36-5393-299
Total 071222:					1,500.00-		
Total INTERIOR SPACES, INC. (5977):					1,500.00-		
Total 07/18/2022:					1,500.00-		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
AW.some MOWING (7289)							
063022	1	Invoice	WATERING SSMID FLOWERPOTS (JUNE)	06/30/2022	1,500.00	12/22	260-23-36-5393-299
Total 063022:					1,500.00		
Total AW.some MOWING (7289):					1,500.00		
SECRETARY OF STATE (2610)							
071422	1	Invoice	NOTARY FEE/SCHANZ	07/14/2022	30.00	01/23	100-21-21-5180-215
Total 071422:					30.00		
Total SECRETARY OF STATE (2610):					30.00		
Total 07/20/2022:					1,530.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
RUAN CAR SALES (7558)							
062822	1	Invoice	FINAL LEASE PYMT T10610	06/28/2022	251.00	12/22	100-21-21-5110-920
Total 062822:					251.00		
070522	1	Invoice	FINAL LEASE PYMT T10611	07/05/2022	251.00	01/23	100-21-21-5110-920
Total 070522:					251.00		
Total RUAN CAR SALES (7558):					502.00		
STEW HANSEN DODGE CITY (3597)							
158440	1	Invoice	2022 DODGE RAM 1500 CREW CAB SSV/PO	07/22/2022	34,836.00	01/23	100-41-21-5110-510
Total 158440:					34,836.00		
Total STEW HANSEN DODGE CITY (3597):					34,836.00		
Total 07/22/2022:					35,338.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
ACCU JET SEWER AND DRAIN CLEANING (5369)							
5725	1	Invoice	CLEAN & TELEWISE SANITARY SEWERS/EAS	07/01/2022	10,327.64	01/23	603-23-71-5673-229
Total 5725:					10,327.64		
Total ACCU JET SEWER AND DRAIN CLEANING (5369):					10,327.64		
AFLAC, INC. (20)							
152093	1	Invoice	AFLAC PREMIUMS	07/12/2022	1,490.88	01/23	902-11215
Total 152093:					1,490.88		
Total AFLAC, INC. (20):					1,490.88		
AL PRICE SERVICES, INC. (5137)							
6712	1	Invoice	Vac OUT PITS & JET LINE + CAMERA OF LIN	07/19/2022	2,407.50	01/23	603-23-70-5653-299
Total 6712:					2,407.50		
Total AL PRICE SERVICES, INC. (5137):					2,407.50		
ARNOLD MOTOR SUPPLY (68)							
26NV071460	1	Invoice	OIL/AIR FILTERS-CEMETERY MOWERS	07/14/2022	99.60	01/23	100-23-42-5371-314
Total 26NV071460:					99.60		
26NV071778	1	Invoice	SPARK PLUG/TESTER-DEWALT GENERATO	07/21/2022	13.47	01/23	100-23-42-5371-314
Total 26NV071778:					13.47		
26NV071814	1	Invoice	REPAIR BACKUP GENERATOR	07/22/2022	44.30	01/23	100-21-22-5140-226
Total 26NV071814:					44.30		
26NV071817	1	Invoice	HEX KEY ST-SHOP TOOLS	07/22/2022	10.69	01/23	100-23-42-5371-311
Total 26NV071817:					10.69		
Total ARNOLD MOTOR SUPPLY (68):					168.06		
ASTRA SECURITY (6495)							
40426	1	Invoice	ACCESS CONTROL BUTTONS FOR PD	06/22/2022	19.60	12/22	100-24-16-5420-317
40426	2	Invoice	ACCESS CONTROL BUTTONS FOR PD	06/22/2022	71.87	12/22	601-24-16-5921-317
40426	3	Invoice	ACCESS CONTROL BUTTONS FOR PD	06/22/2022	19.60	12/22	602-24-16-5921-317
40426	4	Invoice	ACCESS CONTROL BUTTONS FOR PD	06/22/2022	19.60	12/22	603-24-16-5921-317
Total 40426:					130.67		
Total ASTRA SECURITY (6495):					130.67		
BLACK HILLS ENERGY (3466)							
0976116930	1	Invoice	GAS UTILITY/LINE	07/11/2022	11.94	01/23	601-23-52-5586-234
0976116930	2	Invoice	GAS UTILITY/LINE	07/11/2022	11.94	01/23	601-23-52-5588-234
0976116930	3	Invoice	GAS UTILITY/LINE	07/11/2022	11.94	01/23	601-23-51-5566-234
Total 0976116930 07/11/22:					35.82		
2074931097	1	Invoice	GAS UTILITY/CEMETERY	07/21/2022	36.32	01/23	100-23-42-5371-234

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 2074931097 07/21/22:					36.32		
4752063290	1	Invoice	GAS UTILITY/DEPOT	07/11/2022	35.26	01/23	100-22-42-5221-234
Total 4752063290 07/11/22:					35.26		
5470636360	1	Invoice	GAS UTILITY/FULLER HALL	07/11/2022	35.26	01/23	100-22-42-5233-234
Total 5470636360 07/11/22:					35.26		
5542531803	1	Invoice	GAS UTILITY/FIRE STATION	07/11/2022	35.26	01/23	100-21-22-5140-234
Total 5542531803 07/11/22:					35.26		
5978424719	1	Invoice	GAS UTILITY/WATER PLANT SHED	07/11/2022	44.59	01/23	602-23-61-5642-234
Total 5978424719 07/11/22:					44.59		
6506969580	1	Invoice	GAS UTILITY/WATER PLANT	07/11/2022	35.84	01/23	602-23-61-5642-234
Total 6506969580 07/11/22:					35.84		
6886529163	1	Invoice	GAS UTILITY/OD POOL	07/22/2022	3,384.69	01/23	100-22-42-5242-234
Total 6886529163 07/22/22:					3,384.69		
7824805624	1	Invoice	GAS UTILITY/WWTP	07/22/2022	2,379.68	01/23	603-23-70-5642-234
Total 7824805624 07/22/22:					2,379.68		
8081102404	1	Invoice	GAS UTILITY/SR CITIZEN CTR	07/11/2022	112.29	01/23	100-21-22-5140-234
Total 8081102404 07/11/22:					112.29		
9634407409	1	Invoice	GAS UTILITY/STREET	07/22/2022	76.83	01/23	204-23-30-5310-234
Total 9634407409 07/22/22:					76.83		
Total BLACK HILLS ENERGY (3466):					6,211.84		
BOLTON & MENK INC. (106)							
0292764	1	Invoice	ENG SVC - WATER PLANT IMPROVEMENTS -	07/05/2022	5,210.00	12/22	602-23-61-5651-212
Total 0292764:					5,210.00		
0292765	1	Invoice	ENG - WASTEWATER DESIGN-FACILITY IMP	07/05/2022	3,142.50	12/22	603-23-70-5652-860
Total 0292765:					3,142.50		
Total BOLTON & MENK INC. (106):					8,352.50		
BOMGAARS (5165)							
62880895	1	Invoice	BLEACH/SHEETING-WATER DIST.STREET	07/07/2022	37.94	01/23	602-23-62-5662-318
62880895	2	Invoice	GLOVES/TOOL BOX-MOSQUITO CONTROL-S	07/07/2022	41.56	01/23	100-22-30-5230-318
62880895	3	Invoice	REFILL-TRK33/TAPE COMP TRK31-STREET	07/07/2022	40.98	01/23	204-23-30-5310-314

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 62880895:					120.48		
62881060	1	Invoice	BALL GAS VALVE	07/08/2022	52.99	01/23	204-23-30-5310-314
Total 62881060:					52.99		
62882375	1	Invoice	FILES/BOLTS-SIGN MATERIALS	07/11/2022	25.57	01/23	100-21-30-5120-318
62882375	2	Invoice	FILES-WATER DIST/STREET	07/11/2022	23.98	01/23	602-23-62-5662-318
Total 62882375:					49.55		
62883097	1	Invoice	PAINT TRAY/EXTENSION POLE-SIGN WORK	07/13/2022	108.96	01/23	100-21-30-5120-318
Total 62883097:					108.96		
62883923	1	Invoice	CHAIN FOR POLE SAW BLADE	07/15/2022	23.99	01/23	100-22-42-5210-314
Total 62883923:					23.99		
62884801	1	Invoice	PRAMITOL-WATER PLANT/WELLS	07/17/2022	69.99	01/23	602-23-61-5642-318
Total 62884801:					69.99		
62884943	1	Invoice	PUMP UP SPRAYER-WATER PLANT	07/17/2022	32.99	01/23	602-23-61-5642-318
Total 62884943:					32.99		
62885415	1	Invoice	SOLAR SALT/BRUSH/LUBRICANT-WW	07/18/2022	97.86	01/23	603-23-70-5642-318
Total 62885415:					97.86		
62886027	1	Invoice	CORD/BACKET,SHELF-WATER PLANT	07/20/2022	43.97	01/23	602-23-61-5642-318
Total 62886027:					43.97		
62886981	1	Invoice	WASP SPRAY-OD POOL	07/22/2022	23.96	01/23	100-22-42-5242-318
Total 62886981:					23.96		
Total BOMGAARS (5165):					624.74		
BORDER STATES INDUSTRIES INC (6530)							
924336789	1	Invoice	SPRING CLIPS/LEAD HEAD PINS	06/06/2022	1,809.79	12/22	601-23-52-5588-871
Total 924336789:					1,809.79		
924585788	1	Invoice	210 WRAPLOCK TIES	07/18/2022	1,307.75	01/23	601-23-52-5588-871
Total 924585788:					1,307.75		
Total BORDER STATES INDUSTRIES INC (6530):					3,117.54		
BROWN SUPPLY COMPANY, INC. (122)							
121407	1	Invoice	RED INVERT SPRAY PAINT-LINE	07/21/2022	180.00	01/23	601-23-52-5588-318
Total 121407:					180.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
121484	1	Invoice	1-1/4" CURB STOP RISER CAP (2021 HMA SE	07/25/2022	12.00	01/23	525-23-30-5310-299
Total 121484:					12.00		
Total BROWN SUPPLY COMPANY, INC. (122):					192.00		
BSN SPORTS, LLC (125)							
917254216	1	Invoice	OD VOLLYBALL SET-ROPE	05/31/2022	496.64	12/22	100-22-42-5222-318
Total 917254216:					496.64		
Total BSN SPORTS, LLC (125):					496.64		
CAPITAL SANITARY SUPPLY (6096)							
C349183A	1	Invoice	FACIAL TISSUE-CITY HALL	07/13/2022	19.19	12/22	100-24-36-5480-318
C349183A	2	Invoice	FACIAL TISSUE-CITY HALL	07/13/2022	13.71	12/22	601-23-36-5480-318
C349183A	3	Invoice	FACIAL TISSUE-CITY HALL	07/13/2022	10.97	12/22	602-23-36-5480-318
C349183A	4	Invoice	FACIAL TISSUE-CITY HALL	07/13/2022	10.97	12/22	603-23-36-5480-318
Total C349183A:					54.84		
C351295	1	Invoice	CLEANING SUPPLIES-OD POOL	07/13/2022	286.40	01/23	100-22-42-5242-318
Total C351295:					286.40		
C351295A	1	Invoice	CLEANING SUPPLIES-OD POOL	07/20/2022	238.68	01/23	100-22-42-5242-318
Total C351295A:					238.68		
C351527	1	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-21-22-5140-316
C351527	2	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	204-23-30-5310-316
C351527	3	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	603-23-70-5921-316
C351527	4	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-23-42-5371-316
C351527	5	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	602-23-61-5921-316
C351527	6	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-21-18-5190-316
C351527	7	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-23-43-5361-316
C351527	8	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	601-24-16-5921-316
C351527	9	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-22-42-5233-316
C351527	10	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	601-23-52-5921-316
C351527	11	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-21-21-5110-316
C351527	12	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.34	01/23	100-24-18-5470-316
C351527	13	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	17.86	01/23	100-24-12-5430-316
C351527	14	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	32.51	01/23	602-23-81-5921-316
C351527	15	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	8.36	01/23	603-23-81-5921-316
C351527	16	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	52.64	01/23	601-23-81-5921-316
C351527	17	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	9.84	01/23	100-24-14-5435-316
C351527	18	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	20.80	01/23	602-23-80-5921-316
C351527	19	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	5.03	01/23	603-23-80-5921-316
C351527	20	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	52.47	01/23	601-23-80-5921-316
C351527	21	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	5.11	01/23	100-24-30-5380-316
C351527	22	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	5.11	01/23	601-24-30-5380-316
C351527	23	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	7.80	01/23	602-24-30-5380-316
C351527	24	Invoice	8.5X11 BRT WHITE COPY PAPER	07/20/2022	7.80	01/23	603-24-30-5380-316
Total C351527:					433.41		
Total CAPITAL SANITARY SUPPLY (6096):					1,013.33		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
CARRICO AQUATIC RESOURCES (6820)							
20224272	1	Invoice	CHLORINE FOR OD POOL	07/06/2022	5,814.64	01/23	100-22-42-5242-318
Total 20224272:					5,814.64		
Total CARRICO AQUATIC RESOURCES (6820):					5,814.64		
CARSTENS RESTORATION (4739)							
2351	1	Invoice	REPLACE L BOX SIDE & PAINT-13 FORD TR	06/28/2022	2,821.08	12/22	602-23-61-5935-227
Total 2351:					2,821.08		
Total CARSTENS RESTORATION (4739):					2,821.08		
CENTRAL IOWA BLDG SUPPLY (1298)							
1011918	1	Invoice	CURB WRENCH-METER DEPT.	07/13/2022	9.12	01/23	601-23-80-5905-311
1011918	2	Invoice	CURB WRENCH-METER DEPT.	07/13/2022	9.11	01/23	602-23-80-5903-311
Total 1011918:					18.23		
Total CENTRAL IOWA BLDG SUPPLY (1298):					18.23		
CENTRAL IOWA TELEVISION, LLC (7416)							
5438	1	Invoice	WILLOW ST TELEVISION	07/06/2022	1,110.00	01/23	204-23-30-5330-299
5438	2	Invoice	WILLOW ST TELEVISION	07/06/2022	1,110.00	01/23	603-23-71-5673-229
Total 5438:					2,220.00		
Total CENTRAL IOWA TELEVISION, LLC (7416):					2,220.00		
CENTURY LINK (4614)							
300735808	1	Invoice	TELEPHONE SERVICE	07/12/2022	.12	12/22	100-24-12-5430-230
300735808	2	Invoice	TELEPHONE SERVICE	07/12/2022	.24	12/22	602-23-81-5921-230
300735808	3	Invoice	TELEPHONE SERVICE	07/12/2022	.41	12/22	601-23-81-5921-230
300735808	4	Invoice	TELEPHONE SERVICE	07/12/2022	.04	12/22	603-23-81-5921-230
300735808	5	Invoice	TELEPHONE SERVICE	07/12/2022	.07	12/22	100-24-14-5435-230
300735808	6	Invoice	TELEPHONE SERVICE	07/12/2022	.16	12/22	602-23-80-5921-230
300735808	7	Invoice	TELEPHONE SERVICE	07/12/2022	.05	12/22	603-23-80-5921-230
300735808	8	Invoice	TELEPHONE SERVICE	07/12/2022	.53	12/22	601-23-80-5903-230
300735808	9	Invoice	TELEPHONE SERVICE	07/12/2022	.45	12/22	100-24-30-5380-230
300735808	10	Invoice	TELEPHONE SERVICE	07/12/2022	.16	12/22	100-24-18-5470-230
300735808	11	Invoice	TELEPHONE SERVICE	07/12/2022	.20	12/22	100-21-18-5190-230
300735808	12	Invoice	TELEPHONE SERVICE	07/12/2022	.40	12/22	204-23-30-5320-230
300735808	13	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	100-21-22-5140-230
300735808	14	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	100-23-42-5371-230
300735808	15	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	601-23-52-5588-230
300735808	16	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	100-22-42-5233-230
300735808	17	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	204-23-30-5310-230
300735808	18	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	603-23-70-5642-230
300735808	19	Invoice	TELEPHONE SERVICE	07/12/2022	.95	12/22	602-23-61-5642-230
Total 300735808:					9.48		
Total CENTURY LINK (4614):					9.48		
CHIZEK LAW OFFICE (5715)							
071922	1	Invoice	CITY ATTORNEY FEES/AUGUST 2022	07/19/2022	1,166.67	01/23	100-24-13-5460-212
071922	2	Invoice	CITY ATTORNEY FEES/AUGUST 2022	07/19/2022	3,208.33	01/23	601-24-13-5460-212

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
071922	3	Invoice	CITY ATTORNEY FEES/AUGUST 2022	07/19/2022	729.17	01/23	602-24-13-5460-212
071922	4	Invoice	CITY ATTORNEY FEES/AUGUST 2022	07/19/2022	729.16	01/23	603-24-13-5460-212
Total 071922:					5,833.33		
Total CHIZEK LAW OFFICE (5715):					5,833.33		
CIVICPLUS (7531)							
234760	1	Invoice	ON-LINE CODE HOSTING	07/22/2022	276.50	01/23	100-24-14-5435-212
234760	2	Invoice	ON-LINE CODE HOSTING	07/22/2022	39.50	01/23	601-23-80-5923-212
234760	3	Invoice	ON-LINE CODE HOSTING	07/22/2022	39.50	01/23	602-23-80-5923-212
234760	4	Invoice	ON-LINE CODE HOSTING	07/22/2022	39.50	01/23	603-23-80-5923-212
Total 234760:					395.00		
Total CIVICPLUS (7531):					395.00		
COMBINED SYSTEMS TECH, INC. (4548)							
154060	1	Invoice	NEW ADOBE LICENSING	07/05/2022	575.60	01/23	100-24-16-5420-399
154060	2	Invoice	NEW ADOBE LICENSING	07/05/2022	2,110.50	01/23	601-24-16-5930-399
154060	3	Invoice	NEW ADOBE LICENSING	07/05/2022	575.60	01/23	602-24-16-5930-399
154060	4	Invoice	NEW ADOBE LICENSING	07/05/2022	575.60	01/23	603-24-16-5921-399
Total 154060:					3,837.30		
Total COMBINED SYSTEMS TECH, INC. (4548):					3,837.30		
CORN BELT POWER COOP, INC. (197)							
15796	1	Invoice	TAPE READINGS & REPORTS	07/12/2022	40.00	12/22	601-23-51-5566-299
Total 15796:					40.00		
Total CORN BELT POWER COOP, INC. (197):					40.00		
COUNSEL (3995)							
23AR100016	1	Invoice	PRINTER CONTRACT - CEMETERY	07/01/2022	20.76	01/23	100-23-42-5371-225
Total 23AR1000165:					20.76		
23AR100221	1	Invoice	PRINTER CONTRACT - STREET DEPARTME	07/04/2022	52.20	01/23	204-23-30-5310-225
Total 23AR1002213:					52.20		
23AR100396	1	Invoice	PRINTER CONTRACT - LINE DEPARTMENT	07/01/2022	34.56	01/23	601-23-52-5931-225
Total 23AR100396:					34.56		
23AR100722	1	Invoice	PRINTER CONTRACT - IT DEPARTMENT	07/10/2022	3.07	01/23	100-24-16-5420-299
23AR100722	2	Invoice	PRINTER CONTRACT - IT DEPARTMENT	07/10/2022	11.26	01/23	601-24-16-5930-299
23AR100722	3	Invoice	PRINTER CONTRACT - IT DEPARTMENT	07/10/2022	3.07	01/23	602-24-16-5930-299
23AR100722	4	Invoice	PRINTER CONTRACT - IT DEPARTMENT	07/10/2022	3.07	01/23	603-24-16-5930-299
Total 23AR1007222:					20.47		
23AR101397	1	Invoice	PRINTER CONTRACT - WASTEWATER	07/18/2022	20.61	01/23	603-23-70-5931-225
Total 23AR1013975:					20.61		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
23AR101406	1	Invoice	PRINTER CONTRACT - FULLER HALL	07/18/2022	41.26	01/23	100-22-42-5233-225
Total 23AR1014067:					41.26		
Total COUNSEL (3995):					189.86		
CTI READY MIX, INC. (7518)							
94673	1	Invoice	CONCRETE - 2nd & BROADWAY - 2021 2nd S	07/13/2022	316.13	01/23	536-23-30-5310-299
Total 94673:					316.13		
95167	1	Invoice	C4 WATER MAIN DESMOINES/ELM & DESMO	07/21/2022	878.82	01/23	602-23-62-5662-318
Total 95167:					878.82		
Total CTI READY MIX, INC. (7518):					1,194.95		
DAILY FREEMAN JOURNAL, INC. (211)							
000089 06/3	1	Invoice	RECYCLING ADV	06/30/2022	151.04	12/22	100-23-30-5340-235
000089 06/3	2	Invoice	MY HOMETOWN - JUNE 2022	06/30/2022	99.00	12/22	100-24-12-5430-223
000089 06/3	3	Invoice	MY HOMETOWN - JUNE 2022	06/30/2022	272.25	12/22	601-23-81-5921-223
000089 06/3	4	Invoice	MY HOMETOWN - JUNE 2022	06/30/2022	61.87	12/22	602-23-81-5921-233
000089 06/3	5	Invoice	MY HOMETOWN - JUNE 2022	06/30/2022	61.88	12/22	603-23-81-5921-233
Total 000089 06/30/22:					646.04		
8268	1	Invoice	ORD 2022-1860 FIREWORKS	06/29/2022	40.08	12/22	100-24-14-5435-210
Total 8268:					40.08		
8309	1	Invoice	CM 06/20/2022	07/15/2022	334.53	01/23	100-24-14-5435-210
Total 8309:					334.53		
8314	1	Invoice	CM 07/05/2022	07/15/2022	222.26	01/23	100-24-14-5435-210
Total 8314:					222.26		
Total DAILY FREEMAN JOURNAL, INC. (211):					1,242.91		
DGR ENGINEERING (5967)							
00254938	1	Invoice	REISNER SUBSTATION	07/15/2022	3,590.00	01/23	601-23-51-5566-212
Total 00254938:					3,590.00		
Total DGR ENGINEERING (5967):					3,590.00		
DIAMOND VOGEL PAINTS (2240)							
233125435	1	Invoice	5=5 gal BLUE PAINT+10 BAG BEADS	07/22/2022	489.55	01/23	100-21-30-5120-318
Total 233125435:					489.55		
Total DIAMOND VOGEL PAINTS (2240):					489.55		
DON'S PEST CONTROL (3349)							
4547	1	Invoice	TREATMENT @ WATER PLANT	07/18/2022	49.00	01/23	602-23-61-5651-299

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 4547:					49.00		
Total DON'S PEST CONTROL (3349):					49.00		
ELITE K-9, INC. (7561)							
271243	1	Invoice	BITE SUIT/SLEEVE, MUZZLE, TUG, DOGTRA	07/25/2022	1,665.21	01/23	214-21-21-5110-318
Total 271243:					1,665.21		
Total ELITE K-9, INC. (7561):					1,665.21		
FORCE AMERICA DISTRIBUTING, LLC (311)							
001-1649874	1	Invoice	HYDRAULIC COUPLERS	07/05/2022	943.20	01/23	204-23-30-5310-314
Total 001-1649874:					943.20		
Total FORCE AMERICA DISTRIBUTING, LLC (311):					943.20		
GALLS, LLC - DBA CARPENTER UNIFORM (331)							
021627031	1	Invoice	BOOTS- BASINGER 681	07/13/2022	138.00	01/23	100-21-21-5110-312
Total 021627031:					138.00		
021674740	1	Invoice	2-PAIRS PANTS-OFFICER 682	07/19/2022	144.32	01/23	100-21-21-5110-312
Total 021674740:					144.32		
Total GALLS, LLC - DBA CARPENTER UNIFORM (331):					282.32		
GERBER AUTO ELECTRIC (342)							
136507	1	Invoice	AC SERVICE STREET #9	07/06/2022	183.52	01/23	204-23-30-5310-227
Total 136507:					183.52		
136702	1	Invoice	2002 CHEVY SILVERADO-ALIGNMENT	07/15/2022	84.75	01/23	204-23-30-5310-227
Total 136702:					84.75		
136765	1	Invoice	TIRE REPAIR-STREET #30	07/19/2022	20.94	01/23	204-23-30-5310-227
Total 136765:					20.94		
Total GERBER AUTO ELECTRIC (342):					289.21		
GRAINGER (3288)							
9376410933	1	Invoice	SEAL KIT/WWTP	07/14/2022	98.44	01/23	603-23-70-5642-318
Total 9376410933:					98.44		
Total GRAINGER (3288):					98.44		
HACH COMPANY (362)							
13138835	1	Invoice	DPD FREE CHLORINE RGT PK/1000	07/12/2022	245.28	01/23	602-23-61-5642-319
Total 13138835:					245.28		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total HACH COMPANY (362):					245.28		
HAWKINS, INC. (3668)							
6234207	1	Invoice	Chlorine & SODIUM BISULFITE	07/12/2022	3,216.09	01/23	603-23-70-5641-318
Total 6234207:					3,216.09		
6241795	1	Invoice	CHLORINE/LPC-DP	07/15/2022	5,714.29	01/23	602-23-61-5641-318
Total 6241795:					5,714.29		
Total HAWKINS, INC. (3668):					8,930.38		
HEARTLAND ASPHALT INC. (5799)							
072022	1	Invoice	CONTRACTOR - 2021 HMA ST IMPR PROJ #4	07/20/2022	94,124.08	12/22	525-23-30-5310-299
072022	2	Invoice	CONTRACTOR - 2021 HMA ST IMPR PROJ #4	07/20/2022	174,801.77	01/23	525-23-30-5310-299
Total 072022:					268,925.85		
Total HEARTLAND ASPHALT INC. (5799):					268,925.85		
HOLLINGSHEAD, LUANA (6929)							
071922	1	Invoice	JANITORIAL SVC-SR CTR-AUGUST 2022	07/19/2022	240.00	01/23	100-22-42-5280-299
Total 071922:					240.00		
Total HOLLINGSHEAD, LUANA (6929):					240.00		
HOLMES MURPHY & ASSOCIATES, LLC (5556)							
660090	1	Invoice	HOLMES MURPHY FEES-AUGUST 2022	07/11/2022	2,345.00	02/23	902-11215
Total 660090:					2,345.00		
Total HOLMES MURPHY & ASSOCIATES, LLC (5556):					2,345.00		
HOOD INSPECTIONS (7560)							
071822	1	Invoice	CAMERA SEWER LINE A WWTP-LOCATE PL	07/18/2022	300.00	01/23	603-23-70-5653-299
Total 071822:					300.00		
Total HOOD INSPECTIONS (7560):					300.00		
inTANDEM (6526)							
2297	1	Invoice	RETAINER/AUGUST 2022	07/15/2022	488.00	01/23	100-22-12-5370-299
2297	2	Invoice	RETAINER/AUGUST 2022	07/15/2022	1,342.00	01/23	601-23-81-5930-299
2297	3	Invoice	RETAINER/AUGUST 2022	07/15/2022	305.00	01/23	602-23-81-5930-299
2297	4	Invoice	RETAINER/AUGUST 2022	07/15/2022	305.00	01/23	603-23-81-5930-299
Total 2297:					2,440.00		
Total inTANDEM (6526):					2,440.00		
IOWA COMMUNICATIONS NETWORK (7419)							
649270	1	Invoice	ICN CONNECTION FEES FOR ALL CITY RADI	07/06/2022	45.20	01/23	100-24-16-5420-299
649270	2	Invoice	ICN CONNECTION FEES FOR ALL CITY RADI	07/06/2022	45.20	01/23	204-24-16-5930-299
649270	3	Invoice	ICN CONNECTION FEES FOR ALL CITY RADI	07/06/2022	45.20	01/23	601-24-16-5935-299
649270	4	Invoice	ICN CONNECTION FEES FOR ALL CITY RADI	07/06/2022	45.20	01/23	602-24-16-5935-299
649270	5	Invoice	ICN CONNECTION FEES FOR ALL CITY RADI	07/06/2022	45.20	01/23	603-24-16-5935-299

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 649270:					226.00		
Total IOWA COMMUNICATIONS NETWORK (7419):					226.00		
IOWA NURSERY & LANDSCAPE ASSN (6584)							
2022-2023	1	Invoice	ANNUAL MEMBERSHIP DUES 7.1.22-6.30.23 /	07/01/2022	75.00	01/23	100-22-42-5210-231
2022-2023	2	Invoice	SHADE TREE SHORT COURSE/LESHER	07/01/2022	20.00	01/23	100-22-42-5210-231
Total 2022-2023:					95.00		
Total IOWA NURSERY & LANDSCAPE ASSN (6584):					95.00		
K & H CORPORATION (538)							
45899	1	Invoice	CLEAN PILOTS ON GAS STOVE-RSVP CENT	07/20/2022	133.75	01/23	100-22-42-5280-226
Total 45899:					133.75		
Total K & H CORPORATION (538):					133.75		
K.C. NIELSEN, LTD (6609)							
072022	1	Invoice	2022 JOHN DEERE UTILITY TRACTOR W/LO	07/20/2022	75,368.68	12/22	100-41-42-5210-515
Total 072022:					75,368.68		
10494530	1	Invoice	MOWER BLADE-JD MOWER	07/12/2022	80.16	01/23	100-22-42-5210-314
Total 10494530:					80.16		
Total K.C. NIELSEN, LTD (6609):					75,448.84		
KARL CHEVROLET BUICK GMC (7306)							
1142	1	Invoice	BOLT/CABLE/BLOCK KIT	07/19/2022	156.48	01/23	204-23-30-5310-314
Total 1142:					156.48		
CM1142	1	Invoice	RETURN CABLE INV #1142	07/20/2022	81.00-	01/23	204-23-30-5310-314
Total CM1142:					81.00-		
Total KARL CHEVROLET BUICK GMC (7306):					75.48		
KIESLER'S POLICE SUPPLY, INC. (5763)							
IN194769	1	Invoice	GEN5 9MM GLOCK 45	07/08/2022	448.50	01/23	100-21-21-5110-312
Total IN194769:					448.50		
Total KIESLER'S POLICE SUPPLY, INC. (5763):					448.50		
KURTZ, KERRY (7555)							
071922	1	Invoice	CUSTOMER DEPOSIT REFUND	07/19/2022	38.40	01/23	601-21011
Total 071922:					38.40		
Total KURTZ, KERRY (7555):					38.40		
LAMPERT'S (564)							
1379837	1	Invoice	SUPPLIES FOR ENTRANCE REPAIR AT DEP	07/26/2022	543.81	01/23	100-22-42-5221-310

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 1379837:					543.81		
Total LAMPERT'S (564):					543.81		
LINCOLN NATL LIFE INSURANCE CO (3031)							
4435649811	1	Invoice	LIFE PREMIUMS-AUGUST 2022	07/20/2022	2,219.79	02/23	902-11215
Total 4435649811:					2,219.79		
Total LINCOLN NATL LIFE INSURANCE CO (3031):					2,219.79		
MACQUEEN EQUIPMENT (5144)							
P16849	1	Invoice	AUX PUMP	07/21/2022	1,711.61	01/23	204-23-30-5310-314
Total P16849:					1,711.61		
Total MACQUEEN EQUIPMENT (5144):					1,711.61		
MC CLURE ENGINEERING CO. (7469)							
140213	1	Invoice	RECONSTRUCT AIRFIELD LIGHTING & NAVA	06/30/2022	383.00	12/22	205-23-45-5372-880
Total 140213:					383.00		
140214	1	Invoice	RECONSTRUCT AIRFIELD LIGHTING & NAVA	06/30/2022	74.35	12/22	205-23-45-5372-880
Total 140214:					74.35		
Total MC CLURE ENGINEERING CO. (7469):					457.35		
MIDAS COUNCIL OF GOVERNMENT (631)							
0722211	1	Invoice	CITY PORTION-OPER/MGT TRANSIT SYSTE	07/01/2022	13,874.42	01/23	100-23-41-5381-299
Total 0722211:					13,874.42		
Total MIDAS COUNCIL OF GOVERNMENT (631):					13,874.42		
MISSISSIPPI LIME COMPANY (652)							
1622875	1	Invoice	QUICKLIME 23.42 7/21/22	07/21/2022	5,620.80	01/23	602-23-61-5641-318
Total 1622875:					5,620.80		
Total MISSISSIPPI LIME COMPANY (652):					5,620.80		
MOORE CLEANING SERVICE, LLC (2902)							
071922	1	Invoice	CLEANING SERVICES FOR CITY HALL	07/19/2022	455.00	01/23	100-24-36-5480-299
071922	2	Invoice	CLEANING SERVICES FOR CITY HALL	07/19/2022	325.00	01/23	601-23-36-5480-299
071922	3	Invoice	CLEANING SERVICES FOR CITY HALL	07/19/2022	260.00	01/23	602-23-36-5480-299
071922	4	Invoice	CLEANING SERVICES FOR CITY HALL	07/19/2022	260.00	01/23	603-23-36-5480-299
Total 071922:					1,300.00		
Total MOORE CLEANING SERVICE, LLC (2902):					1,300.00		
MOTOROLA SOLUTIONS, INC. (5413)							
8281418656	1	Invoice	PORTABLE RADIO-PROGRAM/ENCRY/MISC	07/17/2022	2,159.00	01/23	100-21-21-5110-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 8281418656:					2,159.00		
Total MOTOROLA SOLUTIONS, INC. (5413):					2,159.00		
NAPA AUTO PARTS (677)							
946638	1	Invoice	SHOP MAT/WATER PUMP/FIRE 33 SUPPLIES	07/11/2022	329.62	01/23	204-23-30-5310-314
Total 946638:					329.62		
946780	1	Invoice	13 TAHOE-SHOCK/BEARING/OIL/GASKET/HA	07/12/2022	461.71	01/23	204-23-30-5310-314
Total 946780:					461.71		
946942	1	Invoice	02 SILVERADO-WATER#18 PARTS	07/14/2022	878.87	01/23	204-23-30-5310-314
Total 946942:					878.87		
946995	1	Invoice	STOCK SUPPLIES/PD CAR PARTS 17 CHEVY	07/15/2022	689.24	01/23	204-23-30-5310-314
Total 946995:					689.24		
947163	1	Invoice	50FT LOOM/SCREWS/TIE	07/18/2022	59.15	01/23	204-23-30-5310-314
Total 947163:					59.15		
947287	1	Invoice	UPHOLSTERY TOOL/HOOK PICK SET	07/20/2022	14.58	01/23	204-23-30-5310-314
Total 947287:					14.58		
Total NAPA AUTO PARTS (677):					2,433.17		
NORTHERN BALANCE & SCALE, INC (706)							
00131124	1	Invoice	CALIBRATE & CLEAN WEIGHTS	07/14/2022	87.00	01/23	603-23-70-5653-299
Total 00131124:					87.00		
Total NORTHERN BALANCE & SCALE, INC (706):					87.00		
O'HALLORAN INTERNATIONAL (718)							
31P161852	1	Invoice	PUMP HAND PRIMER-FIRE 33	07/05/2022	125.34	01/23	204-23-30-5310-314
Total 31P161852:					125.34		
Total O'HALLORAN INTERNATIONAL (718):					125.34		
PATE, ANDREW (7556)							
071922	1	Invoice	CUSTOMER DEPOSIT REFUND	07/19/2022	51.02	01/23	601-21011
Total 071922:					51.02		
Total PATE, ANDREW (7556):					51.02		
PETERSON CONSTRUCTION (749)							
072222	1	Invoice	WTP IMPROVEMENTS	07/22/2022	19,000.00	01/23	602-23-61-5935-870
Total 072222:					19,000.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total PETERSON CONSTRUCTION (749):					19,000.00		
PITNEY BOWES BANK INC RESERVE ACCT (758)							
071922	1	Invoice	PREPAID POSTAGE	07/19/2022	2,000.00	01/23	100-11210
Total 071922:					2,000.00		
Total PITNEY BOWES BANK INC RESERVE ACCT (758):					2,000.00		
PLAIN, DARYL (7559)							
072222	1	Invoice	CUSTOMER DEPOSIT REFUND	07/22/2022	97.96	01/23	601-21011
Total 072222:					97.96		
Total PLAIN, DARYL (7559):					97.96		
PRINTING SERVICES, INC. (1130)							
698826-0	1	Invoice	OFFICE SUPPLIES	06/13/2022	39.93	12/22	100-24-12-5430-316
698826-0	2	Invoice	OFFICE SUPPLIES	06/13/2022	109.81	12/22	601-23-81-5921-316
698826-0	3	Invoice	OFFICE SUPPLIES	06/13/2022	24.96	12/22	602-23-81-5921-316
698826-0	4	Invoice	OFFICE SUPPLIES	06/13/2022	24.96	12/22	603-23-81-5921-316
Total 698826-0:					199.66		
698990-0	1	Invoice	BUILDING PERMITS	06/21/2022	86.50	12/22	100-21-18-5190-318
Total 698990-0:					86.50		
698992-0	1	Invoice	PLUMBING PERMITS	06/21/2022	86.50	12/22	100-21-18-5190-318
Total 698992-0:					86.50		
698993-0	1	Invoice	DEMO PERMITS	06/21/2022	86.50	12/22	100-21-18-5190-318
Total 698993-0:					86.50		
Total PRINTING SERVICES, INC. (1130):					459.16		
RCN TECHNOLOGIES (7563)							
INV-37796	1	Invoice	3YR NETCLOUD ESSENTIALS FOR ROUTER	06/30/2022	247.49	12/22	100-22-42-5242-230
INV-37796	2	Invoice	3YR NETCLOUD ESSENTIALS FOR ROUTER	06/30/2022	247.50	12/22	100-22-42-5280-230
Total INV-37796:					494.99		
Total RCN TECHNOLOGIES (7563):					494.99		
RICOH USA, INC. (4831)							
106340736	1	Invoice	COPY MACHINE LEASE/COPY CHARGES/PD	07/11/2022	164.11	01/23	100-21-21-5110-225
Total 106340736:					164.11		
Total RICOH USA, INC. (4831):					164.11		
RIVER CITY COMMUNICATIONS, INC (818)							
98329	1	Invoice	PHONE SYSTEM SOFTWARE THUMB DRIVE	07/19/2022	27.37	01/23	100-24-36-5480-226
98329	2	Invoice	PHONE SYSTEM SOFTWARE THUMB DRIVE	07/19/2022	19.55	01/23	601-23-36-5480-226
98329	3	Invoice	PHONE SYSTEM SOFTWARE THUMB DRIVE	07/19/2022	15.65	01/23	602-23-36-5480-226
98329	4	Invoice	PHONE SYSTEM SOFTWARE THUMB DRIVE	07/19/2022	15.64	01/23	603-23-36-5480-226

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 98329:					78.21		
Total RIVER CITY COMMUNICATIONS, INC (818):					78.21		
RUBA LAWN CARE (2708)							
28831	1	Invoice	LANDSCAPE MAINTENANCE-CITY HALL	07/18/2022	781.55	01/23	100-24-36-5480-226
28831	2	Invoice	LANDSCAPE MAINTENANCE-CITY HALL	07/18/2022	558.25	01/23	601-23-36-5480-226
28831	3	Invoice	LANDSCAPE MAINTENANCE-CITY HALL	07/18/2022	446.60	01/23	602-23-36-5480-226
28831	4	Invoice	LANDSCAPE MAINTENANCE-CITY HALL	07/18/2022	446.60	01/23	603-23-36-5480-226
Total 28831:					2,233.00		
Total RUBA LAWN CARE (2708):					2,233.00		
SJOBERG, MEGHAN (6864)							
072222	1	Invoice	CUSTOMER DEPOSIT REFUND	07/22/2022	72.60	01/23	601-21011
Total 072222:					72.60		
Total SJOBERG, MEGHAN (6864):					72.60		
SNYDER & ASSOCIATES (2951)							
119.0463.01-	1	Invoice	ENG - 2021 2nd ST RECON PROJ	07/15/2022	22,680.05	12/22	536-23-30-5310-212
Total 119.0463.01-30:					22,680.05		
121.0071.01-	1	Invoice	ENG SVC - 2021 BRIDGE INSPECTION	07/15/2022	2,484.67	12/22	204-23-30-5310-212
121.0071.01-	2	Invoice	ENG - WTP TANK SUPPORT (AERATOR PRO	07/15/2022	1,435.50	12/22	602-23-61-5930-212
Total 121.0071.01-10:					3,920.17		
121.0372.01-	1	Invoice	ENG - 2021 HMA ST IMP PROJ (121.0372.01-1	07/15/2022	17,988.57	12/22	525-23-30-5310-212
Total 121.0372.01-10:					17,988.57		
122.0071.01-	1	Invoice	ENG SVC - ON CALL ENG	07/15/2022	949.70	12/22	100-24-30-5380-212
122.0071.01-	2	Invoice	ENG SVC - ON CALL ENG	07/15/2022	949.69	12/22	601-24-30-5380-212
122.0071.01-	3	Invoice	ENG SVC - ON CALL ENG	07/15/2022	949.69	12/22	602-24-30-5380-212
122.0071.01-	4	Invoice	ENG SVC - ON CALL ENG	07/15/2022	949.69	12/22	603-24-30-5380-212
122.0071.01-	5	Invoice	ENG - On CALL SVC (ST DEPT CIP)	07/15/2022	2,193.51	12/22	204-23-30-5310-212
122.0071.01-	6	Invoice	ENG - On CALL SVC (ST DEPT CIP)	07/15/2022	667.59	12/22	602-23-62-5662-212
122.0071.01-	7	Invoice	ENG - On CALL SVC (ST DEPT CIP)	07/15/2022	317.90	12/22	603-23-71-5673-212
122.0071.01-	8	Invoice	ENG SVC - KURT ARENDS MINOR SUBDIVISI	07/15/2022	591.75	12/22	100-24-18-5470-212
122.0071.01-	9	Invoice	ENG - LYNX DEVELOPMENT ASSISTANCE	07/15/2022	644.84	12/22	100-24-30-5380-212
122.0071.01-	10	Invoice	ENG - LYNX DEVELOPMENT ASSISTANCE	07/15/2022	644.84	12/22	601-24-30-5380-212
122.0071.01-	11	Invoice	ENG - LYNX DEVELOPMENT ASSISTANCE	07/15/2022	644.84	12/22	602-24-30-5380-212
122.0071.01-	12	Invoice	ENG - LYNX DEVELOPMENT ASSISTANCE	07/15/2022	644.85	12/22	603-24-30-5380-212
Total 122.0071.01-5:					10,148.89		
122.0346.01-	1	Invoice	ENG - LINCOLN DR RECON - CITY# 9-23-002	07/15/2022	16,067.21	12/22	525-23-30-5310-212
122.0346.01-	2	Invoice	ENG - FAIR MEADOW PROJ# 122.0346.01A #	07/15/2022	1,262.50	12/22	525-23-30-5310-212
Total 122.0346.01-4:					17,329.71		
Total SNYDER & ASSOCIATES (2951):					72,067.39		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
SPORTSITES, INC. (6546)							
763	1	Invoice	INTERNET SOFTWARE ANNUAL SUBSCRIPT	07/18/2022	3,000.00	01/23	100-22-42-5233-215
Total 763:					3,000.00		
Total SPORTSITES, INC. (6546):					3,000.00		
STORM FLYING SERVICE, INC. (911)							
071922	1	Invoice	AIRPORT MANAGER FEE - AUGUST 2022	07/19/2022	4,006.67	02/23	205-23-45-5372-299
Total 071922:					4,006.67		
080122	1	Invoice	3%WAGE INCREASE-JULY PAYMENT DIFFER	08/01/2022	116.70	02/23	205-23-45-5372-299
Total 080122:					116.70		
Total STORM FLYING SERVICE, INC. (911):					4,123.37		
SUMMERS, STORMIE (7557)							
071922	1	Invoice	CUSTOMER DEPOSIT REFUND	07/19/2022	51.61	01/23	601-21011
Total 071922:					51.61		
Total SUMMERS, STORMIE (7557):					51.61		
SYNC/AMAZON (6343)							
4379456473	1	Invoice	REPLACEMENT OF LOCK BOXES-SQUAD C	06/29/2022	277.90	12/22	100-21-21-5110-318
Total 437945647338:					277.90		
4436495765	1	Invoice	12 GEL PENS-UTILITY OFFICE	07/05/2022	2.16	01/23	100-24-14-5435-316
4436495765	2	Invoice	12 GEL PENS-UTILITY OFFICE	07/05/2022	15.58	01/23	601-23-80-5921-316
4436495765	3	Invoice	12 GEL PENS-UTILITY OFFICE	07/05/2022	4.80	01/23	602-23-80-5921-316
4436495765	4	Invoice	12 GEL PENS-UTILITY OFFICE	07/05/2022	1.44	01/23	603-23-80-5921-316
Total 443649576593:					23.98		
4439449599	1	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	28.21	12/22	100-24-14-5435-316
4439449599	2	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	203.76	12/22	601-23-80-5921-316
4439449599	3	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	62.70	12/22	602-23-80-5921-316
4439449599	4	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	18.81	12/22	603-23-80-5921-316
4439449599	5	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	78.37	12/22	100-24-12-5430-316
4439449599	6	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	156.74	12/22	601-23-81-5921-316
4439449599	7	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	39.19	12/22	602-23-81-5921-316
4439449599	8	Invoice	4 HEAVY DUTY CALCULATORS-MANAGER/FI	06/29/2022	39.18	12/22	603-23-81-5921-316
Total 443944959938:					626.96		
4455836378	1	Invoice	STICKERS/HANDOUTS FOR NNO-PD	07/01/2022	19.98	01/23	100-21-21-5110-318
Total 445583637885:					19.98		
4469434599	1	Invoice	GRIPS FOR OFFICERS PISTOLS-PD	07/05/2022	11.78	01/23	100-21-21-5110-312
Total 446943459957:					11.78		
4479499579	1	Invoice	NEWBORN SAUSAGE CAULKING GUN-PG	06/15/2022	43.57	12/22	100-22-42-5210-311

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 447949957974:					43.57		
4498845548	1	Invoice	VARIETY FLASH DRIVES- PD EVIDENCE VID	06/23/2022	140.93	12/22	100-21-21-5180-316
Total 449884554844:					140.93		
4659686765	1	Invoice	BLACK LIQUID GEL PENS-UTILITY	06/29/2022	2.14	12/22	100-24-14-5435-316
4659686765	2	Invoice	BLACK LIQUID GEL PENS-UTILITY	06/29/2022	15.43	12/22	601-23-80-5921-316
4659686765	3	Invoice	BLACK LIQUID GEL PENS-UTILITY	06/29/2022	4.75	12/22	602-23-80-5921-316
4659686765	4	Invoice	BLACK LIQUID GEL PENS-UTILITY	06/29/2022	1.43	12/22	603-23-80-5921-316
Total 465968676594:					23.75		
4688637389	1	Invoice	SOLENOID VALVE KIT-STREET	06/25/2022	24.99	12/22	204-23-30-5310-314
Total 468863738977:					24.99		
4694797868	1	Invoice	1 FLAG SET NNO BOOTH-PD	06/30/2022	8.87	12/22	100-21-21-5110-318
Total 469479786856:					8.87		
4983869787	1	Invoice	2 FLASH DRIVES-PD VIDEOS FOR CASE	06/20/2022	51.22	12/22	100-21-21-5110-316
Total 498386978779:					51.22		
5756536333	1	Invoice	3 2PK FLASH DRIVES-PD VIDEO EVIDENCE	06/29/2022	47.97	12/22	100-21-21-5180-316
Total 575653633365:					47.97		
5893458365	1	Invoice	REPLACEMENT PISTOL SIGHTS-PD GLOCK	06/10/2022	81.24	12/22	100-21-21-5110-318
Total 589345836543:					81.24		
5973875869	1	Invoice	REPLCEMENT RIFLE BAGS-PD	06/18/2022	287.05	12/22	100-21-21-5110-318
Total 597387586936:					287.05		
5988945594	1	Invoice	1BOX COIN ENVELOPES-PD	07/05/2022	16.72	01/23	100-21-21-5180-316
Total 598894559454:					16.72		
6579667595	1	Invoice	SCANNER/SPEAKER-PD CAR#7	07/05/2022	392.94	01/23	100-21-21-5110-314
Total 657966759554:					392.94		
6735368567	1	Invoice	I BOX 4x8 PADDED ENVELOPES	06/30/2022	10.98	12/22	100-21-21-5180-316
Total 673536856737:					10.98		
7335678494	1	Invoice	LED STROBE LIGHT-PD CAR#8	06/30/2022	29.99	12/22	100-21-21-5110-314
Total 733567849437:					29.99		
7439474965	1	Invoice	MEMORY STICKS-PD	06/23/2022	55.33	12/22	100-21-21-5180-316
Total 743947496545:					55.33		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
7669985669	1	Invoice	CR ON INVOICE 933969989368	06/16/2022	18.00-	12/22	100-24-16-5420-399
7669985669	2	Invoice	CR ON INVOICE 933969989368	06/16/2022	65.97-	12/22	601-24-16-5930-399
7669985669	3	Invoice	CR ON INVOICE 933969989368	06/16/2022	18.00-	12/22	602-24-16-5930-399
7669985669	4	Invoice	CR ON INVOICE 933969989368	06/16/2022	18.00-	12/22	603-24-16-5921-399
Total 766998566943:					119.97-		
7876474749	1	Invoice	REPLACEMENT PISTOL SIGHTS-PD GLOCK	06/10/2022	82.91	12/22	100-21-21-5110-318
Total 787647474995:					82.91		
7897868959	1	Invoice	DESK RISER-ASHLEY & ARIEL	06/15/2022	84.00	12/22	100-24-16-5420-399
7897868959	2	Invoice	DESK RISER-ASHLEY & ARIEL	06/15/2022	307.98	12/22	601-24-16-5930-399
7897868959	3	Invoice	DESK RISER-ASHLEY & ARIEL	06/15/2022	84.00	12/22	602-24-16-5930-399
7897868959	4	Invoice	DESK RISER-ASHLEY & ARIEL	06/15/2022	84.00	12/22	603-24-16-5921-399
Total 789786895979:					559.98		
8398985335	1	Invoice	SIG P365 PISTOL/HOLSTER/GRIPS-PD	06/11/2022	224.89	12/22	100-21-21-5110-312
Total 839898533539:					224.89		
8444739993	1	Invoice	TEMP TATS, FLAG FOR NNO-PD	06/30/2022	124.26	12/22	100-21-21-5110-318
Total 844473999368:					124.26		
9434594543	1	Invoice	AVERY INDEX CARD PAPER-PG	06/15/2022	21.00	12/22	100-23-42-5371-316
Total 943459454344:					21.00		
9536964896	1	Invoice	4 MONROE CALCULATOR RIBBONS	06/28/2022	2.48	12/22	100-24-14-5435-316
9536964896	2	Invoice	4 MONROE CALCULATOR RIBBONS	06/28/2022	17.94	12/22	601-23-80-5921-316
9536964896	3	Invoice	4 MONROE CALCULATOR RIBBONS	06/28/2022	5.52	12/22	602-23-80-5921-316
9536964896	4	Invoice	4 MONROE CALCULATOR RIBBONS	06/28/2022	1.66	12/22	603-23-80-5921-316
Total 953696489649:					27.60		
9965947684	1	Invoice	UTILITY SERVICE CARDS/LEAVE CARDS	06/27/2022	2.69	12/22	100-24-14-5435-316
9965947684	2	Invoice	UTILITY SERVICE CARDS/LEAVE CARDS	06/27/2022	19.46	12/22	601-23-80-5921-316
9965947684	3	Invoice	UTILITY SERVICE CARDS/LEAVE CARDS	06/27/2022	5.99	12/22	602-23-80-5921-316
9965947684	4	Invoice	UTILITY SERVICE CARDS/LEAVE CARDS	06/27/2022	1.80	12/22	603-23-80-5921-316
Total 996594768443:					29.94		
9993453656	1	Invoice	FLAG FOR DISPATCH HALLWAY-PD	07/01/2022	8.88	01/23	100-21-21-5110-316
Total 999345365663:					8.88		
Total SYNC/AMAZON (6343):					3,135.64		
T & R SERVICE COMPANY (931)							
82012	1	Invoice	DISPOSAL OF TRANSFORMERS	07/06/2022	2,467.00	01/23	601-23-52-5588-212
Total 82012:					2,467.00		
Total T & R SERVICE COMPANY (931):					2,467.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
TAPPER, BRANDON (3331)							
072522	1	Invoice	ENERGY EFFICIENCY REBATE	07/25/2022	113.89	01/23	601-23-36-5930-979
Total 072522:					113.89		
Total TAPPER, BRANDON (3331):					113.89		
TERMINAL SUPPLY CO. (6527)							
57717-00	1	Invoice	MISC SHOP SUPPLIES	07/12/2022	157.01	01/23	204-23-30-5310-318
Total 57717-00:					157.01		
59927-00	1	Invoice	CABLE TIE 8x.18"	07/20/2022	11.45	01/23	204-23-30-5310-318
Total 59927-00:					11.45		
Total TERMINAL SUPPLY CO. (6527):					168.46		
TOLLE AUTOMOTIVE, INC. (3188)							
20635	1	Invoice	TOW METER TRUCK	07/08/2022	48.00	01/23	601-23-80-5935-227
20635	2	Invoice	TOW METER TRUCK	07/08/2022	48.00	01/23	602-23-80-5935-227
Total 20635:					96.00		
Total TOLLE AUTOMOTIVE, INC. (3188):					96.00		
TRUCK EQUIPMENT, INC. (1630)							
307252	1	Invoice	BACKRACK W/2 LED LIGHTS	07/14/2022	795.00	01/23	204-23-30-5310-314
Total 307252:					795.00		
Total TRUCK EQUIPMENT, INC. (1630):					795.00		
UNITY POINT CLINIC-OCC MEDICINE (5263)							
132766	1	Invoice	2ND QTR DRUG TESTING 2022	07/01/2022	42.00	01/23	601-23-52-5923-212
132766	2	Invoice	2ND QTR DRUG TESTING 2022	07/01/2022	97.00	01/23	602-23-61-5923-212
132766	3	Invoice	2ND QTR DRUG TESTING 2022	07/01/2022	84.00	01/23	603-23-70-5923-212
Total 132766:					223.00		
Total UNITY POINT CLINIC-OCC MEDICINE (5263):					223.00		
US CELLULAR (986)							
0519769463	1	Invoice	STREET WATERFILL STATION	07/10/2022	15.72	01/23	602-23-62-5662-230
Total 0519769463:					15.72		
Total US CELLULAR (986):					15.72		
US PUBLIC SAFETY GROUP, INC. (6141)							
10556	1	Invoice	ADMIN ASSIST BADGE	03/30/2022	114.33	12/22	100-21-21-5110-312
Total 10556:					114.33		
Total US PUBLIC SAFETY GROUP, INC. (6141):					114.33		
VALUTECH PEST CONTROL (6822)							
2519	1	Invoice	PEST CONTROL/SENIOR CENTER	07/22/2022	35.00	01/23	100-22-42-5280-299

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 2519:					35.00		
2520	1	Invoice	PEST CONTROL/CEMETERY	07/22/2022	35.00	01/23	100-23-42-5371-299
Total 2520:					35.00		
2521	1	Invoice	PEST CONTROL/FULLER HALL	07/22/2022	32.00	01/23	100-22-42-5233-299
Total 2521:					32.00		
2522	1	Invoice	PEST CONTROL/CITY HALL	07/22/2022	10.50	01/23	100-24-36-5480-299
2522	2	Invoice	PEST CONTROL/CITY HALL	07/22/2022	7.50	01/23	601-23-36-5480-299
2522	3	Invoice	PEST CONTROL/CITY HALL	07/22/2022	6.00	01/23	602-23-36-5480-299
2522	4	Invoice	PEST CONTROL/CITY HALL	07/22/2022	6.00	01/23	603-23-36-5480-299
Total 2522:					30.00		
Total VALUTECH PEST CONTROL (6822):					132.00		
VAN DIEST SUPPLY COMPANY (1455)							
247569	1	Invoice	ESPLANDE EZ HERBICIDE	07/18/2022	106.25	01/23	100-22-42-5210-318
247569	2	Invoice	ESPLANDE EZ HERBICIDE	07/18/2022	106.25	01/23	100-23-42-5371-318
Total 247569:					212.50		
247570	1	Invoice	ESPLANDE EZ HERBICIDE	07/18/2022	212.50	01/23	100-23-42-5371-318
247570	2	Invoice	ESPLANDE EZ HERBICIDE	07/18/2022	212.50	01/23	100-22-42-5210-318
Total 247570:					425.00		
248323	1	Invoice	ESPLANDE EZ HERBICIDE	07/19/2022	212.50	01/23	100-23-42-5371-318
248323	2	Invoice	ESPLANDE EZ HERBICIDE	07/19/2022	212.50	01/23	100-22-42-5210-318
Total 248323:					425.00		
Total VAN DIEST SUPPLY COMPANY (1455):					1,062.50		
VENTURES, JAYCE (7554)							
071922	1	Invoice	CUSTOMER DEPOSIT REFUND	07/19/2022	80.14	01/23	601-21011
Total 071922:					80.14		
Total VENTURES, JAYCE (7554):					80.14		
VERIZON WIRELESS (3812)							
9910849330	1	Invoice	GPS UNIT PHONE	07/10/2022	40.01	01/23	100-23-31-5420-230
9910849330	2	Invoice	GPS UNIT PHONE	07/10/2022	40.01	01/23	601-23-31-5420-230
9910849330	3	Invoice	GPS UNIT PHONE	07/10/2022	40.01	01/23	602-23-31-5420-230
9910849330	4	Invoice	GPS UNIT PHONE	07/10/2022	40.01	01/23	603-23-31-5420-230
Total 9910849330:					160.04		
Total VERIZON WIRELESS (3812):					160.04		
VERMEER IOWA & N. MISSOURI (6073)							
00204927	1	Invoice	PARTS FOR VAC UNIT	07/08/2022	63.00	01/23	601-23-52-5935-314

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 00204927:					63.00		
Total VERMEER IOWA & N. MISSOURI (6073):					63.00		
WALLER, SANDRA (7562)							
072522	1	Invoice	METER DEPOSIT REFUND	07/25/2022	150.00	01/23	601-21011
Total 072522:					150.00		
Total WALLER, SANDRA (7562):					150.00		
WEBSTER CITY TRUE VALUE (2155)							
162818	1	Invoice	EYE BOLTS/ZINC QUICK LINK	07/21/2022	4.27	01/23	603-23-70-5642-318
Total 162818:					4.27		
Total WEBSTER CITY TRUE VALUE (2155):					4.27		
WINDOW MAN (3653)							
2982	1	Invoice	SR CENTER FRONT WINDOWS	07/15/2022	37.50	01/23	100-22-42-5280-318
Total 2982:					37.50		
Total WINDOW MAN (3653):					37.50		
WOLFGRAM, JOE (5604)							
072522	1	Invoice	EE REBATE/1341 DIVISION STREET	07/25/2022	250.00	01/23	601-23-36-5930-979
Total 072522:					250.00		
Total WOLFGRAM, JOE (5604):					250.00		
ZIEGLER, INC. (1071)							
IN000622616	1	Invoice	SPACER/PIN FOR CATERPILLAR	07/22/2022	99.32	01/23	204-23-30-5310-314
Total IN000622616:					99.32		
Total ZIEGLER, INC. (1071):					99.32		
Total 08/01/2022:					569,043.05		
Grand Totals:					602,601.26		

Report GL Period Summary

GL Period	Amount
02/23	8,688.16
01/23	332,013.64
12/22	261,899.46
Grand Totals:	602,601.26

Vendor number hash: 777313

Terms Description	Invoice Amount	Net Invoice Amount
Vendor number hash - split:	1474491	
Total number of invoices:	187	
Total number of transactions:	329	
Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	602,601.26	602,601.26
Grand Totals:	602,601.26	602,601.26

FUND LIST TOTALS FOR BILLS August 1, 2022

<u>Account</u>	<u>Fund</u>	<u>Total Amount</u>
100	General	156,507.57
204	Road Use Tax Funds	12,740.85
205	Airport Fund	4,580.72
214	K9 Trust SP Rev Trust Fund	1,665.21
525	Street Improvement	304,256.13
536	Second Street Reconstruction Project	22,996.18
601	Electric Utility	19,309.85
602	Water Utility	46,547.97
603	Sewer Fund	27,941.11
902	Medical/Flex	6,055.67
	Grand Total	\$602,601.26

NOTICE OF NUISANCE

Either a complaint has been filed indicating a nuisance and/or a nuisance has been observed as detailed in the Municipal Code of Webster City, Iowa. This serves as your written notice to abate the nuisance.

The nuisance is located at: **1726 Willson Ave.** The nuisance is identified as:

Accumulation of Junk

The above nuisance is a violation of Webster City Municipal Code Sections: **32.1, 32.2**

You have **10** days to abate the nuisance by taking the following corrective actions:

Removal of junk around garage, back yard

You also have the option to request a formal hearing with the council regarding this nuisance as detailed in Webster City Municipal Code Section 32-181. This request must be made in writing and delivered to the City Clerk within the time frame provided within said Code Section.

In the event the above identified nuisance is not abated as directed and no request for a hearing is made within the time prescribed, the City of Webster City will abate the nuisance and assess the costs against the owner of the property pursuant to Webster City Municipal Code Section 32-183.

If you have any questions, please contact Chief Mork or Officer Basinger at (515) 832-9166.

Officer Basinger

For the City of Webster City, Iowa

July 24, 2022

Date of Notice



400 Second Street, PO Box 217

Webster City, Iowa 50595

Police Department: (515) 832-9166 Manager's Office: (515) 832-9151

Chapter 32 - NUISANCES

Footnotes:

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State Law reference— *Nuisances, Code of Iowa ch. 657.*

ARTICLE I. - IN GENERAL

Sec. 32-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned vehicle means any of the following:

- (1) A vehicle that has been left parked illegally on public property for more than 48 hours lacking vital component parts;
- (2) A vehicle that has been unlawfully parked on private property without the consent of the owner or person in control of the property for more than 24 hours;
- (3) A motor vehicle that has remained for a period of more than 30 days on private property, with or without consent of the owner or person in control of the property, in an inoperable condition, unless it is kept in an enclosed garage or storage building;
- (4) A vehicle that has been legally impounded by order of a police authority and has not been reclaimed for a period of ten days; or
- (5) Any vehicle parked on the highway determined by a police authority to create a hazard to other vehicle traffic.

All-weather surface means a surface as defined in section 42-173.

Front yard area means all the area between the front property line and a line drawn along the front face of the principal structure on the property and extended to the side property lines.

Inoperable condition means that the vehicle has not substantial potential use consistent with its usual function, and includes a vehicle that:

- (1) Has a missing or defective part that is necessary for normal operation of the vehicle;
- (2) Is stored on blocks, jacks or other supports, or elevated in any other way;
- (3) Has not had a current vehicle license for at least three months; or
- (4) Which cannot be immediately started and moved under its own power, as demonstrated by the owner to a police officer or their designee.

Junk means old or scrap ferrous or non-ferrous metal, including but not limited to iron, steel, brass and copper, rope, rags, batteries, paper, trash, rubber, including tires, debris, waste or junked, dismantled or wrecked motor vehicles or parts of motor vehicles.

Junk vehicle means any vehicle licensed, unlicensed or legally placed in storage with the county treasurer, stored within the corporate limits of the city and which has any of the following characteristics:

- (1) *Broken or loose part.* Any vehicle with a broken or loose fender, door, bumper, hood, hood ornament, door handle, window handle, running board, steering wheel, trunk top, trunk handle, radio aerial, tail pipe or decorative piece.
- (2) *Habitat for nuisance animals or insects.* Any vehicle which has become the habitat for rats, mice or snakes or other vermin or insects.
- (3) *Flammable fuel.* Any vehicle which contains gasoline or any other flammable fuel.
- (4) *Inoperable.* Any motor vehicle which is in inoperable condition.
- (5) *Defective or obsolete condition.* Any other vehicle which, because of its defective or obsolete condition, in any other way constitutes a threat to the public health and safety.
- (6) *Broken glass.* Any vehicle with a broken, cracked or missing windshield, window, headlight or tail light, or any cracked or broken glass.
- (7) *Storage.*
 - a. Any vehicle used as storage for items such as rags, old rope, batteries, paper, trash bags, machinery, mechanical parts, scrap housing goods, dead plant material or any similar material.
 - b. For the purpose of this subsection, the term "stored" shall not include vehicles situated on the premises of operating auto body shops, vehicle repair shops, service stations or similar commercial businesses, as long as the vehicle does not stay on the premises for more than 30 days.

Motor home means a motor vehicle designed as an integral unit to be used as a conveyance upon the public streets and highways and for use as a temporary recreational dwelling and having at least four, two of which shall be systems specified in subsection (1), (4) or (5) of this definition, of the following permanently installed systems which meet American National Standards Institute and National Fire Protection Association standards in effect on the date of manufacture.

- (1) Cooking facilities.
- (2) Ice box or mechanical refrigerator.
- (3) Portable water supply including plumbing and a sink with faucet either self-contained or with connections for external water disposal, or both.
- (4) Self-contained toilet or a toilet connected to a plumbing system with connection for external water disposal, or both.
- (5) Heating or air conditioning system or both, separate from the vehicle engine or the vehicle engine electrical system.
- (6) A 110-115 volt alternating current electrical system separate from the vehicle engine electrical system.

Motor vehicle means any motor vehicle as defined in the Code of Iowa § 321.1, including the following:

- (1) Motorized bicycle.
- (2) Motorcycle.
- (3) All-terrain vehicles.

Nuisance means whatever is injurious to health, indecent, or offensive to the senses, or an obstruction to the free use of property so as essentially to interfere with the comfortable enjoyment of life or property.

Outside means to be outside of an enclosed storage facility and visible from any other property, including the public right-of-way.

Property means either private or public real property within the corporate limits of the city.

Side yard corner lots means the yard area adjacent to the street right-of-way on a corner lot extending from the front yard along the side of the structure to the rear property line.

Structure means a fully enclosed building that does not allow the contents to be viewed from the outside. A structure does not include a car cover or tarp.

Trailer means every vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that only tongue weight rests upon the towing vehicle.

Travel trailer means a vehicle without motive power used or so manufactured or constructed as to permit its being used as a conveyance upon the public streets and highways and designed to permit the vehicle to be used as a place of human habitation by one or more persons. The vehicle may be up to eight feet six inches in width and its overall length shall not exceed 45 feet unless width and length are in conflict with Code of Iowa ch. 321. Such a vehicle shall be customarily or ordinarily used for vacation or recreational purposes and not used as a place for human habitation. If any such vehicle is used in this State as a place for human habitation for more than 90 consecutive days in one location, it shall be classed as mobile home regardless of the size limitations herein provided. The term "travel trailer" does not include a vehicle that is so designed as to permit it to be towed exclusively by a motorcycle.

Unlicensed means any vehicle which is not displaying a valid current license as required by the laws of the State of Iowa.

Vehicle means every device in, upon or by which a person or property is or may be transported or drawn upon a highway or street, excepting devices moved by human power or used exclusively upon stationary rails or tracks, and includes without limitation a motor vehicle, automobile, truck, motorcycle, tractor, buggy, wagon, farm machinery, or any combination thereof.

Vital component parts means those parts of the motor vehicle that are essential to the mechanical functioning of the vehicle, including, but not limited to, the motor, drive train and wheels.

Weeds means noxious or other otherwise, untended vines, brush and scrub bushes, grass and other similar vegetation.

(Code 1996, § 55.01; Ord. No. 99-1529; Ord. No. 2019-1820, § 1, 4-1-2019)

Sec. 32-2. - Declaration of general nuisances.

The following represent examples of general nuisances:

- (1) *Abandoned vehicles and junk vehicles.* Abandoned vehicles and junk vehicles are declared to be a public nuisance creating a hazard to the health and safety of the public because they invite plundering, create fire hazards, attract vermin and present physical dangers to the safety and wellbeing of children and

other citizens. The accumulation and outside storage of such vehicles is in the nature of rubbish, litter and unsightly debris and is a blight on the landscape and a detriment to the environment. If any abandoned vehicle or junk vehicle is stored upon private property in violation hereof, the owner or person in control of the property upon which it is stored shall be prima facie liable for said violation.

- (2) *Air pollution.* The emission of dense smoke, noxious fumes or fly ash is considered to be a public nuisance which creates a hazard to the health and safety of the public.
- (3) *Airport air space.* Any object or structure hereafter erected within 1,000 feet of the limits of any municipal or regularly established airport or landing place, which may endanger or obstruct aerial navigation including take-off and landing, unless such object or structure constitutes a proper use or enjoyment of the land on which the same is located is declared to be a public nuisance.
- (4) *Billboards.* Billboards, signboards and advertising signs, whether erected and constructed on public or private property, which so obstruct and impair the view of any portion or part of a public street, avenue, highway, boulevard or alley or of a railroad or street railway track as to render dangerous the use thereof are declared a public nuisance.
- (5) *Blocking public and private ways.* Obstructing or encumbering, by fences, buildings or otherwise, the public roads, private ways, streets, alleys, commons, landing places or burying grounds constitutes a public nuisance.
- (6) *Construction materials.* Any construction materials, including piles of dirt, rocks, sand and sod, left in the open on property or street right-of-way more than 60 days after construction has been completed or a certificate of occupancy has been issued, constitute a public nuisance.
- (7) *Dutch elm disease.* Trees infected with Dutch elm disease represent a public nuisance.
- (8) *Filth or noisome substance.* The causing or suffering of any offal, filth or noisome substance to be collected or to remain in any place to the prejudice of others shall constitute a public nuisance.
- (9) *Garbage and trash.* The depositing of, maintaining, permitting or failing to remove, garbage, trash, rubbish, bottles, cans and other refuse on any property within the city, including large quantities of organic debris and materials, which accumulated by other than natural means, constitutes a public nuisance. Such declaration does not apply to neatly maintained compost piles.
- (10) *Houses of ill fame.* Houses of ill fame, kept for the purpose of prostitution and lewdness; gambling houses; or houses resorted to by persons using controlled substances, as defined in the Code of Iowa § 124.101(5), in violation of law, or houses where drunkenness, quarreling, fighting or breaches of the peace are carried on or permitted to the disturbance of others constitute a public nuisance.
- (11) *Impeding passage of navigable river.* The obstructing or impeding, without legal authority, the passage of any navigable river, harbor or collection of water represents a public nuisance.
- (12) *Machinery and junk.* The piling, storage or keeping of old machinery, junk, furniture, household furnishings or appliances or component parts thereof, or other debris within the city is a public nuisance.
- (13) *Offensive smells.* Erecting, continuing or using any building or other place for the exercise of any trade, employment or manufacture, which, by occasioning noxious exhalations, unreasonably offensive smells, or other annoyances, becomes injurious and dangerous to the health, comfort or property of individuals shall be considered a public nuisance.

- (14) *Parked vehicles.* Any vehicle whether occupied or not that is found stopped or parked in violation of any ordinance or state statute, or that is reported stolen, or that is found impeding firefighting, snow removal or plowing or the flow of traffic, is declared to be a public nuisance. Also, any vehicle which is impeding public road or utility reconstruction or maintenance activities after reasonable notice in writing of the proposed activities has been given to the vehicle owner or user at least 12 hours in advance, is declared to be a public nuisance.
- (15) *Parking and storage.* The following represent examples of public nuisances related to the parking of vehicles and storage of various items:
- a. The outside parking and storage on property used for residential purposes or residentially zoned property of large numbers of vehicles, watercraft, trailers, materials, supplies or equipment not customarily used for residential purposes in violation of the requirements set forth below is declared to be a nuisance because it:
 1. Obstructs views on streets and private property;
 2. Creates cluttered and otherwise unsightly areas;
 3. Prevents the full use of residential streets for residential parking;
 4. Decreases adjoining landowners' and occupants' enjoyment of their property and neighborhood; and
 5. Otherwise adversely affects property values and neighborhood patterns.
 - b. Unlawful parking and storage:
 1. No person may place, store or allow the placement or storage of ice fish houses, skateboard ramps or other similar non-permanent structures outside continuously for longer than 24 hours in the front yard area or side yard corner lots on property used for residential purposes or residentially zoned property.
 2. No person may place, store or allow the placement or storage of pipe, lumber, forms, steel, machinery or similar materials, including all materials used in connection with a business, outside on property used for residential purposes or residentially zoned property.
 3. No person shall cause, undertake, permit or allow the outside parking and storage of vehicles on property used for residential purposes or residentially zoned property unless it complies with the following requirements:
 - (i) Vehicles which are parked or stored outside in the front yard or side yard of corner lot areas must be on all-weather surface driveway which shall not exceed 30 percent of the front yard or side yard corner lot.
 - (ii) Driveways exceeding 30 percent of the front yard or side yard corner lot prior to adoption of the ordinance from which this chapter is derived, are exempt, providing no additional surface area is added. Exceptions: The prohibitions of this subsection shall not apply to the following:
 - A. Any motor truck, pickup truck or similar vehicle being used by a public utility, moving company or similar company, which is actually being used to serve a residence not belonging to or occupied by the operator of the vehicle.
 - B. Any vehicle which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the period of time reasonably necessary to make

such pickup or delivery.

C. Lawful nonconforming and permitted uses.

- (16) *Storing of inflammable junk.* Depositing or storing of inflammable junk, such as old rags, rope, cordage, rubber, bones and paper, by dealers in such articles within the fire limits of the city, unless in a building of fireproof construction represents a hazard to persons and/or property and, as such, is considered to be a public nuisance.
- (17) *Water pollution.* Corrupting or rendering unwholesome or impure the water of any river, stream or pond, or unlawfully diverting the same from its natural course or state, to the injury or prejudice of others is a public nuisance.
- (18) *Weeds.* Any weeds or grass that is allowed to grow in excess of the height stated below for the respective area shall constitute a public nuisance.
 - a. Eight inches: Developed residential, commercial and industrial zoned areas.
 - b. 12 inches: Undeveloped residential, commercial and industrial zoned areas.
 - c. 18 inches: Unplatted property and agricultural zoned property unless planted for farm cropping purposes.

(Code 1996, §§ 55.02, 55.03; Ord. No. 2019-1820, § 1, 4-1-2019)

Sec. 32-3. - Exceptions to declaration of certain stored junk.

The provisions of this chapter do not apply to any junk or junk vehicle stored within a:

- (1) *Structure.* A garage or other enclosed structure; or
- (2) *Salvage yard.* An auto salvage yard or junk yard lawfully operating within the city, in accordance with the Code of Iowa and this Code.

(Code 1996, § 55.02A; Ord. No. 2019-1820, § 1, 4-1-2019)

Sec. 32-4. - Nuisances prohibited.

The creation or maintenance of a nuisance is prohibited, and a nuisance, public or private, may be abated in the manner provided in this chapter and may be subject to penalties under section 1-15.

(Code 1996, § 55.03; Ord. No. 2019-1820, § 1, 4-1-2019)

State Law reference— Nuisances and abatement generally, Code of Iowa § 657.1; nuisances enumerated, Code of Iowa § 657.2.

Secs. 32-5—32-22. - Reserved.

ARTICLE II. - SPECIFIC NUISANCES

DIVISION 1. - GENERALLY

Secs. 32-23—32-47. - Reserved.

DIVISION 2. - WEEDS AND GRASS

Sec. 32-48. - Duty of owner or occupant to control.

All noxious weeds, as defined by state law, prohibited on any lot or parcel of land, and the parking adjacent thereto, shall be destroyed by the owner or party in possession of the property before the same shall have gone to seed. All grass growing on any such lot or parcel of land, or parking adjacent thereto, shall be mowed and kept mowed by the owners or persons in possession of such property to a height not in excess of the stated heights as provided by this Code.

(Code 1996, § 57.01)

State Law reference— Similar provision, Code of Iowa § 317.10.

Sec. 32-49. - Right of entry to destroy noxious weeds or mow grass.

Upon the failure of the owner or party in possession of any lot or parcel of land to destroy the noxious weeds or mow the grass thereon and on the parking adjacent thereto, as specified herein, the city, acting through its staff and employees, shall have full power and authority to enter upon any such lot or parcel of land within the corporate limits of the city upon which noxious weeds or grass are growing for the purpose of destroying the noxious weeds or mowing the grass to a height not in excess of stated heights as provided by this Code.

(Code 1996, § 57.02)

State Law reference— Authority of county weed commissioners to enter, Code of Iowa § 317.6.

Sec. 32-50. - Notice of intention to enter property; continuing right of entry.

- (a) Before entering upon the property of another, the city shall give a five-day written notice to the owner of the lot or parcel of land by registered mail addressed to the owner, at the owner's last-known address, of the city's intention to enter upon the property for the purpose of destroying noxious weeds or mowing grass to a height not in excess of stated heights as provided by this Code.
- (b) A copy of the notice shall be sent by regular mail to the party in possession of the property. The copy shall be sent to the party in possession at the property address or such other known address of the party in possession, at least five days prior to the city's entry upon the lot or parcel of land to destroy noxious weeds or mow grass on the property and parking adjacent thereto.
- (c) In the event there is no one in possession of the property, or it is abandoned, and in addition, the address of the owner is unknown, the owner is deceased, delivery of registered mail is refused by the owner, or for such other reason deemed appropriate by the city staff when there is otherwise no known current address available for delivery of registered mail to the owner, the city may publish in the City Freeman-Journal notice of its intent to enter upon the property for the purpose of destroying noxious weeds or mowing grass not less than ten days prior to the actual entry upon the property for such purposes. A copy of the notice to be

published shall be sent to the owner of the property at the owner's last-known address, by regular mail, deposited in a U. S. mail depository at least ten days prior to the city's entry upon the property to destroy noxious weeds or mow grass.

- (d) Once the city has entered a lot or parcel of land to destroy noxious weeds or to mow grass after giving notice as provided in subsection (a) of this section, the city's right of entry to destroy noxious weeds or to mow grass existing on the property or adjacent parking shall continue for the duration of the growing season, and until November 1 of each year, without the necessity of the city giving any further or additional notice to the owner or party in possession.

(Code 1996, §§ 57.03, 57.04)

Sec. 32-51. - Assessment and collection of costs.

When the city, acting through its staff or employees, shall have cause to destroy any noxious weeds or mow grass of a height in excess of the stated heights as provided by this Code, after failure of the land owner or party in possession pursuant to an order of the city, acting through its staff responsible for issuing such order or orders, the cost of such destruction of noxious weeds or mowing of grass by the city, acting through its staff and employees, shall be assessed against and collected from the land owner in the following manner:

- (1) The city clerk shall notify the owner of the property by registered mail that the work related to the destruction of noxious weeds or mowing of grass has been completed and state therein the amount due for the work. The owner shall have 30 days in which to pay the amount specified at the office of the city clerk.
- (2) If at the end of the above the 30-day period, the owner has not paid the cost of such work related to destruction of noxious weeds or mowing of grass, the city shall thereupon take whatever action it deems necessary to recover the amount expended for such work related to the destruction of noxious weeds or mowing of grass.

(Code 1996, § 57.05)

Secs. 32-52—32-75. - Reserved.

DIVISION 3. - ABANDONED VEHICLES

Footnotes:

--- (2) ---

State Law reference— *Abandoned vehicles, Code of Iowa § 321.89.*

Sec. 32-76. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned vehicle means any of the following:

- (1) A vehicle that has been left unattended on public property for more than 24 hours and lacks current registration or two or more wheels or other parts which renders the vehicle totally inoperable;
- (2) A vehicle that has remained illegally on public property for more than 24 hours;
- (3) A vehicle that has been unlawfully parked on private property without the consent of the owner or person in control of the property for more than 24 hours;
- (4) A vehicle that has been legally impounded by order of a police authority and has not been reclaimed for a period of ten days. However, a police authority may declare the vehicle abandoned within the ten-day period by commencing the notification process in section 32-78;
- (5) Any vehicle parked on the highway determined by a police authority to create a hazard to other vehicle traffic; or
- (6) A vehicle that has been impounded by order of the court and whose owner has not paid the impoundment fees after notification by the person or agency responsible for carrying out the impoundment order.

Demolisher means any city or public agency organized for the disposal of solid waste, or any person whose business it is to convert a vehicle to junk, processed scrap or scrap metal, or otherwise to wreck, or dismantle vehicles.

Police authority means the Iowa state patrol, any law enforcement agency of a county or city, or any special security officer employed by the state board of regents.

(Code 1996, § 140.01)

Sec. 32-77. - Authority to possess, store or remove.

- (a) A police authority, upon the authority's own initiative or upon the request of any other authority having the duties of control of highways or traffic, shall take into custody an abandoned vehicle on public property and may take into custody an abandoned vehicle on private property. A police authority, taking into custody an abandoned vehicle which has been determined to create a traffic hazard, shall report the reasons constituting the hazard in writing to the appropriate authority having duties of control of the highway.
- (b) The police authority may employ its own personnel, equipment, and facilities or hire a private entity, equipment, and facilities for the purpose of removing, preserving, storing, or disposing of abandoned vehicles. If a police authority employs a private entity to dispose of abandoned vehicles, the police authority shall provide the private entity with the names and addresses of the registered owners, all lienholders of record, and any other known claimant to the vehicle or the personal property found in the vehicle. The owners, lienholders, or other claimants of the abandoned vehicle shall not have a cause of action against a private entity for action taken under this section, if the private entity provides notice as required by section 32-78 to those persons whose names were provided by the police authority.

(Code 1996, § 140.02)

Sec. 32-78. - Notice by mail.

- (a) Notification of owner, lienholders, and other claimants. A police authority or private entity which takes into custody an abandoned vehicle shall notify, within 20 days, by certified mail, the last-known registered owner

of the vehicle, all lienholders of record, and any other known claimant to the vehicle or to personal property found in the vehicle, addressed to their last-known addresses of record, that the abandoned vehicle has been taken into custody. Notice shall be deemed given when mailed.

- (b) The notice shall describe the year, make, model, and serial number of the vehicle, describe the personal property found in the vehicle, set forth the location of the facility where the vehicle is being held, and inform the persons receiving the notice of their right to reclaim the vehicle and personal property within ten days after the effective date of the notice upon payment of all towing, preservation, and storage charges resulting from placing the vehicle in custody and upon payment of the costs of notice required pursuant to this section.
- (c) The notice shall also state that the failure of the owner, lienholders, or claimants to exercise their right to reclaim the vehicle or personal property within the time provided shall be deemed a waiver by the owner, lienholders, and claimants of all right, title, claim, and interest in the vehicle or personal property and that failure to reclaim the vehicle or personal property is deemed consent to the sale of the vehicle at a public auction or disposal of the vehicle to a demolisher and to disposal of the personal property by sale or destruction.
- (d) The notice shall state that any person claiming rightful possession of the vehicle or personal property who disputes the planned disposition of the vehicle or property by the police authority or private entity or of the assessment of fees and charges provided by this section may ask for an evidentiary hearing before the police authority to contest those matters.
- (e) If the persons receiving the notice do not ask for a hearing or exercise their right to reclaim the vehicle or personal property within the ten-day reclaiming period, the owner, lienholders, or claimants shall no longer have any right, title, claim, or interest in or to the vehicle or the personal property. A court in any case in law or equity shall not recognize any right, title, claim, or interest of the owner, lienholders, or claimants, after the expiration of the ten-day reclaiming period.

(Code 1996, § 140.03)

Sec. 32-79. - Notification in newspaper.

If the identity of the last registered owner cannot be determined, or if the registration contains no address for the owner, or if it is impossible to determine with reasonable certainty the identity and addresses of all lienholders, notice by one publication in one newspaper of general circulation in the area where the vehicle was abandoned shall be sufficient to meet all requirements of notice under section 32-78. The published notice may contain multiple listings of abandoned vehicles and personal property but shall be published within the same time requirements and contain the same information as prescribed for mailed notice in section 32-78.

(Code 1996, § 140.04)

Sec. 32-80. - Extension of time.

The owner, lienholders, or claimants may, by written request delivered to the police authority or private entity prior to the expiration of the ten-day reclaiming period, obtain an additional five days within which the vehicle or personal property may be reclaimed.

(Code 1996, § 140.05)

Sec. 32-81. - Fees for impoundment.

The owner or lienholder shall pay the following fees to the police department upon claiming the vehicle:

- (1) Impound processing fee: \$15.00.
- (2) Storage and towing fees charged by the authorized tow company according to current agreement (if such agreement exists) or established fee schedule of the tow company.
- (3) In situations where the vehicle is stored on city-owned property, the additional daily storage rate is set at \$10.00 per day.

(Code 1996, § 140.06)

Sec. 32-82. - Disposal of vehicles.

- (a) If an abandoned vehicle has not been reclaimed as provided herein, the police authority or private entity shall make a determination as to whether the vehicle shall be sold for use upon the highways. If the vehicle is not sold for use upon the highways, it shall be sold for junk, or demolished and sold as scrap. The police authority or private entity shall sell the vehicle at public auction.
- (b) Notwithstanding any other provision of this section, a police authority or private entity, which has taken into possession any abandoned vehicle which lacks an engine, two or more wheels, another part which renders the vehicle totally inoperable, or which has a fair market value of less than \$500.00 as determined by the police authority or private entity, may dispose of the vehicle to a demolisher for junk without public auction after complying with the notification procedures in section 32-78. The purchaser of the vehicles takes title free and clear of all liens and claims of ownership, shall receive a sales receipt from the police authority or private entity, and is entitled to register the vehicle and receive a certificate of title if sold for use upon the highways.
- (c) If the vehicle is sold or disposed of to a demolisher for junk, the demolisher shall make application for a junking certificate to the county treasurer within 30 days of purchase and shall surrender the sales receipt in lieu of the certificate of title.

(Code 1996, § 140.07)

Sec. 32-83. - Proceeds from sales.

- (a) From the proceeds of the sale of an abandoned vehicle the police authority, if the police authority did not hire a private entity, shall reimburse itself for the expenses of the auction, the costs of towing, preserving, and storing which resulted from placing the abandoned vehicle in custody, all notice and publication costs incurred pursuant to sections 32-78 and 32-79, the cost of inspection, and any other costs incurred except costs of bookkeeping and other administrative costs. Any remainder from the proceeds of a sale shall be held for the owner of the vehicle or entitled lienholder for 90 days, and then shall be deposited in the road use tax fund.
- (b) The costs to police authorities of auction, towing, preserving, storage, and all notice and publication costs,

and all other costs which result from placing abandoned vehicle in custody, whenever the proceeds from a sale of the abandoned vehicles are insufficient to meet these expenses and costs, shall be paid from the road use tax fund and are the obligation of the last owner or owners, jointly and severally. If a private entity has been hired, the police authority may file a claim with the department for reimbursement of towing fees which shall be paid from the road use tax fund.

(Code 1996, § 140.08)

Secs. 32-84—32-141. - Reserved.

ARTICLE III. - CHRONIC NUISANCES

Sec. 32-142. - Purpose.

Chronic nuisance properties present grave health, safety and welfare concerns, where the persons responsible for such properties have failed to take corrective action to abate the nuisance condition. Chronic nuisance properties have a tremendous negative impact upon the quality of life, safety and health of the neighborhoods where they are located and the city as a whole. Specifically, this article is enacted to remedy nuisance activities that are particularly disruptive to the quality of life and repeatedly occur or exist at properties, by holding those persons responsible for such property accountable for the conditions of their property and these chronic nuisance activities.

(Code 1996, § 58.01)

Sec. 32-143. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abate means to repair, replace, remove, destroy or otherwise remedy a condition, which constitutes a violation of this article by such means and in such a manner and to such an extent as is deemed necessary in the interest of the general health, safety and welfare of the community.

Business purpose means the use of any residential, commercial or industrial zone property for the direct or indirect transaction of business, which includes but is not limited to physical occupancy of the property by the business, renting the property or buildings thereon for the storage of materials, vehicles, trash or items of value, or any other use that supports an underlining business activity.

Chronic nuisance property means property on which a combination of three or more cited nuisance activities occur during any 90-day period that are found to be nuisance violations.

Chronic nuisance warning means a notice issued by the city to the legal owner of a property, the person responsible for a property and any occupants of a property advising them of their designation as a chronic nuisance property, stating their responsibilities to act and providing notification of the penalties that may be imposed.

Cited nuisance activity means any nuisance activity, as defined in this section, which has been subject to an action by the city under chapter 1 or this article.

Control means the ability to regulate, restrain, dominate, counteract or govern property or conduct that occurs on a property.

Landlord means the owner, lessor, or sublesor of the dwelling unit or the property of which it is a part, and in addition, means any person designated as a representative of the landlord.

Nuisance activity means and includes:

- (1) Any nuisance as defined by state law or local ordinance occurring on, around or near a property, including, but not limited to, violations of this chapter or the following provisions:
 - a. Chapter 10, article VI, Vacant and abandoned property.
 - b. Chapter 38, Signs.
 - c. Chapter 42, article X, Trees and shrubbery.
- (2) For purpose of this article, the term "nuisance activity" shall not apply when the person responsible for a condition that would otherwise constitute a nuisance is the victim of a crime that directly causes, maintains or augments the nuisance condition.

Nuisance violation means the legal finding of guilt through admission to or conviction by a court of law for a cited nuisance activity.

Person in charge, person responsible for the property or person responsible means, unless otherwise defined, any and all persons who have titled ownership of the property or structure which is subject to this article, persons in actual or constructive possession of a property, a landlord, occupants in control of the property or structure which is subject to this article, a developer, building or business operators or owners who are developing, building or operating a business on the property or in a structure which is subject to this article or any person who has control over the property and allows a violation of this article to continue.

Premises and *property* may be used interchangeably and mean a public or private building, lot, parcel, dwelling, rental unit, rental property, real estate or portion thereof, including property used as a residential, commercial or industrial property.

Rental property means any building, structure, lot, parcel or property or portion thereof that is rented to another person and used for a business purpose.

Rental unit means any structure or that part of a structure, including, but not limited to, a single-family home, room or apartment, which is rented to another person and used as a home residence or sleeping place by one or more persons.

(Code 1996, § 58.02)

Sec. 32-144. - Enforcement procedure.

- (a) Upon finding that a property has had three or more cited nuisance activities within a 90-day period that were found to be nuisance violations, a designated officer of the city shall prepare a report outlining the nature of the nuisance activities, violations and any other relevant information and forward such report to the city attorney and police chief.
- (b) Upon receiving a report on the existence of a chronic nuisance property, the city attorney and police chief

shall review the report and make a determination that the property does meet the definition of a chronic nuisance as enumerated in section 32-143.

- (c) Upon finding that a property meets the definition of a chronic nuisance property, the city attorney and police chief shall cause to be served a chronic nuisance warning, which shall contain:
- (1) The street address and legal description or other such information that sufficiently identifies the location of the property;
 - (2) A concise description of the nuisance activities and resulting violations;
 - (3) A statement that the property has been designated as a chronic nuisance property in accordance with this article and a description of the process for appeal of the designation;
 - (4) A demand that the owner or person in charge of the property respond to the police chief or designee within five business days of service by:
 - a. Submitting a letter requesting review of the designation under section 32-145; or
 - b. Submitting a letter indicating the intent to propose a maintenance and abatement plan in accordance with the provisions of section 32-148 within 20 days of the date of service.
 - (5) A concise description of the penalties that may be enforced for a violation of this article; and
 - (6) A copy of the ordinance from which this article is derived.

(Code 1996, § 58.03)

Sec. 32-145. - Appeal of designation.

The person responsible for a property shall be permitted to appeal the designation of the property as a chronic nuisance property. Such appeals shall be heard by the city council. In reviewing the designation of the property as a chronic nuisance property, the city council shall be limited to reviewing only those facts relevant to determining if the property meets the definition of a chronic nuisance property under section 32-143. An appeal of the designation shall stay the designation and the requirements of this article, but shall not stay the requirement to abate nuisances under any other ordinance of the city or action of the court.

(Code 1996, § 58.04)

Sec. 32-146. - Duration of designation.

Once a property has been notified by a chronic nuisance warning that it has been designated a chronic nuisance property, the designation shall be in effect for a period of up to 18 months after the designation has been made, abatement of the nuisances has been completed and no new nuisance activities have been cited.

(Code 1996, § 58.05)

Sec. 32-147. - Duty to abate.

The person responsible for a chronic nuisance property shall be required to abate all nuisance violations. This duty shall extend beyond actual abatement and include such reasonable period as to ensure the abated condition is maintained and does not return to its status as a nuisance.

(Code 1996, § 58.06)

Sec. 32-148. - Maintenance and abatement plan.

The person responsible for a chronic nuisance property shall be required to develop a maintenance and abatement plan, which shall describe the remedies necessary for the person responsible to satisfactorily abate each nuisance violation, if not already abated; maintain the abatement; and employ measures to prevent future nuisance activities.

Additionally, this plan shall include:

- (1) A general description of the property including the physical address, parcel or tax identification numbers, the owners of record and identification of the landlord or person responsible if other than the owners of record;
- (2) A description of the abatement and resulting maintenance that the person responsible shall perform or cause to be performed to ensure compliance with all ordinances of the city and any orders of the court; and
- (3) A list of the person that are responsible for maintenance of the property, buildings, structures or appurtenances, including daytime and evening phone numbers and any other relevant emergency and non-emergency contact information including, at a minimum, the person name, title, phone number and addresses.

(Code 1996, § 58.07)

Sec. 32-149. - Approval of plan.

Once the person responsible for the plan has submitted the plan to the designated city officer, that officer shall forward the plan to the city council for review and approval. The city council may approve the plan, approve the plan with conditions or remand the plan for addition information.

(Code 1996, § 58.08)

Sec. 32-150. - Financial security.

In addition to approval of the plan, the city council may require the person responsible for a chronic nuisance property to post a bond or other acceptable form of financial security to ensure the required abatement and maintenance is completed in the manner and time described in the plan. Such financial security shall:

- (1) Be in a form, amount and manner as prescribed by the city attorney;
- (2) Be in effect until such time as any required abatement is performed and a reasonable period of time has elapsed where the abatement has been maintained in accordance with the plan; and
- (3) Be released only upon an affirmative determination by the city that person responsible for the property has satisfactorily completed the abatement and the required maintenance period as required by the plan.

(Code 1996, § 58.09)

Sec. 32-151. - Failure to maintain abatement and property.

The failure to maintain abatement of a nuisance violation or otherwise perform the duties as required in the maintenance plan shall be a violation of the duty of the person responsible for the property.

(Code 1996, § 58.10)

Sec. 32-152. - Duty to prevent new nuisances.

It shall be a duty of the person responsible for a chronic nuisance property to prevent any new nuisance violations during such time that the property is designated a chronic nuisance property and a maintenance and abatement plan or financial security are in effect.

(Code 1996, § 58.11)

Sec. 32-153. - Violation.

Failure to perform the duties as required of this article, including, but not limited to, the failure to act or respond, shall be a violation of this article and subject to its remedies and penalties.

(Code 1996, § 58.12)

Sec. 32-154. - Penalties.

A violation of this article shall be a simple misdemeanor and, upon conviction, shall be subject to a fine of not more than \$500.00 or imprisonment not to exceed 30 days. Each violation of this article shall be a separate offense.

(Code 1996, § 58.13)

Sec. 32-155. - All rights reserved.

Nothing in this article shall limit the rights of the city to pursue other alternative remedies or civil or criminal penalties relating to or resulting from the violations themselves or the actions of those persons responsible.

(Code 1996, § 58.14)

Secs. 32-156—32-178. - Reserved.

ARTICLE IV. - ABATEMENT

Footnotes:

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State Law reference— *General process for alleviating nuisances, Code of Iowa § 657.4.*

Sec. 32-179. - Applicability.

The requirements of this article shall apply to the administration of any nuisance as defined in this Code (unless an abatement procedure is otherwise specifically provided in this article or elsewhere in this Code for a particular nuisance), including, but not limited to, those described in:

- (1) Chapter 10, article VI, Vacant and abandoned property.
- (2) Chapter 38, Signs.
- (3) Chapter 42, article III, Chronic nuisances (ice, snow, maintenance).

(Code 1996, § 55.06; Ord. No. 2019-1820, § 1, 4-1-2019)

Sec. 32-180. - Notice to abate; method of service.

(a) Whenever the city manager or other authorized municipal officer finds that a nuisance exists, such officer shall cause to be served upon the property owner a written notice to abate the nuisance within a reasonable time after notice. The notice to abate shall contain:

- (1) *Description of nuisance.* A description of what constitutes the nuisance or other condition.
- (2) *Location of nuisance.* The location of the nuisance or condition.
- (3) *Acts necessary to abate.* A statement of the act or acts necessary to abate the nuisance or condition.
- (4) *Reasonable time.* A reasonable time within which to complete the abatement.
- (5) *Assessment of city costs.* A statement that if the nuisance or condition is not abated as directed and no request for hearing is made within the time prescribed, the city will abate it and assess the costs against such person.

(b) The notice may be in the form of an ordinance or sent by certified mail to the property owner.

(Code 1996, §§ 56.01, 56.02, 56.03)

Sec. 32-181. - Request for hearing.

Any person ordered to abate a nuisance may have a hearing with the council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. The hearing will be before the council at a time and place fixed by the council. The findings of the council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.

(Code 1996, § 56.04)

Sec. 32-182. - Abatement in emergency.

If it is determined that an emergency exists by reason of the continuing maintenance of the nuisance or condition, the city may perform any action which may be required under this article without prior notice. The city shall assess the costs as provided in section 32-186 after notice to the property owner under the applicable provisions of section 32-180 and hearing as provided in section 32-181.

(Code 1996, § 56.05)

Sec. 32-183. - Abatement by city.

If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the city may perform the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the clerk who shall pay such expenses on behalf of the city.

(Code 1996, § 56.06)

Sec. 32-184. - Cost recovery.

The administrative costs associated with investigating, abating and inspecting nuisances and nuisance property is a cost that should be borne by the person responsible and not the public at-large. Therefore, the city shall be authorized to recover the following costs:

- (1) The costs of any abatement, including emergency abatement, performed directly by the city or indirectly through the employment of a third party.
- (2) Reasonable attorney fees and court costs associated with the adjudication nuisance violations and any citations or criminal charges arising from the violations.
- (3) Any reinspection fees as defined in section 32-185.

(Code 1996, § 55.04)

Sec. 32-185. - Reinspection fees.

Reinspection fees are an appropriate method to recover costs disproportionately attributable to recalcitrant persons responsible and are intended to recover the cost of staff time when excessive time and effort become necessary to obtain code compliance for one or more a nuisance violations. Reinspection fees shall be authorized as follows:

- (1) The first inspection following the issuance of a notice of violation, citation, infraction or order involving a nuisance shall be considered part of the normal cost of enforcement and will not be charged if the nuisance condition is abated.
- (2) After the first inspection, the staff time associated with subsequent inspections, monitoring, and administrative actions relating to that nuisance violation shall be billed at an hourly rate plus administrative costs as established from time to time by resolution of the city council.
- (3) The city planning department responsible for the inspections, reinspections, monitoring and other administrative action shall keep an accurate bill of the fees, which shall be billed to the person responsible.
- (4) The hourly rate shall be limited to the actual hourly rate of the employee, plus a 50 percent administrative fee.

(Code 1996, § 55.05)

Sec. 32-186. - Collection of costs.

The clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one month, the clerk shall certify the costs to the county treasurer and such costs shall then be collected with, and in the same manner, as general property taxes.

(Code 1996, § 56.07)

State Law reference— Collection of expenses of nuisance abatement, Code of Iowa § 657.7.

Sec. 32-187. - Installment payment of cost of abatement.

If the amount expended to abate the nuisance or condition exceeds \$100.00, the city may permit the assessment to be paid in up to ten annual installments, to be paid in the same manner and with the same interest rates provided for assessments against benefited property under state law.

(Code 1996, § 56.08)

Sec. 32-188. - Failure to abate.

Any person causing or maintaining a nuisance who shall fail or refuse to abate or remove the same within the reasonable time required and specified in the notice to abate is in violation of this Code.

(Code 1996, § 56.09)

July 15

I am Requesting a hearing on your notice of nuisance.

I need to know (exactly) what I need to Remove.

It is not Junk the stuff, most of it is antiques, I am in the business, when I am Home I am always working on them outside. I'm sure you have seen me out there.

There is scaffolding + metal + Pottery Planters around and Behind Garage ^{surely it can}

Can I put up a Fence Behind ^{keep them} garage. Do I need to Put up another shed?

The next thing is I arrived Home from a show Thursday NITE, Lost 3 days for moving ~~stuff~~ because I wasn't home.

I have a colonoscopy scheduled for Tues. 19th Preparation on Monday - wouldn't be able to get much done those 2 days. I also have another show 21-24 of July. I need to do -

Have to earn a Living, which is much Harder to do these days. Give me a break. At the least I need more time.

I must have a notice before you Remove anything

MEMORANDUM

TO: Mayor and City Council

FROM: Karyl Bonjour, City Clerk

DATE: August 1, 2022

RE: Request from St. Thomas Aquinas Parish for Street Closing for Car Show to be held September 10, 2022 from 11 a.m. to 3:00 p.m. (Closure from 10 a.m. to 3:00 p.m.)

SUMMARY: Dan Hurt, on behalf of the youth of St. Thomas Aquinas Parish, has requested the following Street to be closed on Saturday, September 10th, 2022 from 10:00 a.m. to 3:00 p.m. for a Car Show. The actual show will be from 11:00 a.m. to 3:00 p.m.

Des Moines Street between Bank Street and Water Street (in front of the Church)



PREVIOUS COUNCIL ACTION: Council has approved similar requests in the past when various organizations/entities have wanted to close streets for events.

BACKGROUND/DISCUSSION: This event would raise money for the youth to raise money for World Youth Day in Portugal. I have attached the request which also states they have contacted the School Administration and have been granted permission to use their parking lot as overflow or additional parking. The Street Department would provide barricades/cones/signs as needed.

SUMMARY: This Car Show has turned into an Annual Event as a Fundraiser for the youth of St. Thomas Aquinas and this particular request has been approved by Council in previous years. According to the new Policy for Street Closures, Council needs to approve requests affecting

Second Street, Des Moines Street, Ohio Street or Beach Street or if time frame is for longer than six hours on any given date.

FINANCIAL IMPLICATIONS: None.

RECOMMENDATION: Approve the request for the closure of Des Moines Street between Bank and Water Streets for the Car Show so the youth can move forward with their fundraising.

ALTERNATIVE(s): Not approve the request and the youth could find other possible locations/options to have the Car Show.

Dear Karyl,

Once again, I am writing on behalf of St. Thomas Aquinas Parish to seek permission from the city to use a section of Des Moines Street for our annual car show. The youth of St. Thomas Aquinas are in the process of setting up this car show to raise money for World Youth Day in Portugal. It will take place on Saturday, September 10 from 11:00 AM – 3:00 PM. If possible, we would once again like to use Des Moines Street between Bank and Water for the car show. I am requesting permission from the city to have Des Moines Street shut down between Bank and Water from 10:00 AM to 3:00 PM on September 10. We have already discussed this with the school administration and have permission to use the middle school parking lot as overflow or additional parking. Thank you for considering this request.

Sincerely,

Dan Hurt, DRE

A handwritten signature in black ink, appearing to read "Dan D. Hurt", with a stylized flourish at the end.

1000 Des Moines Street

St. Thomas Aquinas



June 27, 2022

TO: Webster City City Council Members
FROM: Darcy Swon, LIFT WC Board Chair
RE: Revised Street Closure Request

On behalf of the LIFT WC nonprofit organization, I want to thank you for the approval to close the 700 block of Second Street on August 6, 2022, including the intersection of Second and Des Moines Street to the East, up to the alley next to the Hanor Building to the West, for the LIFT WC 2022 Summer Block Party. I was reviewing the City Council minutes and realized that the times approved to block the street do not allow us to set up or tear down the event. I am asking that you approve our request to close the section of Second Street as listed above from 9 am – 11:30 pm (at the latest). If we are able to have things picked up before 11:30 pm, we will certainly remove the blockades to re-open the street sooner.

In our earlier request we had indicated that we'd like to be able to use some of the City's picnic tables and trash cans and we are hoping that this is still an option.

Also, to confirm, we will have access for emergency vehicles to go down the center of the street if it is needed. In the intersection of Second Street and Des Moines Street, we plan to have a 9-square frame that is made of PVC pipe and it will be located off to one side to allow for emergency access as well as space for safe viewing of the game(s).

On behalf of the LIFT WC Board, I thank you again for your earlier approval and consideration of our revised requests. Thank you!

LIFT WC Board of Directors:

President - Darcy Swon; Vice President - Lindsay Henderson; Treasurer – Zach Chizek; Secretary - Shannon Swon; Board Members - John Hawkins and Jake Pulis

WEBSTER CITY- CITY COUNCIL

IN RE:

**YESWAY STORE #10
1102 2nd Street
Webster City, Iowa 50595**

**TOBACCO VIOLATION
ORDER**

On this _____ day of August, 2022, in lieu of a public hearing on the matter, the Webster City City Council approves the affirmative defense of the above-captioned permittee's cigarette permit pursuant to Iowa Code section 453A.22 resulting from a violation of Iowa Code section 453A.2(1) dated July 1, 2022.

WEBSTER CITY CITY COUNCIL THEREFORE, FINDS that the above-captioned permittee was granted the affirmative defense and no further action by the above-captioned permittee regarding this violation is required.

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

John Hawkins, Mayor

ATTEST:

Karyl Bonjour, City Clerk



MEMORANDUM

TO: Mayor and City Council

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

DATE: August 1, 2022

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute Amendment No. 18 with Snyder and Associates to Provide Professional Services Needed for Routine Bridge Inspections and Associated Reports

SUMMARY: The City is required to perform routine bridge inspections every 24 months. Snyder and Associates has been providing bridge inspection services since 2020. Five bridges are due for their routine inspections this year. In addition to performing the inspections, Snyder & Associates will also complete required associated reports and provide to the Iowa Department of Transportation.

PREVIOUS COUNCIL ACTION: The Council approved an agreement with Snyder & Associates to provide On-Call Paving Specialist Services on February 6, 2017. The Council also previously approved Amendment No. 1 through 17 for ongoing projects.

BACKGROUND/DISCUSSION: The City must routinely inspect its bridges. This year, five bridges are due for their routine inspections. The city currently has seven bridges on odd year inspections and five bridges on even year inspections. In addition to inspection services, Snyder & Associates provides associated reports required to submit to the Iowa Department of Transportation. After inspections are completed, the engineer will meet with City staff to review their findings and provide a forecast of repairs needed in the upcoming five years to help the city plan for the future. Bridge inspections will be completed in August of this year, with reports being sent to Iowa DOT by November and a review meeting with public works staff will take place in December. The five bridges that will be inspected are:

- FHWA# 012261, East Ohio Street over Brewers Creek
- FHWA# 026350, Overpass Drive over CC Railroad
- FHWA# 026370, 2nd Street over Boone River
- FHWA# 026381, 2nd Street over Lyon Creek
- FHWA# 026470, Superior Street over Brewers Creek

FINANCIAL IMPLICATIONS: The estimated cost for the five bridge inspections and associated reports is anticipated to be \$2,085.00. Inspection costs are paid for with Road Use Funds. The city currently

has \$8,500.00 budgeted for consulting and professional fees needed to complete bridge inspections. The cost to complete inspections is within budget.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute Amendment No. 18 with Snyder & Associates to provide professional services needed for the routine inspections and associated reports of five bridges.

RESOLUTION NO. 2022 – xxx

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE AMENDMENT NO. 18
WITH SNYDER AND ASSOCIATES TO PROVIDE PROFESSIONAL SERVICES NEEDED
FOR ROUTINE BRIDGE INSPECTIONS AND ASSOCIATED REPORTS**

WHEREAS, the City is required to complete bridge inspections every twenty four months; and

WHEREAS, the City has an on-call services agreement with Snyder & Associates; and

WHEREAS, the City of Webster City has five bridges due for inspections this year; and

WHEREAS, the City of Webster City will utilize the services of its consulting engineer, Snyder & Associates, to perform services noted in the attached as Exhibit “A”;

WHEREAS, said professional services shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Mayor to sign and execute amendment number 18 with Snyder and Associates to provide professional services needed for routine bridge inspections and associated reports.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit “A”

Amendment No. 18

WEBSTER CITY, IOWA

AMENDMENT No. 18 TO THE AGREEMENT FOR PROFESSIONAL SERVICES FOR THE ON-CALL STREET PAVING SPECIALIST

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

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

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

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

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

Dated: August 1, 2022

SNYDER & ASSOCIATES, INC.

EXHIBIT “A”

SCOPE OF WORK

2022 Bridge Inspections

I. GENERAL

- A. This Scope of Services is for the routine inspection of 5 bridges. Inspection to be performed by an engineer qualified under current FHWA and Iowa DOT requirements.
 - FHWA# 012261, East Ohio Street over Brewers Creek
 - FHWA# 026350, Overpass Drive over CC Railroad
 - FHWA# 026370, 2nd Street over Boone River
 - FHWA# 026381, 2nd Street over Lyon Creek
 - FHWA# 026470, Superior Street over Brewers Creek
- B. Updating of Iowa DOT SIIMS system, with a copy of the inspection report for the City. Bridges will have the following information updated in SIIMS:
 - Upload photos showing roadway and side views, and major problem areas (if any).
 - Update field data collection forms for deck, superstructure, substructure, channel or culvert.
 - Update SI&A fields.
 - Complete load rating evaluation form.
 - Complete critical finding form, if required.
- C. City will be provided a printed copy of the inspection reports and an electronic copy in PDF format.
- D. Provide a general summary listing identifying deficiencies and recommended maintenance/repairs.

Assumptions:

- Bridge inspection program will conform to the requirements of Iowa DOT Instructional Memorandum 7.020 and the AASHTO Manual for the Bridge Evaluation, current editions.
- City will provide a list of replacements/repairs since the last inspection and information on the type of work performed.
- City will provide plans for the member size/geometry information for structures rebuilt or constructed new since the last inspection.
- Material in files, prepared by others, will be relied upon as accurate, including field measurements.
- Services shall be performed in accordance with the standard of professional practice ordinarily exercised by similar professionals at the time and in the locality where the work is performed.

II. ADDITIONAL SERVICES:

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

- A. Load rating calculations; no work is anticipated for this item in this inspection cycle.

- B. Scour and unknown foundation worksheets; no work is anticipated for this item in this inspection cycle.
- C. Element level inspection.
- D. Snooper truck or special access equipment
- E. Traffic control

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

Responsible persons assigned to this Project shall be:

City – Matt Alcazar
Professional – Craig German

EXHIBIT “B”

COMPLETION

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

<u>Task</u>	<u>Completion Date</u>
Complete 5 field bridge inspections	August, 2022
Iowa DOT SIIMS data reports complete	November, 2022
Inspection reports delivered to the City by	December, 2022
Review Meeting with City and SBI	December, 2022

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

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

EXHIBIT “C”

PAYMENT

COMPENSATION

Below is a table summarizing the Professional’s fees for the scope of services outlined in this Exhibit “A”. Fees will be invoiced and paid on an hourly rate plus expenses basis not to exceed amount and rates will be accrued in accordance with the Professional’s 2022-2023 Standard Fee Schedule contained in Exhibit “D” of this Amendment No. 18 to the Agreement for Professional Services.

BASIC SERVICES

5 Physical Field Bridge Inspections	\$700.00
Inspection Reports / SIIMS Data Entry	\$325.00
Opinion of Probable Repair/Maintenance Costs (5 Years)	\$325.00
Meeting with Client	\$545.00
Mileage (58.5 cents/mile)	\$190.00
Subtotal	\$2,085.00
Amendment No. 18 Total	\$2,085.00

EXHIBIT “D”

SNYDER & ASSOCIATES, INC. 2022-23 STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate	
Professional		
Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer		
Principal II	\$229.00	/hour
Principal I	\$217.00	/hour
Senior	\$198.00	/hour
VIII	\$181.00	/hour
VII	\$172.00	/hour
VI	\$163.00	/hour
V	\$152.00	/hour
IV	\$141.00	/hour
III	\$129.00	/hour
II	\$116.00	/hour
I	\$103.00	/hour
Technical		
CADD, Survey, Construction Observation		
Lead	\$138.00	/hour
Senior	\$132.00	/hour
VIII	\$123.00	/hour
VII	\$113.00	/hour
VI	\$102.00	/hour
V	\$92.00	/hour
IV	\$83.00	/hour
III	\$75.00	/hour
II	\$69.00	/hour
I	\$60.00	/hour
Administrative		
II	\$71.00	/hour
I	\$58.00	/hour
Reimbursables		
Mileage	current IRS standard rate	
Outside Services	As Invoiced	



MEMORANDUM

TO: Mayor and City Council

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

DATE: August 1, 2022

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute Amendment No. 19 with Snyder and Associates to Complete an update to the City's 1995 Americans with Disabilities Act Inventory and Transition Plan in an Amount not to Exceed \$111,000.00

SUMMARY: The City of Webster City last completed their ADA Inventory and Transition Plan in 1995; however, the plan is outdated and only encompassed the building survey requirements. Putting an ADA Transition Plan together is an item on the City Council's list of "givens" in the 2022 Goal Setting Report. Snyder & Associates has been the City's on-call engineer since 2017 and has put a proposal together to complete the inventory and transition plan in an amount not to exceed \$111,000.00.

PREVIOUS COUNCIL ACTION: The Council approved an agreement with Snyder & Associates to provide On-Call Paving Specialist Services on February 6, 2017. The Council also previously approved Amendment No. 1 through 17 for ongoing projects.

This item was presented to the Council as part of the 5-year CIP in the FY 22-23 Budget adoption and adopted the 2022 Goal Setting Report noting this item as a "given" goal on May 2, 2022.

BACKGROUND/DISCUSSION: The Plan is required of municipalities in order to maintain eligibility to receive federal funding for transportation projects and other federally funded projects and programs. Federal mandates require that local and state governments ensure the rights of individuals with disabilities in the United States are protected and preserved. Congress passed the Americans with Disabilities Act (ADA) in 1990. Title II of the act covers programs, activities, and services public entities such as municipalities must follow. Cities are required to identify and evaluate all programs, activities, and services and review all practices, policies and procedures that govern administration. The American with Disabilities Act Title II Regulation Subpart D.35.150.d sets out requirements for program accessibility of existing facilities and new construction and alterations. This section requires that a *transition plan be developed by an entity that employs 50 or more persons, within six months of the effective date of this regulation.*

The city complied and put together an ADA transition plan in 1992 and then updated their plan in 1995; however, since then no inventory of the City's sidewalks and buildings has been completed. Since 1995

there have been some building modifications, modifications to the parks and changes to the sidewalks located in the City's right of way. Transition plans are considered living documents and should be kept current. Therefore, staff is recommending an updated inventory and transition plan be completed.

The Department of Justice (DOJ) will routinely select jurisdictions to conduct ADA compliance reviews across the country. Since the year 2000, the DOJ has completed compliance audits in four communities in Iowa. These communities include: Pella, Davenport, Des Moines and Cedar Rapids. The DOJ found a number of issues in the City of Cedar Rapids that included a mandate to complete a transition plan. In order to prevent similar findings if Webster City were to be selected for a compliance audit and to ensure the City is preserving the rights of individuals with disabilities, it is important that the City proceed with completing the update of the ADA Transition Plan.

Snyder & Associates will complete the following as part of the inventory and transition plan work:

1. Curb Ramp Review and Inventory
2. Sidewalk Review and Inventory
3. Exterior Public Building Review
4. City Owned Park Review
5. Interior Public Building Review

As part of the update to the transition plan, Snyder & Associates will collect data, hold a public meeting with stakeholders, provide a draft transition plan for review and comment and a final transition plan. It is anticipated that Snyder & Associates will complete this work by the end of February 2023 and that the City Council will formally adopt the plan by the end of March 2023.

Because this is a living document, the city will have responsibilities to fulfill during the preparation of the transition plan and after the document is drafted. At a minimum, the city must select and designate an ADA Coordinator, maintain/host web services for established grievances, perform ongoing monitoring of progress and collate CIP tasks with the transition plan, provide publicity, public relations, and marketing services for web based public survey required to gather accurate sample size.

The 1995 ADA Transition Plan and Amendment No. 19 are attached to this memo for your review.

FINANCIAL IMPLICATIONS: The Citywide ADA Transition Plan is part of the FY 22-23 budget. A total of \$111,000.00 was budgeted for this project and will be paid for by various funds as all facilities and right of way will be inventoried.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute Amendment No. 19 with Snyder & Associates to complete the ADA Inventory and Transition Plan.

RESOLUTION NO. 2022 – xxx

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE AMENDMENT NO. 19
WITH SNYDER AND ASSOCIATES TO COMPLETE AN UPDATE TO THE
CITY’S 1995 AMERICANS WITH DISABILITIES ACT INVENTORY AND TRANSITION PLAN**

WHEREAS, the Americans with Disabilities Act Title II Regulation Subpart D.35.150.d sets out requirements for program accessibility of existing facilities and new construction and alterations; and

WHEREAS, the City of Webster City seeks to ensure preservation of the rights of individuals with disabilities and to comply with federal mandates; and

WHEREAS, the City of Webster City last completed an ADA inventory and transition plan in 1995; and

WHEREAS, the City of Webster City wishes to update and complete an inventory of all City facilities in the right of way and public buildings; and

WHEREAS, the City of Webster City will utilize the services of its consulting engineer, Snyder & Associates, to perform said services as noted in the attached as Exhibit “A”;

WHEREAS, said professional services shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Mayor to sign and execute amendment number 19 with Snyder and Associates to complete an update to the City’s 1995 ADA Inventory and Transition Plan.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit “A”

Amendment No. 19

WEBSTER CITY, IOWA

AMENDMENT NO. 19 TO THE AGREEMENT FOR PROFESSIONAL SERVICES FOR THE ON-CALL STREET PAVING SPECIALIST

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

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

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

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

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

Dated: August 1, 2022

SNYDER & ASSOCIATES, INC.

EXHIBIT A**SCOPE OF SERVICES
ADA INVENTORY AND TRANSITION PLAN PLANNING
WEBSTER CITY, IOWA**

CLIENT: CITY OF WEBSTER CITY
400 SECOND STREET
PO BOX 217
WEBSTER CITY, IA 50595
ATTN: BIRIDIANA BISHOP

PROFESSIONAL: SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BLVD
ANKENY, IOWA 50023

DATE: August 1, 2022

PROJECT DESCRIPTION

This PROJECT is to provide planning services required to satisfy the Americans with Disabilities Act Title II Regulation Subpart D.35.150.d Transition Plan. This will include some or all the tasks listed below. Planning services will provide the CLIENT with an ADA transition plan that will:

- (1) identify physical obstacles that limit the accessibility of facilities to individuals with disabilities,
- (2) describe the methods to be used to make the facilities accessible,
- (3) provide public feedback of the community priorities and a potential schedule for making the access modifications, and
- (4) identify the public officials responsible for implementation of the Transition Plan.

A revised scope of services will be provided once the requested tasks from the section below are selected by the CLIENT.

If necessary, a SUBCONSULTANT may be hired to provide architectural reviews and cost estimating.

SCOPE OF SERVICES**I. BASIC PROFESSIONAL SERVICES****A. TASK 1 - PROJECT ADMINISTRATION**

PROFESSIONAL will provide project coordination and assistance as specified below:

1. Monthly progress reports to the CLIENT.
2. Monthly billing reports.
3. Project coordination for planning report.
4. Administration and attendance of one (1) public meeting.
5. Creation, administration, and analysis of a web based public survey.
6. Coordination with Subconsultants.
7. Project deliverable review with the CLIENT, as needed.
8. Three (3) virtual meetings with CLIENT are included in this Scope.

B. TASK 2 – CURB RAMP INVENTORY

1. PROFESSIONAL will perform on-site review of every pre-existing curb ramp and signalized intersection within the incorporated City Limits. Additional detailed curb ramp inspections will be performed at the discretion of the CLIENT. The following checklist documents and resources will be used in the assessments:
 - a. SUDAS Chapter 12 Design and Specification Standards
 - b. “Accessible Public Rights-of-Way: Planning and Designing Alterations” By PROWAAC
 - c. "Access for Everyone - A Guide to Accessibility with References to ADAAG" written by Arvid Osterberg
2. Deliverables for this task include:
 - a. An Excel spread sheet summarizing the compliance status of each curb ramp with identification of any existing barriers.
 - b. Curb ramp inspection sheets and GIS data base information for 100 high priority intersection quadrants with detailed slope measurements, GIS Location data and geolocated site photos in a KMZ file.
 - c. A narrative on existing signalized intersections and any existing ancillary pedestrian signal equipment.
 - d. A rough order of magnitude (ROM) cost opinion to address ADA barriers at 100 high priority intersection quadrants. Estimate will not include traffic signalization items.

C. TASK 3 – LONGITUDINAL SIDEWALK INVENTORY

1. PROFESSIONAL will perform a field longitudinal sidewalk review of all longitudinal sidewalk within the city right-of-way. Review will be limited to determining where sidewalk gaps exist, ranges where existing sidewalk is recommended for replacement, and specific structural barriers encountered during the review additional consideration.
2. Deliverables include:
 - a. An Excel spread sheet summarizing the findings of the review.

- b. GIS start and stop locations of gaps and recommended replacements ranges. geolocated site photos of specific structural barriers in a KMZ file.
- c. Narrative on existing signalized intersections and any existing ancillary pedestrian signal equipment.
- d. A rough order of magnitude (ROM) cost opinion to address longitudinal deficiencies within high priority area determined at the discretion of the CLIENT.

D. TASK 4 – EXTERIOR PUBLIC BUILDING SITE REVIEW

- 1. PROFESSIONAL will perform a desktop review of the exterior site and parking lots servicing existing public buildings and provide a narrative on existing accessible routes to the building entrance and accessible parking spaces. Locations included in this review include:
 - a. City Hall and Police Department
 - b. Fire Department
 - c. Street Department
 - d. Line Department
 - e. Municipal Outdoor Swimming Pool
 - f. Fuller Hall Rec Center (and Parks Dept)
 - g. Parks: Kendall Young, Nokomis, Sketchley, Riverview/Riverside, West Twin, Wilson Brewer Memorial, Lions Stafford, Wehrheim
 - h. City cemetery
 - i. Webster City Airport,
 - j. Water and Wastewater plants

E. TASK 5 – INTERIOR PUBLIC BUILDING REVIEW

- 1. A SUBCONSULTANT will perform an on site review of each building selected at the discretion of the CLIENT. The following checklist documents and resources will be used in the assessments:
 - a. ADA Checklist for Existing Facilities, published by the federal government
 - b. ADA Checklist for Existing Facilities, published by the Institute for Human Centered Design
 - c. "Access for Everyone - A Guide to Accessibility with References to ADAAG" written by Arvid Osterberg
- 2. The SUBCONSULTANT deliverables for this task include:
 - a. An Excel Spreadsheet summarizing all building locations with ADA barriers identified for each building
 - b. A brief narrative for each building summarizing findings and describing ADA barriers discovered

- c. A rough order of magnitude (ROM) cost opinion to address ADA barriers for each building

F. TASK 6 – TRANSITION PLAN DOCUMENT

1. PROFESSIONAL will draft the transition plan document to satisfy the regulations identified in the Americans with Disabilities Act Title II Regulation Subpart D.35.150
2. Additionally, the document will summarize the findings listed in the tasks above in a concise manner and include pertinent GIS maps, tabulated inventory data, site and aerial photographs and rough order of magnitude cost opinions.
3. It is anticipated that these deliverables described above, and the content of this plan will be living documents that the CLIENT may elect to update as community priorities change as identified high priority areas are rendered compliant. Updates will occur at the discretion of the CLIENT.

II. PROPOSED PRELIMINARY SCHEDULE

- A. Notice to Proceed – August 2022
- B. Data Collection – August -October 2022
- C. Web-based Public Survey– September 2022
- D. Public Meeting with Stakeholders – October 2022
- E. Submission of Draft Transition Plan – December 2022
- F. Review by City – January 2023
- G. Submission of Final Transition Plan – February 2023

IV. COMPENSATION AND TERMS OF PAYMENT

The CLIENT shall pay the PROFESSIONAL in accordance with the terms and conditions of this Agreement. The total PROJECT fee shall be a Lump Sum based upon hourly rates as shown in Exhibit B. The fee is broken down as described below.

Project Task	LUMP SUM FEE
TASK 1: PROJECT ADMINISTRATION	\$13,300
TASK 2: CURB RAMP INVENTORY	\$32,200
TASK 3: LONGITUDINAL SIDEWALK INVENTORY	\$13,200
TASK 4: EXTERIOR PUBLIC BUILDING SITE REVIEW	\$5,600
TASK 5: INTERIOR PUBLIC BUILDING REVIEW	\$34,500
TASK 6: TRANSITION PLAN DOCUMENT	\$12,200
Total	\$111,000

V. CLIENT RESPONSIBILITIES

- a. Designate an ADA coordinator.
- b. Adopt a design standard to be used in transition plan methodology.

- c. Maintain/host web services for established grievance process.
- d. Perform ongoing monitoring of progress and collate CIP tasks with transition plan.
- e. Provide Publicity, Public Relations, and Marketing services for web based public survey required to gather accurate sample size.

VI. ADDITIONAL SERVICES

Additional services are listed to further assist with clarity of project scope as well as provide a listing of services that the PROFESSIONAL could perform upon request.

- A. AUTHORIZATION - Authorization for additional services shall be evident by the CLIENT in writing in the form of a supplemental agreement. Upon initiation of Additional Services, the PROFESSIONAL will submit the estimated cost. Additional Services shall be performed on an hourly basis in accordance with the current PROFESSIONAL's Standard Fee Schedule in effect at the time of actual performance.
- B. LIST OF SERVICES - Any item requested by the CLIENT that expands the scope of the project and work to be completed may be considered additional services. The following items shall be considered extra services and are not included within the Scope of Work as outlined.

- 1. CLIENT requested significant PROJECT revisions
- 2. Additional meetings beyond the scope provided herein
- 3. Website management or creation
- 4. Operating procedures for best practices
- 5. Code and ordinance reviews
- 6. Collection and review of local transportation traffic data
- 7. Review of school bus routing
- 8. Safe routes to schools
- 9. Trail master planning
- 10. Bike and pedestrian master planning
- 11. Detailed drainage studies
- 12. Design and construction documents
- 13. Branded inspection forms
- 14. Drafting supplemental design and construction specifications

EXHIBIT B

SNYDER & ASSOCIATES, INC.

2022-23

STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate	
Professional		
Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer		
Principal II	\$229.00	/hour
Principal I	\$217.00	/hour
Senior	\$198.00	/hour
VIII	\$181.00	/hour
VII	\$172.00	/hour
VI	\$163.00	/hour
V	\$152.00	/hour
IV	\$141.00	/hour
III	\$129.00	/hour
II	\$116.00	/hour
I	\$103.00	/hour
Technical		
CADD, Survey, Construction Observation		
Lead	\$138.00	/hour
Senior	\$132.00	/hour
VIII	\$123.00	/hour
VII	\$113.00	/hour
VI	\$102.00	/hour
V	\$92.00	/hour
IV	\$83.00	/hour
III	\$75.00	/hour
II	\$69.00	/hour
I	\$60.00	/hour
Administrative		
II	\$71.00	/hour
I	\$58.00	/hour
Reimbursables		
Mileage	current IRS standard rate	
Outside Services	As Invoiced	

AMERICANS WITH DISABILITIES ACT

CITY OF WEBSTER CITY, IOWA

February, 1992
Updated - June, 1995

AMERICANS WITH DISABILITIES ACT

CITY OF WEBSTER CITY, IOWA

Transition Plan Goals.....	1
Handicapped Discrimination Grievance Board.....	2
Public Notice	3
Hiring Procedure	4 - 5
Building Survey	6
Grievance Procedures for Public Services.....	7 -10
Public Services Complaint Form	11
Reasonable Accommodation Policy.....	12 -14
Disability Policy.....	15

Transition Plan Goals:

To incorporate the Americans with Disabilities Act regulations (ADA) within the City of Webster City.

To implement a transition plan with the assistance of a citizens handicapped review committee that includes handicapped individuals.

Plan Implementation:

1. The City has designated the "ADA committee" consisting of the City Attorney, Personnel Director and Building Official to coordinate efforts to comply with ADA regulations and to provide assistance to handicapped individuals, as applicable.
2. A written grievance policy and procedure is on file and available upon request.
3. City employment and personnel policies were updated for ADA compliance. Job descriptions note which functions would be difficult for a degree of handicap. A building not commonly available to the general public and not housing employees with confinement handicaps may not need to be totally accessible to all handicapped individuals.
4. All city programs were reviewed for handicapped.
5. The City should provide braille or tape recordings of council proceedings and key procedural manuals.

Barrier Data Analysis:

A checklist of structural deficiencies was developed by City Staff and then reviewed by the Handicap Accessibility Committee. Each inadequacy was reviewed as to either immediate corrective action or to incorporate into a time table. Noted deficiencies are listed below, including a city estimate of cost and a time table for applicable construction. Historical preservation buildings are also noted.

HANDICAPPED DISCRIMINATION GRIEVANCE BOARD:

Five member - the term for those on the Board shall be the same terms that each elected Council Member holds for their City Council office and appointed by respective Council Members.
(Established 9-28-84)

1995

Sharon Womack (Siders)	01-01-94/12-31-97
Jack Adams (Mitchell)	01-01-94/12-31-97
Duane Strait (Dermand)	01-01-92/12-31-95
Myra Maxon (Petron)	01-01-92/12-31-95
Robert Walker (Voge)	01-01-94/12-31-97

PUBLIC NOTICE

THE CITY OF WEBSTER CITY, IOWA IS IN THE PROCESS OF EVALUATING ITS CURRENT SERVICES, PROGRAMS, FACILITIES, POLICIES AND PRACTICES AND THE EFFECTS THEREOF, TO DETERMINE WHETHER ANY OF THOSE MIGHT BE DISCRIMINATORY TO INDIVIDUALS WITH DISABILITIES, AS REQUIRED BY THE AMERICANS WITH DISABILITIES ACT (ADA). ALL INTERESTED PERSONS, INCLUDING THOSE WITH DISABILITIES OR ORGANIZATIONS THAT REPRESENT PERSONS WITH DISABILITIES, ARE INVITED TO PARTICIPATE IN THE SELF EVALUATION PROCESS BY SUBMITTING COMMENTS TO TERESA ROTSCHAFER, ASSISTANT CITY MANAGER, 400 SECOND STREET, P. O. BOX 217, WEBSTER CITY, IOWA 50595, (515) 832-9151, BY 5 P.M., AUGUST 31, 1995. THE RESULTS OF THE SELF EVALUATION PROCESS WILL BE MADE AVAILABLE FOR PUBLIC INSPECTION AFTER SEPTEMBER 15, 1995.

CITY OF WEBSTER CITY HIRING PROCEDURES

Following are the steps followed by the City of Webster City in the hiring of permanent employees, unless such procedure is contrary to state regulations:

1. Promotions from within the department or transfers from another city department will be made to fill a vacancy in a permanent position, whenever possible.
2. When no qualified employee is available for promotion or transfer, then the vacant position will be listed in newspaper and/or radio notices, or any applicable journals or agencies. A file of walk-in applications is maintained.
3. Upon the receipt of applications and the closing of the acceptance of applications, all applicants are reviewed by the Assistant City Manager and/or the department head involved. Those applicants appearing to possess the minimum qualifications necessary for the position are separated out for further review.
4. Those applicants selected for further review are ranked by experience, training and/or education in applicable job skills.
5. A final group of between five and ten applicants are chosen for the interview process. Interviews are conducted by the Assistant City Manager and the department head involved. Other individuals may be present, if deemed necessary (ie. police sergeants, assistant department heads, fire lieutenants, etc.) Standard interview questions are prepared and several of these questions are asked each applicant. It is possible each applicant will be given a practical applications (skills) test. The skills test will involve situations or duties which are part of the normal routine associated with this particular position. Examples of the skills test could include, but are not limited to the following:
 - A. Operating required equipment
 - B. Typing and/or writing of various types of correspondence
 - C. Responding to various scenarios
 - D. Preparation of mock reports

6. After the field of applicants has been narrowed to the final one to three, reference checks are made, and previous employers are contacted.
7. The final applicant will be presented to the City Manager for approval. Final appointment will be made by the City Manager.

Several points must be noted at this time. First, the City of Webster City is an Equal Opportunity Employer.

Second, all applicants are given a copy of the job description at the time that the applicant is applying for a specific vacancy. This will be explained to the applicants, if requested.

Third, if requested applicants will be assisted in filling out the application. Applicants are also encouraged to submit additional information such as a resume or transcripts.

Fourth, State of Iowa Code requirements are followed in the areas of Civil Service Appointments and in regard to Veteran's Preference.

Lastly, all employees filling a vacant permanent position, whether through promotion, transfer or recruitment, must satisfactorily complete a six-month probationary period. An evaluation will occur at the end of this time. All new employees are encouraged to ask questions and make this probationary period a valuable adjustment time.

CITY FACILITY BUILDING SURVEY
ON FILE IN THE BUILDING INSPECTOR'S OFFICE

GRIEVANCE PROCEDURES FOR PUBLIC SERVICES

CITY OF WEBSTER CITY, IOWA

I. Purpose:

The purpose of this grievance procedure is to provide an organized process for handling complaints of discrimination on the basis of disability in public services provided by the City of Webster City. Title II of the Americans with Disabilities Act (ADA) prohibits discrimination against qualified persons with disabilities in all services, programs and activities provided or made available by local governments.

II. Definitions:

Disability: Means with respect to an individual -

1. A permanent or temporary physical or mental impairment that substantially limits one or more of the major life activities (i.e., caring for oneself, performing manual tasks, walking, breathing, seeing, hearing, speaking, learning and working);
2. Has a record of such impairment (covers those persons who have a history of an impairment, i.e., persons who have a history of mental illness, persons who have had cancer, epilepsy, etc.); and
3. Is regarded as having such an impairment (a person who is treated as if they have an impairment, i.e., facial disfigurement, etc.)

Facility: Means any or all portions of buildings, structures, sites, complexes, equipment, rolling stock or other conveyances, roads, walks, passageways and parking lots or other real or personal property.

Public Entity: Is defined as any state or local government; any department, agency, special purpose district or other instrumentality of state or local government.

Qualified Person with a Disability: Means a person with a disability who with or without reasonable modification to rules, policies, practices or removal of architectural, communication or transportation barriers of the provision of auxiliary aids and services, meets the essential eligibility requirements for a specific program, service or activity.

III. Coordinator for ADA Compliance:

Ken Wetzler and Teresa Rotschafer have been designated as the ADA Co-coordinators for the City of Webster City. They may be reached by telephone at (515) 832-9151, and in person/letter at 400 Second Street, P. O. Box 217, Webster City, Iowa 50595.*

*City Hall is accessible and disabled parking is available.

IV. Procedure:

This procedure is available for use by qualified persons with disabilities to resolve complaints of discrimination on the basis of disability in programs, activities and services provided by the City of Webster City. It should be used responsibly and only when conditions or circumstances warrant its use. All information, documentation and decisions pertaining to this procedure are CONFIDENTIAL and shall be handled in a confidential manner.

Complaints under this procedure shall be processed with the following steps:

Step 1:

The complainant and/or the complainant's representative shall orally present the complaint to the supervisor of the service or facility where the discrimination has occurred within ten working days of the alleged incident. In doing so, the complainant shall describe the situation that gave rise to the complaint, including an explanation of the reasons why he/she thinks that they have experienced discrimination. The supervisor shall within ten days after hearing the complaint, alone or in collaboration with involved staff, reach a decision and orally communicate the decision to the complainant.

NOTE: If for some reason, the complainant feels that he/she cannot effectively present the complaint to the supervisor, the complainant or the complainant's representative may initiate the complaint at Step 2 of this procedure within ten days of the alleged incident. Complainants are strongly encouraged to settle complaints at Step 1 of this procedure.

Step 2: If the complaint is not resolved at Step 1, the complainant shall put his/her complaint in writing using the complaint form provided and forward the form to the City Manager's Office within ten days of receiving the supervisor's decision. The City Manager's Office will provide assistance in completing this form if the complainant is unable due to their disability.

In completing the form, complainants are encouraged to provide as much detail as possible, including dates, times, witnesses, etc. in order to facilitate a prompt and thorough investigation. The form must present the facts of the complaint including recommendations of necessary actions to remedy the alleged discrimination to the satisfaction of the complainant.

The ADA Coordinator shall notify the department head of the allegations and recommend that an internal investigation of the allegation be conducted immediately. In conducting the internal investigation of a complaint, the ADA Coordinator shall make every attempt to resolve the complaint at this step of the procedure.

If the ADA Coordinator's efforts are successful in resolving the complaint, the resolution, authorized and agreed to by management shall be documented. This agreement must be in writing and signed by all involved parties.

If after investigating the matter, the ADA Coordinator finds that the complaint is unfounded or without merit, or that it is not possible to remedy the complaint to the satisfaction of all parties involved, the ADA Coordinator shall so advise the City Manager. After the City Manager's investigation, within twenty-one days of receipt of the complaint, the City Manager shall inform the ADA Coordinator of his/her decision on the matter. The City Manager may accept, reject or modify the recommendation of the ADA Coordinator.

Step 3: If the complaint is not resolved at Step 2, the ADA Coordinator shall initiate a secondary investigation of the complaint as soon as practicable following notice of the decision of the City Manager. The findings and recommendations of the ADA Coordinator shall, upon review of the City Manager accept, reject or modify the recommendations and notify the ADA Coordinator and the complainant.

Step 4: If the complaint is not resolved at Step 3, the complainant may request that the complaint be reviewed by the Handicapped Discrimination Grievance Board within ten calendar days following receipt of the City Manager's decision. All such requests must be made in writing with an explanation of the nature of the complaint and requesting the Handicapped Discrimination Grievance Board hear the complaint.

PUBLIC SERVICES COMPLAINT FORM

NAME _____ HOME PHONE: _____

ADDRESS _____ WORK PHONE: _____

CITY, STATE, ZIP _____

DATE OF RECENT OR CONTINUING DISCRIMINATION: _____

EXPLANATION OF DISCRIMINATION OR DENIAL OF SERVICE (PLEASE
EXPLAIN WHAT DISCRIMINATORY ACTION WAS TAKEN AGAINST YOU. BE
SPECIFIC, INCLUDE DATES, NAMES, PLACES, ETC. PLEASE USE AS
MANY PAGES AS NECESSARY: _____

RESOLUTION REQUESTED: _____

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE TO THE BEST OF
MY KNOWLEDGE.

SIGNATURE: _____

DATE: _____

REASONABLE ACCOMMODATION POLICY

CITY OF WEBSTER CITY, IOWA

I. STATEMENT OF PURPOSE

It is the policy of the City of Webster City to provide reasonable accommodation for qualified persons with disabilities who are employees or applicants for employment. The City of Webster City will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity to qualified persons with disabilities. Reasonable accommodations shall be provided in a timely and cost-effective manner.

II. DEFINITIONS

****Person with Disability:** Any person who has or who acquired a physical or mental impairment, or who has a record of such an impairment or who is regarded as having an impairment which limits one or more major life activities, such as self care, performing manual tasks, seeing, hearing, speaking, breathing and working on a temporary or permanent basis.

****Physical or Mental Impairment:** Any physiological disorder, disfigurement or anatomical loss or limitation, or any mental or psychological disorder acquired as a result of illness, accident or birth.

****Qualified Person with a Disability:** A person with a disability whose experience, education and or training enable a person with a disability, with reasonable accommodation, to perform the essential functions of the job.

****Reasonable Accommodation:** Adjustments made for the known disability of an employee or applicant by structuring the job or the work environment in a manner that will enable the person with a disability to perform the essential functions of a job. Reasonable accommodation includes, but is not limited to, modifying written or oral examinations; making facilities accessible; adjusting work schedules; restructuring jobs; providing assistive devices; and providing interpreters for the deaf or readers for the blind or learning disabled.

****Reasonable Accommodation Committee:** A committee to review and monitor provision of reasonable accommodations to employees or applicants. Committees shall be composed of representatives from City Manager's Office; Parks/Recreation; Police Department, Line Department and affected department head.

III. PRACTICES

Managers and supervisors shall prepare an analysis of jobs within their units, which will include defining the essential functions, elements and tasks; as well as the environment in which job activities occur. Such documentation shall be developed with the assistance of the Assistant City Manager and be updated and reviewed periodically.

In considering a person with a disability for employment or promotion or in any other personnel action, the existence of a disability should not adversely affect a personnel decision. Employment opportunities shall not be denied to anyone because of the need to provide a reasonable accommodation. In considering a person with a disability, it is appropriate to determine the ability of that person to perform the essential functions of a job with reasonable accommodation. Under certain circumstances, i.e., disability is not visible; a request for medical verification of the disability is appropriate.

Immediate supervisors, with the approval of their appointing authority, shall have the authority to make reasonable accommodations for applicants or employees which do not exceed \$100.00 and are totally within the work station or work site of the person with the disability. Appointing authorities shall have authority for expenditures over \$100.00.

The Reasonable Accommodations Committee shall meet periodically on an as needed basis, to review decisions on reasonable accommodations made by supervisors and appointing authorities. It shall meet as needed to review other proposed or requested accommodations. The committee shall consult with the employee or applicant with a disability's immediate supervisor and any other related staff. It shall act in a timely manner that will enable personnel actions to proceed in their regular course.

If an employee wishes to challenge an action related to reasonable accommodation, they may appeal through Grievance Procedure in the Personnel Manual.

IV. PROCESS APPLICANTS

1. An applicant with a known disability needing an accommodation in the examination or interview process shall request this accommodation from the City Manager's Office no later than 48 hours prior to an exam or interview.
2. The City Manager's office will provide this accommodation unless it is determined by the City Attorney as unreasonable.

EMPLOYEES:

1. An employee with a known disability shall request an accommodation from their immediate supervisor. The immediate supervisor, in concert with their appointing authority and the Reasonable Accommodation Committee shall determine if the accommodation is reasonable and provide the accommodation.

V. IMPLEMENTATION

This policy is hereby implemented as of February, 1992.

February 19, 1992.

Updated - June 6, 1995.

DISABILITY POLICY

CITY OF WEBSTER CITY, IOWA

POLICY

The City endorses the clear mandate of the Americans Disabilities Act of 1990 (ADA) to remove barriers which prevent qualified individuals with disabilities from enjoying the same employment opportunities that are available to persons without disabilities.

PURPOSE

To ensure that consistent standards are applied to qualified individuals with disabilities.

DEFINITIONS:

DIRECT THREAT - A significant risk to health or safety of the individual or others that cannot be eliminated by reasonable accommodation(s).

INDIVIDUAL WITH A DISABILITY - Any person with a physical or mental impairment, with a record of such impairment, or who is regarded as having an impairment. Covered impairments are defined by the ADA and must substantially limit one or more major life activities, such as self-care, performing manual tasks, seeing, hearing, speaking, breathing, and working.

ESSENTIAL FUNCTIONS - The fundamental job duties of the employment position the individual with a disability holds or desires.

MINIMUM QUALIFICATIONS - The personal and professional attributes including skill, experience, education, physical and mental ability, medical, safety and other requirements established by the City as requirements which an individual must meet in order to be eligible for the position held or desired.

QUALIFIED INDIVIDUAL - An individual with a disability who, with or without reasonable accommodation, can perform the essential functions of the employment position that such individual holds or desires.

REASONABLE ACCOMMODATIONS - Modifications or adjustments to processes, positions, or work sites which allow an employee to perform the essential functions.



MEMORANDUM

TO: Mayor and City Council

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

DATE: August 1, 2022

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute Amendment No. 20 with Snyder and Associates to Provide Professional Services Needed for CDBG Grant Application in an Amount not to Exceed \$16,500.00

SUMMARY: City staff has been working to identify funding opportunities that can supplement existing capital improvement needs throughout the community. The city currently has \$650,000.00 budgeted for sanitary sewer spot repairs and CIPP (Cured in Place Pipe) lining to rehabilitate the sanitary sewer collection system. In order to maximize these dollars, staff is proposing the city pursue a Community Development Block Grant to complete necessary repairs and CIPP lining throughout the system.

PREVIOUS COUNCIL ACTION: The Council approved an agreement with Snyder & Associates to provide On-Call Paving Specialist Services on February 6, 2017. The Council also previously approved Amendment No. 1 through 17 for ongoing projects.

The Council has seen this as part of the 5-year CIP in the FY 22-23 Budget adoption and adopted the 2022 Goal Setting Report noting they would like to pursue a strategic plan on how to address replacement of aging infrastructure.

BACKGROUND/DISCUSSION: Communities with populations less than 50,000 are eligible to apply for federal funds available through the Community Development Block Grant (CDBG) program. Approximately \$7 million are available on an annual basis for the state of Iowa to use towards Water and Sewer projects. The CDBG program is a competitive program administered through the Iowa Economic Development Authority (IEDA) that offers grants to assist cities with water and sewer infrastructure improvements. Webster City is eligible to request up to \$600,000.00. The grant requires a 55% local match. If awarded the grant, the project would be subject to Davis Bacon Act requirements and will require environmental review. In order to apply for the grant, the city must complete an Engineer's Report. This is proposed to be completed by Snyder & Associates as part of Amendment No. 20 to their agreement. In order to complete the report, Snyder & Associates will review current sanitary sewer collection system mapping, televising videos, pipe run reports, monthly operating reports and photos of the sanitary sewer structures currently in our database.

As part of the plan to address aging sanitary sewer infrastructure, staff has been performing spot repairs and Cured-In-Place-Pipe (CIPP) lining projects in conjunction with various road improvement projects. In an effort to maximize and speed up extending the useful life of the current sewer collection system, staff would like to pursue a sewer repair and CIPP lining project that would cover a larger portion of the community. The exact size of the project scope is unknown at this time and will be determined once the engineer has reviewed all City information tied to the sewer collection system.

CIPP Lining is an affordable and non-invasive way of extending the useful life of deteriorated sewer pipe. CIPP Lining is a method where a felt liner is filled with resin, inserted into an existing pipe and cured inside the existing pipe. It is a method that has been used since the 1980s to minimize root intrusion, reduce infiltration, help with pipe joints that are offset and help give deteriorated pipe new life. This method can add up to 50 years of additional life to the pipe if properly maintained. The City currently has a maintenance plan in place for the collection system and anticipates benefiting from the anticipated additional years.



Photo Credit: rjngroup.com

The city will also need to obtain Iowa Department of Natural Resources (IDNR) construction permit prior to completing any rehabilitation or improvements to the sewer collection system. Snyder & Associates is very familiar with our sewer collection system and has historically worked with the City's Street Supervisor to complete sewer collection system rehabilitation and improvement projects. A separate amendment would come before the council for Snyder & Associates to provide professional services needed for the development of plans and specifications and assist with construction bidding and management of this project.

There is no guarantee the city would be awarded a grant; however, the city would still benefit from having an engineering report and assessment completed that denotes improvements needed in the system for future planning. The application deadline is October 1, 2022 and staff will be pursuing the use of MIDAS Council of Governments to assist with the grant application completion and submittal.

FINANCIAL IMPLICATIONS: The City Capital Improvement Plan for FY 22-23 budgeted \$650,000.00 to complete sanitary sewer spot repairs and slip lining. This allocation would pay for the engineering report and associated professional services needed to move the project forward. From those remaining funds, staff would coordinate a match allocation and preserve funding for the additional engineering services needed.

The Community Development Block Grant requires a minimum of a 55% local match. The City is eligible to request up to \$600,000.00 in funding. If awarded the grant, this opportunity would offset costs to a project the city intends to pursue, providing the opportunity to complete a larger number of necessary improvements throughout the community.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute Amendment No. 20 with Snyder & Associates to provide professional services needed for the CDBG Grant Application in an amount not to exceed \$16,500.00.

RESOLUTION NO. 2022 – xxx

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE AMENDMENT NO. 20
WITH SNYDER AND ASSOCIATES TO PROVIDE PROFESSIONAL SERVICES NEEDED
FOR THE CDBG GRANT APPLICATION**

WHEREAS, the City is responsible for maintaining and repairing its existing sewer collection system in order to continue providing quality sewer collection services to the community; and

WHEREAS, the City of Webster City seeks to pursue a Community Development Block Grant for Sewer Improvements; and

WHEREAS, the City of Webster City wishes to pursue extending the useful life of the sewer collection system by performing spot repairs and slip lining improvements; and

WHEREAS, the City of Webster City will utilize the services of its consulting engineer, Snyder & Associates, to perform said services as noted in the attached as Exhibit “A”;

WHEREAS, said professional services shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Mayor to sign and execute amendment number 20 with Snyder and Associates to provide professional services necessary to apply for a Community Development Block Grant for Sewer Improvements.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit “A”

Amendment No. 20

WEBSTER CITY, IOWA

AMENDMENT No. 20 TO THE AGREEMENT FOR PROFESSIONAL SERVICES FOR THE ON-CALL PRIORITY SANITARY SEWER REHABILITATION -FACILITY PLAN

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

For work on the On-Call Priority Sanitary Sewer Rehabilitation – Facility Plan, the parties agree as follows:

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

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

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

Dated: August 1, 2022

SNYDER & ASSOCIATES, INC.

Mark A. Land, PE, CFM, Vice President

EXHIBIT “A” SCOPE OF WORK

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

I. GENERAL

The **CONSULTANT** shall provide professional services required for the preparation of an Iowa Department of Natural Resources (IDNR) approved Preliminary Engineering Report (PER) to assist with a Community Development Block Grant (CDBG) funding application.

The project area included in this analysis includes previously televised sewers and known priority areas. These sewers and structures will be reviewed to determine improvement recommendations.

The documents, methods, and procedures used throughout the process shall be in conformance with and approved by the IDNR.

II. MEETINGS

- A. A Project Initiation Meeting as required to obtain an approved facility plan will be held with the representatives of **CLIENT** and the IDNR. The meeting will be held virtually.

IV. DATA COLLECTION

- A. The **CLIENT** shall provide existing sanitary sewer collection system GIS mapping, televising videos of sanitary sewer mains, pipe run reports and pictures of sanitary sewer structures. Data shall be provided in video, spreadsheet, and/or PDF format as needed to complete the engineering analysis.
- B. The **CLIENT** shall provide monthly operating reports (MORs) for the last three years of wastewater flows at the treatment plant to be utilized for flow analysis.

V. ENGINEERING REPORT

- A. Review the MOR’s to estimate average daily and peak flow rates of the sanitary sewer collection system. Quantify inflow and infiltration values based on standard acceptable rates defined by IDNR and the EPA.
- B. Review sanitary gravity sewer televising data to evaluate rehabilitation methods required to repair damaged utilities including trenchless rehabilitation and/or replacement.

- C. Review sanitary sewer structure photos to evaluate rehabilitation methods required to repair the damaged facilities including trenchless rehabilitation and/or replacement.
- D. Prepare preliminary phasing of improvements to prioritize the order of construction.
- E. Provide planning and design schedule.
- F. Develop order of magnitude project cost estimates for the work included in the Project Area. The cost estimates shall include both construction and non-construction costs.
- G. Prepare and submit a final engineering report signed by a Professional Engineer in the State of Iowa to the IDNR for approval.

VII. ADDITIONAL SERVICES

The following items shall be considered additional services and may be requested by the **CLIENT**. Additional services may be performed on an hourly basis or, should a specific scope of services be defined, a quotation for services may be performed.

- 1. Field survey
- 2. Submittal fees to any and all regulatory agencies.
- 3. Publication fees.
- 4. Client requested major revisions.
- 5. Sanitary gravity sewer capacity study
- 6. Lift station capacity and/or condition assessment
- 7. Meetings above those listed in the scope of services
- 8. Revisions above those listed in the scope of services
- 9. New inspections of sanitary sewer infrastructure
- 10. Risk analysis
- 11. Flow and rainfall monitoring
- 12. Design, bidding, and construction services

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

Responsible persons assigned to this project shall be:

City – Biridiana Bishop
Professional – Toni Tabbert, John Haldeman

EXHIBIT “B” COMPLETION

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

The anticipated preliminary schedule for the Project is as follows:

Notice to Proceed	August 1, 2022
Submit Engineering Report to IDNR	August 16, 2022

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

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

EXHIBIT “C” PAYMENT

COMPENSATION

The cost for the work included in the scope of services shall be hourly not to exceed \$16,500. Fees will be invoiced and paid on an hourly rate plus expenses basis not to exceed amount and rates will be accrued in accordance with the Professional’s 2022-2023 Standard Fee Schedule contained in Exhibit “D” of this Amendment No. 20 to the Agreement for Professional Services.

EXHIBIT “D”

SNYDER & ASSOCIATES, INC. 2022-23 STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate	
Professional		
Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer		
Principal II	\$229.00	/hour
Principal I	\$217.00	/hour
Senior	\$198.00	/hour
VIII	\$181.00	/hour
VII	\$172.00	/hour
VI	\$163.00	/hour
V	\$152.00	/hour
IV	\$141.00	/hour
III	\$129.00	/hour
II	\$116.00	/hour
I	\$103.00	/hour
Technical		
CADD, Survey, Construction Observation		
Lead	\$138.00	/hour
Senior	\$132.00	/hour
VIII	\$123.00	/hour
VII	\$113.00	/hour
VI	\$102.00	/hour
V	\$92.00	/hour
IV	\$83.00	/hour
III	\$75.00	/hour
II	\$69.00	/hour
I	\$60.00	/hour
Administrative		
II	\$71.00	/hour
I	\$58.00	/hour
Reimbursables		
Mileage	current IRS standard rate	
Outside Services	As Invoiced	



MEMORANDUM

TO: Mayor and City Council

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

DATE: August 1, 2022

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute Agreement with MIDAS Council of Governments to Apply for a Community Development Block Grant (CDBG) from the Iowa Economic Development Authority (IEDA) for a Sewer Improvements Project in the Amount of \$875.00.

SUMMARY: City staff has been working to identify funding opportunities that can supplement existing capital improvement needs throughout the community. The City currently has \$650,000.00 budgeted for sanitary sewer spot repairs and slip lining to rehabilitate the sanitary sewer collection system. In order to maximize these dollars, staff is proposing the City pursue a Community Development Block Grant to complete necessary repairs and slip lining throughout the system. A certified grant administrator is required to submit the CDBG grant. MIDAS Council of Governments is a certified grant administrator and can submit the grant on the City's behalf for a fee.

PREVIOUS COUNCIL ACTION: The Council has seen this as part of the 5-year CIP in the FY 22-23 Budget adoption and adopted the 2022 Goal Setting Report noting they would like to pursue a strategic plan on how to address replacement of aging infrastructure.

BACKGROUND/DISCUSSION: As part of the plan to address aging sanitary sewer infrastructure, staff has been performing Cured-In-Place-Pipe (CIPP) lining projects throughout the City. CIPP lining is estimated to add an additional 50 years of life to existing pipe. If the council decides to pursue the CDBG grant opportunity, MIDAS would provide services to submit the application by the October 1st grant deadline. The total amount the City would pursue is unknown until after the engineers complete their engineer's report. Snyder and Associates anticipates having this completed by August 16, 2022. A public hearing is required and more information will be provided at that time. MIDAS will support the City through the various requirements associated with the grant application, including:

1. Public Hearing
2. Community Development and Housing Needs Assessment
3. Writing the CDBG Grant application
4. Submitting the Application

The agreement would take effect after council approval and terminate upon award of the CDBG grant. If awarded, City staff would seek to utilize MIDAS Council of Government to provide grant administration services. Cities are required to have a certified grant administrator to complete the administration of the grant. Currently, no staff is certified to complete the grant administration required if awarded. MIDAS has previously provided this service for other federal grants awarded to the City. The grant application is due October 1, 2022.

FINANCIAL IMPLICATIONS: The cost to complete the grant application is \$875.00. This will be paid for out of the Sewer Operations Fund. In the event the City is not awarded the grant, MIDAS Council of Governments will not charge the fee. If the City is awarded the grant, the \$875.00 fee will not be charged if the City utilizes MIDAS Council of Governments for administrative services needed to administer the grant.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute agreement with MIDAS Council of Governments to apply for a CDBG grant from the IEDA for a Sewer CIPP Lining project.

RESOLUTION NO. 2022 – xxx

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE AGREEMENT WITH
MIDAS COUNCIL OF GOVERNMENTS TO APPLY FOR A
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FROM THE
IOWA ECONOMIC DEVELOPMENT AUTHORITY (IEDA) FOR SEWER IMPROVEMENTS**

WHEREAS, the City is currently a member of MIDAS Council of Governments; and

WHEREAS, the City of Webster City seeks to apply for a Community Development Block Grant for Sewer Improvements; and

WHEREAS, the City of Webster City is required to utilize services of a Certified Grant Administrator for the Community Development Block Grant Application; and

WHEREAS, the MIDAS Council of Governments has certified grant administrators on staff that can submit a Community Development Block Grant for the City; and

WHEREAS, the City of Webster City will utilize MIDAS Council of Governments for said services as noted in the attached as Exhibit “A”;

WHEREAS, said professional services shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Mayor to sign and execute agreement with MIDAS Council of Governments to apply for a Community Development Block Grant from the Iowa Economic Development Authority for Sewer Improvements.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit “A”

Agreement with MIDAS Council of Governments



GRANT APPLICATION AGREEMENT

This agreement, dated _____, is made between the Mid Iowa Development Association Council of Governments (hereinafter called “MIDAS”) and the City of Webster City, Iowa (hereinafter called “City”).

WHEREAS, the City wishes to apply for a Community Development Block Grant (hereinafter called “CDBG”) from the Iowa Economic Development Authority (hereinafter called “IEDA”) for sewer cipp lining (hereinafter called “the Project”);

WHEREAS, the City wishes to contract with MIDAS to develop, write, and submit the CDBG application on behalf of the City;

NOW, THEREFORE, the City and MIDAS agree to the following:

1. **Services.** Subject to the provisions of this agreement, MIDAS will provide the following services to the City:

- a. Prepare information for and attend the required CDBG public meeting;
- b. Assist the City develop the one page Community Development and Housing Needs Assessment required to make the CDBG application;
- c. Provide the applicant with a list of items they need to provide;
- d. Write the CDBG application;
- e. Prepare all signature forms for grant; and
- f. Submit the application to IEDA by October 1, 2022.

2. **Additional Services.** MIDAS may be hired to perform additional services, such as conducting a Low-to-Moderate Income (LMI) survey or environmental assessment, through a separate contract.

3. **City Responsibilities.** In order to be able to provide the above listed services, the City agrees to provide MIDAS requested information and perform required tasks in a timely manner. MIDAS will make such requests in writing with the deadline for providing the information.

4. **Payment.** The City will pay MIDAS a lump sum for performing said services of **\$875.00**; provided that MIDAS will not charge the City for said services in the following circumstances:

- a. IEDA does not award the CDBG to the City; or

- b. IEDA does award the CDBG to the City and the City subsequently contracts with MIDAS for the administration of the CDBG.

5. **Termination.** The City and/or MIDAS has the right to terminate this contract for cause or convenience. The party terminating the contract must send written notice to the other party via certified mail, and the effective date of the termination may not be less than thirty (30) days from the receipt of the certified letter. Upon termination, MIDAS will bill the City for the pro-rated amount of the lump sum based on the amount of work completed through the date of termination.

6. **Effective Date.** This contract is effective August 1, 2022, and will terminate upon award of the CDBG to the City.

IN WITNESS WHEREOF, the parties agree to the terms of this Service Agreement, and have caused their duly authorized officials to execute this agreement.

City of Webster City

Signed: _____ Date: _____
John Hawkins, Mayor

Mid Iowa Development Association (MIDAS) Council of Governments

Signed: _____ Date: _____
Shirley Helgevold, Executive Director



MEMORANDUM

TO: Mayor and City Council

FROM: Brandon Bahrenfuss, Street Department Supervisor
Biridiana Bishop, Assistant City Manager
Daniel Ortiz-Hernandez, City Manager

DATE: August 1, 2022

RE: Adopt a Resolution Authorizing the Street Supervisor to Seek Bids and Authorize the City Manager to Purchase a Self-Propelled Walk Behind Concrete/Asphalt Saw if Bids Come Back Under \$21,000.00

SUMMARY: Staff is seeking authorization to seek bids and proceed with purchase of a new self-propelled walk behind concrete/asphalt saw if bids come back under \$21,000.00.

PREVIOUS COUNCIL ACTION: The Council approved the FY 2022-23 Capital Equipment Plan.

BACKGROUND/DISCUSSION: The Street Department's current walk behind saw is a 1997 Target Pro 35 with 250 hours on it. This machine has a maximum cutting depth of 6 5/8 inches. It has been a great machine for us however it's getting tired and not performing like a walk behind saw should perform. Staff encounters issues with it not starting, not cutting straight and not cutting as deep as it is designed to cut. When using the current saw, staff has to re-work cuts and perform them twice to ensure they are done properly. The new Self-Propelled Concrete/Asphalt Saw has a 26-inch blade with a max cutting depth of 10.25 inches. This saw will be used to cut all of our concrete/asphalt streets for infrastructure repairs and or panel replacement projects. This saw will cut through all depths of concrete/asphalt we have in Webster City and help the Street Department staff be more efficient when working on utility (water, sewer, and storm) repairs and concrete panel replacement projects.

Attached to this report is the draft Request for Proposals that will be sent to various vendors requesting cost proposals for consideration. Staff is seeking authorization from the Council to seek bids and to authorize the City Manager to proceed with a purchase if the lowest responsible bid is under \$21,000.00.

Below are images of the current walk behind saw:



Below is an image of the proposed walk behind saw:



FINANCIAL IMPLICATIONS: The FY 2022-23 Capital Equipment Plan and Budget was approved with a \$21,000.00 allocation for the purchase of the walk behind concrete saw.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Street Supervisor to seek bids and authorize the City Manager to purchase a self-propelled walk behind concrete/asphalt saw if bids come back under \$21,000.00.

RESOLUTION NO. 2022 – xxx

**RESOLUTION AUTHORIZING THE STREET SUPERVISOR TO SEEK BIDS AND
AUTHORIZING THE CITY MANAGER TO PROCEED WITH PURCHASE
IF BIDS COME BACK UNDER \$21,000.00 FOR A
SELF-PROPELLED WALK BEHIND CONCRETE/ASPHALT SAW**

WHEREAS, the City of Webster City Street Department is in need of replacing a self-propelled walk behind saw; and

WHEREAS, the City of Webster City will purchase a self-propelled concrete/asphalt walk behind saw that best suit the needs of the Webster City Street Department; and

WHEREAS, it is anticipated that the cost of the self-propelled walk behind saw will remain under \$21,000.00; and

WHEREAS, the Request for Quotes that will be sent to vendors is attached as Exhibit “A”; and

WHEREAS, said purchase shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Street Supervisor to seek bids and authorizes the City Manager to proceed with purchase if bids come back under \$21,000.00 for a self-propelled concrete/asphalt walk behind saw.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit “A”

Request for Quotes

BID FOR 2022

SELF-PROPELLED WALK BEHIND SAW



Brandon Bahrenfuss

Webster City Street Department

Shop 515-832-9123

Cell 515-297-1620

bbahrenfuss@webstercity.com

Specifications (please list)

Make / Current Model (3500)	<hr/>
Year	<hr/>
Weight	<hr/>
Height	<hr/>
Length	<hr/>
Width	<hr/>
Voltage	<hr/>
26-inch Blade Diameter	<hr/>
Max. Cutting Depth (10.25 inch) with 26" blade	<hr/>
Max Blade Speed (1,860 rpm)	<hr/>
Horsepower (minimum 37)	<hr/>
Arbor Size 1 inch	<hr/>
Automatic belt tensioner	<hr/>
Engine tachometer	<hr/>
Clam cleat pointer with rope holder	<hr/>
Fuel Type (gasoline)	<hr/>
Fuel Capacity	<hr/>
Kohler Engine	<hr/>
Electric Start	<hr/>
Water Pump kit	<hr/>
LED light kit	<hr/>
Warranty	<hr/>
Total Cost	<hr/>
Trade in Value	<hr/>
Total Cost with delivery and trade	<hr/>

This machine must be equipped and ready for use at time of delivery (assembled).

The City of Webster City reserves the right to waive compliance on minor technicalities on this specification: to reject any or all bids and to accept any bid which, in the opinion of the City, is in the best interest of the City.

If vendor is unable to deliver the completed unit with-in the 30 days of original delivery date, the City of Webster City reserves the right to cancel our order with no fees or penalty to the City of Webster City. Confirm delivery date to City of Webster City when PO is issued.

Please list any additional options that we should consider:

Delivery date once bid is awarded

Bidders Name (printed)

Bidders Signature

Company Name

Address

City

State

Zip Code

Phone Numbers

Email address



MEMORANDUM

TO: Mayor and City Council

FROM: Matt Alcazar, Engineering Tech/Project Technician
Biridiana Bishop, Assistant City Manager
Daniel Ortiz-Hernandez, City Manager

DATE: August 1, 2022

RE: Adopt a Resolution authorizing the Engineering Tech/Project Coordinator to Seek Bids for Tree Stump Removal Services and Authorizing the City Manager to Sign and Execute an Agreement with the Lowest Responsible Bidder for Tree Stump Removal Services

SUMMARY: On an annual basis, the city seeks bids for tree stump removal services needed by the Electric and Parks and Recreation Department. The services sought are on an on-call basis and utilized as tree stumps are requiring grinding throughout the community.

PREVIOUS COUNCIL ACTION: The Council approved the FY 22-23 budget and approves a contract for stump grinding services on an annual basis.

BACKGROUND/DISCUSSION: The Electric Department and Parks and Recreation Department routinely remove diseased trees and trees that pose a health or safety risk to the public on an annual basis. Trees removed require stumps to be ground and removed. The City contracts the stump removal service out.

Attached to this staff report is the Request for Proposal that will be sent to twelve companies providing tree stump removal services in the area. It is estimated that the services will be between \$3,500.00 and \$5,000.00 this fiscal year.

FINANCIAL IMPLICATIONS: Stump removal is paid for from the general fund. On average, the City pays approximately \$3,500.00 out of the general fund budget to cover costs associated with stump grinding; however, this number can vary based on need. Staff does not anticipate exceeding \$5,000.00 this fiscal year. The FY 22-23 operating budget for the general fund has \$35,000.00 budgeted in the Stump Removal and Tree Grinding at Brush Site budget. \$30,000.00 of these funds are set aside for tree grinding/brush site cleanup.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Engineering Tech/Project Coordinator to seek bids for stump grinding services and authorizing the City Manager to sign and execute the agreement with the lowest responsible bidder.

RESOLUTION NO. 2022 – xxx

RESOLUTION AUTHORIZING THE ENGINEERING TECH/PROJECT COORDINATOR TO SEEK BIDS FOR TREE STUMP REMOVAL SERVICES AND AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE AN AGREEMENT WITH THE LOWEST RESPONSIBLE BIDDER FOR TREE STUMP REMOVAL SERVICES

WHEREAS, the City routinely seeks bids for tree stump removal services; and

WHEREAS, the City of Webster City requires a third party to remove tree stumps left behind from trees removed by City staff; and

WHEREAS, City staff will seek bids as reflected in the attached as Exhibit “A” and award a contract to the lowest responsible bidder;

WHEREAS, said professional services shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Engineering Tech/Project Coordinator to seek bids for tree stump removal services.

SECTION 2: Authorizes the City Manager to sign and execute an agreement with the lowest responsible bidder for tree stump removal services.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit "A"

Request for Proposal – Tree Stump Removal Services



City of Webster City
City Hall
P.O. Box 217
400 Second Street
Webster City, IA 50595
Phone: 515-832-9151
Fax: 515-832-9153

July 22, 2022

The City of Webster City would like to take bids for the yearly tree stump removal contract for the 2022 calendar year. If you would like to bid this service, please complete the enclosed bid form and return to the City Manager's Office, 400 Second Street, P.O. Box 217, Webster City, IA 50595-0217 by Monday, **August 22, 2022.**

The per inch referred to on the bid form is to be measured from the diameter of the stump, with each stump being removed not less than 12" deep. For each stump removed, the winning contractor will be responsible for calling in the locates with Iowa One Call, chipping, removing, cleaning up the site, back-filling the hole with dirt to be level with the surrounding area and seeding.

The winning contractor will be given a stump list by the City of Webster City at various times during the contract year. Each list will have 1 or more stumps to be removed in various locations throughout the City and will need to be completed by the contractor within 3 weeks. If the contractor cannot meet the 3-week deadline the City will have the option of contracting the service out to another vendor.

The invoice submitted to the City of Webster City will need to be itemized by stump location, diameter of the stump in inches and cost per stump.

The winning vendor will need to file with the City Clerk a public liability insurance policy, insuring against any loss that any person may sustain arising out of or in connection with such services performed. The insurance coverage shall include not less than \$10,000.00 property damage, \$25,000.00 for a single personal injury or death and with limits of not less than \$50,000.00 for multiple injuries or death. This coverage shall be in addition to automobile public liability insurance required for any car or truck operated by the vendor in conducting business. Such policy shall contain a provision that it may not be canceled except after thirty (30) days' notice to the City Clerk.

Enclosed you will find a proposed agreement, and a Quotation Request. The quotation Request needs to be returned by August 22, 2022

Please feel free to call the City Manager's Office at 515-832-9151 with any questions.

City of Webster City

Enclosure

CITY OF WEBSTER CITY

City Manager's Office
400 SECOND STREET
P. O. BOX 217
WEBSTER CITY, IA 50595-0217

PHONE: 515-832-9151
FAX: 515-832-9153
E-MAIL: malcazar@webstercity.com

QUOTES DUE 5pm
August 22, 2022

QUOTATION REQUEST

Date of Request	Quote No.	Company Name:
7/22/2022		Phone: _____
Quote Due Date	Page No.	Fax: _____
8/22/2021	1 of 1	E-mail: _____

ITEM #	DESCRIPTION	Bidder's Price Per Inch
1	Per inch cost to chip & remove a tree stump, clean-up of the site, back fill with dirt to be level with the surrounding ground and seeded. The depth of the removal will need to be a minimum of 12" deep.	

AGREEMENT FOR CONSTRUCTION SERVICES
2022 Tree Stump Removal Services

This Agreement made and entered on the date hereinafter stated, between the City of Webster City, Iowa, ("City") and _____ ("Contractor").

For and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Scope of Work. Contractor shall perform in a competent and professional manner the Scope of Work as set forth as follows.
 - A. The stump will need to be removed not less than 12" deep. The bid needs to be submitted on a **per inch basis** with the measurement of the stump being taken on the diameter or across the top of it.
 - B. The City right-of-way which includes the chipping and removing of the stump, cleanup of the site, filling the hole back in with dirt to make level with the surrounding ground and seeding.
 - C. The contractor is responsible for calling Iowa One Call to receive the proper locates for each stump to be removed.
 - D. Contractor will supply the Project Coordinator an **Itemized list** of the Stump locations, Inches, and cost of removal.
2. Completion. Contractor shall commence work immediately upon receipt of a written Notice to Proceed from the City and complete all phases of the Scope of Work as expeditiously as is consistent with Contractor skill and care and the orderly progress of the Work in a timely manner. The parties anticipate that all work pursuant to this agreement shall be completed no later than **December 31, 2022**. Upon request of the City, Contractor shall submit, for the City's approval, a schedule for the performance of Contractor's services which shall be adjusted as required as the project proceeds, and which shall include allowances for periods of time required by the City's project coordinator for review and approval of submissions and for approvals of authorities having jurisdiction over the project. This schedule, when approved by the City, shall not, except for reasonable cause, be exceeded by the Contractor.
3. Payment. In consideration of the work performed, City shall pay Contractor on a time and expense basis for all work performed. The unit prices for work performed by Contractor shall not exceed those unit prices set forth in **Itemized list** of Stump locations, Inches, and cost of removal appended hereto. Except as otherwise mutually agreed to by the parties the payments made to Contractor shall not initially exceed \$ _____ / inch . Contractor shall submit, in timely fashion, invoices for work performed. The City shall review such invoices and, if they are considered incorrect or untimely, the City shall review the matter with Contractor within ten days from receipt of the Contractor's bill.

A. The City of Webster City is set up to pay Accounts Payable (AP) twice each month. All bills are to be approved by the City Council at their regularly scheduled meetings which are the 1st and 3rd Monday's of each month. The AP checks are mailed out the following day. We will need your invoice by 5:00 p.m. on the Tuesday prior to the council meeting. The invoice you submit for payment must be itemized by stump address/location, diameter of the stump in inches and the cost per stump. You can mail the invoice to my attention at: Project Coordinator, City of Webster City, P.O. Box 217, Webster City, IA 50595; e-mail to malcazar@webstercity.com or fax to 515-832-6686.

4. Non-Assignability. Both parties recognize that this contract is one for personal services and cannot be transferred, assigned, or sublet by either party without prior written consent of the other. Sub-Contracting, if authorized, shall not relieve the Contractor of any of the responsibilities or obligations under this agreement. Contractor shall be and remain solely responsible to the City for the acts, errors, omissions or neglect of any subcontractors' officers, agents and employees, each of whom shall, for this purpose be deemed to be an agent or employee of the Contractor to the extent of the subcontract. The City shall not be obligated to pay or be liable for payment of any sums due which may be due to any sub-contractor.

5. Termination. The Contractor or the City may terminate this Agreement, by giving to the other party thirty (30) days written notice. Contractor shall not be relieved of any liability to the City for damages sustained by the City by virtue of any breach of this Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purposes of set-off until such time as the exact amount of damages due the City from the Contractor may be determined.

6. Covenant Against Contingent Fees. The Contractor warrants that s/he has not employed or retained any company or person, other than a bona fide employee working for the Contractor, to solicit or secure this contract, that s/he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract.

7. Independent Contractor Status. It is expressly acknowledged and understood by the parties that nothing contained in this agreement shall result in, or be construed as establishing an employment relationship. Contractor shall be, and shall perform as, an independent Contractor who agrees to use his or her best efforts to provide the said services on behalf of the City. No agent, employee, or servant of Contractor shall be, or shall be deemed to be, the employee, agent or servant of the City. City is interested only in the results obtained under this contract. The manner and means of conducting the work are under the sole control of Contractor. None of the benefits provided by City to its employees including, but not limited to, workers' compensation insurance and unemployment insurance, are available from City to the employees, agents or servants of Contractor. Contractor shall be solely and entirely responsible for its acts and for the acts

of Contractor's agents, employees, servants and subcontractors during the performance of this contract. Contractor shall indemnify City against all liability and loss in connection with, and shall assume full responsibility for payment of all federal, state and local taxes or contributions imposed or required under unemployment insurance, social security and income tax law, with respect to Contractor and/or Contractor's employees engaged in the performance of the services agreed to herein.

8. Indemnification. Contractor agrees to indemnify and hold harmless the City, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this contract, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, Contractor error, mistake, negligence, or other fault of the Contractor, any subcontractor of the Contractor, or any officer, employee, representative, or agent of the Contractor or of any subcontractor of the Contractor, or which arises out of any workmen's compensation claim of any employee of the Contractor or of any employee of any subcontractor of the Contractor. The Contractor agrees to investigate, handle, respond to, and to provide defense for and defend against, any such liability, claims or demands at the sole expense of the Contractor. If it is determined by the final judgment of a court of competent jurisdiction agreed between the Parties or decided by any other method that such injury, loss, or damage was caused in whole or in part by the act, omission, or other fault of the City, its officers, or its employees, the City shall reimburse the Contractor for the portion of the judgment attributable to such act, omission, or other fault of the City, its officers, or employees.

9. Contractor Insurance Requirements

- A. Contractor agrees to procure and maintain, at its own expense, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Contractor pursuant to Section 8 above. Such insurance shall be in addition to any other insurance requirements imposed by this contract or by law. The Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to Section 8 above by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, duration, or types.
- B. The contractor shall purchase and maintain such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations under the contract, whether such operations be by the Contractor or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- C. The insurance to be maintained by Contractor shall be written as follows:

Workers Compensation and Employers Liability Insurance as prescribed by Iowa law or the minimum limits shown below

The Workers Compensation policy shall include a *waiver of subrogation clause* in favor of the owner.

Commercial General Liability Insurance Combined Single Limits shown below covering Bodily Injury, Property Damage and Personal Injury:

This insurance must include the following features:

3. The Contractor will need to file with the City Clerk a public liability insurance policy, insuring against any loss that the City or any person may sustain arising out of or in connection with such services performed. The insurance coverage shall include not less than \$10,000.00 property damage, \$25,000.00 for a single personal injury or death and with limits of not less than \$50,000.00 for multiple injuries or death. This coverage shall be in addition to automobile public liability insurance required for any vehicle or equipment operated by the Contractor in conducting business.
4. Additional Insured — The Contractor will include the City or Utility as additional insured on all policies except Workers' Compensation as respects all work performed. The additional insureds shall fully cooperate with the Contractor and its insurers on any claim.
5. Insurance Certificates — Each policy noted above shall be issued by an insurance company authorized to write such insurance in the State of Iowa and shall be reasonably acceptable to the city or utility. These insurance policies shall not be canceled without at least 30 days prior written notice to City or Utility. A properly executed Certificate of Insurance showing evidence of these insurance requirements shall be delivered to the City or Utility prior to the commencement of this Contract.
6. The following clauses will be added to all liability coverages:

The company and the insured expressly agree and state that the purchase of this policy of insurance by the insured does not waive any of the defenses of governmental immunity available to the insured under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.

The company and the insured further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.

D. Subrogation:

To the extent that such insurance is in force and collectible and to the extent permitted by law, the City or Utility and Contractor each hereby releases and waives all right of recovery against the other or anyone claiming through or under each of them by way of subrogation or otherwise. The foregoing release and waiver shall apply to damage to contractor's equipment, tools and other personal property as well as automobiles.

- E. The policy or policies required above shall be endorsed to include the City and the City's officers and employees as additional insured. The additional insureds shall fully cooperate with the Contractor and its insurers on any claim. Every policy required above shall be primary insurance, and any insurance carried by the City, its officers or employees, or carried by or provided through any insurance pool of the City, shall be excess and not contributory insurance to that provided by Contractor. No additional insured endorsement to the policy required above shall contain any exclusion for bodily injury or property damage arising from completed operations. The Contractor shall be solely responsible for any deductible losses under any policy required above.
- F. The **certificate of insurance** shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be reviewed and approved by the City prior to commencement of the contract. The certificate shall identify this contract and shall provide that the coverages afforded under the policies shall not be canceled, terminated or materially changed until at least thirty (30) days prior written notice has been given to the City.
- G. Failure on the part of the Contractor to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of contract upon which City may immediately terminate this contract, or at its discretion City may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by City shall be repaid by Contractor to City upon demand, or City may offset the cost of the premiums against monies due to Professional from City.
- H. City reserves the right to request and receive a certified copy of any policy any endorsement thereto.
- I. The parties hereto understand and agree that City is relying on, and does not waive or intend to waive by any provision of this contract, or any other rights, immunities, and protections provided by the Iowa Tort Liability of Governmental Subdivisions, Chapter 670, Iowa Code.

10. City's Insurance. The parties hereto understand that the City carries liability insurance for its officers and employees. Copy of said policies is available for inspection upon request during normal business hours.

11. Completeness of Agreement. It is expressly agreed that this agreement contains the entire undertaking of the parties relevant to the subject matter thereof and there are no verbal or written representations, agreements, warranties or promises pertaining to the project matter thereof not expressly incorporated in this writing.

12. Notice. Any written notices as called for herein may be hand delivered to the respective persons and/or addresses listed below or mailed by certified mail return receipt requested, to:

City: Project Coordinator
City of Webster City
P. O. Box 217, 400 Second Street
Webster City, IA 50595

Contractor:

13. Non-Discrimination. No discrimination because of race, color, creed, sex, marital status, affectional or sexual orientation, family responsibility, national origin, ancestry, handicap, or religion shall be made in the employment of persons to perform services under this contract.

14. Waiver. The waiver by the City of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or any other term. No term, covenant, or condition of this Agreement can be waived except by the written consent of the City, and forbearance or indulgence by the City in any regard whatsoever shall not constitute a waiver of any term, covenant, or condition to be performed by Contractor to which the same may apply and, until complete performance by Contractor of said term, covenant or condition, the City shall be entitled to invoke any remedy available to it under this Agreement or by law despite any such forbearance or indulgence.

15. Execution of Agreement by City. This agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

16. General Terms.

(a) It is agreed that neither this agreement nor any of its terms, provisions, conditions, representations or covenants can be modified, changed, terminated or amended, waived, superseded or extended except by appropriate written instrument fully executed by the parties.

(b) If any of the provisions of this agreement shall be held invalid, illegal or unenforceable it shall not affect or impair the validity, legality or enforceability of any other provision.

(c) The parties acknowledge and understand that there are no conditions or limitations to this understanding except those as contained herein at the time of the execution hereof and that after execution no alteration, change or modification shall be made except upon a writing signed by the parties.

(d) This agreement shall be governed by the laws of the State of Iowa as from time to time in effect.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in three copies each of which shall be deemed an original on the date hereinafter written.

CITY OF WEBSTER CITY, IOWA:

By: _____
John Hawkins

Title: Mayor

Date: _____

ATTEST:

Karyl K. Bonjour, City Clerk

CONTRACTOR:

WITNESSED BY:

Company: _____

By: _____

Title: _____

Date: _____

Arbor Pro
1343 13th Ave. N.
Fort Dodge, Ia. 50501
515-570-5577

Arbor Way All About Trees, LLC
7117 220th St
Colo, Ia. 50056
320-360-2151

Cutting Edge Tree Service
400 Monroe Ave. Suite 8
Mason City, Ia. 50401
641-424-6808

Finco Tree Service
52724 280th
Kelley, Ia. 50134
515-231-4346

Frye's Tree Service
P.O. Box 244
Webster City, Ia. 50595
515-832-3773

Jim's Tree Service
1339 E. Second St.
Webster City, Ia. 50595
515-832-6863

Robb's Tree & Stump Service
228 Summit Dr.
Story City, Ia. 50248
515-520-7175

Weiss Tree Service, Inc.
60953 190th
Navada, Ia. 50201

Wright Tree Service, Inc.
P.O. Box 1718
Des Moines, Ia. 50306
515-277-6291

Powers Tree Service
3363 Zebulon Ave.
Farnhamville, Ia. 50538
515-571-7707

Elite Tree
P.O. Box 145
Tama Ia. 52339
641-651-0194

Goodpaster Tree Service.
3900 Millards Lane.
Webster City, Ia. 50595
515-835-0639



MEMORANDUM

TO: Mayor and City Council

FROM: Matt Alcazar, Engineering Tech/Project Technician
Biridiana Bishop, Assistant City Manager
Daniel Ortiz-Hernandez, City Manager

DATE: August 1, 2022

RE: Adopt a Resolution authorizing the Engineering Tech/Project Coordinator to Seek Bids for Sanitary and Storm Sewer Cleaning and Televising Services and Authorizing the City Manager to Sign and Execute an Agreement with the Lowest Responsible Bidder

SUMMARY: Every three years, the City seeks proposals for Sanitary and Storm Sewer cleaning and televising services. The City currently has an expired agreement with Accu-Jet for these services and needs to go out for bids to have a current agreement in place.

PREVIOUS COUNCIL ACTION: The Council approved the FY 22-23 budget. The sanitary sewer and storm sewer operating budgets include a total of \$134,000.00 for these services. The council has previously authorized staff to pursue an agreement for the routine maintenance item.

BACKGROUND/DISCUSSION: In order to maintain quality storm and sanitary sewer services for the community, the City routinely televises both sanitary and storm sewer and contracts for cleaning services of portions of the community each year. As major items are found, they are incorporated into the Capital Improvement Plan item allocated for spot repairs and CIPP lining work.

The city does not currently own its own Vac-Truck or camera to perform these services that are considered best practices when maintaining a sewer and storm collection system. Therefore, on a routine basis, the City will enter into a three-year contract with a third-party contractor to provide televising and cleaning services. Previously the City Council approved a 3-year contract with Accu-Jet; however, this agreement has since expired.

Attached to this staff report is the draft of the Request for Proposals that will be sent to various contractors that provide storm and sanitary sewer televising and cleaning services. Staff is requesting that the City Council authorize the Engineering Tech/Project Coordinator to seek bids and once these bids are received, staff is requesting the City Council authorize the City Manager to sign and execute an agreement with the lowest responsible bidder.

FINANCIAL IMPLICATIONS: Televising and cleaning services are paid for out of the Sanitary and Storm sewer operations budget. A total of \$134,000.00 is budgeted in the FY 22-23 budget with the following breakdown:

Sanitary Sewer - \$60,000.00 for cleaning/televising; \$9,000.00 for root cutting; \$40,000.00 for CIPP lining

Storm Sewer - \$25,000.00 for cleaning/televising, root cutting and treatment

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Engineering Tech/Project Coordinator to seek bids for storm and sanitary sewer televising and cleaning services and authorizing the City Manager to sign and execute the agreement with the lowest responsible bidder.

RESOLUTION NO. 2022 – xxx

RESOLUTION AUTHORIZING THE ENGINEERING TECH/PROJECT COORDINATOR TO SEEK BIDS FOR STORM AND SANITARY SEWER CLEANING AND TELEVISIONING SERVICES AND AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE AN AGREEMENT WITH THE LOWEST RESPONSIBLE BIDDER FOR STORM AND SANITARY SEWER CLEANING AND TELEVISIONING SERVICES

WHEREAS, the City routinely seeks bids for sanitary and storm sewer televising and cleaning services; and

WHEREAS, the City of Webster City requires a third party to perform said services; and

WHEREAS, City staff will seek bids as reflected in the attached as Exhibit “A” and award a contract to the lowest responsible bidder;

WHEREAS, said professional services shall be governed by and construed in accordance with the laws of the State of Iowa and local municipal code; and

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

SECTION 1: Authorizes the Engineering Tech/Project Coordinator to seek bids for sanitary and storm sewer cleaning and televising services.

SECTION 2: Authorizes the City Manager to sign and execute an agreement with the lowest responsible bidder for sanitary and storm sewer televising services.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit “A”

Request for Proposal – Sanitary and Storm Sewer Televising Services



Public Works Department
P.O. Box 217
400 Second Street
Webster City, IA 50595
(515) 832-9139
Fax (515) 832-9153

REQUEST FOR QUOTES SANITARY AND STORM SEWER SERVICES FOR CLEANING, ROOT CUTTING, VIDEO CAMERA AND ROOT TREATMENT WORK

General. The City of Webster City (hereinafter referred to as “City”), seeks quotes from qualified professional firms (hereinafter referred to as “Contractor”) to provide the following services:

1. Cleaning and video camera work on sanitary sewer mains;
2. Cleaning and video camera work on storm sewer mains;
3. Root treatment work after cleaning and root cutting services are performed; and
4. On-Call services for after-hours callouts to clear blockages.
5. Normal work week is Monday thru Friday, 7 a.m. to 4 p.m.

Scope of Services. Contractor shall provide all labor, tools, materials, equipment and transportation necessary to clean sanitary and storm sewer mains to remove obstructions, debris, roots, etc., to provide a clean surface for video camera work to view pipeline with the ability to detect structural problems, and to perform root treatment work inside sanitary sewer and storm sewer pipes to prevent root regrowth. The Contractor shall have the capability to televise and clean pipe sizes ranging from 6-inch to 36-inch diameters.

Contractor shall provide video for each pipe segment showing distances from manholes or openings. Video shall contain comments detailing what is being observed. Video camera shall have ability to turn and look inside any connection located, giving a clear picture of what is being viewed. All videos shall be downloaded to the City’s extended hard drive. DVD, VHS, CD and paper formats are not acceptable.

- 1. Work and Materials Provided:** The City will provide the following at no cost to the Contractor:
 - A. Maps or prints for sewers to be cleaned and inspected, highlighted to identify their inclusion for work.
 - B. Reference numbers for all manholes on the maps or prints for reference by the Contractor on video inspection reports.
 - C. Maps listing manhole numbers, street names and highlighted areas for root treatment work.
 - D. Community awareness that sewer maintenance is scheduled.
 - E. Instructions for the Contractor on how to respond to residents that approach the Contractor during the sewer cleaning and inspection process.
 - F. Inform the Contractor of past history of sewers and known sewer system failures.
 - G. Legal and physical access to manholes as necessary for specific areas.
 - H. Expose buried manholes and loosen seized manhole lids prior to Contractor mobilization.
 - I. Excavation, opening, back filling, and/or repair of sewers, and/or streets, required to remove the Contractor’s equipment caught in the sewer pipe due to sewer defects. Costs due to Contractor error will be deducted from payment due amount.
 - J. A person to act as liaison between City and Contractor during the project that will also familiarize the Contractor with the location of sewer and manholes.
 - K. Water for sewer cleaning. Fire hydrants will be designated for refilling of vehicle tank.
 - L. An unsecure storage area for the Contractor’s equipment, vehicles and materials.

- M. Contractor will dispose of waste water from the sanitary sewer system in accordance to Iowa Code 567—109.11(455B,455D) Conditions and requirements for the disposal of general special wastes. 109.11(3) The City of Webster City will not except waste water from sewer Cleaning at any City on facility including the Waste Water Treatment Plant.

2. Sewer Cleaning:

- A. Sewers will be cleaned by removing grit, loose solids and grease. The sewer will be cleaned leaving no more debris than 5% of the pipe diameter. This does not include the removal hard deposits such as minerals and cast-iron scale.
- B. Removal of tree roots will be done after the initial cleaning and inspection. Tree roots will be removed by setting up at the nearest downstream manhole.
- C. The cleaning equipment will be truck mounted combination water jet/vacuum unit.
- D. Water jet performance shall use a minimum of 80 gallons per minute at 2,000 psi.
- E. Unit will be equipped with a minimum of 500' of 1" internal diameter sewer cleaning hose with working pressure rating specified.
- F. Nozzles used in the cleaning process will accommodate the full flow rating of water jet and will be of proper choice for cleaning application, including rotating nozzle for grease removal.
- G. Prior to the sewer cleaning operation, City and Contractor will agree on a sewer cleaning sequence. In general, the sewer cleaning process will proceed from the upper end of each sewer basin to the lower end.
- H. Multiple passes with the water jet will be made to flush debris to a manhole for removal by a jet/vac.
- I. Sewers will be cleaned by introducing a water jet into the sewer line facing against the sewer flow and retrieving the water jet, under pressure, with the sewer flow.
- J. A hand-held control gun will be used to thoroughly clean manholes from grade level.
- K. Debris will be removed by vacuum method to prevent workers from entering manholes. Contractor will collect and transport all debris removed during the sewer cleaning operation.
- L. Vacuum system performance will be at least 4,000 cfm with 16" Hg vacuum pressure to ensure all debris can be efficiently removed from sewer without workers entering the manhole.
- M. Contractor shall furnish all equipment, manpower, insurances and other incidentals necessary for proper maintenance, unless otherwise specified in the agreement. All services will be performed by experienced, certified workers. Contractor shall comply with all applicable OSHA regulations. The Contractor shall provide City with a copy of its Confined Space Entry Program.

3. Sewer Inspection:

- A. Contractor shall perform closed circuit video inspection of the sewers using current state-of-the-art technology and trained employees. CCTV digital camera will be high-resolution color with adjustable iris focus. CCTV camera will have pan and tilt capabilities that allow up close and right-angled inspections of defects and other significant observations.
- B. The video camera shall have the ability to perform video camera work, including a lift option, for inspecting dead end sewers and other situations where manhole access at both ends of sewer may not be available.
- C. Video camera will be equipped with 1,500 feet of video cable. LED lighting on video camera will be suitable to allow proper illumination and a clear video image of the entire periphery of the pipe. The camera will be operative in 100% humidity conditions. The camera, television monitor, and other components of the video system will produce a high-quality video image.
- D. Footage distance measured by video system will be accurate within 1% and will be used to determine footages for reporting and payment. The centerline between manholes will be the reference points used to determine footage measurements.
- E. Video inspection will not exceed a traverse rate of 30 feet per minute so that sewer line can later be thoroughly examined by City while viewing video.
- F. All inspections must be performed by a PACP (Pipeline Assessment and Certification Program) trained operator with at least five (5) years' experience.

4. Sewer Inspection Reporting:

- A. Audio reporting will be avoided to prevent inconsistent operator subjectivity. All observations will be chosen from a standard table of descriptions incorporated in the video reporting software. The same defect and observation description tables will be used on all project reports.
- B. All observations and defects will be recorded on external hard drive compatible with windows "Windows 10 Pro."
- C. Contractor will make a color recording on external hard drive of all sewers inspected and will also provide a report generated by the video inspection software. The recording will include on-screen observation identifications that label continuous footages, defects, pipe diameter, direction of flow, direction of viewing, manhole and street reference locations. Each line-item entry on the report will reference the external hard drive track number for quick indexing of the external hard drive when searching for particular defects to be viewed later by City. The written report will be a mirror image of all observations and information recorded on external hard drive. A computer, integrated with the video inspection equipment, will be used to eliminate errors from separate processes.
- D. Video inspection will be recorded on an external hard drive that allows indexing of video files for faster viewing by the City. Video files must be formatted in AVI, mpeg or mpeg 2.
- E. All defects and observations will be described with a standard table of descriptions so that there is no variation caused by operator subjectivity.
- F. Contractor will provide a printed legend of defect classifications that identifies a color-coded rating system for defect observations and their severity. The defect rating system will have prior approval of City so those defects are labeled as per City's preference.
- G. The legend of defect classifications will be attached to each written report for easy evaluation.
- H. The severity of each defect or observation must be recorded and rated according to the legend of classification published by the Contractor.
- I. Upon City request, Contractor will provide statistical analysis reports generated by the reporting software. The reports will be a condensed summary of various levels of defects as requested by City.
- J. Printed reports must have color true-to-scale drawings of all sewer defect and observation locations. These drawings will be computer generated with the use of the video inspection reporting system software.
- K. Digital photographs will be made of all significant sewer defect observations and will be printed and attached to report. The photographs will be computer generated with the use of the inspection reporting system software with reference numbers of photos.
- L. All inspection reports and the external hard drive will be prepared and delivered to City no later than the last date of the performance period.
- M. The inspection report will be recorded on an external hard drive. The external hard drive will have 'read only' software that will facilitate viewing and printing additional copies of the inspection report and digital photographs. The external hard drive will include video clips of all high-level defects that can be replayed. The external hard drive will be compatible with Windows 10 Pro and will be delivered to City before the last day of the performance period.
- N. External hard drive will be identified by a label corresponding to a contractor generated list to include the name of City, date, and the location of video.
- O. Contractor shall have on-site, one (1) spare video camera to use in the event of main camera failure.

5. GPS Services: City will provide Contractor with a map for area of work to be performed. Contractor will perform discovery services on all system structures within the designated area. Discovery will include map edits for new structures, deletion of old structures and verifying locations of all existing and new structures.

6. Cured -In Place Pipe Lining: After televising services are completed the City may direct Contractor to install CIPP lining as Mainline or as Point repair base on the report provided by the contractor. All

installation shall comply with SUDAS 2022, Chapter 14 – Trenchless Construction, 14C-2 Rehabilitation, Section 4050 – Pipe Rehabilitation

A. Cured-In-Place Pipe Rehabilitation

1. **Thickness Design:** Submit design calculations for CIPP wall thickness based upon ASTM F1216, prepared and signed by a licensed Professional Engineer in the State of Iowa.
2. **Resin:** Certificate of compliance with ASTM F 1216 or D 5813.
3. **Tube:** Certificate of compliance with ASTM F 1216 or F 2019. If glass fiber reinforcement is used, CIPP strain corrosion testing in accordance with ASTM D 3681.
4. **Wet Out and Curing:** Complete description of the manufacturer's recommended wet-out procedure and curing method for the type of lining proposed.
5. **Pre-rehabilitation and post-rehabilitation inspection videos and written reports.**

B. Cured-In-Place Pipe Lining:

1. CIPP Main Lining:

- a. **Measurement:** Each diameter of main pipe lining will be measured in linear feet along the centerline of the pipe lining from center of manhole to center of manhole.
- b. **Payment:** Payment will be made at the unit price per linear foot for each diameter of pipe Mainlining.
- c. **Includes:** Unit price includes, but is not limited to, bypass pumping, sewer cleaning, removal of obstructions, debris removal, pipe preparation, pre and post repair CCTV inspection, and installation of point repair.

2. Sanitary Sewer Service Reinstatement:

- a. **Measurement:** Each active sanitary sewer service reinstated, will be counted and verified with pre and post CCTV.
- b. **Payment:** Payment will be considered incidental to the unit price for each linear foot of Main installed.
- c. **Includes:** Unit price includes, but is not limited to, reinstating sanitary sewer service connections, removal of debris, and coordination with service owners.

C. CIPP Point Repair: (CIPP-PR):

1. **Measurement:** Each diameter of CIPP point repair will be counted and paid base on unit price of the diameter of the pipe of the diameter of the pipe.
2. **Payment:** Payment will be made at the unit price per linear foot for each diameter of CIPP point repair.
3. **Includes:** Unit price includes, but is not limited to, bypass pumping, sewer cleaning, removal of obstructions, debris removal, pipe preparation, pre and post repair CCTV inspection, and installation of point repair.
4. If point repair contains sewer services the reinstatement shall be included in the linear foot cost of the repair.

7. **Safety:** Contractor will comply with OSHA regulations and adhere to Confined Space Entry standard CFR 1910.146, when working in manholes or other confined spaces. Contractor's employees will be "30 Hour" OSHA trained and certified. Contractor will have a comprehensive written Safety Policy. Contractor's employees will be trained in accordance with Contractor's Safety Policy. Contractor's employee safety training and safety policies will be submitted to City prior to the start of the project. The project supervisor on-site must be a 'Safety Trained Supervisor' and recognized through CCHST (Council on Certification of Health, Environmental and Safety Technologists).
8. **Inspection Reversal Reset:** A reversal reset is defined as any situation during the inspection that prevents the inspection camera from passing. Examples could include such things as protruding service connections, off sets, severe roots, etc. The Contractor will perform a reversal and access the opposite manhole of the inspection segment and finish inspecting the remaining portion of the segment in the opposite direction anytime a reversal condition is encountered.

- 9. Tap Trimming:** Removal of interfering tap material within the pipe mainline area. This service will be performed as directed by City on a case-by-case basis at the unit price quoted.
- 10. Specialty Cleaning:** Cleaning of certain storm sewers, catch basins, grit chambers, etc., will be performed with the vacuum unit due to the large amounts of sand and debris that normally collect in these locations. This work will be performed as directed by City on a case-by-case basis at the unit price quoted and is not considered a part of normal sanitary or storm sewer cleaning as discussed elsewhere in this Quote for work.
- 11. Root Treatment Services:** These services shall be provided by the Contractor submitting the Quote, or through a qualified root treatment subcontractor hired by the Contractor submitting the Quote. The City will have some of this work performed immediately upon a 'Notice to Proceed' on pipelines previously cleaned.
- 12. On-Call Services:** Services shall consist of cleaning and video camera work provided at various times and locations as determined by the City to pinpoint problems for repair or remove blockages. This may include 'after-hours' and 'weekend' call-outs, including emergency situations, all as determined and needed by the City. The cost for this work shall not be included in the cost proposal section of this quote; however, this work may be considered by the City in the overall evaluation of the contract award. Service Provider shall submit appropriate "Rate Schedule" for these services, including use of jet/vac equipment and televising equipment, to be used in billing as necessary.

For emergency call-outs involving jet/vac cleaning and televising, mobilization will be charged for the round-trip drive time at the hourly rates listed for emergency call-outs. Time starts upon leaving contractor's nearest location and stops upon return to contractor's base location or location of departure, whichever is closer. Failure of the contractor to respond to an emergency request in an emergent time frame, the City will hire another Contractor for the work.

Cleaning and video services will be requested in a manner to allow maximum work per scheduled day. The price quote per foot is to measure the work for proper payment. It is the City's intent to perform these services for entire lengths between manholes, ends of pipe, or other access points.

Contractor is responsible for traffic control in compliance with applicable MUTCD standards and ordinances.

This contract for work may begin upon the scheduled date after City Council awards Contract and shall end annually June 15 of each year and the final year on **June 15, 2025**, unless changed by mutually agreed correspondence. Work will occur as directed by City.

Contractor shall provide minimum 4-week notification to the City prior to start of work cleaning and video camera work. Contractor shall provide minimum 48-hour notification to the City prior to root cutting and root treatment work. City will make the appropriate public notifications through direct mailing, website, etc.

City and Contractor will establish a schedule that identifies the project itinerary that is mutually beneficial to both parties within the performance period. Contractor will work in a continuous fashion once the project is started. Reasonable allowances, as mutually agreed upon by both City and Contractor, for weather and other occurrences outside either party's control will be reason to deviate from schedule and/or extend the performance period.

The City intends to enter into a **3-year contract** with the selected firm, all in the best interest of the City as determined by the quoted prices submitted and evaluation of the firm's 'on-call' services. Payment for services shall be as invoiced at the time of work. The City will determine the pipeline reaches to be

cleaned and videoed. Payment for ‘on-call’ services shall be made at the time services are provided and in accordance with the firm’s rate schedule submitted with the Quote. All work shall be performed in accordance with City Standards.

License Requirements. All bidders submitting quotes per this request shall have and maintain for the duration of the project, the appropriate license(s) as required by state law. Questions regarding licensing requirements shall be directed to the City’s Inspection Department.

Insurance Requirements. All bidders submitting quotes per this request shall have and maintain for the duration of the project, the appropriate insurance(s) as required by state law. Questions regarding insurance requirements shall be directed to the City’s Project Coordinator.

1. **Indemnification.** The Contractor agrees to indemnify and hold harmless the City, its officers, employees, insurers and self-insurance pool from and against all liabilities, claims and demands on account of injury, loss or damage including without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, which arise out of or are in any manner connected with this Agreement, to the extent caused by the negligent act, omission, error, professional error, mistake, negligence or other fault of the Contractor, any subcontractor or sub-professional of the Contractor, or any officer agent, employee or representative of the Contractor or of any subcontractor or sub-professional of the Contractor, or which arises out of any workers’ compensation claim of any employee of the Contractor or of any employee of any subcontractor or sub-professional of the Contractor. The Contractor agrees to investigate, handle, respond to, provide defense for and defend against any such liabilities, claims or demands at the sole expense of the Contractor, or at the option of the City agrees to pay the City or reimburse the City for the defense costs incurred by the City in connection with any such liabilities, claims or demands. If it is determined by the final judgment of a court of competent jurisdiction that such injury, loss or damage was caused in whole or in part by the act, omission or other fault of the City, its officers, its employees or other third parties, the City shall reimburse the Contractor for the portion of the judgment not attributable to negligence of the Contractor, omission, or other fault of the City, its officers or employees.

2. **Contractor’s Insurance Requirements.**

A. The Contractor agrees to procure and maintain, at its own expense, a policy or policies of insurance sufficient to insure against all liabilities, claims, demands and other obligations assumed by the Contractor pursuant to requirements herein. Such insurance shall be in addition to any other insurance requirements imposed by this Agreement or by law. The Contractor shall not be relieved of any liabilities, claims, demands or other obligations assumed herein by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, duration or types.

B. The Contractor shall purchase and maintain such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor’s operations under this Agreement, whether such operations be by the Contractor or by and subcontractor or sub-professional, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

C. The insurance to be maintained by the Contractor shall be written as follows:

1. **Workers’ Compensation and Employers Liability Insurance.** The Contractor shall secure and maintain this insurance throughout its performance of work under this Agreement as prescribed by Iowa law or the minimum limits shown below:

a. Iowa Benefits Statutory

b. Employers Liability

Bodily Injury by accident \$500,000 each accident

Bodily Injury by disease \$500,000 each accident

Bodily Injury by disease \$500,000 policy limit

- c. The Workers' Compensation policy shall include a waiver of subrogation clause in favor of the City.
2. Commercial General Liability Insurance. The Contractor shall secure and maintain this insurance throughout its performance of work under this Agreement with the combined single limits shown below covering bodily injury, property damage and personal injury:

General Aggregate Limit	\$2,000,000
Products – Completed Operations Aggregate Limit	\$2,000,000
Personal and Advertising Injury Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Fire Damage Limit (for any one fire)	\$100,000
Medical Damage Limit (any one person)	\$5,000

This insurance must include the following features:

 - a. Coverage for all premises and operations. The policy shall be endorsed to provide the aggregate 'Per Project Endorsement.'
 - b. Personal and Advertising Injury.
 - c. Operations by Independent Contractors.
 - d. Contractual Liability coverage.
 - e. Coverage for property damage underground or property damaged by explosion or collapse (XCU).
3. Automobile Liability Insurance. The Contractor shall secure and maintain this insurance throughout its performance of work under this Agreement covering all owner, non-owner, hired and leased vehicles with a minimum combined single limit for Bodily Injury and Property Damage of \$1,000,000 per accident. Insurance must include Contractual Liability.
4. Contractor Liability Insurance. The Contractor shall secure and maintain this insurance throughout its performance of work under this Agreement in the amount of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.
5. Umbrella/Excess Insurance. At the Contractor's option, the limits specified may be satisfied with a combination of primary and Umbrella/Excess Insurance.
6. Additional Insured. The Contractor will include the City as additional insured on all policies except Workers' Compensation and professional liability as respects all work performed.
7. Insurance Certificates. Each policy noted above shall be issued by an insurance company authorized to write such insurance in the State of Iowa and shall be acceptable to the City. These insurance policies shall not be cancelled without at least 30 days prior written notice to the City. A properly executed Certificate of Insurance showing evidence of these insurance requirements shall be delivered to the City prior to the commencement of this Agreement.
8. The following clauses will be added to all liability coverages:
 - a. The company and the insured expressly agree and state that the purchase of this policy of insurance by the insured does not waive any of the defenses of governmental immunity available to the insured under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
 - b. The company and the insured further agree that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
- D. Subrogation. To the extent that such insurance is in force and collectible and to the extent permitted by law, the City and the Contractor each hereby releases and waives all right of recovery against the other or anyone claiming through or under each of them by way of subrogation or otherwise. The foregoing release and waiver shall apply to damage to the Contractor's equipment, tools and other personal property as well as vehicles.
- E. The policy or policies required above shall be endorsed to include the City and the City's officers and employees as additional insureds. Each policy required above shall be primary insurance, and any insurance carried by the City, its officers or employees, or carried by or provided through any insurance pool of the City, shall be excess and not contributory insurance to that provided by the Contractor. No additional insured endorsement to the policy required above shall contain any exclusion for bodily injury or property damage arising from completed operations. The

Contractor shall be solely responsible for any deductible losses under any policy required above.

- F. The Certificate of Insurance shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverages, conditions and minimum limits are in full force and effect, and shall be reviewed and approved by the City prior to commencement of work under the Agreement. The certificate shall identify this Agreement and shall provide that the coverages afforded under the policies shall not be canceled, terminated or materially changed until at least thirty (30) days prior written notice has been given to the City.
- G. Failure on the part of the Contractor to produce or maintain policies providing the required coverages, conditions and minimum limits shall constitute a material breach of contract upon which the City may immediately terminate this Agreement, or at its discretion, the City may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by the Contractor to the City upon demand, or the City may offset the cost of the premiums against monies due the Contractor from the City.
- H. The City reserves the right to request and receive a certified copy of any policy and endorsement thereto.
- I. The parties hereto understand and agree that the City is relying on, and does not waive or intend to waive by any provision of this Agreement, or any other rights, immunities and protections provided by the Iowa Tort Liability of Governmental Subdivisions, Chapter 670, Iowa Code.

Selection Process. Selection of a Contractor shall be made using the following criteria:

1. The overall bid prices for cleaning, root cutting, video work and root treatment, as detailed herein.
2. The firm's ability to perform 'on-call' services, as detailed herein.
3. The two firms with lowest unit prices in the Quote shall be notified to make a Presentation on Monday, August 22, 2016, prior to selection and recommendation of award. The Presentation shall include their knowledge of all aspects for this type work, understanding of call-out services, and understanding of the City's systems. City shall determine Presentation time and notify successful firms, attempting to work with preferred timeframes submitted.

The City intends to make final selection by August 23, 2022, with award by September 5, 2022. The City reserves the right to select the proposal that performs all work necessary in the best interest of the City.

The City currently budgets \$134,000 for cleaning, televising, root cutting, and CIPP lining services annually. The total amount of work to be performed yearly by the contractor will conform to the amount designated in the annual City budget and as directed by the City. This work may be a combination of any services offered herein.

Schedule of Work. All work is to be completed as scheduled with the City after award of the contract. Root treatment work shall be completed between March 15 and June 20, weather depending.

Submission of Quote. Quote shall be submitted no later than **4:00 pm, August 16, 2022**, on the appropriate form via mail or hand delivery to:

Matt Alcazar, Project Coordinator
City of Webster City
400 Second Street
P.O. Box 217
Webster City, Iowa 50595

Email: malcazar@webstercity.com
Fax: 515-832-9153
Phone: 515-832-9139

Quote shall include:

1. The Quote sheet attached herewith for basic services;
2. The firm's 'Rate Schedule' with call-out procedures;
3. Indicate preferred Presentation time (am or pm); and
4. The appropriate insurance endorsements, verifications and requirements as stated herein.

**WEBSTER CITY, IOWA
PUBLIC WORKS DEPARTMENT**

**QUOTE FOR
SANITARY AND STORM SEWER SERVICES FOR CLEANING, ROOT CUTTING, VIDEO
CAMERA, CIPP LINING, AND ROOT TREATMENT WORK**

Guaranteed prices to the City for services on a 3-year contract are as follows:

Item	Description	Unit	Unit Price
1	Clean 6" - 12" Sewer	Linear Foot	
2	Clean 15" - 20" Sewer	Linear Foot	
3	Clean 21" - 36" Sewer	Linear Foot	
4	Televis 6" - 12" Sewer	Linear Foot	
5	Televis 15" - 20" Sewer	Linear Foot	
6	Televis 21" - 36" Sewer	Linear Foot	
7	UV GRP CIPP Lining 6" – 12" Sewer	Linear Foot	
8	UV GRP CIPP Lining 15" – 20" Sewer	Linear Foot	
9	UV GRP CIPP Lining 21" – 36" Sewer	Linear Foot	
10	CIPP Lining 6" – 12" Sewer	Linear Foot	
11	CIPP Lining 15" – 20" Sewer	Linear Foot	
12	CIPP Lining 21" – 36" Sewer	Linear Foot	
13	Inspection Reversal Reset	Each	
14	Root Cutting 6" - 21" Sewer	Linear Foot	
15	Root Cutting 24" - 36" Sewer	Linear Foot	
16	Cleaning Crew Per Diem (Per Person)	Each	
17	Televising Crew Per Diem (Per Person)	Each	
18	Root Cutting Crew Per Diem (Per Person)	Each	
19	Tap Trimming	Each	
20	Specialty Cleaning (Jet/Vac)	Hour	
21	Root Treatment 6" - 12" Sewer	Linear Foot	
22	Root Treatment 15" - 20" Sewer	Linear Foot	
23	Root Treatment 21" - 36" Sewer	Linear Foot	

Contractor Name: _____

Signature: _____

Address: _____

Title: _____

Dated: _____

Telephone: _____

Vendors:

Hydro-Klean Inc
333 NW 49th Place
Des Moines, Iowa 50313

Rehab Systems Inc
PO Box 538
Cherokee, Iowa 51012

Visu-Sewer
1065 15th ST. SW
Mason City, Iowa 50410

CIT
530 Dubois Ave
McCallsburg, Iowa 50154
515-434-2248

Municipal Pipe and Tool
515 5th Street
PO Box 398
Hudson, Iowa 50643
800-798-4205

Accu Jet
12155 J Ave
Perry, Iowa 50220
515-360-8582

Duke's Root Control
2784 Stuart Kaplan Drive
Aurora, IL 60503
302-419-6776
chad@dukes.com



MEMORANDUM

TO: Mayor and City Council

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

DATE: August 1, 2022

RE: Final Acceptance and Payout of 2018 Wilson Brewer Cabin Foundation Project

SUMMARY: The 2018 Wilson Brewer Cabin Foundation project is complete and ready for close out. Project acceptance and final payment authorization from the City Council is needed to close out the project. The project consisted of new concrete slab foundations for the cabin relocation project at Wilson Brewer Park.

PREVIOUS COUNCIL ACTION: The Council approved award of contract to Peterson Construction on March 5, 2018. The Council has also approved two change orders in the past. Change Order #1 was approved on May 6, 2019 and Change Order #2 was approved on July 15, 2019.

BACKGROUND/DISCUSSION: The City entered into an agreement with Peterson Construction on March 5, 2018 to construct new cabin foundations for the new locations cabins were relocated to. The original contract amount was \$28,000.00. After Peterson Construction completed the concrete foundation, a change order was approved in the amount of \$9,455.00 to include an addition of four inches of concrete on the cabin floors. The second change order that was approved included work associated with fireplace and chimney relocation.

	AMOUNT
Original Contract	\$28,000.00
Change Order #1	\$ 9,455.00
Change Order #2	\$14,000.00
TOTAL CONTRACT PRICE	\$51,455.00

The engineer for this project was Schlofeldt Engineering. They have indicated the project is ready for closeout and the final amount due to the contractor is \$2,572.75.

FINANCIAL IMPLICATIONS: Funding for this project was a mixture of City contributions, hotel motel dollars and private donations made through the Enhance Hamilton County Foundation fund. The

remaining balance will be paid for with available monies in the Enhance Hamilton County Foundation fund.

RECOMMENDATION: Staff recommends the City Council accept and authorize final payment to Peterson Construction for the 2018 Wilson Brewer Cabin Foundation project.

RESOLUTION NO. 2022 – xxx

**RESOLUTION ACCEPTING THE 2018 WILSON BREWER CABIN FOUNDATION PROJECT AND
AUTHORIZING FINAL PAYOUT TO PETERSON CONSTRUCTION**

WHEREAS, on March 5, 2018 the City of Webster City did enter into a contract with Peterson Construction to complete foundation work for the 2018 Wilson Brewer Cabin Foundation project; and

WHEREAS, contract Change Order No. 1 was approved on May 6, 2019 and Contract Change Order No. 2 was approved on July 15, 2019; and

WHEREAS, by virtue of such changes in the Contract, the following revisions were made in the Contract price:

Original Contract Price:	\$28,000.00
Change Order No. 1	\$ 9,455.00
Change Order No. 2	\$14,000.00
Revised Contract Price	\$51,455.00

WHEREAS, the City of Webster City has a final payment of \$2,572.75 due to Peterson Construction.

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

SECTION 1: Authorizes final payment of \$2,572.75 to Peterson Construction and accepts the work performed under the 2018 Wilson Brewer Cabin Foundation project.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Exhibit "A"

Final Pay App No. 3

SCHLOTFELDT ENGINEERING INC.
CONSULTING ENGINEERS

ESTIMATE NO. 3 - FINAL

PROJECT: 2018 WILSON BREWER PARK CABIN
FOUNDATIONS PROJECT

CONTRACT DATE: March 16, 2018

OWNER: CITY OF WEBSTER CITY, IOWA
CONTRACTOR: Peterson Construction

DATE OF LAST ESTIMATE: December 9, 2019

DATE OF THIS ESTIMATE: July 20, 2022

ITEM NO.	DESCRIPTION	UNIT PRICE		BID QUANTITY	BID COST	WORK COMPLETED	VALUE OF WORK COMPLETED
1.	Groves Foundation	\$ 15,000.00	/LS	LUMP SUM	\$ 15,000.00	100.00%	\$ 15,000.00
2.	Jamison Foundation	\$ 13,000.00	/LS	LUMP SUM	\$ 13,000.00	100.00%	\$ 13,000.00
	TOTAL				\$ 28,000.00		\$ 28,000.00
	APPROVED CHANGE ORDERS						
	ADD						
# 1	\$9,455.00						
# 2	\$14,000.00						
#							
#							
#							
Total	\$23,455.00	\$0.00			\$23,455.00		
NET CONTRACT COST TO DATE.....					\$51,455.00		
VALUE OF WORK COMPLETED AND MATERIALS STORED ON SITE.....							\$ 51,455.00
LESS RETAINED PERCENTAGE (5 PERCENT).....							\$ -
TOTAL AMOUNT DUE INCLUDING THIS ESTIMATE.....							\$ 51,455.00
LESS ESTIMATES PREVIOUSLY APPROVED.....							\$ 48,882.25
AMOUNT DUE THIS ESTIMATE.....							\$ 2,572.75

By Contractor: I hereby state that the items and amounts listed are correct.

Date 7/20/2022

nts listed are correct.

Contractor

By Schlotfeldt Engineering: I hereby state that the items and amounts listed are correct.

Date 7/20/22

Wayside

Schlotfeldt Engineering

City of Webster City

PO Box 217, Webster City, Iowa 50595

For: 2018 WILSON BREWER PARK CABIN FOUNDATIONS PROJECT

COUNCIL OR BOARD APPROVAL

AYE

NAY

Amount Claimed \$ _____

Amount Allowed \$ _____

Dated _____, 2022

John Hawkins, Mayor

Paid on Warrant No. _____

RESOLUTION NO. 2022 -

**AUTHORIZING THE MAYOR AND CITY CLERK
TO AMEND THE SALARY OF THE CITY MANAGER**

WHEREAS, the City of Webster City, Iowa (the "City") and City Manager Daniel Ortiz-Hernandez are parties to an employment agreement; and

WHEREAS, said employment agreement provides for a base salary of \$132,500.00; and

WHEREAS, said employment agreement requires the City to evaluate the performance of the City Manager following twelve (12) months of employment; and

WHEREAS, the City has evaluated Employee's performance on July 18, 2022; and

WHEREAS, said employment agreement provides that upon receiving a satisfactory evaluation at twelve (12) months, the City Manager's annual base salary will be increased; and

WHEREAS, the City desires to amend the agreement with the following change:

Annual Salary effective July 21, 2022 - \$135,000.00

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 to amend the employment agreement with City Manager Daniel Ortiz-Hernandez with the City of Webster City, Iowa to reflect the above change.

Passed and adopted this 1st day of August, 2022.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

1620 Superior Street Unit 1
Webster City, IA 50595
(515) 832-2885
(515) 832-2515 fax



GROVES & CHIZEK LAW OFFICE

Zachary S. Chizek
zach@groveslaw.net

Gary J. Groves
gary@groveslaw.net

Raphael M. Montag
raph@groveslaw.net

July 26, 2022

TO: Members of the City Council

RE: Summary of Professional Services for July 2022

Dear Council Members:

Outlined below is a summary of professional services I have provided for the City of Webster City as City Attorney for the month of July 2022. The main issues I addressed this past month were (a) drafting the easement needed for the wastewater treatment plant's mains to run; and (b) worked on a City tobacco violation.

In regards to the easement needed for the City's wastewater treatment plant's mains, I drafted the initial draft of said easement and have provided it to City staff to pass on to the property owner(s) for review and approval. Hopefully we can get this wrapped up in the near future to continue to proceed towards the new plant.

In regards to the tobacco violation, you will be approving a motion related to issuing an order for a tobacco violation. In that matter a clerk at Yesway sold tobacco products to an underage individual. The State allows said clerk to take a course on said violations and if they complete it then the store gets a one-time affirmative defense. This is the case here. As such, you will simply be issuing an order approving of the affirmative defense used and I will forward it on to the Attorney General's Office.

Respectfully submitted,

Zachary S. Chizek
Attorney at Law