



AGENDA
City Council Meeting
City Hall Council Chambers - Webster City, Iowa
July 3, 2023 – 6:00 p.m.

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

Meeting ID 895 1466 4532

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 June 19, 2023.
- b. [RESOLUTION](#) on [PAYROLL](#) for the period ending June 17, 2023 and paid on June 23, 2023.
- c. [RESOLUTION](#) on [BILLS](#) Approve [FUND LIST](#)
- d. [RESOLUTION](#) approving Cigarette/Tobacco/Nicotine/Vapor Permit for Cards Tan-N-Fold – Card Properties, LLC, 917 Seneca Street (New Permit)
- e. Recommend approval for issuance of Beer & Liquor Licenses by the Iowa Department of Commerce for the following:
 - Amendment to Class C Retail Alcohol License by adding Outdoor Service OR Approval of 5-day Class C Retail Alcohol License for July 6, 13, 20 & 27; August 3, 10, 17, 24 and 31, 2023 for Market Night Event in Webster City, LaPerla Larocho, LLC, 611 Second Street.
 - Special Class C Retail Alcohol License (BW) – 8 month, Top of Iowa Lucky Wife, LLC, (Drink Trailer) Swea City, Iowa, to participate in Webster City Chamber of Commerce Market Nights.
- f. Council Committee Reports
- g. Other reports and recommendations

City Council Meeting Agenda July 3, 2023

3. GENERAL AGENDA

a. [COUNCIL MEMORANDUM](#) Second reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Amending Chapter 10, Article VIII, Sections 10-389 through 10-398, Pertaining to Permit and Plan Review Fees. [ORDINANCE](#)

Waive Third Reading of Ordinance

Pass & Adopt Ordinance

b. [RESOLUTION](#) establishing Fees for Services beginning July 3, 2023.

c. [COUNCIL MEMORANDUM](#) in regard to re-acquisition of lots in Brewer Creek 5th and 6th Additions
[RESOLUTION](#) approving and accepting the Re-Acquisition of Property located in Brewer Creek Estates 5th Addition and 6th Addition from J. Larson Homes, Inc.

[RESOLUTION](#) on Request to Hamilton County Board of Supervisors to Abate Outstanding Property Taxes owed in accordance with Iowa Code Section 445.63.

d. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to Sign and Execute an Engagement Letter with Ahlers & Cooney, P.C. for Wastewater Treatment Facility Easement Acquisition Services.

[ENGAGEMENT LETTER](#)

e. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) setting time and place for a Public Hearing on a Proposed Offer to Purchase City Owned Property located in Webster City, Iowa. [NOTICE](#) [PLAT](#) (July 17, 2023 6:05 p.m.)

f. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) approving Rebate of \$20,000 (50%) of Utility Permit Fees paid by Platinum Connect, LLC in connection to Fiber Optic Network Constructed in Webster City and Right-Of-Way Access License Agreement entered into with the City of Webster City in 2021. [AGREEMENT](#)

g. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to Sign and Execute a Memorandum of Understanding with the Webster City Self Supported Municipal Improvement District for the Music on Mainstreet Project. [MOU](#)

h. [REQUEST](#) from Chamber of Commerce to extend the scope of initial street closure requests for July 20 and August 17, 2023 from 4:00 p.m. to 8:30 p.m. for Webster City Market Nights. (Classic Car Nights)

i. [RESOLUTION](#) accepting the Goal Setting Session summary Report prepared by Patrick Callahan of Callahan Municipal Consultants, LLC. For the City of Webster City for 2023.

[REPORT](#)

j. [COUNCIL MEMORANDUM](#) [RESOLUTION](#) authorizing the Mayor to sign and execute an Engagement Letter with Hinson Consulting, LLC to provide Financial Analysis Assistance Services.

[BUDGET SUMMARY](#) [HINSON PROPOSAL](#) [HINSON FINANCIAL ANALYSIS](#)

4. OTHER ITEMS SENT TO COUNCIL

a. City Attorney [REPORT/UPDATE](#) June 27, 2023

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 June 19, 2023 – 6:00 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on June 19, 2023, upon call of the Mayor and the advance agenda. The meeting was called to order by Mayor John Hawkins and roll being called there were present in Council Chambers Mayor John Hawkins and the following Council Members: Abbie Hansen, Megan McFarland, Matt McKinney and Logan Welch.

This meeting was Open to the Public 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 Hansen and seconded by McKinney 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 AND CLAIMS

It was moved by McFarland and seconded by Hansen that the following motion(s) and Resolution(s) (a-h) be approved and adopted collectively:

- a. That the meeting minutes of June 5, 2023 be approved.
- b. That Resolution No. 2023-112 approving payroll for the period ending June 3, 2023 and paid on June 9, 2023 in the amount of \$194,156.64 be passed and adopted.
- c. That Resolution No. 2023-113 approving bills paid in the amount of \$586,941.29 be passed and adopted and the Fund List be approved.
- d. That the City Manager Reports for May 2023 be accepted and placed on file.
- e. That the Police Department Report for May 2023 be accepted and placed on file.
- f. That the Fire Department Report for May 2023 be accepted and placed on file.
- g. That the Hamilton County Solid Waste Commission Agenda Packet for June 14, 2023 be accepted and placed on file.
- h. Recommend approval for issuance of Beer & Liquor Licenses by the Iowa Department of Commerce for the following:
 - Renewal of Class C Retail Alcohol License, Lomita’s Mexican Restaurant, 500 2nd Street
 - Amendment to Class C Retail Alcohol License by adding Outdoor Service for June 22 & 29; July 6, 13, 20 & 27; August 3, 10, 17, 24 and 31, 2023 for Market Night Event in Webster City, Wildcat Products, LLC d/b/a Wildcat Distilling Co., 626 Second Street
 - Amendment to Class C Retail Alcohol License for Additional Outdoor Service Area for 15th Anniversary Event to be held on June 24, 2023, Grid Iron Family Grill and Sports Lounge, 1121 East Second Street
 - Amendment to Class C Retail Alcohol License for Ownership Updates, Grid Iron Family Grill and Sports Lounge, 1121 East Second Street
 - Amendment to Class E Retail Alcohol License for Ownership Updates, Casey’s General Store #1828, 1300 2nd Street
- i. Council Committee Reports-None brought forth.
- j. Other reports and recommendations-None brought forth.

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

GENERAL AGENDA

Public Hearings – 6:05 p.m.

a. The **Public Hearing** on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for Construction of the 2023 Water Main Repair Project **was cancelled**.

It was moved by McKinney and seconded by Welch to reject the bids received for the 2023 Water Main Repair Project and rebid this fall.

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

Brandon Bahrenfuss, acting Public Works Director, spoke on the project and the reason to rebid at a later time. Options being considered are to do more of the project in-house and/or reduce the scope of the project.

b. June 19, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing pertaining to the Disposal of City-Owned property in Brewer Creek Estates 6th Addition, the same was held. No written objections were received and no oral objections were presented.

It was moved by Welch and seconded by McFarland that Resolution No. 2023-114 authorizing and approving execution of a Purchase Agreement for the Sale of Lots in Brewer Creek Estates 6th Addition between the City of Webster City and Ridge Development, LLC, be passed and adopted.

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

Ariel Bertran, Community Development Director, provided details of the agreement to be executed.

c. June 19, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposal to amend the Code of Ordinances of the City of Webster City, Iowa, 2019, Pertaining to Chapter 10, Article VIII, Section 10-389 through 10-398, Pertaining to Permit and Plan Review Fees, the same was held. No written objections were received and no oral objections were presented.

It was moved by Welch and seconded by McKinney that the First reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Amending Chapter 10, Article VIII, Sections 10-389 through 10-398, Pertaining to Permit and Plan Review Fees be approved.

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

Community Development Director Bertran explained the reason for the amendment to the Code and reviewed the fees currently in place and the fees that will reflect an increase.

d. It was moved by McKinney and seconded by McFarland that the Third Reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019 by Adding Sections 46-415 through 46-420 Pertaining to Automated Traffic Enforcement to Chapter 46, Article IX, Division 2 be approved.

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

Hansen voting nay.

It was moved by McKinney and seconded by McFarland that Ordinance No. 2023-1866 amending the Code of Ordinances of the City of Webster City, Iowa, 2019 by Adding Sections 46-415 through 46-420 Pertaining to Automated Traffic Enforcement to Chapter 46, Article IX, Division 2 be passed and adopted.

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

Hansen voting nay.

Biridiana Bishop, Assistant City Manager, provided a history of this agenda item and spoke on specifics of the enforcement and placement of cameras.

e. It was moved by Welch and seconded by McKinney that Resolution No. 2023-115 authorizing Cigarette/Tobacco/Nicotine/Vapor Permits for the 2023-2024 year be passed and adopted.

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

f. It was moved by Welch and seconded by Hansen that Resolution No. 2023-116 authorizing the Mayor to sign and execute a Change Order with Williams & Company for the Fees to Perform the FY23 Audit be passed and adopted.

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

Dodie Wolfram, Finance Director, reviewed the details of the Change Order from Williams & Company to perform the FY23 Audit and informed Council of the ongoing shortage of these services being available.

It was moved by Hanson and seconded by McFarland that the following appointments (g & h) be approved:

g. Appointment of Anna Woodward to the City Planning and Zoning Commission for the four-year term beginning June 19, 2023 and ending May 31, 2027; and

h. Appointment of Anna Woodward to the Airport Commission for the unexpired term beginning June 19, 2023 and ending May 31, 2026.

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

i. It was moved by McFarland and seconded by Welch that Resolution No. 2023-117 authorizing Staff to request Proposals for 2023 City Trash Services for City Facilities and Citywide Recyclable Collection Services for all Webster City Residents be passed and adopted.

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

Acting Public Works Director Bahrenfuss gave details of the RFP which includes items Council had previously requested. The bids will be presented to Council at a later date, along with request of approval to award the contract.

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

Meet in Closed Session to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property, or reduce the price the governmental body would receive for that property as provided by Chapter 21.5 j. of the Code of Iowa; and

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

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

Council went out of Open Session at 6:38 p.m.

Council went into Closed Session at 6:40 p.m.

Council returned to Open Session at 6:59 p.m.

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

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

The June 19, 2023 Regular City Council Meeting stood adjourned at 7:00 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk

RESOLUTION NO. 2023 -

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

That the payroll for the 80-hour period ending June 17, 2023 and paid on June 23, 2023 aggregating the sum of \$203,776.40 herewith presented, be and the same is hereby approved.

Passed and adopted this 3rd day of July, 2023.

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	4,072.76	80.00	.00	.00	.00	.00	.00	125.00	.00	2,673.35
60722	CHELESVIG, BETH A.	3,121.60	80.00	.00	.00	.00	.00	.00	.00	.00	2,071.44
61245	DINSDALE, ASHLEY J.	1,901.62	80.00	.00	.00	.00	.00	.00	.00	.00	1,298.55
20020	ORTIZ-HERNANDEZ, DANIEL	5,368.91	80.00	.00	.00	.00	.00	.00	175.00	.00	2,739.32
60003	SMITH, ELIZABETH A.	2,197.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,504.59
Total CITY MANAGER:		5	16,662.49	400.00	.00	.00	.00	.00	300.00	.00	10,287.25
30980	STRONER, BRIAN M.	2,823.20	80.00	.00	.00	.00	.00	.00	.00	.00	2,010.77
Total ENVIRONMENTAL/SAFETY:		1	2,823.20	80.00	.00	.00	.00	.00	.00	.00	2,010.77
61164	BONJOUR, KARYL K.	2,335.19	80.00	.00	.00	.00	.00	.00	.00	.00	1,551.35
61238	HAGLUND, DENISE D.	2,027.21	80.00	.00	.00	.00	.00	360.00	.00	.00	1,411.77
61243	HESLEY, EMILY M.	1,821.59	80.00	.00	.00	.00	.00	.00	.00	.00	1,221.72
61241	JOHNSON, LAURA A.	1,581.60	80.00	.00	.00	.00	.00	40.00	.00	.00	993.37
61190	NERLAND, DEDRA R.	2,176.79	80.00	.00	.00	.00	.00	41.60	.00	.00	1,489.81
61163	PEVESTORF, ELIZABETH J.	2,016.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,414.29
30329	WOLFGRAM, DOREEN A.	3,118.40	80.00	.00	.00	.00	.00	.00	.00	.00	2,194.40
Total FINANCE OFFICE:		7	15,076.79	560.00	.00	.00	.00	441.60	.00	.00	10,276.71
41502	CAMPBELL, AARON M.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
40857	DOOLITTLE, KENDALL J.	60.00	.00	.00	.00	.00	.00	60.00	.00	51.68	.00
41263	ESTLUND, JEROMY J.	2,626.68	118.00	.00	.00	.00	.00	.00	.00	.00	1,914.53
41395	FEICKERT, DAKOTA L.	224.00	16.00	.00	.00	.00	.00	.00	.00	.00	192.13
41038	FERGUSON, WILLIAM M.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
41300	FOX, JEFFREY A.	112.00	8.00	.00	.00	.00	.00	.00	.00	.00	96.48
41438	FRAKES, JUSTIN M.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
40971	HAYES, BRANDON W.	2,518.88	112.00	.00	.00	.00	.00	.00	.00	.00	1,836.08
41445	HAYES, HARRISON W.	84.00	.00	.00	.00	.00	.00	84.00	.00	72.35	.00
41441	HAYES, HUNTER W.	40.00	.00	.00	.00	.00	.00	40.00	.00	36.94	.00
40031	HOLST, RONALD W.	60.00	.00	.00	.00	.00	.00	60.00	.00	51.68	.00
41192	JESSEN, PHILLIP N.	308.00	18.00	.00	.00	.00	.00	56.00	.00	236.61	.00
41541	KUMM, MAXWELL J.	60.00	.00	.00	.00	.00	.00	60.00	.00	.00	55.41
41460	LEHMAN, MICHEAL L.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	26.94
41200	MADSEN, TODD M.	60.00	.00	.00	.00	.00	.00	60.00	.00	.00	51.68
41515	SCHWERING, DREW M.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
41219	SOWLE JR., ANDREW W.	2,498.72	112.00	.00	.00	.00	.00	.00	.00	.00	1,525.96
41485	STALEY, AMANDA L.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	18.47
41400	STANSFIELD, CHARLES T.	3,084.80	80.00	.00	.00	.00	.00	.00	.00	.00	2,197.94
41029	STEWART, EARL L.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
41088	TOLLE, PAUL A.	40.00	.00	.00	.00	.00	.00	40.00	.00	34.46	.00
41540	WAGNER, JORDAN J.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
41213	WILLIAMS, ZACHARY W.	20.00	.00	.00	.00	.00	.00	20.00	.00	.00	17.23
41340	YOUNGDALE, COLE C.	20.00	.00	.00	.00	.00	.00	20.00	.00	18.47	.00
41270	ZEHNER, DONALD F.	40.00	.00	.00	.00	.00	.00	40.00	.00	.00	36.94
Total FIRE DEPARTMENT:		25	12,117.08	464.00	.00	.00	.00	800.00	.00	520.66	8,136.02
61240	WINTER, KIRBY L.	4,087.00	80.00	.00	.00	.00	.00	.00	20.00	.00	2,862.56

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 INFORMATION SYSTEMS:											
		1	4,087.00	80.00	.00	.00	.00	.00	20.00	.00	2,862.56
61257	BINDERT, NICHOLAS J.	2,080.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,628.42
Total INSPECTION:											
		1	2,080.00	80.00	.00	.00	.00	.00	.00	.00	1,628.42
31210	BARNES, DERRICK S.	3,717.92	91.50	.00	659.47	.00	.00	.00	.00	.00	2,561.58
31185	CASEY, DANA R.	3,611.35	88.75	.00	45.59	.00	.00	.00	.00	.00	2,440.29
31190	DAYTON, BRYAN K.	3,215.20	80.00	.00	.00	.00	.00	.00	.00	.00	2,206.17
30678	DICKINSON, ADAM L.	4,018.34	82.50	.00	179.93	.00	.00	.00	.00	.00	2,757.80
31230	MC COLLOUGH, DOUGLAS J.	3,260.42	80.75	.00	45.21	.00	.00	.00	.00	.00	2,293.91
31184	MOURTON, RUSSELL E.	3,288.82	80.75	.00	45.61	.00	.00	.00	.00	.00	1,911.51
31240	NEWMAN, BRADY N.	2,230.94	80.75	.00	30.94	.00	.00	.00	.00	.00	1,645.93
31186	ORTON, RYAN D.	3,488.84	80.00	.00	.00	.00	.00	.00	.00	.00	2,382.53
30918	PARKHILL, MARTY E.	4,265.03	94.25	.00	410.63	.00	.00	.00	.00	.00	2,956.79
Total LINE DEPARTMENT:											
		9	31,096.86	759.25	.00	1,417.38	.00	.00	.00	.00	21,156.51
30976	MADSEN, TODD M.	1,776.81	80.00	.00	.00	.00	.00	.00	.00	.00	1,305.52
31188	PASCHKE, RODNEY A.	1,713.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,156.01
Total METER DEPARTMENT:											
		2	3,490.41	160.00	.00	.00	.00	.00	.00	.00	2,461.53
61250	BERTRAN, ARIEL L.	2,590.83	80.00	.00	.00	.00	.00	.00	.00	.00	1,818.63
Total PLANNING/ZONING:											
		1	2,590.83	80.00	.00	.00	.00	.00	.00	.00	1,818.63
41169	CLARK, TERRI L.	1,580.34	84.00	.00	109.14	.00	.00	.00	.00	.00	1,209.22
41480	DILLEY, JEAN M.	2,610.98	108.00	.00	115.62	.00	924.96	.00	.00	.00	1,787.41
41390	NOWELL, TANNER J.	2,131.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,544.15
41475	RUSH, DEBORAH G.	1,711.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,189.06
41510	WHITEHILL, AUDRIANA G.	1,877.71	94.25	.00	327.77	.00	81.94	.00	.00	.00	1,316.18
Total POLICE DEPARTMENT-D:											
		5	9,911.43	446.25	.00	552.53	.00	1,006.90	.00	.00	7,046.02
41430	BASINGER, RYAN A.	2,492.36	84.00	.00	.00	.00	.00	.00	.00	.00	1,826.32
41535	HOLCOMBE, IAN J.	2,242.08	84.00	.00	.00	.00	.00	.00	.00	.00	1,620.12
41191	HOUGE, CLINTON J.	3,730.20	108.00	.00	.00	725.52	.00	.00	.00	.00	2,614.67
41453	LEHMAN, MICHEAL L.	2,980.02	96.00	522.18	.00	.00	.00	.00	.00	.00	2,172.40
41230	MCKINLEY, ERIC K.	2,876.24	86.50	122.44	.00	.00	.00	.00	.00	.00	2,143.95
41110	MORK, SHILOH B.	3,636.14	80.00	.00	.00	.00	.00	.00	.00	.00	2,445.63
41471	MOURLAM, DALTON G.	2,377.64	84.00	.00	.00	.00	.00	.00	.00	.00	1,705.01
41225	PRITCHARD, BRANDON D.	2,821.60	100.50	112.16	.00	.00	.00	.00	.00	.00	2,009.97
41426	ROSE, DYLAN M.	2,474.36	84.00	.00	.00	.00	.00	.00	.00	.00	1,654.50
41450	THUMMA, STEVEN L.	2,448.96	84.00	.00	.00	.00	.00	.00	.00	.00	1,482.98
41495	WATKINS, MARK D.	3,833.92	109.00	537.12	.00	775.84	.00	.00	.00	.00	2,813.22
Total POLICE DEPARTMENT-O:											
		11	31,913.52	1,000.00	1,293.90	.00	1,501.36	.00	.00	.00	22,488.77

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
81291	ASKLUND, ANTHONY T.	485.75	33.50	.00	.00	.00	.00	.00	.00	.00	418.04
81672	CRYSTAL, EVERETT T.	1,046.25	77.50	.00	.00	.00	.00	.00	.00	.00	900.40
81697	FARO, FRANK L.	614.25	45.50	.00	.00	.00	.00	.00	.00	.00	526.62
81713	FOLEY, PATRICK R.	816.75	60.50	.00	.00	.00	.00	.00	.00	.00	669.63
81712	GARVEY, ROGER A.	688.50	51.00	.00	.00	.00	.00	.00	.00	.00	581.27
81775	HENELY, BRAYDEN J.	513.50	39.50	.00	.00	.00	.00	.00	.00	.00	436.91
70981	MCFARLAND, CHARLES DANIEL	1,720.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,206.52
81776	MEYERS, STEVEN R.	507.00	39.00	.00	.00	.00	.00	.00	.00	.00	436.33
81617	OLSON, NICHOLAS L.	931.50	69.00	.00	.00	.00	.00	.00	.00	751.63	.00
51195	RODEN, JACOB J.	1,995.32	82.00	.00	72.12	.00	.00	.00	.00	.00	1,382.39
Total PUBLIC GROUNDS:		10	9,318.82	577.50	72.12	.00	.00	.00	.00	751.63	6,558.11
61255	DRUBE, DERRICK DANIEL	1,923.10	80.00	.00	.00	.00	.00	.00	.00	.00	1,377.10
81745	KEANE, ROSS M.	1,200.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,009.58
Total PUBLIC WORKS:		2	3,123.10	160.00	.00	.00	.00	.00	.00	.00	2,386.68
81764	ANDERSON, CHOLE K.	50.63	4.50	.00	.00	.00	.00	.00	.00	46.76	.00
81687	ANDERSON, KELLY R.	275.50	19.00	.00	.00	.00	.00	.00	.00	.00	254.43
81763	BAHRENFUSS, BREANNA LEE	78.75	7.00	.00	.00	.00	.00	.00	.00	.00	72.73
81716	BAILEY, CLAIRE M.	395.06	32.25	.00	.00	.00	.00	.00	.00	.00	364.84
81685	BAILEY, ERIN S.	219.38	19.50	.00	.00	.00	.00	.00	.00	.00	202.60
81767	BAILEY, JESSICA RUTH	561.00	34.00	.00	.00	.00	.00	.00	.00	.00	518.09
81755	BARGFREDE, DELAINEY ANN	79.63	6.50	.00	.00	.00	.00	.00	.00	.00	73.54
81750	BEAULIEU, ADDYSON JOY	343.00	28.00	.00	.00	.00	.00	.00	.00	316.76	.00
81653	BINDER, MEREDITH K.	378.50	29.00	.00	.00	.00	.00	.00	.00	.00	325.73
81726	BINDER, RILEY K.	177.63	14.50	.00	.00	.00	.00	.00	.00	.00	164.04
81756	CALLAHAN, SPENCER AARON	373.63	30.50	.00	.00	.00	.00	.00	.00	.00	345.04
81724	CASEY, REESE ANN	343.00	28.00	.00	.00	.00	.00	.00	.00	.00	316.76
81743	DINSDALE, SOPHIE J.	486.94	39.75	.00	.00	.00	.00	.00	.00	.00	449.69
81669	DRAEGER, MAKAYLEE M.	863.51	60.25	.00	.00	.00	.00	.00	.00	.00	749.37
81708	GALLENTINE, ABIGAIL M.	819.13	67.00	.00	.00	.00	.00	.00	.00	714.82	.00
81746	GALLENTINE, OLIVIA M.	958.69	82.75	.00	.00	.00	.00	.00	.00	822.69	.00
70107	GLASCOCK, MARK A.	1,821.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,217.77
81774	GRAMBLIN, ELIZABETH A.	72.00	6.00	.00	.00	.00	.00	.00	.00	.00	66.50
81711	HANSEN, ELLA M.	592.88	46.50	.00	.00	.00	.00	.00	.00	.00	538.50
81772	HANSEN, MIA A.	116.38	9.50	.00	.00	.00	.00	.00	.00	107.47	.00
81753	HEDEEN, MARISSA KAY	289.69	25.75	.00	.00	.00	.00	.00	.00	.00	262.53
81727	HENDERSON, BRYAR J.	106.88	9.50	.00	.00	.00	.00	.00	.00	.00	98.70
81721	KENVILLE, REBECCA M.	208.25	17.00	.00	.00	.00	.00	.00	.00	.00	192.32
81731	LARSON, GABRIELLE M.	120.94	10.75	.00	.00	.00	.00	.00	.00	.00	111.69
81717	LASOURD, RILEY GENE	260.31	21.25	.00	.00	.00	.00	.00	.00	240.40	.00
70975	LESHER, BREANNE M.	2,896.01	80.00	.00	.00	.00	.00	.00	.00	.00	1,985.94
81651	LINDSTROM, SARAH J.	76.56	6.25	.00	.00	.00	.00	.00	.00	.00	65.88
81673	MCKEE, BRONWYN E.	391.82	29.75	.00	.00	.00	.00	.00	.00	.00	361.85
81760	MILLER, COLE D.	148.50	13.50	.00	.00	.00	.00	.00	.00	.00	137.14
81585	MITCHELL, MCKENNA K.	386.50	28.00	.00	.00	.00	.00	.00	.00	355.02	.00
81752	MOORE, KENNEDY AIANE	118.13	10.50	.00	.00	.00	.00	.00	.00	.00	104.10
81689	NELSEN, DENISE L.	898.25	57.25	.00	.00	.00	.00	.00	.00	.00	731.79
81765	NOHRENBERG, BEAU ROBERT	24.50	2.00	.00	.00	.00	.00	.00	.00	.00	22.62
81757	NOHRENBERG, BONNIE RAE	67.38	5.50	.00	.00	.00	.00	.00	.00	.00	62.22
81769	NOHRENBERG, COLE ALLEN	318.50	26.00	.00	.00	.00	.00	.00	.00	.00	294.13
81768	NYDEGGER, ASHLEE ANNE	160.31	14.25	.00	.00	.00	.00	.00	.00	.00	148.05

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
81686	O'HEARN, ELLENOR A.	146.25	13.00	.00	.00	.00	.00	.00	.00	.00	135.06
81754	ORTON, ADDILYN LASHAE	401.25	33.00	.00	.00	.00	.00	.00	.00	.00	345.62
81742	OUVERSON, ERIN A.	135.00	12.00	.00	.00	.00	.00	.00	.00	.00	124.67
81744	PECK, EMMA G.	534.38	42.50	.00	.00	.00	.00	.00	.00	.00	493.50
81748	PETERSON, AVA	73.50	6.00	.00	.00	.00	.00	.00	.00	.00	67.87
81771	PETERSON, ELLIE	49.00	4.00	.00	.00	.00	.00	.00	.00	45.25	.00
31195	PETERSON, RICK E.	2,096.04	87.50	.00	258.42	.00	.00	.00	.00	.00	1,487.18
81665	PRUISMANN, LINDA A.	330.22	19.75	.00	.00	.00	.00	.00	.00	.00	273.44
81719	SCHULTZ, CAMDEN J.	480.81	39.25	.00	.00	.00	.00	.00	.00	.00	444.03
81747	STANLEY, KAMEY	61.25	5.00	.00	.00	.00	.00	.00	.00	.00	56.56
81718	THONGSOUK, TAHSIYA W.	220.50	18.00	.00	.00	.00	.00	.00	.00	.00	203.63
Total RECREATION:		47	20,007.57	1,281.75	.00	258.42	.00	.00	.00	2,649.17	13,870.15
51187	BAHRENFUSS, BRANDON D.	3,131.20	80.00	.00	.00	.00	.00	284.00	.00	.00	2,197.19
51210	DANIELS, JACOB S.	1,961.60	80.00	.00	.00	.00	.00	.00	.00	.00	1,372.41
51178	DOOLITTLE, DAN L	1,100.00	50.00	.00	.00	.00	.00	.00	.00	.00	877.50
51225	JONDAL, KOOPER M.	1,840.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,449.86
51220	KLIEGL, SHAWN A.	1,945.19	83.00	.00	103.59	.00	.00	.00	.00	.00	1,384.10
51190	RATCLIFF, BRETT D.	2,131.20	80.00	.00	.00	.00	.00	.00	.00	.00	1,474.91
51230	SCHEUERMANN, RILEE C.	1,960.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,400.92
51184	WILLIAMS, ZACHARY W.	2,504.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,726.99
51205	YOUNGDALE, COLE C.	2,235.00	80.75	.00	30.99	.00	.00	.00	.00	.00	1,591.66
Total STREET DEPARTMENT:		9	18,808.19	693.75	.00	134.58	.00	.00	284.00	.00	13,475.54
30772	DINGMAN, CHAD M.	2,584.80	80.00	.00	.00	.00	.00	.00	.00	.00	1,958.95
30977	JACKSON, JEFFREY S.	2,014.40	80.00	.00	.00	.00	.00	.00	.00	.00	1,433.27
31179	WEST, JOHN A.	2,350.48	88.00	.00	.00	.00	.00	.00	.00	.00	1,774.37
Total WASTEWATER:		3	6,949.68	248.00	.00	.00	.00	.00	.00	.00	5,166.59
31189	CHAMBERS, TODD A.	2,794.04	88.00	.00	364.44	.00	.00	.00	.00	.00	1,855.45
31220	FARWELL, GREGORY A.	2,759.75	93.00	.00	174.30	.00	.00	.00	.00	.00	1,933.29
31215	KNOWLES, NICHOLAS A.	4,040.99	91.25	.00	212.11	.00	.00	.00	.00	.00	2,652.75
31245	NELSON, BENJAMIN J.	2,140.00	80.00	.00	.00	.00	.00	.00	.00	.00	1,539.39
31225	PARKER, LOGAN M.	1,984.65	81.75	.00	63.05	.00	.00	.00	.00	.00	1,380.67
Total WATER PLANT:		5	13,719.43	434.00	.00	813.90	.00	.00	.00	.00	9,361.55
Grand Totals:		144	203,776.40	7,504.50	1,293.90	3,248.93	1,501.36	1,006.90	1,525.60	3,921.46	140,991.81

RESOLUTION NO. 2023 -

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 \$825,473.36 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 3rd day of July, 2023.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
DOC'S STOP, INC. (238)							
04017746	2	Adjustmen	GAS FOR LINE DEPT CHAINSAWS	03/01/2021	21.48-	01/22	601-23-52-5935-315
Total 04017746:					21.48-		
Total DOC'S STOP, INC. (238):					21.48-		
Total 03/15/2021:					21.48-		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
US BANK OPERATIONS CENTER (4821)							
061923	1	Invoice	INT PYMT-2019 EL REFUND BOND	06/19/2023	26,434.07	12/23	601-21005
061923	2	Invoice	PRIN PYMT-2019 EL REFUND BOND	06/19/2023	50,218.38	12/23	601-21009
Total 061923:					<u>76,652.45</u>		
Total US BANK OPERATIONS CENTER (4821):					<u>76,652.45</u>		
Total 06/20/2023:					<u>76,652.45</u>		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
4IMPRINT, INC. (7707)							
11325140	1	Invoice	150-40" HANG IN THERE LANYARDS	06/13/2023	200.00	12/23	100-22-42-5233-318
11325140	2	Invoice	150-40" HANG IN THERE LANYARDS	06/13/2023	36.83	12/23	100-22-42-5242-318
Total 11325140:					236.83		
Total 4IMPRINT, INC. (7707):					236.83		
AGSOURCE (4458)							
PS-INV2769	1	Invoice	DRINKING WATER- DW COLIFORM RUSH	06/20/2023	34.50	12/23	602-23-62-5662-212
Total PS-INV276944:					34.50		
Total AGSOURCE (4458):					34.50		
ARNOLD MOTOR SUPPLY (68)							
26NV087146	1	Invoice	CLAMP-TORCA 3" EASY SEAL FLAT BAND	06/07/2023	11.92	12/23	601-23-52-5588-318
Total 26NV087146:					11.92		
26NV087443	1	Invoice	DBL SIDED TAPE-RED	06/14/2023	18.99	12/23	100-23-42-5371-318
Total 26NV087443:					18.99		
Total ARNOLD MOTOR SUPPLY (68):					30.91		
ASTRA SECURITY (6495)							
47604	1	Invoice	REPLACEMENT NVR-CITY HALL CAMERAS	06/19/2023	423.98	12/23	100-24-16-5420-317
47604	2	Invoice	REPLACEMENT NVR-CITY HALL CAMERAS	06/19/2023	1,554.56	12/23	601-24-16-5921-317
47604	3	Invoice	REPLACEMENT NVR-CITY HALL CAMERAS	06/19/2023	423.98	12/23	602-24-16-5921-317
47604	4	Invoice	REPLACEMENT NVR-CITY HALL CAMERAS	06/19/2023	423.98	12/23	603-24-16-5921-317
Total 47604:					2,826.50		
Total ASTRA SECURITY (6495):					2,826.50		
AW.some MOWING (7289)							
060123	1	Invoice	WATERING SSMID FLOWERPOTS (JUNE)	06/01/2023	1,000.00	12/23	260-23-36-5393-299
Total 060123:					1,000.00		
Total AW.some MOWING (7289):					1,000.00		
BAARDSON, LORI (7750)							
061923	1	Invoice	METER DEPOSIT REFUND	06/19/2023	350.00	12/23	601-21011
Total 061923:					350.00		
Total BAARDSON, LORI (7750):					350.00		
BLACK HILLS ENERGY (3466)							
2074931097	1	Invoice	GAS UTILITY/CEMETERY	06/20/2023	35.63	12/23	100-23-42-5371-234
Total 2074931097 06/20/23:					35.63		
4752063290	1	Invoice	GAS UTILITY/DEPOT	06/14/2023	36.67	12/23	100-22-42-5221-234

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 4752063290 06/14/23:					36.67		
5470636360	1	Invoice	GAS UTILITY/FULLER HALL	06/14/2023	38.06	12/23	100-22-42-5233-234
Total 5470636360 06/14/23:					38.06		
5542531803	1	Invoice	GAS UTILITY/FIRE STATION	06/14/2023	44.04	12/23	100-21-22-5140-234
Total 5542531803 06/14/23:					44.04		
6886529163	1	Invoice	GAS UTILITY/OD POOL	06/21/2023	2,142.42	12/23	100-22-42-5242-234
Total 6886529163 06/21/23:					2,142.42		
7824805624	1	Invoice	GAS UTILITY/WWTP	06/21/2023	393.20	12/23	603-23-70-5642-234
Total 7824805624 06/21/23:					393.20		
8081102404	1	Invoice	GAS UTILITY/SENIOR CENTER	06/14/2023	63.24	12/23	100-22-42-5280-234
Total 8081102404 06/14/23:					63.24		
9634407409	1	Invoice	GAS UTILITY/STREET DEPT	06/21/2023	74.89	12/23	204-23-30-5310-234
Total 9634407409 06/21/23:					74.89		
Total BLACK HILLS ENERGY (3466):					2,828.15		
BLAKES AUTO REPAIR (7709)							
060823	1	Invoice	REIMBURSE/LIGHTING REBATE	06/08/2023	617.10	12/23	601-23-53-5588-212
Total 060823:					617.10		
2002039623	1	Invoice	TIRE REPAIR - CEMETERY #69	06/06/2023	20.00	12/23	100-23-42-5371-227
Total 2002039623:					20.00		
Total BLAKES AUTO REPAIR (7709):					637.10		
BOIKE, DOUG (7751)							
061923	1	Invoice	ELECTRIC REFUND	06/19/2023	1.47	12/23	601-23-80-5903-980
Total 061923:					1.47		
Total BOIKE, DOUG (7751):					1.47		
BOLTON & MENK INC. (106)							
0313490	1	Invoice	ENG - WASTEWATER DESIGN-FACILITY IMP	05/31/2023	52,267.45	12/23	603-23-70-5652-860
Total 0313490:					52,267.45		
Total BOLTON & MENK INC. (106):					52,267.45		
BOMGAARS (5165)							
62002425	1	Invoice	DRYER TUBE CLAMP/ADPATER	06/01/2023	19.97	12/23	602-23-62-5673-870

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 62002425:					19.97		
62004881	1	Invoice	SEAL/COVER-WATER PLANT	06/06/2023	3.38	12/23	602-23-61-5642-318
Total 62004881:					3.38		
62008882	1	Invoice	AIR HOSE	06/15/2023	54.99	12/23	100-22-42-5210-311
62008882	2	Invoice	FASTENERS	06/15/2023	41.72	12/23	100-22-42-5210-318
Total 62008882:					96.71		
62008883	1	Invoice	AIR COMPRESSOR	06/15/2023	479.99	12/23	100-22-42-5210-311
Total 62008883:					479.99		
62009278	1	Invoice	SUPPLIES FOR LINE DEPT	06/16/2023	24.07	12/23	601-23-52-5588-318
Total 62009278:					24.07		
62009326	1	Invoice	TRIGGER NOZZLE/NUTSETTER	06/16/2023	24.98	12/23	100-22-42-5242-318
Total 62009326:					24.98		
62009449	1	Invoice	ADAPTER-LINE VAN	06/16/2023	3.59	12/23	601-23-52-5935-314
Total 62009449:					3.59		
62010558	1	Invoice	SAFETY EARMUFF	06/19/2023	22.99	12/23	204-23-30-5310-312
62010558	2	Invoice	TAPE-SHOP	06/19/2023	9.99	12/23	204-23-30-5310-318
Total 62010558:					32.98		
62010643	1	Invoice	AIR FRESHENER	06/19/2023	4.99	12/23	601-23-52-5935-315
62010643	2	Invoice	BLADE/FASTENERS/BOLTS	06/19/2023	23.75	12/23	601-23-52-5588-318
Total 62010643:					28.74		
62010786	1	Invoice	SPRAYPAINT	06/19/2023	9.98	12/23	100-22-42-5210-318
Total 62010786:					9.98		
62011160	1	Invoice	PREEN WEED PREVENTER	06/20/2023	39.99	12/23	100-22-42-5210-318
62011160	2	Invoice	PRUNER/LOPPER/REPLACEMENT CHAINS	06/20/2023	168.93	12/23	100-23-42-5371-311
Total 62011160:					208.92		
62011161	1	Invoice	LEVEL - TRK #11	06/20/2023	49.99	12/23	601-23-52-5935-315
62011161	2	Invoice	COUPLINGS	06/20/2023	.78	12/23	602-23-61-5642-318
Total 62011161:					50.77		
62011162	1	Invoice	RED MULCH - CITY HALL	06/20/2023	61.08	12/23	100-24-36-5480-318
62011162	2	Invoice	RED MULCH - CITY HALL	06/20/2023	43.62	12/23	601-23-36-5480-318
62011162	3	Invoice	RED MULCH - CITY HALL	06/20/2023	34.90	12/23	602-23-36-5480-318
62011162	4	Invoice	RED MULCH - CITY HALL	06/20/2023	34.90	12/23	603-23-36-5480-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 62011162:					174.50		
62011396	1	Invoice	SCREW	06/21/2023	13.49	12/23	601-23-52-5588-318
Total 62011396:					13.49		
62011400	1	Invoice	RETURN RED MULCH - CITY HALL	06/21/2023	61.08-	12/23	100-24-36-5480-318
62011400	2	Invoice	RETURN RED MULCH - CITY HALL	06/21/2023	43.62-	12/23	601-23-36-5480-318
62011400	3	Invoice	RETURN RED MULCH - CITY HALL	06/21/2023	34.90-	12/23	602-23-36-5480-318
62011400	4	Invoice	RETURN RED MULCH - CITY HALL	06/21/2023	34.90-	12/23	603-23-36-5480-318
Total 62011400:					174.50-		
62012103	1	Invoice	WEED CONTROL	06/22/2023	26.99	12/23	100-21-22-5140-318
Total 62012103:					26.99		
62012282-1	1	Invoice	FRUIT FLY TRAPS	06/23/2023	20.97	12/23	204-23-30-5310-318
Total 62012282-1:					20.97		
62012336	1	Invoice	FIRE STATION SUPPLIES	06/23/2023	213.33	12/23	100-21-22-5140-318
Total 62012336:					213.33		
62013688	1	Invoice	CIRCUIT BREAKER - CITY HALL	06/26/2023	11.90	12/23	100-24-36-5480-318
62013688	2	Invoice	CIRCUIT BREAKER - CITY HALL	06/26/2023	8.49	12/23	601-23-36-5480-318
62013688	3	Invoice	CIRCUIT BREAKER - CITY HALL	06/26/2023	6.80	12/23	602-23-36-5480-318
62013688	4	Invoice	CIRCUIT BREAKER - CITY HALL	06/26/2023	6.80	12/23	603-23-36-5480-318
62013688	5	Invoice	TAPE MEASURE - LINE VAN	06/26/2023	9.99	12/23	601-23-51-5935-315
Total 62013688:					43.98		
Total BOMGAARS (5165):					1,302.84		
BORDER STATES INDUSTRIES INC (109)							
926518447	1	Invoice	6 - LOADBREAK ELBOW	06/22/2023	256.93	12/23	601-23-52-5588-318
Total 926518447:					256.93		
926534420	1	Invoice	20 - 2" ELBOW PVC 40-45/14 - FLOOD SEALS	06/26/2023	449.31	12/23	601-23-52-5588-318
Total 926534420:					449.31		
Total BORDER STATES INDUSTRIES INC (109):					706.24		
BRIGHTLY SOFTWARE, INC. (7630)							
INV-214282	1	Invoice	PORTAL CONFIGURATION	06/20/2023	1,068.75	12/23	100-24-18-5470-215
Total INV-214282:					1,068.75		
Total BRIGHTLY SOFTWARE, INC. (7630):					1,068.75		
BROCKETT, TREVOR (7752)							
060123	1	Invoice	ENERGY EFFICIENCY REBATE-1000 N TERR	06/01/2023	250.00	12/23	601-23-36-5930-979

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 060123:					250.00		
Total BROCKETT, TREVOR (7752):					250.00		
BUCHANAN LAW OFFICE (7755)							
062223	1	Invoice	UTILITY REFUND FOR KEITH RICKLEFS	06/22/2023	90.00	12/23	601-21011
Total 062223:					90.00		
Total BUCHANAN LAW OFFICE (7755):					90.00		
BURT, MARY LOUISE (1567)							
062223	1	Invoice	YOGA INSTRUCTION - CONTRACTED	06/22/2023	244.80	12/23	100-22-42-5233-299
Total 062223:					244.80		
Total BURT, MARY LOUISE (1567):					244.80		
CAPITAL SANITARY SUPPLY (6096)							
C367038	1	Invoice	CEMETERY SUPPLIES	05/03/2023	144.61	12/23	100-23-42-5371-318
Total C367038:					144.61		
C368148A	1	Invoice	EAR PLUGS W/CORD	06/14/2023	22.22	12/23	100-22-42-5233-318
C368148A	2	Invoice	EAR PLUGS W/CORD	06/14/2023	22.22	12/23	100-22-42-5222-318
Total C368148A:					44.44		
C368549A	1	Invoice	SPA BATH BODY/HAIR SHAMPOO	06/14/2023	160.00	12/23	100-22-42-5233-318
C368549A	2	Invoice	SPA BATH BODY/HAIR SHAMPOO	06/14/2023	160.00	12/23	100-22-42-5242-318
Total C368549A:					320.00		
C369548	1	Invoice	MISC SUPPLIES - PARKS	06/14/2023	56.99	12/23	100-22-42-5210-318
Total C369548:					56.99		
C370007	1	Invoice	CLEANING SUPPLIES-FULLER HALL	06/21/2023	184.39	12/23	100-22-42-5233-318
Total C370007:					184.39		
Total CAPITAL SANITARY SUPPLY (6096):					750.43		
CARRICO AQUATIC RESOURCES (6820)							
20233611	1	Invoice	CHEMICAL FOR OD POOL 2023 SEASON	06/14/2023	6,726.72	12/23	100-22-42-5242-318
Total 20233611:					6,726.72		
Total CARRICO AQUATIC RESOURCES (6820):					6,726.72		
CENTRAL IOWA BLDG SUPPLY (1298)							
1016649	1	Invoice	2 - 2" S80 BLK COUPLINGS	06/13/2023	12.08	12/23	602-23-61-5642-318
Total 1016649:					12.08		
1016732	1	Invoice	1 - 1 X 1 X 3/16 ST ANGEL 8'	06/19/2023	66.57	12/23	601-23-52-5588-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 1016732:					66.57		
Total CENTRAL IOWA BLDG SUPPLY (1298):					78.65		
CENTRAL IOWA DISTRIBUTING, INC (153)							
240463	1	Invoice	PARK SUPPLIES	06/13/2023	268.00	12/23	100-22-42-5210-318
Total 240463:					268.00		
Total CENTRAL IOWA DISTRIBUTING, INC (153):					268.00		
CENTRAL IOWA WATER, INC. (2325)							
4269	1	Invoice	BOILER CHEMICAL	06/21/2023	369.00	12/23	603-23-70-5642-318
4269	2	Invoice	BOILER WATER TESTING FEE	06/21/2023	200.00	12/23	603-23-70-5923-212
Total 4269:					569.00		
Total CENTRAL IOWA WATER, INC. (2325):					569.00		
CENTURY LINK (4614)							
644748085	1	Invoice	TELEPHONE SERVICE	06/12/2023	5.13	12/23	100-24-12-5430-230
644748085	2	Invoice	TELEPHONE SERVICE	06/12/2023	14.12	12/23	601-23-81-5921-230
644748085	3	Invoice	TELEPHONE SERVICE	06/12/2023	3.21	12/23	602-23-81-5921-230
644748085	4	Invoice	TELEPHONE SERVICE	06/12/2023	3.21	12/23	603-23-81-5921-230
644748085	5	Invoice	TELEPHONE SERVICE	06/12/2023	2.31	12/23	100-24-14-5435-230
644748085	6	Invoice	TELEPHONE SERVICE	06/12/2023	16.69	12/23	601-23-80-5903-230
644748085	7	Invoice	TELEPHONE SERVICE	06/12/2023	5.13	12/23	602-23-80-5921-230
644748085	8	Invoice	TELEPHONE SERVICE	06/12/2023	1.54	12/23	603-23-80-5921-230
644748085	9	Invoice	TELEPHONE SERVICE	06/12/2023	6.42	12/23	100-24-30-5380-230
644748085	10	Invoice	TELEPHONE SERVICE	06/12/2023	6.42	12/23	601-24-30-5380-230
644748085	11	Invoice	TELEPHONE SERVICE	06/12/2023	6.42	12/23	602-24-30-5380-230
644748085	12	Invoice	TELEPHONE SERVICE	06/12/2023	6.42	12/23	603-24-30-5380-230
644748085	13	Invoice	TELEPHONE SERVICE	06/12/2023	25.66	12/23	100-21-22-5140-230
644748085	14	Invoice	TELEPHONE SERVICE	06/12/2023	25.66	12/23	100-23-42-5371-230
644748085	15	Invoice	TELEPHONE SERVICE	06/12/2023	25.66	12/23	601-23-52-5588-230
644748085	16	Invoice	TELEPHONE SERVICE	06/12/2023	25.67	12/23	100-22-42-5233-230
644748085	17	Invoice	TELEPHONE SERVICE	06/12/2023	25.67	12/23	204-23-30-5310-230
644748085	18	Invoice	TELEPHONE SERVICE	06/12/2023	25.67	12/23	603-23-70-5642-230
644748085	19	Invoice	TELEPHONE SERVICE	06/12/2023	25.67	12/23	602-23-61-5642-230
Total 644748085:					256.68		
Total CENTURY LINK (4614):					256.68		
CHIZEK LAW OFFICE (5715)							
061923	1	Invoice	CITY ATTORNEY FEES/JULY 2023	06/19/2023	1,300.00	12/23	100-24-13-5460-212
061923	2	Invoice	CITY ATTORNEY FEES/JULY 2023	06/19/2023	3,575.00	12/23	601-24-13-5460-212
061923	3	Invoice	CITY ATTORNEY FEES/JULY 2023	06/19/2023	812.50	12/23	602-24-13-5460-212
061923	4	Invoice	CITY ATTORNEY FEES/JULY 2023	06/19/2023	812.50	12/23	603-24-13-5460-212
Total 061923:					6,500.00		
Total CHIZEK LAW OFFICE (5715):					6,500.00		
CITY OF WEBSTER CITY (176)							
062623	1	Invoice	CITY UTILITIES	06/26/2023	593.91	12/23	100-24-36-5480-233
062623	2	Invoice	CITY UTILITIES	06/26/2023	424.22	12/23	601-23-36-5480-233

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
062623	3	Invoice	CITY UTILITIES	06/26/2023	339.39	12/23	602-23-36-5480-233
062623	4	Invoice	CITY UTILITIES	06/26/2023	339.38	12/23	603-23-36-5480-233
062623	5	Invoice	CITY UTILITIES	06/26/2023	1,173.44	12/23	100-21-22-5140-233
062623	6	Invoice	CITY UTILITIES	06/26/2023	1,187.62	12/23	204-23-30-5310-233
062623	7	Invoice	CITY UTILITIES	06/26/2023	606.30	12/23	100-21-30-5120-233
062623	8	Invoice	CITY UTILITIES	06/26/2023	268.23	12/23	602-23-62-5662-233
062623	9	Invoice	CITY UTILITIES	06/26/2023	564.74	12/23	603-23-71-5662-233
062623	10	Invoice	CITY UTILITIES	06/26/2023	22,686.41	12/23	603-23-70-5642-233
062623	11	Invoice	CITY UTILITIES	06/26/2023	10,133.85	12/23	100-21-30-5160-233
062623	12	Invoice	CITY UTILITIES	06/26/2023	368.86	12/23	100-22-42-5221-233
062623	13	Invoice	CITY UTILITIES	06/26/2023	467.74	12/23	100-22-42-5210-233
062623	14	Invoice	CITY UTILITIES	06/26/2023	40.67	12/23	100-22-42-5210-233
062623	15	Invoice	CITY UTILITIES	06/26/2023	776.81	12/23	100-22-42-5222-233
062623	16	Invoice	CITY UTILITIES	06/26/2023	2,672.55	12/23	100-22-42-5233-233
062623	17	Invoice	CITY UTILITIES	06/26/2023	576.81	12/23	100-23-42-5371-233
062623	18	Invoice	CITY UTILITIES	06/26/2023	11,814.05	12/23	602-23-60-5601-233
062623	19	Invoice	CITY UTILITIES	06/26/2023	170.46	12/23	601-23-51-5566-233
062623	20	Invoice	CITY UTILITIES	06/26/2023	170.46	12/23	601-23-52-5588-233
062623	21	Invoice	CITY UTILITIES	06/26/2023	170.46	12/23	601-23-52-5586-233
062623	22	Invoice	CITY UTILITIES	06/26/2023	11,850.71	12/23	100-22-42-5242-233
062623	23	Invoice	CITY UTILITIES	06/26/2023	3,240.48	12/23	602-23-61-5642-233
062623	24	Invoice	CITY UTILITIES	06/26/2023	347.42	12/23	100-23-43-5361-233
062623	25	Invoice	CITY UTILITIES	06/26/2023	740.87	12/23	100-22-42-5280-233
062623	26	Invoice	CITY UTILITIES	06/26/2023	449.81	12/23	100-21-22-5140-233

Total 062623: 72,175.65

Total CITY OF WEBSTER CITY (176): 72,175.65

CONAWAY, BILL (189)

060123	1	Invoice	ENERGY EFFICIENCY REBATE-509 HILLCRE	06/01/2023	75.00	12/23	601-23-36-5930-979
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Total 060123: 75.00

Total CONAWAY, BILL (189): 75.00

CORN BELT POWER COOP, INC. (197)

16363	1	Invoice	TAPE READINGS & REPORTS	06/12/2023	40.00	12/23	601-23-51-5566-299
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Total 16363: 40.00

Total CORN BELT POWER COOP, INC. (197): 40.00

COUNSEL (3995)

24AR903644	1	Invoice	PRINTER CONTRACT - IT	06/20/2023	4.04	12/23	100-24-16-5420-299
24AR903644	2	Invoice	PRINTER CONTRACT - IT	06/20/2023	14.83	12/23	601-24-16-5935-299
24AR903644	3	Invoice	PRINTER CONTRACT - IT	06/20/2023	4.04	12/23	602-24-16-5935-299
24AR903644	4	Invoice	PRINTER CONTRACT - IT	06/20/2023	4.04	12/23	603-24-16-5935-299

Total 24AR903644: 26.95

24AR903645	1	Invoice	PRINTER CONTRACT - WATER DEPT	06/20/2023	37.93	12/23	602-23-61-5931-225
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Total 24AR903645: 37.93

24AR903646	1	Invoice	PRINTER CONTRACT - WWTP	06/20/2023	26.68	12/23	603-23-70-5931-225
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Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 24AR903646:					26.68		
24AR903935	1	Invoice	PRINTER CONTRACT - CEMETARY	06/20/2023	30.53	12/23	100-23-42-5371-299
Total 24AR903935:					30.53		
24AR913737	1	Invoice	PRINTER CONTRACT - FULLER HALL	06/23/2023	50.68	12/23	100-22-42-5233-299
Total 24AR913737:					50.68		
24AR920642	1	Invoice	PRINTER CONTRACT - STREET DEPT	06/27/2023	38.37	12/23	204-23-30-5310-225
Total 24AR920642:					38.37		
Total COUNSEL (3995):					211.14		
CTI READY MIX, INC. (7518)							
106168	1	Invoice	1 YD C-4WR-C20-SENECA & DIVISION	06/20/2023	259.00	12/23	602-23-62-5662-318
Total 106168:					259.00		
Total CTI READY MIX, INC. (7518):					259.00		
DAKOTA SUPPLY GROUP (3498)							
S102814822.	1	Invoice	SEWER PIPE/CPLG/SHOVELS	06/13/2023	583.08	12/23	204-23-30-5330-318
Total S102814822.001:					583.08		
S102816016.	1	Invoice	RETURN OF 10" FLEX CPLG	06/13/2023	63.93-	12/23	204-23-30-5330-318
Total S102816016.001:					63.93-		
S102833278.	1	Invoice	2 - 26" VALVE BOX TOP	06/19/2023	165.98	12/23	602-23-62-5662-318
Total S102833278.001:					165.98		
S102834648.	1	Invoice	2 - 26" VALVE BOX TOP	06/20/2023	165.98	12/23	602-23-62-5662-318
Total S102834648.001:					165.98		
S102843124.	1	Invoice	1-1/2INX BRASS NIPPLE - E32 REPAIR	06/22/2023	13.38	12/23	100-21-22-5140-227
Total S102843124.001:					13.38		
S102844012.	1	Invoice	4 - 24" X 24" WARNING PLATES	06/26/2023	562.83	12/23	506-23-30-5310-318
Total S102844012.001:					562.83		
Total DAKOTA SUPPLY GROUP (3498):					1,427.32		
DENCO CORP. (222)							
061223	1	Invoice	JOINT SEALING/CRACK REPAIR	06/12/2023	99,320.00	12/23	204-23-30-5310-299
Total 061223:					99,320.00		
Total DENCO CORP. (222):					99,320.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
DESIGNER GRAPHIX PLUS, INC (1214)							
2023-1124	1	Invoice	CUSTOM COLOR LOGO ON SHIRT-RILEE	06/13/2023	26.00	12/23	204-23-30-5310-312
Total 2023-1124:					26.00		
2023-1130	1	Invoice	SOFTBALL TEESHIRTS	06/16/2023	420.00	12/23	100-22-42-5222-318
Total 2023-1130:					420.00		
2023-1138	1	Invoice	LOGOS ON CUSTOMER SHIRTS	06/21/2023	50.00	12/23	100-23-42-5371-312
2023-1138	2	Invoice	LOGOS ON CUSTOMER SHIRTS	06/21/2023	18.00	12/23	100-22-42-5210-312
Total 2023-1138:					68.00		
Total DESIGNER GRAPHIX PLUS, INC (1214):					514.00		
DGR ENGINEERING (5967)							
00260857	1	Invoice	ENG - SUPPLY COST & RATE WORK / #9-21-	06/12/2023	104.80	12/23	601-23-36-5923-212
00260857	2	Invoice	ENG - SUPPLY COST & RATE WORK / #9-21-	06/12/2023	188.64	12/23	601-23-51-5566-212
00260857	3	Invoice	ENG - SUPPLY COST & RATE WORK / #9-21-	06/12/2023	1,257.60	12/23	601-23-52-5923-212
00260857	4	Invoice	ENG - SUPPLY COST & RATE WORK / #9-21-	06/12/2023	377.28	12/23	601-23-80-5905-212
00260857	5	Invoice	ENG - SUPPLY COST & RATE WORK / #9-21-	06/12/2023	167.68	12/23	601-23-81-5923-212
Total 00260857:					2,096.00		
00261427	1	Invoice	ENG - REISNER SUBSTATION (#9-23-011)	06/14/2023	5,043.50	12/23	601-23-51-5562-871
Total 00261427:					5,043.50		
00261428	1	Invoice	ENG - 69kV TRANSMISSION IMPROVEMENT	06/14/2023	2,502.12	12/23	601-23-51-5566-871
Total 00261428:					2,502.12		
00261429	1	Invoice	ENG - DIST IMPROVEMENTS PROJ# 9-25-00	06/14/2023	330.00	12/23	601-23-51-5566-871
Total 00261429:					330.00		
00261430	1	Invoice	ENG - COORDINATION STUDY - PROJ# 9-24-	06/14/2023	394.00	12/23	601-23-52-5588-871
Total 00261430:					394.00		
Total DGR ENGINEERING (5967):					10,365.62		
DINSDALE, LANCE (7599)							
062623	1	Invoice	ENERGY EFFICIENT REBATE-LED BULBS	06/26/2023	40.61	12/23	601-23-36-5930-979
062623	2	Invoice	CORNBELT ENERGY EFFICIENT REBATE-LE	06/26/2023	20.00	12/23	601-23-53-5930-979
Total 062623:					60.61		
Total DINSDALE, LANCE (7599):					60.61		
DOYLE CONSTRUCTION (7733)							
062323	1	Invoice	CONST - LINCOLN DRIVE PROJECT # 9-23-0	06/23/2023	279,888.52	12/23	525-23-30-5310-299
Total 062323:					279,888.52		
Total DOYLE CONSTRUCTION (7733):					279,888.52		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
DRAEGER, KEITH (7753)							
061623	1	Invoice	CUSTOMER DEPOSIT REFUND	06/16/2023	9.80	12/23	601-21011
Total 061623:					9.80		
Total DRAEGER, KEITH (7753):					9.80		
ECHO GROUP, INC. (6306)							
S010108512.	1	Invoice	1- 2 1/2 LB, 1- 2 1/2 EMT 45 - FULLER HALL	06/22/2023	96.02	12/23	100-22-42-5233-318
S010108512.	2	Invoice	LINE DEPT SHOP SUPPLIES	06/22/2023	169.49	12/23	601-23-52-5588-318
Total S010108512.001:					265.51		
Total ECHO GROUP, INC. (6306):					265.51		
ELECTRICAL ENGINEERING & EQUIP (257)							
8271566-00	1	Invoice	LOCKING PLUG-OUTDOOR POOL	06/07/2023	20.50	12/23	100-22-42-5242-310
Total 8271566-00:					20.50		
Total ELECTRICAL ENGINEERING & EQUIP (257):					20.50		
ENDRESS+HAUSER, INC. (7754)							
6002444055	1	Invoice	2 - PROMAG PROTECTION DISC-METER CIT	05/05/2023	2.44	12/23	100-24-36-5480-318
6002444055	2	Invoice	2 - PROMAG PROTECTION DISC-METER CIT	05/05/2023	1.75	12/23	601-23-36-5480-318
6002444055	3	Invoice	2 - PROMAG PROTECTION DISC-METER CIT	05/05/2023	1.39	12/23	602-23-36-5480-318
6002444055	4	Invoice	2 - PROMAG PROTECTION DISC-METER CIT	05/05/2023	1.39	12/23	603-23-36-5480-318
Total 6002444055:					6.97		
6002456083	1	Invoice	1 - 3" DN80 PROMAG METER FOR CITY HAL	06/13/2023	1,044.54	12/23	100-24-36-5480-318
6002456083	2	Invoice	1 - 3" DN80 PROMAG METER FOR CITY HAL	06/13/2023	746.09	12/23	601-23-36-5480-318
6002456083	3	Invoice	1 - 3" DN80 PROMAG METER FOR CITY HAL	06/13/2023	596.88	12/23	602-23-36-5480-318
6002456083	4	Invoice	1 - 3" DN80 PROMAG METER FOR CITY HAL	06/13/2023	596.88	12/23	603-23-36-5480-318
Total 6002456083:					2,984.39		
Total ENDRESS+HAUSER, INC. (7754):					2,991.36		
ESTLUND HEATING & AC (2137)							
11096	1	Invoice	CLEAN CONDENSER COIL/REPLACE FILTER	06/14/2023	107.86	12/23	100-23-42-5371-227
Total 11096:					107.86		
Total ESTLUND HEATING & AC (2137):					107.86		
FAREWAY STORES, INC. #395 (284)							
00008100	1	Invoice	PUNCH/WATER	06/19/2023	30.93	12/23	100-22-42-5242-318
Total 00008100:					30.93		
Total FAREWAY STORES, INC. #395 (284):					30.93		
FASTENAL COMPANY (3509)							
IAFTD25615	1	Invoice	DIVING BOARD BOLTS	06/05/2023	45.42	12/23	100-22-42-5242-310
Total IAFTD256156:					45.42		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total FASTENAL COMPANY (3509):					45.42		
FORCE AMERICA DISTRIBUTING, LLC (311)							
001-1737198	1	Invoice	PARTS FOR CEMETERY# 13	06/08/2023	253.11	12/23	204-23-30-5310-314
Total 001-1737198:					253.11		
Total FORCE AMERICA DISTRIBUTING, LLC (311):					253.11		
FOSTER MONUMENT COMPANY (4590)							
060923	1	Invoice	SILVER CREST VASE FOR SEABOCK	06/09/2023	110.00	12/23	100-23-42-5371-318
Total 060923:					110.00		
Total FOSTER MONUMENT COMPANY (4590):					110.00		
GORDON FLESCH COMPANY (6978)							
IN14252821	1	Invoice	CANON/IR C350IF	06/19/2023	13.54	12/23	100-24-14-5435-225
IN14252821	2	Invoice	CANON/IR C350IF	06/19/2023	97.78	12/23	601-23-80-5931-225
IN14252821	3	Invoice	CANON/IR C350IF	06/19/2023	30.08	12/23	602-23-80-5931-225
IN14252821	4	Invoice	CANON/IR C350IF	06/19/2023	9.03	12/23	603-23-80-5931-225
Total IN14252821:					150.43		
Total GORDON FLESCH COMPANY (6978):					150.43		
HAMILTON COUNTY EXTENSION (2909)							
148	1	Invoice	MOSQUITO CONTROL	06/19/2023	25.00	12/23	100-22-30-5230-231
Total 148:					25.00		
Total HAMILTON COUNTY EXTENSION (2909):					25.00		
HAWKEYE COMMUNITY COLLEGE (7756)							
14578	1	Invoice	ILEA BASIC ACADEMY 3/23-5/23 HOLCOMBE	03/06/2023	5,500.00	12/23	100-21-21-5110-231
Total 14578:					5,500.00		
Total HAWKEYE COMMUNITY COLLEGE (7756):					5,500.00		
HAWKINS, INC. (3668)							
6501294	1	Invoice	CHLORINE	06/16/2023	2,560.50	12/23	602-23-61-5641-318
Total 6501294:					2,560.50		
6505851	1	Invoice	CHLORINE/SODIUM BISULFITE	06/22/2023	2,920.62	12/23	603-23-70-5641-318
Total 6505851:					2,920.62		
Total HAWKINS, INC. (3668):					5,481.12		
HD SUPPLY, INC. (3281)							
INV0005158	1	Invoice	PERISTALTIC PUMP TUBE-WWTP	06/21/2023	202.72	12/23	603-23-70-5642-318
Total INV0005158:					202.72		
Total HD SUPPLY, INC. (3281):					202.72		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
HENDERSON PRODUCTS, INC (4010)							
379090	1	Invoice	6 - GUARD, CURB, WRAPAROUND	06/14/2023	520.46	12/23	204-23-30-5320-318
Total 379090:					520.46		
Total HENDERSON PRODUCTS, INC (4010):					520.46		
HEWETT WHOLESALE INC. (6097)							
191769	1	Invoice	OD POOL CONCESSIONS	06/22/2023	1,647.92	12/23	100-22-42-5242-323
Total 191769:					1,647.92		
Total HEWETT WHOLESALE INC. (6097):					1,647.92		
inTANDEM (6526)							
2396	1	Invoice	RETAINER/JULY 2023	06/15/2023	488.00	12/23	100-24-12-5430-299
2396	2	Invoice	RETAINER/JULY 2023	06/15/2023	1,342.00	12/23	601-23-81-5930-299
2396	3	Invoice	RETAINER/JULY 2023	06/15/2023	305.00	12/23	602-23-81-5930-299
2396	4	Invoice	RETAINER/JULY 2023	06/15/2023	305.00	12/23	603-23-81-5930-299
Total 2396:					2,440.00		
Total inTANDEM (6526):					2,440.00		
IOWA LEAGUE OF CITIES (481)							
099989	1	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	389.90	12/23	100-24-12-5430-215
099989	2	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	1,072.22	12/23	601-23-81-5930-215
099989	3	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	243.69	12/23	602-23-81-5930-215
099989	4	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	243.69	12/23	603-23-81-5930-215
099989	5	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	175.45	12/23	100-24-14-5435-215
099989	6	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	1,267.18	12/23	601-23-80-5930-215
099989	7	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	389.90	12/23	602-23-80-5930-215
099989	8	Invoice	2023-2024 MEMBERSHIP DUES	06/15/2023	116.97	12/23	603-23-80-5930-215
Total 099989:					3,899.00		
Total IOWA LEAGUE OF CITIES (481):					3,899.00		
IOWA PLAINS SIGNING, INC. (487)							
56313	1	Invoice	PAINTED PAVEMENT MARKING	06/14/2023	8,672.63	12/23	100-21-30-5120-299
Total 56313:					8,672.63		
Total IOWA PLAINS SIGNING, INC. (487):					8,672.63		
K.C. NIELSEN, LTD (6609)							
10600118	1	Invoice	SEAL, TIRE & WHEEL ASSY PARTS JD MOW	06/23/2023	708.34	12/23	100-22-42-5210-314
Total 10600118:					708.34		
10600259	1	Invoice	BULB FOR JD MOWER	06/23/2023	28.16	12/23	100-22-42-5210-314
Total 10600259:					28.16		
Total K.C. NIELSEN, LTD (6609):					736.50		
LAMPERT LUMBER (564)							
1823511	1	Invoice	CONCRETE MIX 2 BAGS	06/13/2023	10.98	12/23	603-23-71-5662-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 1823511:					10.98		
1835158	1	Invoice	1-2X10X8 .25 ABOVE GROUND TREATED	06/19/2023	17.56	12/23	100-22-42-5210-318
Total 1835158:					17.56		
Total LAMPERT LUMBER (564):					28.54		
LIESER, ALEX (7757)							
062723	1	Invoice	CUSTOMER DEPOSIT REFUND	06/27/2023	71.24	12/23	601-21011
Total 062723:					71.24		
Total LIESER, ALEX (7757):					71.24		
LINCOLN NATL LIFE INSURANCE CO (3031)							
4569028957	1	Invoice	LIFE INSURANCE PREMIUMS	06/21/2023	1,575.30	12/23	902-11215
Total 4569028957:					1,575.30		
Total LINCOLN NATL LIFE INSURANCE CO (3031):					1,575.30		
MAINSTAY SYSTEMS OF IOWA, LLC (7429)							
1755	1	Invoice	IA PC SYS MAINTENANCE AGMT - 3 MO	07/01/2023	237.00	12/23	100-21-21-5110-299
Total 1755:					237.00		
Total MAINSTAY SYSTEMS OF IOWA, LLC (7429):					237.00		
MARTIN MARIETTA MATERIALS (601)							
38911242	1	Invoice	1" CLEAN ROCK - STORM & SANITARY	05/09/2023	723.95	12/23	204-23-30-5330-318
38911242	2	Invoice	1" CLEAN ROCK - STORM & SANITARY	05/09/2023	723.95	12/23	603-23-71-5662-318
Total 38911242:					1,447.90		
38974349	1	Invoice	1" CLEAN ROCK (setting poles)	05/15/2023	384.82	12/23	601-23-52-5588-318
Total 38974349:					384.82		
Total MARTIN MARIETTA MATERIALS (601):					1,832.72		
MEDIACOM (5464)							
061623	1	Invoice	DIGITAL BOX RENTAL	06/16/2023	7.86	12/23	100-21-21-5110-230
Total 061623:					7.86		
Total MEDIACOM (5464):					7.86		
MENARDS (622)							
92812	1	Invoice	MISC SUPPLIES - CEMETERY	06/21/2023	220.18	12/23	100-23-42-5371-318
Total 92812:					220.18		
93155	1	Invoice	MISC SUPPLIES - PARKS	06/26/2023	372.08	12/23	100-22-42-5210-310
Total 93155:					372.08		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total MENARDS (622):					592.26		
MEYER, DOUG (6140)							
061023	1	Invoice	24 TON BLACK DIRT	06/10/2023	540.00	12/23	204-23-30-5330-318
Total 061023:					540.00		
Total MEYER, DOUG (6140):					540.00		
MOBILE CRUSHING & RECYCLING (4466)							
960	1	Invoice	CRUSHED ASPHALT & CONCRETE FY22/23	06/20/2023	60,000.00	12/23	204-23-30-5310-318
Total 960:					60,000.00		
Total MOBILE CRUSHING & RECYCLING (4466):					60,000.00		
MOORE CLEANING SERVICE, LLC (2902)							
062623	1	Invoice	CLEANING SERVICES FOR CITY HALL	06/26/2023	455.00	12/23	100-24-36-5480-299
062623	2	Invoice	CLEANING SERVICES FOR CITY HALL	06/26/2023	325.00	12/23	601-23-36-5480-299
062623	3	Invoice	CLEANING SERVICES FOR CITY HALL	06/26/2023	260.00	12/23	602-23-36-5480-299
062623	4	Invoice	CLEANING SERVICES FOR CITY HALL	06/26/2023	260.00	12/23	603-23-36-5480-299
Total 062623:					1,300.00		
Total MOORE CLEANING SERVICE, LLC (2902):					1,300.00		
MUSCO SPORTS LIGHTING, LLC (7613)							
409388	1	Invoice	INSTALLATION FOR MINI-PITCH	06/07/2023	20,745.00	12/23	100-22-42-5210-880
Total 409388:					20,745.00		
Total MUSCO SPORTS LIGHTING, LLC (7613):					20,745.00		
NAPA AUTO PARTS (677)							
966136	1	Invoice	SUPPLIES- CEM 69, CEM 13, PW BALL TRAC	06/12/2023	248.44	12/23	204-23-30-5310-314
Total 966136:					248.44		
966560	1	Invoice	SUPPLIES FOR PD 5, STR 8, & STR SHOP	06/19/2023	690.96	12/23	204-23-30-5310-314
Total 966560:					690.96		
966986	1	Invoice	3 - V BELT- SODAASH DRIVE MOTOR	06/27/2023	137.97	12/23	602-23-61-5935-314
Total 966986:					137.97		
Total NAPA AUTO PARTS (677):					1,077.37		
NCL OF WISCONSIN, INC. (687)							
488339	1	Invoice	LAB SUPPLIES & CHEMICALS	06/07/2023	498.60	12/23	603-23-70-5642-319
Total 488339:					498.60		
488634	1	Invoice	MIXES & SOLUTIONS-WASTEWATER	06/14/2023	240.26	12/23	603-23-70-5642-319
Total 488634:					240.26		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total NCL OF WISCONSIN, INC. (687):					738.86		
NELS PEDERSON COMPANY, INC. (1082)							
8833	1	Invoice	2023 STORM SEWER OUT FLOW PROJ #9-23	06/19/2023	31,300.00	12/23	204-23-30-5330-880
Total 8833:					31,300.00		
Total NELS PEDERSON COMPANY, INC. (1082):					31,300.00		
NOLASCO, GUILLERMO (7758)							
062323	1	Invoice	METER DEPOSIT REFUND	06/23/2023	130.00	12/23	601-21011
Total 062323:					130.00		
Total NOLASCO, GUILLERMO (7758):					130.00		
NORTH CENTRAL TURF, INC. (703)							
11092	1	Invoice	TOPSOIL/STREET DEPT	06/16/2023	182.16	12/23	204-23-30-5330-318
11092	2	Invoice	TOPSOIL/STREET DEPT	06/16/2023	55.44	12/23	602-23-62-5662-318
11092	3	Invoice	TOPSOIL/STREET DEPT	06/16/2023	26.40	12/23	603-23-71-5662-318
Total 11092:					264.00		
Total NORTH CENTRAL TURF, INC. (703):					264.00		
ODLAND, BRENT (1107)							
061623	1	Invoice	LAND RENTAL-SLUDGE/LIME DISPOSAL FY2	06/16/2023	2,102.00	12/23	602-23-61-5931-224
Total 061623:					2,102.00		
Total ODLAND, BRENT (1107):					2,102.00		
PACKTRACK (7759)							
121506	1	Invoice	YEARLY HANDLER SUBSCRIPTION	04/27/2023	140.00	12/23	214-21-21-5110-231
Total 121506:					140.00		
Total PACKTRACK (7759):					140.00		
PEPSI-COLA (7435)							
44513053	1	Invoice	POP & GATORADE FOR RESALE-OD POOL	06/22/2023	446.88	12/23	100-22-42-5242-323
Total 44513053:					446.88		
46798955	1	Invoice	POP & GATORADE FOR RESALE-OD POOL	06/15/2023	305.76	12/23	100-22-42-5242-323
Total 46798955:					305.76		
Total PEPSI-COLA (7435):					752.64		
PET WASTE ELIMINATOR (7017)							
43236447	1	Invoice	PET WASTE DOGGIE BAGS	06/08/2023	319.99	12/23	100-22-42-5210-318
Total 43236447:					319.99		
Total PET WASTE ELIMINATOR (7017):					319.99		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
PITNEY BOWES BANK INC RESERVE ACCT (758)							
062623	1	Invoice	PREPAID POSTAGE	06/26/2023	3,000.00	12/23	100-11210
Total 062623:					3,000.00		
1023249584	1	Invoice	FOLDER/INSERTER MAINT AGMT	06/18/2023	63.57	12/23	100-24-14-5435-225
1023249584	2	Invoice	FOLDER/INSERTER MAINT AGMT	06/18/2023	459.09	12/23	601-23-80-5931-225
1023249584	3	Invoice	FOLDER/INSERTER MAINT AGMT	06/18/2023	141.26	12/23	602-23-80-5931-225
1023249584	4	Invoice	FOLDER/INSERTER MAINT AGMT	06/18/2023	42.37	12/23	603-23-80-5931-225
Total 1023249584:					706.29		
1023262558	1	Invoice	POSTAGE MACHINE/QTRLY RENTAL	06/08/2023	14.04	12/23	100-24-14-5435-225
1023262558	2	Invoice	POSTAGE MACHINE/QTRLY RENTAL	06/08/2023	101.40	12/23	601-23-80-5931-225
1023262558	3	Invoice	POSTAGE MACHINE/QTRLY RENTAL	06/08/2023	31.20	12/23	602-23-80-5931-225
1023262558	4	Invoice	POSTAGE MACHINE/QTRLY RENTAL	06/08/2023	9.36	12/23	603-23-80-5931-225
Total 1023262558:					156.00		
Total PITNEY BOWES BANK INC RESERVE ACCT (758):					3,862.29		
PRINTING SERVICES, INC. (1130)							
703257-1	1	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/11/2023	10.45	12/23	100-24-12-5430-316
703257-1	2	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/11/2023	28.73	12/23	601-23-81-5921-316
703257-1	3	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/11/2023	6.53	12/23	602-23-81-5921-316
703257-1	4	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/11/2023	6.53	12/23	603-23-81-5921-316
Total 703257-1:					52.24		
703504-0	1	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/22/2023	6.70	12/23	100-24-12-5430-316
703504-0	2	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/22/2023	18.41	12/23	601-23-81-5921-316
703504-0	3	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/22/2023	4.19	12/23	602-23-81-5921-316
703504-0	4	Invoice	OFFICE SUPPLIES-MGR OFFICE	05/22/2023	4.19	12/23	603-23-81-5921-316
Total 703504-0:					33.49		
Total PRINTING SERVICES, INC. (1130):					85.73		
RANGEMASTERS TRAINING CENTER (7144)							
247214	1	Invoice	DANNER SCORCH SIDE ZIP BOOTS-#682 TH	06/14/2023	151.99	12/23	100-21-21-5110-312
Total 247214:					151.99		
Total RANGEMASTERS TRAINING CENTER (7144):					151.99		
RICOH USA, INC. (4831)							
107334024	1	Invoice	COPY MACHINE LEASE/COPY CHARGES/PD	06/09/2023	200.17	12/23	100-21-21-5110-225
Total 107334024:					200.17		
Total RICOH USA, INC. (4831):					200.17		
ROBERT OR JUDY WARWICK (3533)							
062623	1	Invoice	ELECTRIC REFUND	06/26/2023	134.47	12/23	601-23-80-5903-980
Total 062623:					134.47		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total ROBERT OR JUDY WARWICK (3533):					134.47		
SHANNON, MATTHEW (5449)							
062823	1	Invoice	ELECTRIC REFUND	06/28/2023	127.82	01/24	601-23-80-5903-980
062823	2	Invoice	WATER REFUND	06/28/2023	44.90	01/24	602-23-80-5903-980
062823	3	Invoice	SEWER REFUND	06/28/2023	63.91	01/24	603-23-80-5930-980
Total 062823:					236.63		
Total SHANNON, MATTHEW (5449):					236.63		
SPORTS WORLD (894)							
061423	1	Invoice	YOUTH BASEBALL/SOFTBALL SHIRTS	06/14/2023	398.56	12/23	100-22-42-5233-318
Total 061423:					398.56		
Total SPORTS WORLD (894):					398.56		
STEIN HEATING & COOLING, INC. (5576)							
15151	1	Invoice	SERVICE CALL-CLOGGED TOLIET 6/2/23-FU	06/09/2023	121.00	12/23	100-22-42-5210-226
Total 15151:					121.00		
Total STEIN HEATING & COOLING, INC. (5576):					121.00		
STORM FLYING SERVICE, INC. (911)							
062323	1	Invoice	AIRPORT MANAGER FEE - JULY 2023	06/23/2023	4,006.67	01/24	205-23-45-5372-299
Total 062323:					4,006.67		
Total STORM FLYING SERVICE, INC. (911):					4,006.67		
TERMINAL SUPPLY CO. (6527)							
50697-00	1	Invoice	MISC SHOP SUPPLIES	06/21/2023	311.60	12/23	204-23-30-5310-314
Total 50697-00:					311.60		
Total TERMINAL SUPPLY CO. (6527):					311.60		
TERRY-DURIN CO. (1119)							
137322-00	1	Invoice	1 - 2" PULLING EYE, 2 - 1.25" PULLING EYE	06/15/2023	221.50	12/23	601-23-52-5588-318
Total 137322-00:					221.50		
Total TERRY-DURIN CO. (1119):					221.50		
THE IOWA OUTDOORS STORE, LLC (7104)							
6953/1	1	Invoice	HEDGETRIMMER	06/20/2023	599.99	12/23	100-22-42-5210-311
6953/1	2	Invoice	TRIMMER LINE/FUEL TANK	06/20/2023	473.93	12/23	100-22-42-5210-314
Total 6953/1:					1,073.92		
6955/1	1	Invoice	GEARBOX GREASE	06/20/2023	13.98	12/23	100-23-42-5371-315
Total 6955/1:					13.98		
6982/1	1	Invoice	YAMAHA DIAG TOOL	06/26/2023	149.95	12/23	100-23-42-5371-311
6982/1	2	Invoice	KEY WITH SHIELD/FREIGHT	06/26/2023	43.89	12/23	100-23-42-5371-314

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 6982/1:					193.84		
Total THE IOWA OUTDOORS STORE, LLC (7104):					1,281.74		
THE TILE PROS, INC. (2701)							
WO-1053	1	Invoice	CAMERA/CLEAN LINES AT EAST TWIN PARK	06/14/2023	350.00	12/23	100-22-42-5210-227
Total WO-1053:					350.00		
WO-1066	1	Invoice	CLEAN/REPLACE SINK TRAPS-NOKOMIS PA	06/14/2023	294.68	12/23	100-22-42-5210-227
Total WO-1066:					294.68		
Total THE TILE PROS, INC. (2701):					644.68		
TOWN & COUNTRY INSURANCE (959)							
6606	1	Invoice	WORK COMP AUDIT 22/23	06/20/2023	2.00	12/23	601-23-52-5925-217
Total 6606:					2.00		
Total TOWN & COUNTRY INSURANCE (959):					2.00		
US CELLULAR (986)							
0585698195	1	Invoice	OD POOL PHONE SVC	06/10/2023	15.72	12/23	100-22-42-5242-230
0585698195	2	Invoice	STREET WATERFILL STATION	06/10/2023	15.72	12/23	602-23-62-5662-230
Total 0585698195:					31.44		
Total US CELLULAR (986):					31.44		
VALUTECH PEST CONTROL (6822)							
3520	1	Invoice	PEST CONTROL/SENIOR CENTER	06/16/2023	35.00	12/23	100-22-42-5280-299
Total 3520:					35.00		
3521	1	Invoice	PEST CONTROL/CEMETERY	06/16/2023	35.00	12/23	100-23-42-5371-299
Total 3521:					35.00		
3522	1	Invoice	PEST CONTROL/CITY HALL	06/16/2023	10.50	12/23	100-24-36-5480-299
3522	2	Invoice	PEST CONTROL/CITY HALL	06/16/2023	7.50	12/23	601-23-36-5480-299
3522	3	Invoice	PEST CONTROL/CITY HALL	06/16/2023	6.00	12/23	602-23-36-5480-299
3522	4	Invoice	PEST CONTROL/CITY HALL	06/16/2023	6.00	12/23	603-23-36-5480-299
Total 3522:					30.00		
3523	1	Invoice	DOWNTOWN AREA-SSMID	06/16/2023	65.00	12/23	260-23-36-5393-299
Total 3523:					65.00		
3524	1	Invoice	PEST CONTROL/FULLER HALL	06/16/2023	32.00	12/23	100-22-42-5233-299
Total 3524:					32.00		
3525	1	Invoice	PEST CONTROL/DEPOT	06/16/2023	140.00	12/23	100-22-42-5221-299

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 3525:					140.00		
Total VALUTECH PEST CONTROL (6822):					337.00		
VAN DIEST SUPPLY COMPANY (1455)							
55115	1	Invoice	55GAL PERM-X ULV	06/21/2023	3,723.50	12/23	100-22-30-5230-318
Total 55115:					3,723.50		
55116	1	Invoice	1-ALTOSID BRIQUETS (30 DAY)	06/21/2023	520.00	12/23	100-22-30-5230-318
Total 55116:					520.00		
Total VAN DIEST SUPPLY COMPANY (1455):					4,243.50		
VAN MAANEN ELECTRIC, INC. (6254)							
061323	1	Invoice	AIRPORT RUNWAY 14/32 LIGHTING RECONS	06/13/2023	10,440.48	12/23	205-23-45-5372-880
Total 061323:					10,440.48		
Total VAN MAANEN ELECTRIC, INC. (6254):					10,440.48		
VAN-HOF TRUCKING, INC. (2655)							
14513	1	Invoice	FREIGHT ON LIME 06/09/23	06/09/2023	2,450.59	12/23	602-23-61-5921-221
Total 14513:					2,450.59		
Total VAN-HOF TRUCKING, INC. (2655):					2,450.59		
VISU-SEWER (7760)							
061923	1	Invoice	REIMBURSE WATER FILL STATION CREDIT	06/19/2023	1,776.53	12/23	602-16-00-4000-660
Total 061923:					1,776.53		
Total VISU-SEWER (7760):					1,776.53		
WALKER, BILL (2703)							
061623	1	Invoice	LAND RENTAL-SLUDGE/LIME DISPOSAL FY2	06/16/2023	4,100.00	12/23	602-23-61-5931-224
Total 061623:					4,100.00		
Total WALKER, BILL (2703):					4,100.00		
WCAD - CHAMBER OF COMMERCE (3486)							
051223	1	Invoice	SSMID SHARE-DOWNTOWN ASSESSMENT	05/12/2023	800.00	12/23	260-23-36-5393-299
Total 051223:					800.00		
070123	1	Invoice	1ST HALF FY24 ALLOCATION	07/01/2023	10,000.00	01/24	601-23-36-5930-213
Total 070123:					10,000.00		
Total WCAD - CHAMBER OF COMMERCE (3486):					10,800.00		
WEBSTER CITY TRUE VALUE (2155)							
169417	1	Invoice	250V LOCK OUTLET	06/07/2023	21.99	12/23	601-23-52-5588-318

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 169417:					21.99		
169587	1	Invoice	PREPLEAT FILTERS/DETERGENT	06/14/2023	90.91	12/23	603-23-70-5642-318
Total 169587:					90.91		
169588	1	Invoice	PREPLEAT FILTER	06/14/2023	9.49	12/23	603-23-70-5642-318
Total 169588:					9.49		
169670	1	Invoice	1 - TOLIET PLUNGERS, 1 - BOWL BRUSH	06/19/2023	13.28	12/23	100-22-42-5210-318
169670	2	Invoice	1 - BOWL BRUSH	06/19/2023	3.29	12/23	100-23-42-5371-318
Total 169670:					16.57		
169787	1	Invoice	5 - PREPLEAT FILTER	06/23/2023	47.45	12/23	603-23-70-5642-318
Total 169787:					47.45		
169819	1	Invoice	FIRE STATION BATTERIES	06/26/2023	16.99	12/23	100-21-22-5140-318
Total 169819:					16.99		
Total WEBSTER CITY TRUE VALUE (2155):					203.40		
WESCO RECEIVABLES CORP (1038)							
663407	1	Invoice	2022 URD CONVERSION MATERIAL	06/07/2023	2,095.49	12/23	601-23-52-5588-871
Total 663407:					2,095.49		
Total WESCO RECEIVABLES CORP (1038):					2,095.49		
WOOLSTOCK MUTUAL TELEPHONE ASN (1054)							
839-1086 07/	1	Invoice	INTERNET SERVICE	07/01/2023	3.03	01/24	100-24-14-5435-230
839-1086 07/	2	Invoice	INTERNET SERVICE	07/01/2023	21.90	01/24	601-23-80-5903-230
839-1086 07/	3	Invoice	INTERNET SERVICE	07/01/2023	6.74	01/24	602-23-80-5921-230
839-1086 07/	4	Invoice	INTERNET SERVICE	07/01/2023	2.02	01/24	603-23-80-5921-230
839-1086 07/	5	Invoice	INTERNET SERVICE	07/01/2023	3.61	01/24	100-24-12-5430-230
839-1086 07/	6	Invoice	INTERNET SERVICE	07/01/2023	12.03	01/24	601-23-81-5921-230
839-1086 07/	7	Invoice	INTERNET SERVICE	07/01/2023	7.22	01/24	602-23-81-5921-230
839-1086 07/	8	Invoice	INTERNET SERVICE	07/01/2023	1.20	01/24	603-23-81-5921-230
839-1086 07/	9	Invoice	INTERNET SERVICE	07/01/2023	6.02	01/24	100-24-30-5380-230
839-1086 07/	10	Invoice	INTERNET SERVICE	07/01/2023	6.02	01/24	601-24-30-5380-230
839-1086 07/	11	Invoice	INTERNET SERVICE	07/01/2023	6.02	01/24	602-24-30-5380-230
839-1086 07/	12	Invoice	INTERNET SERVICE	07/01/2023	6.01	01/24	603-24-30-5380-230
839-1086 07/	13	Invoice	INTERNET SERVICE	07/01/2023	14.44	01/24	100-21-22-5140-230
839-1086 07/	14	Invoice	INTERNET SERVICE	07/01/2023	38.50	01/24	100-21-21-5110-230
839-1086 07/	15	Invoice	INTERNET SERVICE	07/01/2023	7.22	01/24	601-23-52-5588-230
839-1086 07/	16	Invoice	INTERNET SERVICE	07/01/2023	7.22	01/24	601-23-51-5566-230
839-1086 07/	17	Invoice	INTERNET SERVICE	07/01/2023	14.44	01/24	602-23-61-5642-230
839-1086 07/	18	Invoice	INTERNET SERVICE	07/01/2023	4.81	01/24	100-23-43-5361-230
839-1086 07/	19	Invoice	INTERNET SERVICE	07/01/2023	19.25	01/24	100-22-42-5233-230
839-1086 07/	20	Invoice	INTERNET SERVICE	07/01/2023	118.62	01/24	601-24-16-5921-230
839-1086 07/	21	Invoice	INTERNET SERVICE	07/01/2023	20.84	01/24	602-24-16-5921-230
839-1086 07/	22	Invoice	INTERNET SERVICE	07/01/2023	20.84	01/24	603-24-16-5921-230
839-1086 07/	23	Invoice	INTERNET SERVICE-SCADA	07/01/2023	55.00	01/24	602-23-61-5642-230

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total 839-1086 07/01/23:					403.00		
839-3034 07/	1	Invoice	INTERNET SERVICE/RSVP	07/01/2023	45.00	01/24	100-22-42-5280-230
Total 839-3034 07/01/23:					45.00		
839-7981 07/	1	Invoice	INTERNET SERVICE/FULLER HALL	07/01/2023	30.00	01/24	100-22-42-5233-230
Total 839-7981 07/01/23:					30.00		
Total WOOLSTOCK MUTUAL TELEPHONE ASN (1054):					478.00		
Total 07/03/2023:					748,842.39		
Grand Totals:					825,473.36		

Report GL Period Summary

GL Period	Amount
12/23	810,773.54
01/22	21.48-
01/24	14,721.30
Grand Totals:	825,473.36

Vendor number hash: 716030
 Vendor number hash - split: 1179949
 Total number of invoices: 180
 Total number of transactions: 327

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	825,473.36	825,473.36
Grand Totals:	825,473.36	825,473.36

FUND LIST TOTALS FOR BILLS July 3, 2023

<u>Account</u>	<u>Fund</u>	<u>Total Amount</u>
100	General	98,805.39
204	Road Use Tax Funds	196,016.33
205	Airport Fund	14,447.15
214	K-9 Trust SP Rev Trust Fund	140.00
260	SSMID	1,865.00
506	Sidewalk Improvement	562.83
525	Street Improvement	279,888.52
601	Electric Utility	114,555.52
602	Water Utility	33,019.53
603	Sewer Fund	84,597.79
902	Medical/Flex	1,575.30
	Grand Total	825,473.36

RESOLUTION NO. 2023 -

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

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

Cards Tan-N-Fold, Card Properties, LLC
917 Seneca Street
Webster City, Iowa 50595

Passed and adopted this 3rd day of July, 2023.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Ariel Bertran, Community Development Director
Daniel Ortiz-Hernandez, City Manager

DATE: July 3, 2023

RE: Second reading to amend the Code of Ordinances of the City of Webster City, 2019, pertaining to Chapter 10, Article VIII, Sec. 10-389 through 10-398, relating to permit and plan review fees.

SUMMARY: The City of Webster City currently has permit fees listed in the Municipal Code. We will remove them from the code and reference the master fee schedule. This will create a cohesiveness in our fee adoption process and streamline any future permit or plan review fee changes to be adopted annually with the master fee schedule rather than amending the Code of Ordinances each time a fee price is updated.

PREVIOUS COUNCIL ACTION: Council last approved the building department fees by Ordinance No. 2016-1790 effective July 1, 2016 adopting them for three years. Council approved the first reading of the amended ordinance at the June 19, 2023 regular City Council meeting.

BACKGROUND/DISCUSSION: Currently the City of Webster City has permit fees listed in the Municipal Code. The last time permit fees were adopted was July 2016 with fees adopted for three (3) years effective July 1, 2016; July 1, 2017 and July 1, 2018. Since 2018 these fees have remained in effect with no changes. Anytime that permit fees are updated we have to amend the Code of Ordinances. To stay consistent with our fee adoption process, City staff is requesting to amend our code of ordinances to reference the master fee schedule that is adopted each year.

The building and trade permit fees will stay the same, but we are looking to increase our Property Line Adjustment, Minor Subdivision and Major Subdivision, Petition for Rezoning, Zoning Board of Adjustment Appeal, Plan Review, Encroachment and Excavation permit fees as shown in the table below. The increase in fees will be presented when the master fee schedule is reviewed by City Council on July 3, 2023.

Zoning Fees	Current Fee	Proposed Fee
Property Line Adjustment	\$65	\$85
Minor/Major Subdivision	\$145	\$155
Per Lot	\$17	\$20
Petition for Rezoning	\$115	\$150
Zoning Board of Adjustment Appeal	\$115	\$150
Plan Review Fee	35% of building permit fee	45% of building permit fee
Encroachment and Excavation Permit Fees		
Encroachment and Excavation Permit Fees	Current Fee	Proposed Fee
Excavation Permit	\$28	Restructure as noted below
Entrance/Sidewalk Permit	\$28	Restructure as noted below
Temporary – Construction with excavation 18” or more in depth		\$55
Temporary – Construction with excavation under 18” in depth		\$35
Road Closure – Neighborhood Block Party (waived for nonprofit or community event)		\$25
Permanent	\$80	\$120
Long Term Encroachment (60 days or above)	\$335	\$350

Staff researched surrounding communities’ fees and found our fees were lower than the majority. When comparing communities, we looked at nearby towns of Boone, Fort Dodge, Iowa Falls, Madrid, and Gilbert and towns comparable in size of Webster City such as Creston, Decorah, Hiawatha, Charles City and Perry.

FINANCIAL IMPLICATIONS: The current fees listed above are low compared to our surrounding communities. Since we have not increased these fees since 2018 we feel it is necessary and appropriate to have a slight increase as well as an incremental increase over the next few years to be aligned with surrounding communities and the current market.

RECOMMENDATION: Approve Second Reading of the amended Ordinance and also recommend waiving the third reading and pass and adopt the ordinance.

ORDINANCE NO. 2023 - _____

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES,
OF THE CITY OF WEBSTER CITY, IOWA, 2019,
BY AMENDING CHAPTER 10, ARTICLE VIII, SEC. 10-389 THROUGH 10-398,
PERTAINING TO PERMIT AND PLAN REVIEW FEES.**

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

SECTION 1. SECTIONS MODIFIED. Chapter 10, Article VIII, Sections 10-389 through 10-398, of the Code of Ordinances of the City of Webster City, Iowa, 2019, is repealed and the following adopted in lieu thereof:

Sec. 10-389. Permit Fees.

The Council shall establish a fee by resolution which shall be paid at the clerk's office for each permit issued. No refunds, or parts thereof, will be issued.

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

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

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

Passed and adopted this _____ day of _____, 2023.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

RESOLUTION NO. 2023 -

RESOLUTION ESTABLISHING FEES FOR SERVICES BEGINNING JULY 3, 2023

WHEREAS, as a result of various factors, many of the fees of the City of Webster City have increased and it is the desire of the City Council to make the various changes to the fee schedule at one time for the next fiscal year; and,

WHEREAS, many of the fees in this resolution are for internal accounting purposes for equipment and manpower as the City does not loan out the equipment; and,

WHEREAS, fees for usage are listed individually by departments and desired service/equipment will be made by contacting appropriate department.

WHEREAS, the fees in the Recreation section are for use of Fuller Hall and other recreation activities; and

WHEREAS, all city departments have looked at the fees their department charges and have made the recommended changes as follows:

Red-new items and/or new prices

Yellow-remove

CEMETERY

Charges for Interments

Infant Graves (Newborn to 2 Years Old)	\$330.00
Child/Adult Graves	\$720.00
Burial of Ashes (Cremation Urn)	\$230.00
Burial of Ashes (More than 12" Diameter)	\$465.00

Additional Charges

Saturday & Holiday Burials	\$195.00
Week day burials departing after 3:00 p.m.	\$135.00
Thaw Grave	\$135.00
Removing monuments for interment Disinterment's double the cost of regular)	\$65.00

Charge for Grave Space

Traditional Grave (5'x10')	\$760.00
Cremation Grave (5'x5')	\$380.00

Monument Permit

\$55.00

Easement (deed) change fee

\$35.00

Charge/mowing cycle of Fosters Baby Addition

\$115.00

Frost Remover & Refill Propane Day+fuel

\$70.00

PET CEMETERY

Charge for Grave Space

Approximate Size: 4' x 4'

\$155.00

Size might be slightly altered due to concrete

fill material

Charge for Interments (No Vaults)

Traditional or Cremation \$105.00

Permanent Monument Permit \$30.00

All Other or Additional Fees will be same as
Graceland Cemetery

POLICE

False alarm \$80.00

Vehicle Unlocks \$25.00

Fingerprinting \$30.00

Tree disposal site violation (commercial) \$500.00

Parking Violations

72 hour 46-214 \$30.00

Parking Prohibited 46-201 \$30.00

No Parking Zone 46-206 \$30.00

No Parking 2am-6am 46-207 \$30.00

2 Hour Parking 46-211 \$30.00

4 Hour Parking 46-212 \$30.00

Snow (Business District) 46-200 \$50.00 add

Snow (Residential District) 46-244 \$50.00 add

Other Parking Violations \$30.00

Animal Impounds

First Offense \$65.00

Second Offense \$100.00

Third or more Offense \$125.00

Storage at vets (per day) \$25.00

Pictures & Report Copies

Photos (reprints) actual costs/whichever greater \$20.00

Paper Copies per report \$8.00

Audio/Visual Recordings

Add Heading

32Gb Flash Drive \$40.00

64Gb Flash Drive \$60.00

128Gb Flash Drive \$80.00

256Gb Flash Drive \$100.00

REMOVE THIS LINE - Additional CD/DVD or VHS \$25.00

Off-Road Utility Vehicles & Golf Cart Violations

Scheduled Fine (not including Surcharge and Court Cost)

First Offense \$65.00

Second Offense \$100.00

Third Offense \$150.00

Speeding Violations

Scheduled Fine (not including Surcharge and Court Cost)

Speed Over Limit

1-5 over \$30.00

Temporary Service	\$120.00
Detached Garage	\$60.00

Sign Permit fees

Sign Permit	\$40.00
Illuminated	\$35.00
Non-illuminated	\$29.00
Structural alterations	
Ordinary repairs, maintenance or replacement of sign face	No fee
Temporary signs	No fee
A zoning permit fee is not applicable	

Mechanical permit fees

First unit	\$22.00
Additional units	\$9.00

Moving permit fees

Moving permit	\$66.00
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Plumbing permit fees

House sewer	\$29.00
Water service	\$29.00
First fixture	\$22.00
Additional fixtures	\$9.00
Water heater replacement	\$22.00
Tap fees	\$25.00

Building permit fees

<i>Valuation</i>	
\$1.00 to \$500.00	\$32.00
\$501.00 to \$2,000.00	
First \$500.00	\$32.00
Each additional \$1,000	\$3.95
\$2001.00 to \$25,000.00	
First \$2,000.00	\$89.00
Each additional \$1,000	\$18.25
\$25,001 to \$50,000.00	
First \$25,000.00	\$510.00
Each additional \$1,000.00	\$13.10
\$50,001.00 to \$100,000.00	
First \$50,000.00	\$839.00
Each Additional \$1,000.00	\$9.10
\$100,001.00 to \$500,000.00	
First \$100,000.00	\$1,298.00

Each additional \$1,000.00	\$7.60	
\$500,001.00 to \$1,000,000.00		
First \$500,000	\$4,220.00	
Each additional \$1,000.00	\$6.20	
\$1,000,001.00 and over		
First \$1,000,000.00	\$7,317.00	
Each additional \$1,000.00	\$4.05	
Plan review fees		
Commercial, industrial model homes and multifamily dwellings	45% percent of building permit fee	
Utility disconnect and debris disposal permit fees		
Utility disconnect and debris disposal permit	\$33.00	
Shingle removal	\$23.00	
Remove ENTRANCE-SIDEWALK PERMIT FEE		
Remove Entrance/Sidewalk Permit	\$28.00	
ENCROACHMENT & EXCAVATION PERMIT FEES		
Temporary - Construction with Excavation 18" or more in depth	\$55.00	
Temporary - Construction with Excavation under 18" in depth	\$35.00	
Road Closure - Neighborhood Block Party (waived for nonprofit or community event)	\$25.00	
Permanent	\$120.00	
Long Term Encroachment (60 days or above)	\$350.00	
FIRE DEPARTMENT		
Rental Fee Fire Department Training Room		
Cost per Hour	\$25.00	
deposit (returned upon inspection)	\$50.00	
Fire Reports (insurance requests)	\$10.00	
Fire Truck (includes driver)	\$150.00	hr
Heavy Rescue (includes driver)	\$150.00	hr
Burn Van Violation	\$300.00	
Extrication/Rescue	\$500.00	
50 foot section of fire hose	\$50.00	day
Nozzle	\$50.00	day
Hydrant Pack-wrench, valve, adapter	\$100.00	day
Compressed air filing	\$13.00	cylinder
Remove- Hazardous Response fee Schedule		
Haz Mat Cleanup any size (up to 4 personnel)	\$331.61	
Extra Response Personnel	\$25.56	hr ea
Addition Charges		
1.Expended materials		

(form,containment booms,sand, absorbent, etc)

2.Equipment repair and/or cleaning

(personal protective equipment, hose nozzles, apparatus, etc)

3.Damaged equipment and/or property

(may include injury to, destruction of, or loss of natural resources etc)

4.Other (contracted services,contracted equipment,evacuation of people etc)

5. Billing charge

PUBLIC GROUNDS

Out Front Mower 72"	\$72.00	per hr
Riding Mower 30"	\$56.00	per hr
Snow Blower 48"	\$72.00	per hr
String Trimmer	\$49.00	per hr
Tractor with 48" Sidewalk Snow Removal Blade	\$41.00	per hr
Tractor with Blade	\$72.00	per hr
Tractor with Brush	\$72.00	per hr
Tractor with Mower, Boom, Disc, Rotary, Flail	\$106.00	per hr
Tractor with Post Hole Auger	\$56.00	

STREET DEPARTMENT

2009 Behnke Trailer (2 employees)	\$190.00
2009 Rockland Grappler Bucket	\$28.00
2006 BG85 STIHL Blower	\$10.00
2007 Jet Machine with truck (2 employees)	\$100.00
2006 CAT Skid Loader	\$42.00
1971 LDI Saw Trailer	\$10.00
2012 Tandem Dump Truck	\$90.00
2011 Elgin Crosswind Sweeper	\$100.00
1999 H140 CAT Grader	\$80.00
1987 Snowgo Snow Blower	\$118.00
2005 John Deere 770D Grader	\$80.00
1986 Ingersoll-Rand air comp	\$46.00
2003 CAT Backhoe 420D	\$80.00
2014 Kent Backhoe Hammer	\$87.00
2008 CVP40 CAT Compactor	\$90.00
2017 CAT Payloader	\$80.00
2007 Monroe 12" Plow	\$21.00
2007 John Deere 624J Payloader	\$80.00
2016 Henderson 12" Plow	\$21.00
1999 Int 4700 Dump Truck	\$60.00
Remove 1995 Int 4700 Dump Truck	\$60.00
2010 Freightliner M2106 V	\$60.00
2009 Henderson Plow 11" x 36"	\$11.00
2009 Henderson Sander WSH-26711	\$11.00
2003 F250 Ford 4x4	\$23.00

1997 Chevy 2600 Dump Truck	\$60.00	
2005 C8500 chevy Dump Truck	\$60.00	
2014 Bonnel Plow	\$11.00	
2005 Monroe Salt Spreader	\$11.00	
2011 Ford F-350	\$23.00	
2017 Ram 3500	\$23.00	
2015 Chevy K-3500Truck	\$23.00	
2006 T-12DD Tow Master Trailer	\$11.00	
2000 Lift Group Balderson	Not For Rent	
2008 Greco Paint Machine 5900	\$15.00	
2004 Aluma Ltd Trailer	\$11.00	
2007 Hyd. Shoring, sheets, rams	\$51.00	
1990 Aluma LTD Shoring Trailer	\$11.00	
1989 Locator Metal Detector	\$11.00	
1995 Locator Metal Detector	\$11.00	
CAT Mini Excavator	\$75.00	
2018 International Dump Truck	\$70.00	
2002 Efficiency HS 68 New shoring	\$50.00	hr \$300/day
2005 Aluma LTD Trailer	\$11.00	
1992 Wacker Tamper	\$11.00	
2007 Stihl TS-800 Pipe Saw	\$11.00	
2000 Olympia Pipe Saw 285TT-7	\$11.00	
2009 Fairmount F-20 Hyd Power Unit	\$16.00	
2009 Fairmount H6245A Hyd Saw	\$16.00	
2009 Fairmount H49334 Trash Pump	\$19.00	
1985 Koshin 3" Diaphragm Pump 120 GX	\$21.00	
2006 Wacker 3" Diaphragm Pump 120GX	\$21.00	
2008 Honda Generator EB 11000	\$16.00	
2000 Mueller Tap Machine B-100	\$21.00	
2000 Forks for Payloader	\$16.00	
2008 7000 Locator	\$21.00	
2002 Bosh Jack Hammer (electric)	\$16.00	
2000 Fire Power Portable Welder 110V	\$31.00	
Skid Loader Trailer	\$11.00	
2023 Husqvarna Concrete Saw 26"	\$21.00	add
Remove-Power Screed Rebuilt 5-1-03		
2001 Echo Hand Blower PB-2100	\$11.00	
2022 Dewalt Hammer Drill	\$11.00	add
Charge for Curb Box Shut Off	\$36.00	.5 hr.
All Water Main Tap fees are Time & Material		
Street Barricades w/frame	\$15.00	day1st7da
	\$29.00	day/after7
Flasher Stand	\$15.00	day1st7da
	\$29.00	day/after7

3 Tier High Barricade	\$21.00	day1st7da
	\$41.00	day/after7
Traffic Cone	\$13.00	day1st7da
	\$25.00	day/after7
Portable Sign	\$13.00	day1st7da
	\$25.00	day/after7
One Way Sign	\$13.00	day1st7da
	\$25.00	day/after7
Handicap Sign	\$13.00	day1st7da
	\$25.00	day/after7
Any Misc. Signage	\$13.00	day1st7da
	\$25.00	day/after7
Barricade Fencing	\$13.00	day1st7da
	\$25.00	day/after7
Asphalt Chips, Concrete Chips, Dirt, Ballast, Roadstone	Not for Sale	

LINE DEPARTMENT

Backyard Unit	\$75.00	add
Skid Loader	\$42.00	
Aerial Bucket Truck	\$72.00	
Boring machine	\$82.00	
Brush Chipper	\$45.00	
Digger Derrick	\$82.00	
Dump truck	\$60.00	
Big Trencher	\$51.00	
Little Trencher	\$34.00	
Vac unit	\$63.00	
Trenching (April 1-Oct 31)	\$240.75	
Boring (April 1-Oct 31)	\$240.75	
Boring -outside City limits - Mobilization fee	\$100.00	
Contractor boring		
Boring (April 1 - Oct 31) - Includes labor, equip)+ material at actual cost per ft. no minimum	\$25.00	ft
Mobilization charge	\$142.00	
Boring NOT an Option from Nov 1-March 31		
Primary boring costs		
Three phase service (includes: labor, equipment)+ material at actual cost per ft. no minimum	\$18.00	ft
Single phase service (includes: labor, equipment)+ material at actual cost per ft. no minimum	\$15.00	
Mobilization fee (outside city limits)	\$157.00	
Temporary Service -with existing pole	\$90.00	
Temporary Service - with new pole being set	\$350.00	

PUBLIC WORKS

Plotter Maps (per linear foot):

Plotter map without aerials	\$2.65
Plotter map with aerials	\$3.15
Color plots maps fitting on 8 ½" x 11" sheet	\$1.20
Color plots maps fitting on 8 ½" x 14" sheet	\$1.85
Color plots map fitting on 11" x 17" sheet	\$2.25

remove this entire section MEDIA ROOM CHARGES

Cost of services-Business Hrs(record, live broadcast)first hour	\$35.00
for each additional half hour	\$18.00
Cost of services- After Hrs (record, live broadcast) first hour	\$50.00
for each additional half hour	\$27.00
Rebroadcast on Channel 117.2	\$20.00
Additional Meetings will incur same expense as first meeting for same services	

UTILITY OFFICE

Delivery slip charge	\$40.00
Reconnection	\$50.00
Reconnection at Pole	\$80.00
Return of funds fee (check direct pay)+delivery slip	\$25.00
Return of funds(online payments)	\$35.00
Curb box - off/locate	\$35.00
after-hours reconnections - additional equipment and labor charges will apply	
Replace Frozen-Damaged Meter	actual cost
Additional Charge for damaged meter tampering	actual cost
Meter testing fee	\$25.00
Service disconnection	\$30.00
Winter-Water Meter Strap-Off	\$30.00
Penalty for utility companies that cut, remove or damage streets, curbs and/or gutters that have been built, rebuilt or paved within:	
Years 0-5 of city work being completed	\$2.50 sq ft+\$2000
Years 6-10 of city work being completed	\$1.25 sq ft+\$1000

REQUEST FOR COPIES

Black & White 1st 2 pages	Free
Black & White each additional single page(s)	\$0.40
Black & White double sided after initial page(s)	\$0.50
Color each single page	\$0.50
Color double sided after initial page(s)	\$0.60

LICENSES

Golf Cart license - annually	\$25.00
Garbage & Rubbish Collectors	\$100.00
Tree Surgeon License	\$60.00
Tree Disposal Site Permit Fee (commercial)	\$500.00

RECREATION

	<u>Resident</u>	<u>Non-Res</u>	
Fuller Hall Adult Fitness Day Pass	\$5.50	\$6.50	
Fuller Hall Student-Child Day Pass	\$4.50	\$5.50	
Fuller Hall Adult Fitness Punch Card	\$53.50	\$61.50	
Fuller Hall Student-Child Fitness Punch Card	\$43.00	\$49.00	
Adult Monthly Membership (6 mo min)	\$26.00	\$29.50	
Youth Monthly Membership (6 mo min)	\$18.50	\$20.50	
Family Monthly Membership(6 mo min)	\$41.00	\$47.50	
Youth Season Pass	\$104.00	\$119.50	
Adult Season Pass	\$193.00	\$221.50	
Family Season Pass	\$355.00	\$408.00	
Adult Season Pass (Cnty 10% Discount)	\$173.50	\$199.50	
Family Season Pass (Cnty 10% Discount)	\$320.00	\$367.00	
Adult Hour Gym Time	\$4.00	\$4.50	
Chair Yoga	\$29.00	\$33.00	
Yoga	\$38.00	\$43.50	
Family Night Swim	\$8.00	\$9.00	
Indoor Park	\$44.00	\$51.00	
Deep Water Patches (Good for Both Pools)	\$2.50	\$2.50	
Indoor Swim Pool Rental	\$62.50	\$71.50	
Middleton Softball Diamond Rental	\$149.50	\$171.00	
Senior Citizen Rental for Weekly Tenant	\$52.50	\$68.00	
Senior Citizen Rental-Half Center	\$77.50	\$88.50	
Senior Citizen Rental-Entire Center	\$117.50	\$135.00	
Senior Center B-Day Club	\$10.50	\$10.50	
Fuller Hall Locker Rental (1 Year)	\$44.00	\$50.00	
Racquetball Rental	\$0.25	\$0.25	
Racquetball Racket Rental	\$2.00	\$2.00	
Middleton Softball Diamond Light Usage	\$63.00	\$72.00	
Fuller Hall Building Rental	\$214.00	\$245.00	
Sampson Room Rental (1 Hour)	\$24.50	\$28.00	
Lifeguard Service (1 Hour)	\$24.50	\$28.00	
Mulberry Center Church Rental	\$175.00	\$200.00	
Park Shelter Reservation (+\$50 Deposit)	\$50.00	\$50.00	new
West Twin Park Open Shelter (+\$50 Deposit)	\$60.00	\$60.00	new
Brewer Creek Shelter (+\$50 Deposit)	\$50.00	\$50.00	
Late Night Fuller Hall Rental	\$271.00	\$311.00	
Youth Track	\$32.50	\$37.00	
Adult Softball League	\$199.00	\$229.00	

Adult Volleyball League	\$114.50	\$131.00	
Adult Basketball League	\$142.00	\$163.00	
Summer Playground	\$37.50	\$43.00	
Youth Softball/Baseball Program	\$32.50	\$37.00	
Youth Softball/Baseball Sponsor Fee	\$103.00	\$103.00	
Youth Tennis	\$32.00	\$36.00	
Tour de Webster Bicycle Ride	\$24.00	\$24.00	
Youth Flag Football Program (NFL Affiliated)	\$37.50	\$43.00	
Outdoor Pool Youth Daily Admission	\$4.50	\$5.00	
Outdoor Pool Adult Daily Admission	\$5.50	\$6.50	
Outdoor Pool Youth Pass	\$44.00	\$50.00	
Outdoor Pool Adult Pass	\$52.00	\$60.00	
Outdoor Pool Family Pass	\$113.00	\$129.50	
Outdoor Pool Youth Pass if Fuller Hall Member	\$22.00	\$25.00	
Outdoor Pool Adult Pass if Fuller Hall Member	\$26.50	\$30.00	
Outdoor Pool Family Pass if Fuller Hall Member	\$56.50	\$64.50	
Outdoor Pool Adult Season Pass (Cnty 10% discount) FH Member	\$24.00	\$27.00	
Outdoor Pool Family Season Pass (Cnty 10% discount) FH Member	\$51.00	\$58.00	
Outdoor Pool Rental	\$283.00	\$324.50	
Youth Swim Lessons	\$37.50	\$43.00	
Private Swimming Lessons	\$2.00	\$2.50	
Aquacise Session	\$75.00	\$86.50	
Aquacise Session if Fuller Hall Member	\$37.50	\$43.00	
Aquacise (1 day)	\$5.50	\$6.50	
Outdoor Aquacise	\$34.00	\$40.00	
Outdoor Aquacise if Fuller Hall Member	\$17.00	\$20.00	
Kids After School Program	\$32.50	\$37.00	
Aquatot Swim Program	\$32.50	\$37.00	
Youth Basketball	\$32.50	\$37.00	
Swim Team	\$37.50	\$43.00	
Towel Service – Daily	\$1.50	\$1.50	
Swim Diaper	\$2.00	\$2.00	
Birthday Party Rental	\$75.00	\$86.50	
Youth Volleyball Program	\$32.50	\$37.00	
Wallyball League	\$73.00	\$84.00	
Gym Season Pass (Bball, Tennis, Pickle Ball)	\$74.00	\$84.00	
Picnic Table Rental	\$10.00	\$10.00	new

Labor will be charged according to the rates establish each 7/1. The rates will be the average of current wages for the department plus benefits. After hours wages will be charged at time and one-half unless otherwise specified by policy or contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa that the listed charges/fees are hereby approved and adopted and shall be in effect as of July 3, 2023.

BE IT FURTHER resolved that all other resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed.

Passed and adopted this 3rd day of July, 2023.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Ariel Bertran, Community Development Director
Daniel Ortiz-Hernandez, City Manager

DATE: July 3, 2023

RE: Adopt a Resolution Approving and Accepting the Re-Acquisition of Property Located in Brewer Creek Estates 5th Addition and 6th Addition from J. Larson Homes, LLC and Adopt a Resolution Approving to Request Tax Abatement from the Hamilton County Board of Supervisors.

SUMMARY: City Council authorized and approved the execution of a purchase agreement of City owned lots in Brewer Creek Estates 5th and 6th Additions with J. Larson Homes, LLC. The purchase was for Lots 1, 2, 3 & 4 in Brewer Creek Estates 5th Addition and Lots 13, 14, 15 & 16 in Brewer Creek Estates 6th Addition. As with all lot purchases in the Brewer Creek Additions, the covenants set forth require the developer to have the lots developed within eighteen months of purchase unless an extension is granted by the City. At this time, none of the 8 lots included in the purchase agreement with the City and J. Larson Homes, LLC have been developed.

Due to the development not occurring the City has requested the lots be reverted back to the City and the deeds to be signed over. J. Larson Homes, LLC has signed over the deeds, but this does require the approval and accepting of said lots by the City Council.

PREVIOUS COUNCIL ACTION: August 19, 2019 City Council authorized and approved the execution of a purchase agreement of City owned lots in Brewer Creek Estates 5th and 6th Addition with J. Larson Homes, LLC. The purchase was for 8 lots and the total price was for \$259,960.

BACKGROUND/DISCUSSION: On August 19, 2019 City Council authorized and approved the execution of a purchase agreement of City owned lots in Brewer Creek Estates 5th and 6th Additions with J. Larson Homes, LLC. The purchase was for Lots 1, 2, 3 & 4 in Brewer Creek Estates 5th Addition and Lots 13, 14, 15 & 16 in Brewer Creek Estates 6th Addition. The lots were sold for \$259,960 subject to terms outlined in the executed purchase agreement. As with all lot purchases in the Brewer Creek Additions, the covenants set forth require the developer to have the lots developed within eighteen months of purchase unless an extension is granted by the City. At this time, none of the 8 lots included in the purchase agreement with the City and J. Larson Homes, LLC have been developed.

Due to the development not occurring the City has requested the lots be reverted back to the City and the deeds to be signed over. J. Larson Homes, LLC has signed over the deeds, but this does require the approval and accepting of said lots by the City Council.

The lots have an unpaid outstanding tax balance of \$15,484.00. The County Treasurer notified the City of this outstanding balance because by taking ownership the City then takes responsibility for the outstanding balance. However, State Code allows for the City to request tax abatement for these parcels since the tax is due prior to the City taking ownership. The

City Attorney has prepared a resolution to request the Board of Supervisors to abate the current taxes that are owed. Once adopted, the resolution and request would then be submitted to the Treasurer's Office who then submits it to the Board of Supervisors.

FINANCIAL IMPLICATIONS: The lots have an unpaid outstanding tax balance of \$15,484.00. The City Attorney has drafted a request for the Board of Supervisors to abate the current taxes owed.

RECOMMENDATION: City Staff recommends City Council adopt a resolution accepting and approving the execution of the 8 lots previously acquired by J. Larson Homes, LLC in the Brewer Creek Estates 5th and 6th Additions and adopt a resolution approving to request tax abatement of the current outstanding taxes from the Board of Supervisors.

RESOLUTIONNO.2023-xxx

RESOLUTION APPROVING AND ACCEPTING THE RE-ACQUISITION OF PROPERTY LOCATED IN BREWER CREEK ESTATES 5TH ADDITION AND 6TH ADDITION FROM J. LARSON HOMES, LLC.

WHEREAS, The City of Webster City, Iowa executed a purchase agreement with J. Larson Homes, LLC. for the sale of the following described property:

Lots in Brewer Creek Estates 5th Addition and 6th Addition,
Webster City, Iowa, more specifically herein described as:

Lots 1, 2, 3, & 4, Brewer Creek Estates 5th Addition,
and Lots 13, 14, 15, & 16, Brewer Creek Estates 6th Addition,
all located in Webster City, Iowa.

WHEREAS, the lots were not developed as outlined in the restrictive covenants set forth by the City of Webster City; and

WHEREAS, it is required for Council to approve and accept the re-acquisition of the property located in Brewer Creek Estates 5th and 6th Additions from J. Larson Homes, LLC.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Webster City, Iowa, that the Mayor and City Clerk are hereby authorized and directed to approve and accept the re-acquisition of the property:

Passed and adopted this 3rd of July, 2023.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

RESOLUTION NO. 2023 -

**REQUEST TO HAMILTON COUNTY BOARD OF SUPERVISORS TO ABATE OUTSTANDING
PROPERTY TAXES OWED IN ACCORDANCE WITH IOWA CODE SECTION 445.63.**

WHEREAS, the City Council of the City of Webster City, Iowa, recently acquired the following described real estate:

Lots 1, 2, 3 and 4 in Brewer Creek Estates 5th Addition to Webster City, Iowa; and
Lots 13, 14, 15 and 16 in Brewer Creek Estates 6th Addition to Webster City, Iowa.

WHEREAS, pursuant to Iowa Code Section 445.63, “when taxes are owing against a parcel owned or claimed by the state or a political subdivision of this state and the taxes were owing before the parcel was acquired by the state or a political subdivision of this state, the county treasurer shall give notice to the appropriate governing body which shall pay the amount of the taxes due. If the governing body fails to immediately pay the taxes due, the board of supervisors shall abate all of the taxes.”

WHEREAS, in speaking with the Hamilton County Treasurer’s Office, the total current amount due for property taxes of said properties is \$15,484.00, which continues to increase.

WHEREAS, pursuant to Iowa Code Section 445.63, the City Council of the City of Webster City, Iowa, by this resolution, is requesting the Hamilton County Board of Supervisors to abate all property taxes on said real estate described above, which were recently acquired by the City of Webster City, Iowa.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that the Mayor and City Clerk are hereby authorized and directed to provide said resolution to the Hamilton County Board of Supervisors for them to abate the outstanding property taxes owed for the above-described real estate, as provided for in Iowa Code 445.63.

Passed and adopted this 3rd day of July, 2023.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk



MEMORANDUM

TO: Mayor and City Council

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

DATE: July 3, 2023

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute an Engagement Letter with Ahlers & Cooney, P.C. for Wastewater Treatment Facility Easement Acquisition Services

SUMMARY: The Wastewater Treatment Facility project is currently in the planning and design phase. Because this project involves construction of two sewer force mains and outfall piping from the new facility site to the Boone River, there are additional easements and property the City will need to acquire. The City has exhausted all good faith efforts to negotiate with one property owner as it relates to the sewer force main route. Staff recommends the Council proceed with engaging Ahlers & Cooney to assist with the acquisition of the easement needs associated with the sewer force main of the new Wastewater Treatment Plant.

PREVIOUS COUNCIL ACTION: The City Council entered into an agreement with Bolton & Menk, LLC for engineering services associated with the Wastewater Treatment Facility Improvement Project on December 16, 2019. On November 1, 2021, the City Council entered into a Sewer Revenue Loan agreement with the Iowa Finance Authority for a Planning and Design Loan to fund the planning and design phase of the Wastewater Treatment Facility Project. A study session was held on August 17, 2022 to review details and information of the new Wastewater Treatment Facility Improvement Project with the City Council and Planning & Zoning Commission. On September 6, 2022 the City Council adopted a resolution accepting and adopting the Wastewater Treatment Facility Improvements Facility Plan prepared by Bolton & Menk, LLC and authorizing the submittal of the Facility Plan to the Iowa Department of Natural Resources. On November 7, 2022 the City Council adopted a resolution to pursue a State Revolving Loan Fund Loan to pay for the Construction of the new Wastewater Treatment Facility Project. On January 16, 2023 the City Council set a hearing date of February 20, 2023. On February 20, 2023, the City Council held a public hearing of necessity for the public improvement.

BACKGROUND/DISCUSSION: On January 16, 2023, the City Council adopted a resolution to provide for notice of hearing to commence a public improvement project to construct the Wastewater Treatment Facility and to acquire property for the project.

The Wastewater Treatment Facility Improvement project includes the following improvements:

- Upgrades to the existing east lift station
- Rehabilitation of existing aerated grit chamber and wet well to use as lift station to the new site south of town.
- 1.5 miles of two sewer force mains from existing wastewater treatment facility site to the new site south of town
- Installation of standby generator
- Demolition of existing wastewater treatment facility components
- Construction of new wastewater treatment facility with activated sludge process south of town including 12 MG wet weather flow equalization
- Construction of outfall piping to the new discharge point

The need for this project is derived from the aging infrastructure, the need for increased treatment capacity, the inability to expand at the existing site due to flood plain and the inability of the current process to meet future Nitrogen and Phosphorus limits as part of Iowa’s Nutrient Reduction Strategy.

The Iowa Code Section 6B includes provisions for public projects deemed necessary to be able to acquire necessary property, including easements, by means of eminent domain or condemnation. The Iowa Code requires that the public entity attempt to acquire the property through good faith negotiations, and to follow the Iowa Code requirements in the negotiations and valuations of the property. If the property owner and the public entity cannot come to agreement to acquire the necessary property through good faith negotiations, then the agency can proceed to acquire the property through condemnation.

A hearing is required by Iowa Code, allowing for public comment on the project and the acquisitions, and for the City Council to resolve that the project is necessary and finds that the right-of-way and easement acquisitions are necessary to construct the project, and authorize the right-of-way and easement acquisitions for the project. A hearing was held on February 20, 2023. No comments were received.

Staff has been diligently working on good faith negotiations with a property owner as it relates to the sewer force main easement needs for the new Wastewater Treatment Facility for over two years. Over the last six months, we had a right of way agent assist with this process; however, the property owner did not sign the final offer; therefore, it is recommended the City proceed to the next step of engaging specialized legal counsel to perform the work associated with eminent domain. Our City Attorney will work closely with Ahlers & Cooney to acquire the necessary easements. City staff is requesting the council authorize the Mayor to sign and execute an engagement letter with Ahlers & Cooney for easement acquisition services.

FINANCIAL IMPLICATIONS: The easement acquisition and legal services will be covered by the Wastewater Fund.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute an engagement letter with Ahlers & Cooney, P.C. for Wastewater Treatment Facility Easement Acquisition.

RESOLUTION NO. 2023 -

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE AN ENGAGEMENT LETTER WITH AHLERS & COONEY, P.C. FOR WASTEWATER TREATMENT FACILITY EASEMENT ACQUISITION SERVICES

WHEREAS, the City Council of the City of Webster City, Iowa, finds that the Wastewater Treatment Facility Project (“PROJECT”) to be a necessary improvement; and

WHEREAS, the City Council finds that right-of-way acquisition including permanent and temporary easements are necessary to construct said improvements; and,

WHEREAS, the City Council finds that Notices of Intent to Commence a Public Improvement Project to Construct the Wastewater Treatment Facility Project and to Acquire Property for the PROJECT have been delivered to the affected property owners in accordance with Iowa Code Section 6B.2A and 6B.2B; and,

WHEREAS, the City Council held a public hearing the 20th day of February, 2023 on the public improvement project and to acquire property for the project; and,

WHEREAS, the City Council would like to engage special legal counsel services from Ahlers & Cooney, P.C. to assist with permanent and temporary easement acquisitions for the construction of the new Wastewater Treatment Facility project;

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

Section 1. The Mayor is authorized to sign and execute an engagement letter with Ahlers & Cooney, P.C. for wastewater treatment facility easement acquisition services.

Passed and approved this 3rd day of July, 2023.

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk

June 23, 2023

Biridiana Bishop
Assistant City Manager
City of Webster City
P.O. Box 217
Webster City, IA 50595

RE: Engagement Agreement –Wastewater Treatment Facility Project Eminent Domain
Dear Clerk:

The purpose of this engagement letter is to confirm the terms of our Firm's engagement and to explain our billing practices. Upon the City's acceptance, this letter will serve as a memorandum of the terms of the engagement of this Firm to serve as counsel for the City of Webster City in the above-referenced matter. The legal services to be provided include advising and representing the City in connection with acquiring property interests necessary to complete the Wastewater Treatment Facility Project by eminent domain.

We are pleased to undertake this representation. The fees charged by the Firm for this representation will be based on the current hourly rate of the person performing the service at the time services are performed. The Firm's billing rates are reviewed, and sometimes revised, annually in January. I will be primarily responsible for this matter. I may involve other attorneys and staff at the Firm as needed as well.

The current hourly rates (2023) charged by the Firm for the services of primary staff involved in the matters contemplated herein are as follows:

Maria Brownell -	\$280
Logan Brundage -	\$210
Legal Assistant -	\$150

Out-of-pocket expenses including, but not limited to, photocopying expenses, would be in addition to the hourly charges and will also be billed separately on our statements. We will forward itemized statements of services rendered on a monthly basis to your attention. If payment is not rendered in a timely fashion, the Firm reserves the right to immediately terminate its representation.

Please indicate your approval and acceptance of the above referenced terms and conditions of our engagement by signing, dating, and returning a copy of this letter to me. Should you have any questions or concerns about our proposed terms and conditions, please do not hesitate to contact me.

We look forward to the opportunity to assist the City in this matter.

Very truly yours,

AHLERS & COONEY, P.C.



Maria E. Brownell

Accepted and approved on behalf of the City Council*

By: _____ Dated: _____
Title: Mayor

*Authorized by Resolution \ Motion _____ approved by the City Council on _____, 2023.

02221368-1\20203-000



MEMORANDUM

TO: Mayor and City Council

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

DATE: July 3, 2023

RE: Adopt a Resolution Setting Time and Place for a Public Hearing on a Proposed Offer to Purchase City Owned Property Located in Webster City, Iowa

SUMMARY: Resolution on proposed offer to purchase playground area on north side of the Webster City Daycare. The adjacent property to the south is currently used by the Webster City Daycare.

PREVIOUS COUNCIL ACTION:

- July 19, 2004 - City Council approved loan agreement and sale of property to Webster City Daycare
- March 18, 2013 - City Council approved refinancing of existing loan agreements with Webster City Daycare and Riverview Daycare. Also required a council member be appointed to each daycare board.
- July 15, 2019 City Council restructured loans with daycares; applying all interest paid to date to the current principal balance of the loan. For Webster City Daycare, a new agreement with zero interest loan on amount remaining for a term of thirty (30) years was prepared.
- 2020 - Approved \$25,000 to Hamilton County Childcare Worker Bonus Program.
- March 7, 2022 - City Council approved a \$10,000 bridge grant to Webster City Daycare.
- March 7, 2022 - City Council approved a loan agreement with Webster City Daycare to assist paying for grant reimbursed expenses.
- February 20, 2023 – Approved new purchase agreement, changing the terms and conditions.
- March 3, 2023 – Approved lease of playground area on north side of the Webster City Daycare.

BACKGROUND/DISCUSSION: On February 20, 2023, the City Council approved a new purchase agreement with Webster City Daycare. During the process of reviewing the daycare prior contract to purchase the property at 1317 Beach Street, the City Attorney and city staff discovered that the parcel to the north of the building where the daycare’s playground and geothermal installation is located was not included in the original purchase contract; therefore, on March 3, 2023, the Council approved a lease agreement for the playground. The lease agreement was a temporary resolution to clear up the daycare’s use of the property as it has all these years and indemnify the City.

The building is located at 1317 Beach encompasses two parcels:

- Parcel Number: 40882602431015
- Parcel Number: 40882602431010

Staff is requesting the City Council set a Public Hearing for July 17, 2023 at 6:05 p.m. in order to dispose of the City owned property and convey this land to Webster City Daycare.

FINANCIAL IMPLICATIONS: None.

RECOMMENDATION: Recommend the City Council adopt a resolution to set a public hearing.

RESOLUTION NO. 2023 -

**SETTING TIME AND PLACE FOR A PUBLIC HEARING
ON A PROPOSED OFFER TO PURCHASE CITY OWNED PROPERTY
LOCATED IN WEBSTER CITY, IOWA.**

WHEREAS, the City of Webster City, Iowa, owns certain property described as follows:

PARCEL 'A' IS A TRACT OF LAND LOCATED IN LOT 3 OF THE MINOR SUBDIVISION PLAT OF WEST TOWER ADDITION TO WEBSTER CITY, HAMILTON COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 3; THENCE N 89°26'21" W ALONG THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 255.98 FEET; THENCE S 00°21'02" W ALONG AN EXISTING CHAIN LINK FENCE, A DISTANCE OF 124.99 FEET TO THE SOUTH LINE OF SAID LOT 3; THENCE S 89°25'51" E ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 49.38 FEET; THENCE S 00°27'53" W ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 7.00 FEET; THENCE S 89°26'21" E ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 206.33 FEET TO THE EAST LINE OF SAID LOT 3; THENCE N 00°50'13" E ALONG THE EAST LINE OF SAID LOT 3, A DISTANCE OF 132.00 FEET TO THE POINT OF BEGINNING.

THE TRACT OF LAND DESCRIBED ABOVE CONTAINS 33,346 SQUARE FEET AND IS SUBJECT TO ALL EASEMENTS EXPRESSED OR IMPLIED.

WHEREAS, before disposing of such property, the City Council must set forth its proposal and publish notice of a public hearing on the proposal, in compliance with Section 364.7 of the Code of Iowa; and,

WHEREAS, it is proposed by the City Council to enter into a Purchase Agreement with Webster City Daycare Center, of Webster City, Iowa,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Webster City, Iowa, that a Public Hearing for entering into a Purchase Agreement for said property described above will be held in person in Council Chambers on the 17th day of July, 2023, at 6:05 P.M., and that the City Clerk is directed to publish notice as required by law.

Passed and adopted this 3rd day of July, 2023.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk

**NOTICE OF PUBLIC HEARING ON DISPOSAL OF CITY OWNED PROPERTY
LOCATED IN LOT 3 OF THE MINOR SUBDIVISION PLAT
OF WEST TOWER ADDITION, WEBSTER CITY, IOWA**

PUBLIC NOTICE is hereby given that the City Council of the City of Webster City will hold a public meeting and hearing on July 17, 2023, at 6:05 P.M. in the City Hall Council Chambers, 400 Second Street, Webster City, Iowa, at which meeting the Council will hold a hearing on the proposal to sell Lot 3 of Minor Subdivision Plat of West Tower Addition, Webster City, Iowa.

A copy of the Proposal may be viewed at City Hall during regular business hours or may be viewed on the City's internet site at <https://webstercity.com/>.

At the meeting and hearing the Council shall receive, from any resident or property owner of the City, any oral or written objections to or comments on the DISPOSAL OF CITY OWNED PROPERTY IN LOT 3 OF THE MINOR SUBDIVISION PLAT OF WEST TOWER ADDITION, WEBSTER CITY, IOWA.

After all objections and comments have been received and considered, the Council will, at this meeting or at any adjournment thereof, take final action on the proposal or will abandon the proposal to sell said lots.

This notice is given by the City of Webster City in the State of Iowa and published pursuant to the requirements of Section 364.7 of the Code of Iowa.

Dated this 5th day of July, 2023.

Karyl K. Bonjour
City Clerk, Webster City, Iowa

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:

BRIAN FOLTZ
 SNYDER & ASSOCIATES, INC.
 911 CENTRAL AVENUE
 FORT DODGE, IOWA 50501
 515-573-2030
 BFOLTZ@SNYDER-ASSOCIATES.COM

SERVICE PROVIDED BY:

SNYDER & ASSOCIATES, INC.

SURVEY LOCATED:

PART OF LOT 3
 WEST TOWER ADDITION TO WEBSTER CITY
 HAMILTON COUNTY, IOWA

REQUESTED BY:

WEBSTER CITY

PROPRIETOR:

WEBSTER CITY

PLAT OF SURVEY

LEGAL DESCRIPTION

PARCEL 'A' IS A TRACT OF LAND LOCATED IN LOT 3 OF THE MINOR SUBDIVISION PLAT OF WEST TOWER ADDITION TO WEBSTER CITY, HAMILTON COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 3; THENCE N 89°26'21" W ALONG THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 255.98 FEET; THENCE S 00°21'02" W ALONG AN EXISTING CHAIN LINK FENCE, A DISTANCE OF 124.99 FEET TO THE SOUTH LINE OF SAID LOT 3; THENCE S 89°25'51" E ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 49.38 FEET; THENCE S 00°27'53" W ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 7.00 FEET; THENCE S 89°26'21" E ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 206.33 FEET TO THE EAST LINE OF SAID LOT 3; THENCE N 00°50'13" E ALONG THE EAST LINE OF SAID LOT 3, A DISTANCE OF 132.00 FEET TO THE POINT OF BEGINNING.

THE TRACT OF LAND DESCRIBED ABOVE CONTAINS 33,346 SQUARE FEET AND IS SUBJECT TO ALL EASEMENTS EXPRESSED OR IMPLIED.

DATE OF SURVEY

FEBRUARY 2, 2023

OWNER

CITY OF WEBSTER CITY

BASIS OF BEARING

1aRTN DERIVED USING NAD 83, IOWA STATE PLANE NORTH COORDINATE SYSTEM - THE NORTH LINE OF LOT 3 IS ASSUMED TO BEAR S 89°26'21" E.

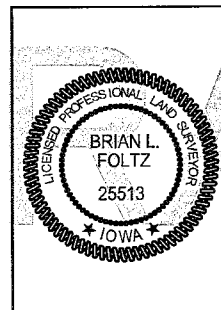
LEGEND

FEATURES

- Section Corner
- 1/2" Rebar, OPC #25513
- 5/8" Rebar YPC #6018
- Measured Bearing & Distance
- Platted Distance
- R.O.W. Line
- Section Line
- Quarter Section Line
- Quarter Quarter Section Line
- Yellow Plastic Cap
- Orange Plastic Cap

FOUND SET

- ▲
-
-
- M
- P
-
-
-
-
-
- YPC
- OPC



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

Brian L. Foltz, PLS _____ Date _____
 License Number: 25513
 My License Renewal Date is December 31, 2022
 Pages or sheets covered by this seal: 2

**PARCEL 'A' OF LOT 3, WEST TOWER ADDITION
 WEBSTER CITY, HAMILTON COUNTY, IOWA**

SHEET 1 OF 3
 PN: 123.0071.01
 T-R-S:02N-88W-26
 DATE: 02/20/23
 PM/TECH: BLF



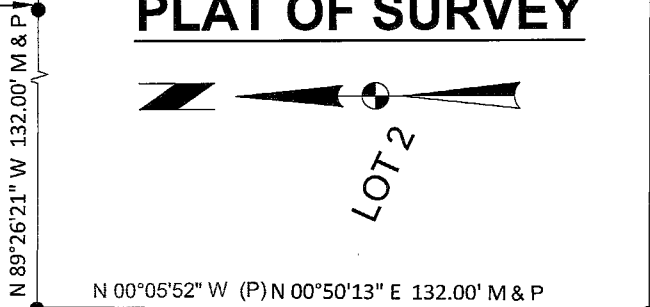
911 CENTRAL AVENUE
 FORT DODGE, IA 50501 (515) 573-2030

PLAT OF SURVEY

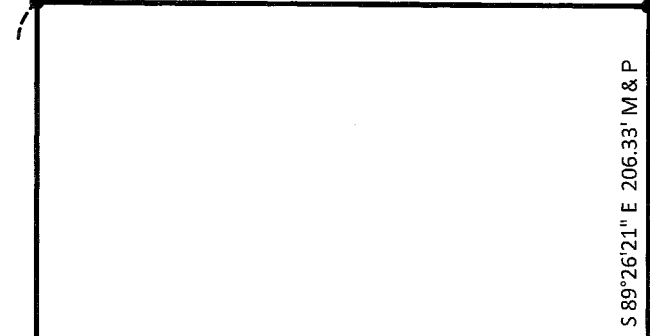


POINT OF BEGINNING

LOT 2



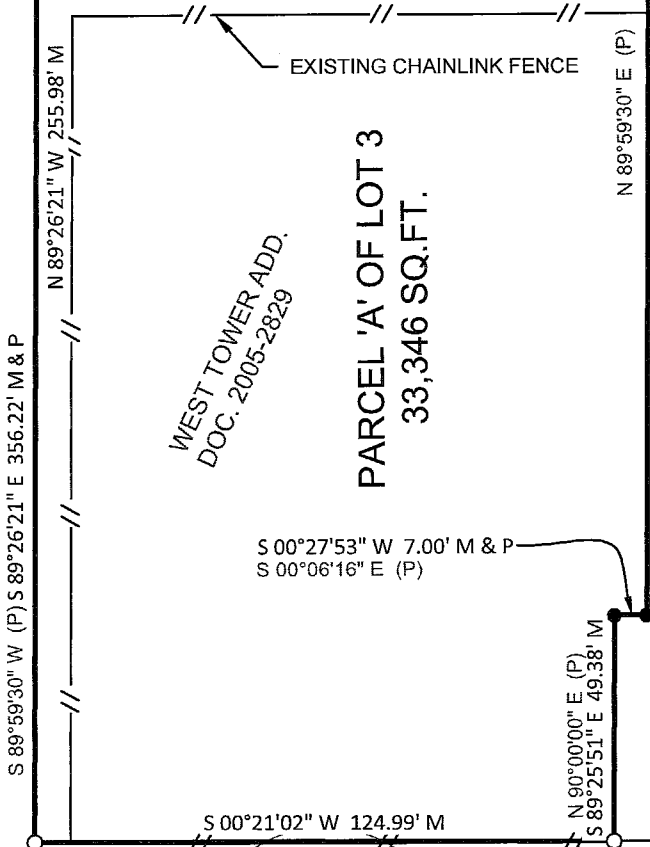
LIONS STAFFORD PARK



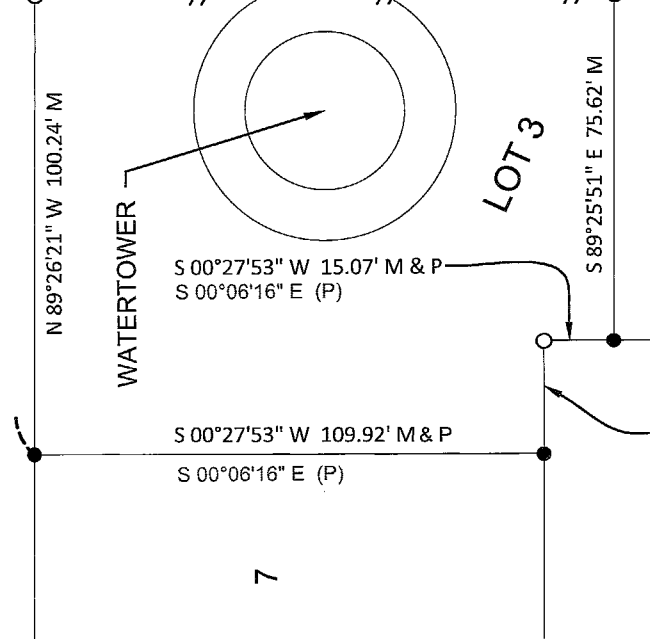
EXISTING CHAINLINK FENCE

WEST TOWER ADD.
DOC. 2005-2829
PARCEL 'A' OF LOT 3
33,346 SQ.FT.

LOT 1



S 00°27'53" W 7.00' M & P
S 00°06'16" E (P)



WATERTOWER

S 00°27'53" W 15.07' M & P
S 00°06'16" E (P)

LOT 3

6

MADSEN'S 5TH ADD.

5

S 00°27'53" W 283.65' M

SHORT STREET

S 00°27'53" W 109.92' M & P
S 00°06'16" E (P)

S 89°27'21" E 24.87' M & P
S 89°58'30" W (P)

7

PARCEL 'A' OF LOT 3, WEST TOWER ADDITION
WEBSTER CITY, HAMILTON COUNTY, IOWA

SHEET 2 OF 3

PN: 123.0071.01

T-R-S:02N-88W-26

DATE: 02/20/23

PM/TECH: BLF



911 CENTRAL AVENUE
FORT DODGE, IA 50501 (515) 573-2030

PLAT OF EASEMENT

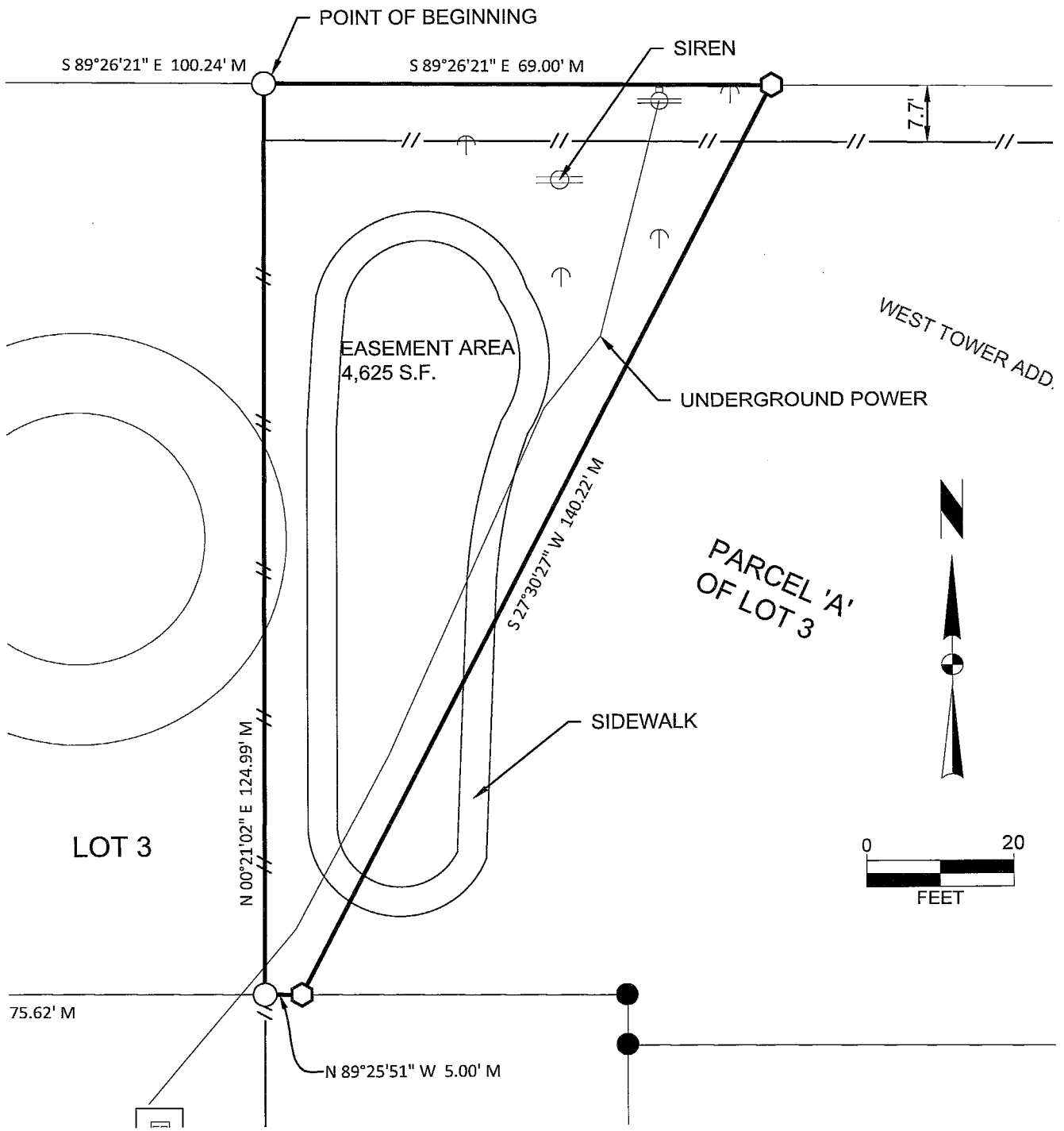
LEGAL DESCRIPTION

A PERMANENT MAINTENANCE EASEMENT WHICH LIES OVER, UNDER AND ACROSS LOT 3 OF THE THE MINOR SUBDIVISION PLAT OF WEST TOWER ADDITION TO WEBSTER CITY, HAMILTON COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF PARCEL 'A' OF LOT 3; THENCE S 89°26'21" E ALONG THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 69.00 FEET; THENCE S 27°30'27" W, A DISTANCE OF 140.22 FEET TO THE SOUTH LINE OF SAID LOT 3; THENCE N 89°25'51" W ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 5.00 FEET TO A CHAIN LINK FENCE ALSO THE WEST LINE OF SAID PARCEL 'A'; THENCE N 00°21'02" E ALONG SAID CHAIN LINK FENCE ALSO THE EAST LINE OF SAID PARCEL 'A', A DISTANCE OF 124.99 FEET TO THE POINT OF BEGINNING.

THE TRACT OF LAND DESCRIBED ABOVE CONTAINS 4,625 SQUARE FEET AND IS SUBJECT TO ALL EASEMENTS EXPRESSED OR IMPLIED.

LIONS STAFFORD PARK



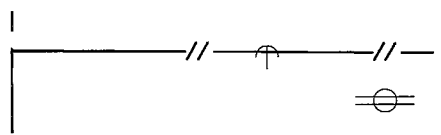
**PARCEL 'A' OF LOT 3, WEST TOWER ADDITION
WEBSTER CITY, HAMILTON COUNTY, IOWA**

SHEET 3 OF 3
PN: 123.0071.01
T-R-S:02N-88W-26
DATE: 02/20/23
PM/TECH: BLF

S **SNYDER**
& ASSOCIATES

911 CENTRAL AVENUE
FORT DODGE, IA 50501 (515) 573-2030

PLAT OF EASEMENT

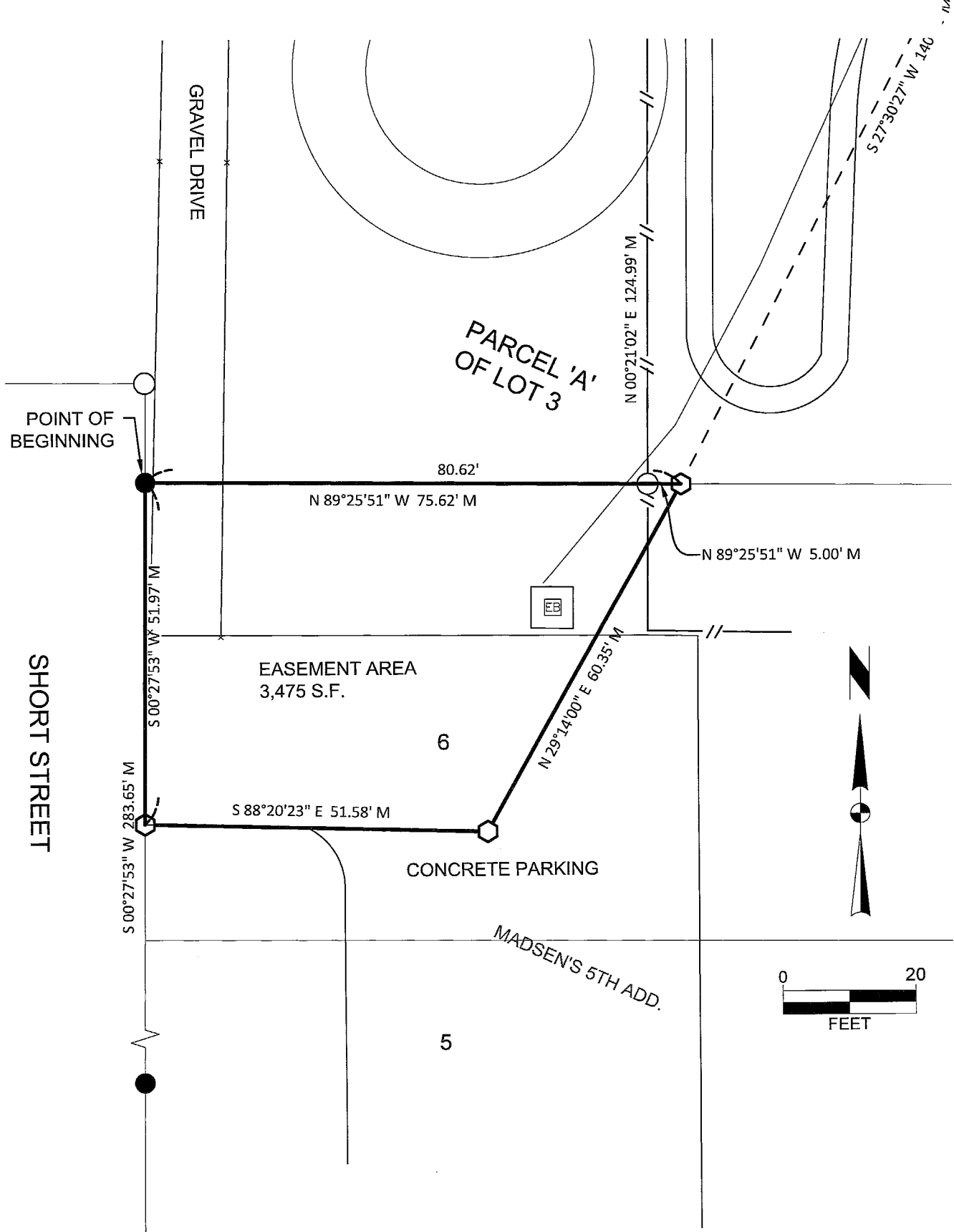


LEGAL DESCRIPTION

A PERMANENT EASEMENT FOR THE PURPOSE OF INGRESS, EGRESS AND MAINTENANCE WHICH LIES OVER, UNDER AND ACROSS LOT 6 OF THE MADSEN'S 5TH ADDITION TO WEBSTER CITY, HAMILTON COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 6; THENCE S 00°27'53" W ALONG THE WEST LINE OF SAID LOT 6, A DISTANCE OF 51.97 FEET; THENCE S 88°20'23" E ALONG A CURBLINE, A DISTANCE OF 51.58 FEET; THENCE N 29°14'00" E, A DISTANCE OF 60.35 FEET TO THE NORTH LINE OF SAID LOT 6; THENCE N 89°25'51" W ALONG THE NORTH LINE OF SAID LOT 6, A DISTANCE OF 80.62 FEET TO THE POINT OF BEGINNING.

THE TRACT OF LAND DESCRIBED ABOVE CONTAINS 3,475 SQUARE FEET AND IS SUBJECT TO ALL EASEMENTS EXPRESSED OR IMPLIED.



EASEMENT IN LOT 6, MADSEN'S 5TH ADDITION WEBSTER CITY, HAMILTON COUNTY, IOWA	SHEET 4 OF 3
	PN: 123.0071.01
SNYDER & ASSOCIATES 911 CENTRAL AVENUE FORT DODGE, IA 50501 (515) 573-2030	T-R-S:02N-88W-26
	DATE: 02/20/23
	PM/TECH: BLF



MEMORANDUM

TO: Mayor and City Council

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

DATE: July 3, 2023

RE: Request from Platinum Connect, LLC seeking Rebate Incentive of 50% (\$20,000) of the Utility Permit Fees that Platinum Paid to the City

SUMMARY: The City approved a Right of Way Agreement with Platinum Connect on July 6, 2021. The Agreement stipulated if Platinum meets the 90% coverage area as stipulated in the agreement on or before December 31, 2023; the City will rebate 50% (\$20,000) of the utility permit fees that Platinum has paid to the City. In November of 2022, Platinum indicated they completed construction that meets the coverage requirement and requested rebate of \$20,000 of the utility permit fees paid. The agreement also specified certain requirements Platinum had to fulfill, including providing the City as-built drawings of their network and naming the City as a grantee on all easements they obtain. The as-built map information provided by Platinum has been found to have inaccuracies that have been unable to be corrected.

PREVIOUS COUNCIL ACTION: On July 6, 2021, the City Council authorized purchase and lease agreements of City Property to Platinum Connect and Approved a Right of Way Agreement with Platinum Connect, LLC.

BACKGROUND/DISCUSSION: On July 6, 2021 the City Council approved a Right of Way Agreement with Platinum Connect, LLC for them to expand their fiber service business into Webster City. The Right of Way Agreement authorized Platinum Connect, LLC to install fiber within the City’s easements and in the City right-of-way. The agreement stipulates project commitments. Below is a table noting the project commitments and their status:

Project Commitment	Status
Platinum will construct a FTTP Network capable of providing communications services to residents and business in the City. The FTTP Network will be solely funded by Platinum.	Completed
Platinum will provide video, voice, internet, and wireless home networking as part of their residential services.	Completed
Platinum will provide hosted PBX, internet and video as part of their business services.	Completed

<p>Platinum will initially construct a FTTP network with mainline facilities capable of serving no less than ninety percent (90%) of those portions of the City that are not privately owned or have access to existing FTTP services from another provider. Other than reasonable and unintended and/or unanticipated delays out of the control of Platinum, the initial buildout shall be complete before December 31, 2023. Within 180 days of completion of the Project, Platinum will provide the City with copies of "as-built" drawings of the FTTP network, marked confidential if applicable.</p>	<p>These files were provided with inaccuracies. Despite requesting the file be corrected to be more accurate, we continue to see inaccurate locations noted as part of the as-built drawings.</p>
<p>Platinum acknowledges that it has a Certificate of Franchise Authority, either through itself or through its owners, from the Iowa Utilities Board, which Platinum will amend to include service within the City, and Platinum agrees to comply with the requirements set forth therein.</p>	<p>Completed</p>
<p>Platinum agrees to maintain a store front and/or office open to its customers with regular office/business hours within the City of Webster City, Iowa at all times during the term of this Agreement. Additionally, Platinum agrees to provide its customers access to emergency services and emergency phone or contact information of Platinum, which is intended to be available continuously.</p>	<p>Completed</p>
<p>The Parties agree that Exhibit A shows the information that Platinum will submit to obtain a construction permit from the City. The information will also include the existing City infrastructure utilizing GIS shape files if available and as provided by the City.</p>	<p>Completed</p>
<p>The City agrees to use all resources and make every effort to process Platinum construction permit applications as soon as possible, generally within 30 days of submittal. Each permit application may cover a geographic area containing up to 1,000 homes and/or businesses.</p>	<p>Completed</p>
<p>The total fee for Platinum's required utility permit shall be set at \$40,000.00, as determined and established by the City's Planning and Inspection Departments.</p>	<p>Paid</p>
<p>Permit Fee Rebate: If Platinum meets the 90% coverage area as stipulated in Section III(D) of this Agreement on or before December 31, 2023; the City will rebate 50% of the utility permit fees that</p>	<p>Completed and request for 50% rebate has been submitted.</p>

Platinum has paid to the City under Section IV(D) above.	
Additional Construction: After completion of the Initial Buildout project, additional installations or system expansion work by Platinum will be subject to permit fees in accordance with City Code and policies. Other than as set forth in this agreement, Platinum will not be required to pay fees or obtain permits from the City to install aerial and underground facilities in the City for the Initial Buildout project.	

As part of Exhibit B in the agreement, Platinum Connect, LLC was also required to name the City as a Grantee on all easements they obtain in order to allow the City the right to use said easement for the purpose of construction, reconstruction, operating and maintaining all public utilities, including but not limited to water lines, sanitary and storm sewer infrastructure, sub-drain and footing drain collectors, electric lines, electronic communication lines and any other form of utility whatsoever, together with a right of ingress and egress. This was not completed when Platinum Connect obtained easements on Fair Meadow Drive but has since been corrected.

At this time, the as-built drawings that have been provided have inaccuracies that have not been fully corrected. The drawings appear to be design plans and not actual as-built drawings. As-built drawings are valuable pieces of information and vital for project planning and maintenance of the City's infrastructure. Below is a screenshot of a section of Platinum's network.

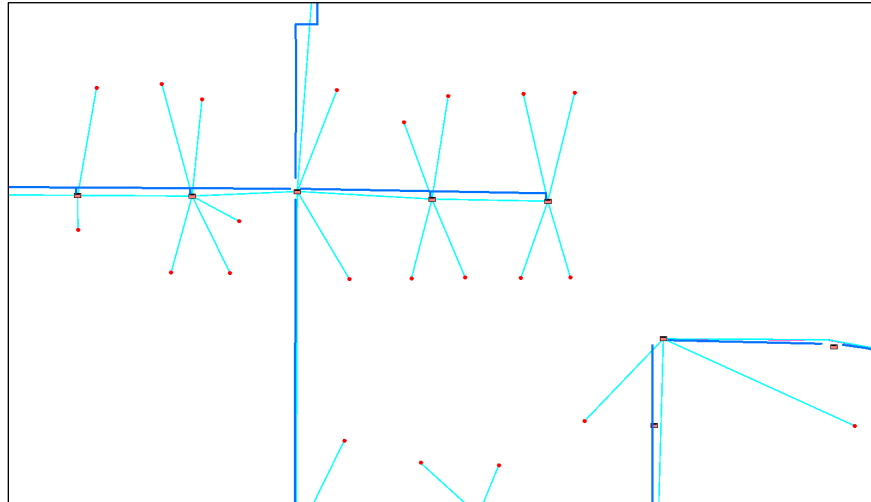


Figure 1 Section of Platinum Connect network.

The inaccuracies are primarily incorrect location/mapping of assets or conduit paths. Some have been found to be several feet off from the stated location, assets on the map in locations where there are no Platinum assets, and conduit paths that do not reflect actual paths. The image above indicates the locations of services connected to enclosures but fails to detail the actual path of the conduits installed. When integrated with the GIS and aerial images, Platinum's information shows lines going through structures, buildings, and multiple properties.



Figure 2: Image of City's Tree Waste Site: *Information provided by Platinum incorrectly indicates four conduits and an enclosure at the tree waste site.*

The City Council may approve dispersing the \$20,000.00 rebate by approving the resolution provided, deny the request until terms of the agreement are fulfilled, or provide staff and the City Attorney further direction.

FINANCIAL IMPLICATIONS: \$20,000 will be reimbursed from the received permit fee payment.

RECOMMENDATION: Staff recommends the City Council provide direction to staff regarding rebate refund request.

RESOLUTION NO. 2023 - _____

RESOLUTION APPROVING REBATE OF \$20,000 (50%) OF UTILITY PERMIT FEES PAID BY PLATINUM CONNECT, LLC IN CONNECTION TO FIBER OPTIC NETWORK CONSTRUCTED IN WEBSTER CITY AND RIGHT-OF-WAY ACCESS LICENSE AGREEMENT ENTERED INTO WITH THE CITY OF WEBSTER CITY IN 2021

WHEREAS, Platinum Connect, LLC desired to install a fiber optic network and use the City of Webster City Street right-of-way and easements to construct said network; and,

WHEREAS, the City Council approved a right-of-way access agreement with Platinum Connect, LLC on July 6, 2021; and

WHEREAS, said agreement allowed Platinum Connect LLC to install a fiber optic network within the city right-of-way and easements; and,

WHEREAS, said agreement also provided certain terms and conditions for Platinum Connect, LLC, to adhere to; and,

WHEREAS, if Platinum Connect, LLC, fulfilled the terms and conditions set forth in the agreement it would be eligible to receive "Permit Fee Rebate" of \$20,000 (50%) of utility permit fees paid by Platinum LLC; and,

WHEREAS, one of the terms and conditions specified that "within 180 days of completion of the Project, Platinum will provide the City with copies of "as-built" drawings of the FTTP network"; and,

WHEREAS, the City has identified inaccuracies in the as-built drawings provided by Platinum; and,

WHEREAS, the City Council wishes to rebate 50% of utility permit fees that Platinum paid and accept the as-built drawings as is.

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

Section 1. City Council accepts the as-builts drawing provided by Platinum Connect, LLC as presented and with knowledge of potential inaccuracies.

Section 2. Approves Platinum Connect, LLC request for permit fee rebate of 50% of utility permit fees paid and authorizes the City Manager to process and disperse said funds.

Passed and adopted this 3rd day of July, 2023.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

FIBER OPTIC NETWORK INSTALLATION AGREEMENT AND RIGHT-OF-WAY ACCESS LICENSE

Platinum Connect, LLC (“Platinum”) constructs and operates fiber-to-the-premises networks (each an "FTTP Network") for purposes of providing state-of-the-art fiber communications services. Platinum wishes to deploy an FTTP Network throughout the City of Webster City, Iowa ("City") for the purposes of providing fiber-based communications services for the benefit of the residents and businesses ("Project").

Platinum is willing to invest its capital to complete the Project subject to receiving certain assurances from the City regarding the procedures that will govern the Project. The City is willing to provide Platinum with such assurances in accordance with the City’s Municipal Code and as more particularly set forth in this agreement ("Agreement"). Platinum and the City are sometimes referred to herein collectively as the "Parties", each individually a "Party".

I. License for Use of City Property

City authorizes Platinum access to and use of the City right-of-way and additional easement locations only wherein City has the ability, by said easement conveyance, to assign and/or allow a third-party communication provider access to said easement location, for the sole purpose of the installation, operation, modification, maintenance and repair of a FTTP Network. This authorization is not a lease or an easement, and is not intended and shall not be construed to transfer any real property interest in City property. Use of the City right-of-way and additional easement locations, and Platinum’s operations within the City, shall, at a minimum: (1) not adversely affect City property or the City's streets, roadways, bike lanes, or sidewalks; (2) not adversely affect the property of any third parties; (3) not unreasonably inhibit pedestrian or vehicular movement within the City right-of-way or along other property or rights-of-way owned or controlled by the City; (4) not create conditions which are a threat to public safety and security; and (5) not unreasonably inhibit City’s use of their right-of-way and/or easement conveyances previously obtained for any future city use.

II. License Term

The initial term of this Agreement shall be for fifteen (15) years commencing upon the Effective Date and shall automatically renew for two (2) additional fifteen (15) year periods thereafter, unless either party notifies the other party of its intent not to renew at least one hundred and eighty (180) days prior to the end of the then current Term.

III. Platinum Project Commitments

- A. FTTP Network. Platinum will construct a FTTP Network capable of providing communications services to residents and businesses in the City. The FTTP Network will be solely funded by Platinum.
- B. Residential Services. Platinum intends to provide the following voice, video and

Internet services to residential consumers in the City. Platinum retains full control over offerings and pricing of services:

- (1) Video. A video service offering High Definition, digital audio, fast channel changing capability, and the ability to watch on multiple devices.
- (2) Voice. A reliable fiber phone service with unlimited local calling, custom calling features, and long-distance service at a competitive price point.
- (3) Internet. Symmetrical, gigabit Internet service capability.
- (4) Wireless Home Networking. The ability to connect multiple devices wirelessly to Platinum's Internet service.

C. Business Services. Platinum will provide the following communications services to businesses in the City. Platinum retains full control over offerings and pricing of services:

- (1) Hosted PBX. A service that allows a customer 4 digit dialing connectivity, numerous customers calling features and the capability to easily upsize or downsize users.
- (2) Internet. Symmetrical gigabit Internet service capability.
- (3) Video. A video service offering High Definition, digital audio, fast channel changing capability, and the ability to watch on multiple devices.

D. Initial Coverage Area. Platinum will initially construct a FTTP network with mainline facilities capable of serving no less than ninety percent (90%) of those portions of the City that are not privately owned or have access to existing FTTP services from another provider. Other than reasonable and unintended and/or unanticipated delays out of the control of Platinum, the initial buildout shall be complete before December 31, 2023. Within 180 days of completion of the Project, Platinum will provide the City with copies of “as-built” drawings of the FTTP network, marked confidential if applicable.

E. Franchise. Platinum acknowledges that it has a Certificate of Franchise Authority, either through itself or through its owners, from the Iowa Utilities Board, which Platinum will amend to include service within the City, and Platinum agrees to comply with the requirements set forth therein.

F. Store Front Located in City. Platinum agrees to maintain a store front and/or office open to its customers with regular office/business hours within the City of Webster City, Iowa at all times during the term of this Agreement. Additionally, Platinum agrees to provide its customers access to emergency services and emergency phone or contact information of Platinum, which is intended to be available continuously.

IV. Project Commitments.

- A. Construction Permit Format. The Parties agree that Exhibit A shows the information that Platinum will submit to obtain a construction permit from the City. The information will also include the existing City infrastructure utilizing GIS shape files if available and as provided by the City.
- B. Construction Permit Scheduling: The City agrees to use all resources and make every effort to process Platinum construction permit applications as soon as possible, generally within 30 days of submittal. Each permit application may cover a geographic area containing up to 1,000 homes and/or businesses.
- C. Permit Fees: The total fee for Platinum's required utility permit shall be set at \$40,000.00, as determined and established by the City's Planning and Inspection Departments.
 - (1) Permit Fee Rebate: If Platinum meets the 90% coverage area as stipulated in Section III(D) of this Agreement on or before December 31, 2023; the City will rebate 50% of the utility permit fees that Platinum has paid to the City under Section IV(C) above.
 - (2) Additional Construction: After completion of the Initial Buildout project, additional installations or system expansion work by Platinum will be subject to permit fees in accordance with City Code and policies. Other than as set forth in this agreement, Platinum will not be required to pay fees or obtain permits from the City to install aerial and underground facilities in the City for the Initial Buildout project.
- D. Construction Procedures. The parties agree to adhere to the construction procedures set forth in Exhibit B during construction of the FTTP Network.
- E. Solicitation. Platinum will be allowed to conduct door-to-door consultative sales in the City. All such sales shall be conducted in accordance with applicable laws and Chapter 12, Article III of the City Code.

V. General Terms.

- A. No Joint Venture. This Agreement is not intended to create, nor will it be construed to create, any partnership, joint venture, or employment relationship between the City and Platinum, and neither Party will be liable for the payment or performance of any debt, obligations, or liabilities of the other Party, unless expressly assumed in writing.

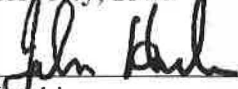
- B. Termination. This Agreement may be terminated by either Party upon one hundred eighty (180) days written notice, without penalty, should the other Party fail to perform or otherwise breach its obligations under the Agreement. Additionally, this Agreement may be terminated at any time upon mutual written agreement of the Parties.
- C. Entire Agreement Amendments. This Agreement constitutes and embodies the full and complete understanding and agreement of the Parties hereto with respect to the subject matter hereof and supersedes all prior understandings or agreements, whether oral or in writing. This Agreement may not be amended or modified in any way except by a writing signed by the authorized representatives of the Parties.
- D. Applicable Law. This Agreement will be governed by the laws of the State of Iowa without regard to the choice of law provisions thereof.
- E. Venue. The Parties consent to the exclusive jurisdiction of, and venue in, any federal or state court of competent jurisdiction located in Hamilton County, Iowa for purposes of adjudicating any matter arising out of or relating to this Agreement.
- F. No Third-Party Beneficiaries. No rights or privileges of either Party hereto shall inure to the benefit of any other person or entity, and no such other person or entity shall be deemed to be a third-party beneficiary of any of the provisions contained in this Agreement.

Accepted and agreed to as of the 16th day of July, 2021.

Platinum Connect, LLC

By: 
 Name: Douglas Boone
 Title: President and Authorized Member

City of Webster, City, Iowa

By: 
 Name: John Hawkins
 Title: Mayor

ATTEST

By: 
 Name: Kayl Bonjour
 Title: City Clerk

EXHIBIT A

Utility Permit Information

CITY OF WEBSTER CITY
UTILITY PERMIT APPLICATION

This is a Utility Permit Application for telecommunications, electric, and gas utilities. The applicant agrees to comply with the following permit requirements. The City reserves the right to inspect and approve any construction work performed within its right-of-way as it relates to the condition of the streets; compliance shall be determined by the sole discretion of the Public Works Director or designee. These requirements shall apply unless waived in writing, due to unique local conditions, by the Public Works Director prior to installation; any such waiver shall be attached to the permit. This permit is not intended to conflict with any utility owner's rights or duties mandated by the City of Webster City, Iowa Utility Board or other state or federal regulations.

Applicant Name: _____

Street Address: _____

City, State & Zip Code: _____

Telephone Number: _____ FAX: _____

Contact Person: _____

Brief Description (type facility, location) _____

1. Location Plan. An applicant shall file a completed location plan as an attachment to this Utility Permit Application. The location plan shall set forth the location of the proposed line on the street right-of-way and include a description of the proposed installation.
2. Notice to Proceed. At least two (2) working days prior to the proposed installation, an applicant shall file with the Public Works Director a notice stating the time, date, location, and nature of the proposed installation.
3. Requirements. The applicant shall meet the following requirements:
 - A. Construction signing shall comply with the Manual on Uniform Traffic Control Devices. The permit holder will be held responsible for any accidents occurring in the work zone due to their negligence.

- B. The applicable provisions of following City's Municipal Code Chapters; Chapter 42, Article XII and/or Exhibit B Construction Procedures, Chapter 24, Article III Gas Franchise, and Chapter 10 Article IV SUDAS will govern utility facilities in the right-of-way.
 - C. All drainage tile line locations encountered during construction shall be protected and repaired.
 - D. No underground utility lines shall cross over a driveway or cross- street drainage structure.
 - E. Residents along the utility route shall have uninterrupted access to the public street. An all-weather access shall be maintained for residents adjacent to the project.
 - F. A joint assessment of the street surfacing may be made by the applicant and the Public Works Director both before and after construction. At a minimum, the top 1 foot of backfill shall consist of crushed stone. After construction, surface restoration to the street is at the applicant's cost, if necessary, to restore the street to its original condition. After surfacing has been applied, the street surface may be jointly reviewed by the Public Work Director and the applicant once the street has been restored, to determine if additional work on the street by the applicant is necessary.
 - G. Areas within the street R.O.W. or easement damaged by the installation shall be repaired and restored to at least its former condition by the applicant or the cost of the repair work caused to be performed by the City will be assessed against the applicant.
 - H. Areas disturbed during construction which create an erosion problem shall be solved by the applicant in a manner approved by the Public Work Director.
 - I. All trenches, excavations, and utilities that are knifed shall be properly tamped.
4. Non-conforming Work. The Public Work Director may halt the installation at any time if the applicant's work does not meet the requirements set forth in this Utility Permit.
 5. Emergency Work. In emergency situations, work may be initiated by an applicant without first obtaining a Utility Permit. However, the City shall be notified via telephone or FAX as soon as possible and a Utility Permit must be requested within five (5) days of initiation of the work. All emergency work shall be done in conformity with the provisions of this permit and may be inspected for full compliance.
 6. City Infraction. Violation of this permit is a Municipal infraction under Municipal Code Chapter I sec. 1-16 Infractions, punishable by a civil penalty for each violation.
 7. Hold Harmless. The utility company shall save this City harmless from any damages resulting from the negligence of the applicant. A copy of a certificate of insurance naming the City as an additional insured for the permit work or proof of self-insurance shall be provided to the Public Work Director prior to installation. The minimum limits of liability under the insurance policy or proof of self-insurance shall be \$1,000,000.

8. Permit Required. No applicant shall install any lines unless such applicant has obtained a Utility Permit from the Public Works Director. Applicants agree to hold the City free from liability for all damage to applicant's property which occurs proximately as a result of the applicant's failure to comply with said ordinances or requirements.

9. Relocation. The applicant shall, at any time subsequent to installation of utility lines, at the applicant's own expense, relocate or remove such lines as may become necessary to conform to new grades, alignment or widening of R.O.W. resulting from maintenance or construction operations for street improvements.

10. Term of Permit. In accordance with Section 320.5 of the Code of Iowa, applicable gas mains and communication lines mains shall be granted a permit for a period not to exceed applicable franchise agreement. At the end of the term, if neither of the party objects in writing, the permit will automatically renew itself.

11. The contractor shall notify Iowa One Call at 1-800-292-8989 at least 48 hours prior to work and protect existing utilities. The contractor is responsible for any damages as a result of their work in the right-of-way.

DATE _____

NAME OF COMPANY _____

BY: _____

 *

APPROVAL
 DATE: _____

DIRECTOR

 CITY OF WEBSTER CITY PUBLIC WORKS

EXHIBIT B
Construction Procedures

- A. Code Requirements. Platinum shall adhere to the requirements set forth in the provisions of Chapter 42, Article XII of the City's Municipal Code except to the extent such provisions conflict with the provisions of this Agreement in which case the provisions of this Agreement shall be deemed to control.
- B. Underground Construction. Platinum agrees to install its facilities all underground with a minimum cover of utility facilities of thirty (30) inches for their mainline facilities, and shall not use any utility poles within the City. Further, when installing its facilities underground, Platinum will install its fiber by primarily utilizing boring, technology and procedures. However, in those limited situations where boring is not feasible and/or cost effective, Platinum may utilize trenching or microtrenching technology and procedures.
- C. Utility Location Procedure. The Parties agree that the following procedure will be exclusively used any time Platinum is required to insert a hole in a driveway, walkway or street to locate other utilities under and across paved or concrete surfaces. Platinum will utilize an 8" minimum core drill to remove the pavement and then remove debris utilizing a vacuum excavator to visually expose the path to cross the street. After the crossing is completed, the excavated pothole will be backfilled with a flowable stabilized sand/cement slurry mix comprised of at least 2 bags/yard of cement to completely fill the excavation hole to the depth of the existing pavement. Where possible the core plug removed to access the pothole will then be cleaned and coated with epoxy resin around the outside surface of the plug and replaced in the excavation hole so that it is even with the top of the existing surface of the driveway, walkway or street. Further, if Platinum shall locate and/or discover at any time an unmapped or unlocated utility or other service located within the right-of-way and/or easement area, Platinum will use their best effort to provide City with the location details and/or mapping of said unmapped or unlocated utility or other service for their records.
- D. Restoration. Platinum will use commercially reasonable efforts to restore property within 3 business days of the boring, subject to factors beyond Platinum's reasonable control. Consideration will be given to the amount of restoration needed with each boring, trenching and/or microtrenching, as provided for in subsection B above, and Platinum will endeavor to conduct borings, trenching and/or microtrenching, as provided for in subsection B above, in a manner which requires the least amount of restoration (e.g. when appropriate using streets and sidewalks for equipment rather than lawns, etc.). After boring under the street/curb and sidewalks, Platinum will inspect for any heaving that may have occurred from the boring process. In addition, all tile line locations encountered during construction shall be protected and repaired by Platinum.
- E. Other Permits. Platinum shall obtain any other permits that may be required to install facilities within the City of Webster City, including utility accommodation permits from the Iowa Department of Transportation.

- F. Construction Communications Plan. Platinum will implement a commercially reasonable construction communications plan and will use commercially reasonable efforts to advise all occupants of upcoming construction activities prior to commencement of construction in a residential area.
- G. Work Hours. Platinum and its contractors may perform construction activities including, but not limited to, boring, trenching, microtrenching, as provided for in subsection B above, pulling cable, splicing and clean-up work ("Construction Activities") from 7:00 AM until 9:00 PM, Monday through Friday. Platinum and its contractors will perform all Construction Activities from 9:00 AM until 6:00 PM, Saturday and Sunday. Additionally, Platinum and its contractors shall not perform any Construction Activities on any federal holiday where the City Hall for the City of Webster City is closed or within 500 feet of any place of worship on Sundays.
- H. Platinum's Duty to Relocate. If at any time, the City undertakes a street installation, repair or replacement project and said project alters the street grade, street dimensions or public utility locations such that said improvement, installation, repair or replacement project requires the relocation of Platinum's facilities that are in the City right-of-way or City easement location along the project corridor, Platinum shall complete the relocation at its own expense. Nothing in this section shall prohibit Platinum from seeking any funding available from a state or federal entity to reimburse utilities for the relocation of facilities. Such relocation may include removing, relaying, or lowering underground facilities or other equipment. Platinum's relocation work shall be completed in a timely manner and coordinated with the said City improvement, installation, repair or replacement project so that the construction of the City project is not delayed. For specific City improvement, installation, repair or replacement projects, Platinum shall relocate their facilities prior to the scheduled construction start date when provided with at least 120 days notice by the City.
- I. Easement Location Mapping. If Platinum shall obtain an easement from a property owner within the City of Webster City, not including a private fiber line easement to the property owner's building, dwelling or other facilities, Platinum herein agrees to include the City as a Grantee on all easements to allow City the right to use said easement for the purpose of construction, reconstruction, operating and maintaining all public utilities, including but

not limited to water lines, sanitary and storm sewer infrastructure, sub-drain and footing drain collectors, electric lines, electronic communication lines and any other form of utility whatsoever, together with a right of ingress and egress. Further, City agrees to include assignment language in future easement conveyances obtained by the City for communication services so as to allow Platinum access to said easement locations where applicable.

- J. Indemnification. Platinum shall indemnify and save harmless the City from any and all claims, suits, losses, damages, costs or expenses, on account of injury or damage to any person or property, to the extent caused or occasioned by the Platinum's negligence in construction or maintenance of the utility facilities in the City's right-of-way; however, Platinum shall not be obligated to defend, indemnify and save harmless the City for any costs or damages to the extent arising from the negligence of the City, its officers, employees or agents.

- K. Insurance Requirements. Before any permit shall be issued, Platinum shall submit or have on file with the City a certificate of insurance with limits of the insurance that shall meet the requirements of the current edition of the SUDAS Standard Specifications, Section 1070. The City shall be named as an additional insured party at all times.

MEMORANDUM

TO: Mayor and City Council

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

DATE: July 3, 2023

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute a Memorandum of Understanding with the Webster City Self Supported Municipal Improvement District for the Music on Mainstreet Project

SUMMARY: SSMID approached city staff about installing speakers in the 600 block of 2nd Street in an effort to enhance the Market Nights and future community events. Staff worked the City Attorney in identifying the best approach to handle the installation and is recommending a Memorandum of Understanding be executed between SSMID and the City for the speaker installation.

PREVIOUS COUNCIL ACTION: N/A

BACKGROUND/DISCUSSION: On June 12th, staff received a call from Kevin Rubash, SSMID President, whom was looking into purchasing some speakers for the downtown area in order to enhance the music at Market Nights and to use them for parades and different community events in the downtown area. The Webster City Area Chamber of Commerce will be a partner of this project as well and Mr. Rubash requested the City be a partner by assisting with the installation.

The speakers will be permanently mounted on the light poles of the 600 block. The speaker system they are looking at entails two speakers mounted onto each pole. They are currently only looking at doing the 600 block and anticipate 5 sets of speakers approximately 120' apart per set.

<http://www.streetsoundswireless.com/>



SSMID will be the owner of the speaker system and the Webster City Area Chamber will be the administrator of programming music. Should any vandalism of the speakers occur, SSMID will be responsible for replacement of the speakers. Chamber staff informed the City that no winterization will be necessary for the speakers. City Line Department staff will perform the installation of the speakers.

The City Attorney has drafted a Memorandum of Understanding outlining the following:

- Ownership
- Maintenance and Responsibilities
- Location

FINANCIAL IMPLICATIONS: The City will incur costs associated with providing staffing needs associated with the installation of the speakers.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute a Memorandum of Understanding with the Webster City Self Supported Municipal Improvement District for the Music on Mainstreet Project.

RESOLUTION NO. 2023 – xxx

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE WEBSTER CITY SELF SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT FOR THE MUSIC ON MAINSTREET PROJECT

WHEREAS, the City of Webster City adopted an Ordinance continuing the Downtown Webster City Self-Supported Municipal Improvement District (SSMID) on March 4, 2019 and supports efforts of SSMID to make capital improvements to the downtown district; and

WHEREAS, the City of Webster City is a member of the Webster City Area Chamber of Commerce and supports the Chamber’s mission to build business and community; and

WHEREAS, SSMID and the Webster City Area Chamber of Commerce are requesting support from the City of Webster City to enhance the downtown district by installing speakers on City owned light poles in the 600 block of 2nd Street as part of the “Music on Mainstreet” project; and

WHEREAS, the City of Webster City understands the importance of collaboration to enhance the viability of the City’s downtown district; 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 a Memorandum of Understanding with the Webster City Self-Supported Municipal Improvement District for the Music on Mainstreet Project.

SECTION 2: Authorizes the use of City staff resources for the installation and removal as needed.

Passed and adopted this 3rd day of July, 2023.

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) entered into this _____ day of July, 2023, by and between the City of Webster City, Iowa, a Municipal Corporation duly formed and existing pursuant to the laws of the State of Iowa (“City”) and Downtown Webster City Self-Supported Municipal Improvement District (“SSMID”).

BACKGROUND:

1. SSMID wishes to purchase and place on City-owned light poles, speaker systems to be used for downtown Webster City events.
2. City wishes to allow SSMID to purchase and place on City-owned light poles, said speaker systems.
3. Both parties, having previous discussions related to said speaker systems, believe that this MOU is necessary to establish the understandings of each party as it relates to the location, maintenance and responsibilities of the parties hereto related to the placement of said speaker systems on City-owned light poles.

PURPOSE:

The purpose of this MOU is to provide the understanding as it relates to the location, maintenance and responsibilities of the parties hereto related to the placement of said speaker systems on City-owned light poles.

OBLIGATIONS OF THE PARTIES:

The parties hereto acknowledge that no contractual relationship is created between them by this MOU, but agree to work together in hopes of addressing each parties understanding as it relates to the location, maintenance and responsibilities of the parties hereto related to the placement of said speaker systems on City-owned light poles.

GENERAL TERMS AND CONDITIONS:

1. Obligations of Parties Hereto: Both parties agree to the following obligations as outlined below:
 - A. City’s Obligations: City agrees to:
 - 1) Allow the placement of said speaker systems on City-owned light poles located in the 600 block of Second Street.

2) Not remove or have removed said speaker systems from said City-owned light poles without first providing SSMID with sixty (60) days written notice of the necessity for SSMID to remove and/or relocate said speaker systems.

B. SSMID’s Obligations: SSMID agrees to:

1) Perpetually provide for all costs, maintenance and upkeep of said speaker systems, including any and all damage caused to the City-owned light poles, if any, now or into the future.

2) Reimburse City for any costs that City may incur now or into the future related to said speaker systems.

3) Retain ownership of said speaker systems at all times, now or into the future.

4) Remove or relocate said speaker systems upon sixty (60) days written notice from City related to said need to remove or relocate said speaker systems.

2. Governing Law. This MOU and rights and duties hereunder shall be construed in accordance with the laws of the State of Iowa.

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

IN WITNESS WHEREOF, the parties hereto sign this Memorandum of Understanding on this _____ day of July, 2023.

CITY OF WEBSTER CITY, IOWA

WEBSTER CITY DOWNTOWN SELF-SUPPORTED
MUNICIPAL IMPROVEMENT DISTRICT

By: _____
John Hawkins, Mayor

By: _____

ATTEST:

Name and Title

Karyl Bonjour, City Clerk

**Webster City Area Chamber of Commerce
Street Closure Request for Classic Car Nights at Webster City Market Nights**

Name of the Street to be closed:

600, 700, & 800 block of Des Moines. Alley access on 700 block will be blocked. 800 block will include an intersection closure at First & Des Moines, and the street closure will only be utilized on an "as-needed" basis. More specific communication on placement of barricades at either the south end of the 700 block or south end of 800 block can be given to the street department as the event date approaches and anticipated number of classic cars is better known.

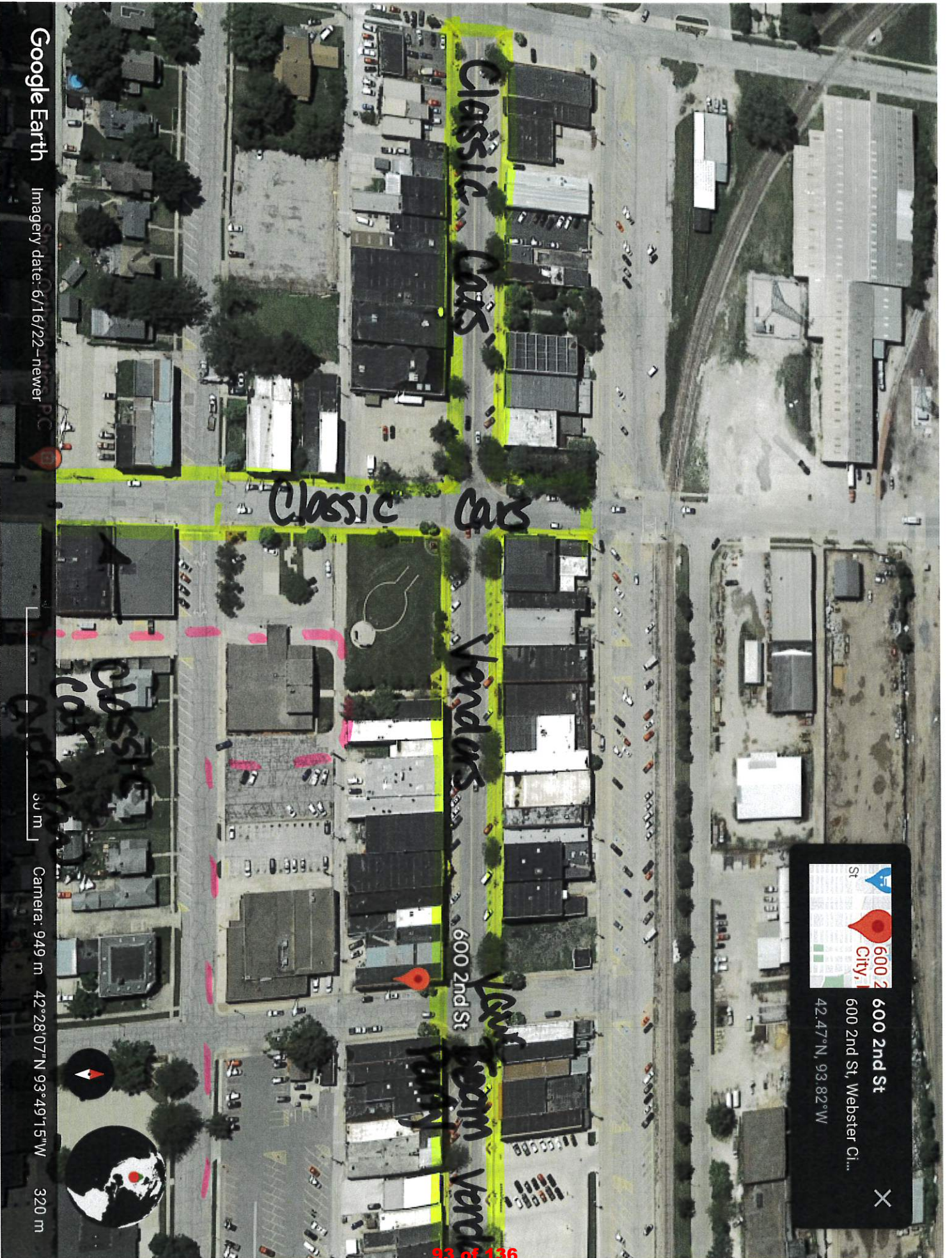
~~Availa Bank drive-through customers would have be routed West on First Street, enter alley, turn South into ITM/ATM lane and exit by crossing First Street to enter alley and turn East near the 800 block of Des Moines.~~

500 block of Second Street. Market entry point will move to Seneca St & Second Street. Interaction of Wilson Ave. & Second Street will be blocked. Barricade placement could be at First State Bank, giving traffic the ability to turnaround depending on needed vendor stalls.

Dates requested: Thursday, July 20th & Thursday, August 17th

Time street will be closed: 4:00PM - 8:30 PM - Webster City Market Nights
5:30-7:30PM. Following same shut down procedure as previously approved for Thursday evening, expanded pedestrian area.

Traffic control device (ex. barricades, cones) support needed from the City (if any): Barricades



600 2nd St
 600 2nd St, Webster Ci...
 42.47°N, 93.82°W

Google Earth

Imagery date: 6/16/22 - newer

30 m

Camera: 949 m

42°28'07"N 93°49'15"W

320 m

RESOLUTION NO. 2023 -

**RESOLUTION ACCEPTING THE GOAL SETTING SESSION SUMMARY REPORT
PREPARED BY PATRICK CALLAHAN OF CALLAHAN MUNICIPAL CONSULTANTS, LLC.
FOR THE CITY OF WEBSTER CITY FOR 2023**

WHEREAS, the City Council of the City of Webster City convened on Monday, May 8th, 2023 for the purpose of holding its annual goal setting session facilitated by Patrick Callahan of Callahan Municipal Consultants, LLC.

WHEREAS, the Callahan Municipal Consultants, LLC has completed the Goal Setting Report for 2023, and

WHEREAS, the Council has received the City's Goal Setting Plan,

NOW THEREFORE BE IT RESOLVED that the Goal Setting Report for 2023 as completed by the Callahan Municipal Consultants, LLC is accepted.

Passed and adopted by the City Council of the City of Webster City this 3rd day of July, 2023.

CITY OF WEBSTER CITY, IOWA

John Hawkins, Mayor

ATTEST:

Karyl K. Bonjour, City Clerk

**CITY OF WEBSTER CITY, IOWA
GOAL SETTING REPORT
2023**

Mayor:

John Hawkins

City Council:

Matt McKinney

Abbie Hansen

Megan McFarland

Logan Welch

City Manager:

Daniel Ortiz-Hernandez

Assistant City Manager/Public Works Director:

Biridana (Biri) Bishop

Department Heads:

Police Chief: Shiloh Mork

Finance Director: Dodie Wolfram

City Attorney: Zack Chizek

Water & Wastewater Sup.: Nick Knowles

Adm. Service Director: Beth Chelesvig

City Manager Secretary: Ann Smith

City Clerk: Karyl Bonjour

Fire Chief: Chuck Stansfield

Street Sup.: Brandon Bahrenfuss

Community Dev. Director: Ariel Bertran

Recreation & P.G. Dir.: Breanne Leshar

Electric Dist. Supervisor: Adam Dickinson

Facilitated by:

Patrick Callahan

Callahan Municipal Consultants, LLC

May 8, 2023

City of Webster City, Iowa

Mayor & City Council Goal Setting Session

2023

Introduction

The City of Webster City requested assistance from Patrick Callahan for a city council goal setting process. Mr. Callahan agreed to organize and facilitate a process that involved the following steps:

1. Prepare a questionnaire to identify department needs, capital projects, accomplishments, programs, issues, trends and team building suggestions.
2. Prepare lists of the potential budget modifications and suggested initiatives and programs based upon the comments of the elected officials and city department heads.
3. Conduct a goal setting session with the elected officials and department heads.
4. Preparation of this final report.

Goal Setting Work Session

City Council Members and the Mayor held an informal non-binding work session that was facilitated by Mr. Callahan on May 8, 2023. The City's elected officials and department heads were asked to do the following:

1. Identify the major accomplishments of the City in 2021 and 2022, as listed by the Mayor and Council, and by the City Department Heads **(Exhibits A & B)**.
2. Review the list of most important issues, concerns and trends facing the City in 2022, as listed by the Mayor and Council Members and by the City Department Heads **(Exhibits C & D)**.
3. Review and revise the list of potential initiatives, policies, and programs. **(Exhibit E - Updated)**
4. Indicate those initiatives and programs that are the most urgent or important at this time.
5. Review and revise the list of possible budget modifications. **(Exhibit F, G, and H)**
6. Indicate those capital projects that are the most urgent or important at this time.
7. Provide comments and suggestions regarding teamwork objectives. **(Exhibits I and J)**

Note: The Letter of Introduction, the Agenda for the Goal Setting Session, and the Preliminary Questionnaire are attached to this report as Appendix A, Appendix B and Appendix C, respectively.

INITIATIVES AND PROGRAMS – 2023

The Mayor and City Council identified the following initiatives and programs as the most urgent or important.

A. Top Priority Programs and Policies

1. Develop a stormwater utility to help offset costs associated with upgrades needed for stormwater infrastructure.
2. Downtown Programs
 - Review options available for downtown revitalization (grants, etc.)
 - Downtown Façade/Rehabilitation Program/Downtown Design Standards
 - Upper Story Housing Loan/Grant Program
 - Work with Chamber of commerce to help downtown businesses – marketing, business management.
3. Develop employee programs to ensure we aren't losing our staff to other places.
4. Develop strategic plan for use of LMI Funds to improve housing stock condition.
5. Rental Inspection Program.
6. Ongoing review of all utility rates – water, sewer, & electric.
7. Text Alerts for Community Events, Notices, & Emergencies.
8. Programs that inform all residents of the City and Community assistance available in multi languages.

NOTE: A complete list of all programs and initiatives, as ranked by the Mayor and City Council Members is attached as **Exhibit C**.

BUDGET MODIFICATIONS – F.Y. 2023-24

Since the City recently adopted a comprehensive capital improvements plan, there was no need to identify additional capital projects and equipment purchases. Therefore, the 2023 goal setting process was modified to include the listing and ranking of potential reductions and possible revenue enhancements for the next city budget. The City Department Heads and City Council Members submitted 37 suggestions on various ways to balance the City's General Fund Budget.

City Department Heads and Council Members used an A, B, C, & D ranking process with A being the most preferred option and D being the least preferred action for all 37 suggestions. A summary of how each suggestion was ranked are as follows:

Exhibit F – City Council Member Rankings of Budget Modifications

Exhibit G – Department Heads Rankings of Budget Modifications

Exhibit H – Composite Scores of All Suggestions from Most Preferred to Least Preferred Option.

The composite scores in Exhibit H were obtained by assigning 4 points to an “A”, 3 points to a “B”, 2 points to a “C”, and 1 point to a “D” and totaling all the scores. Each budget modification was then given a composite score based upon the points awarded by each individual person, who ranked the ideas. All of the suggestions were then listed in order based upon the total score from the highest to the lowest. The rankings or the order was based solely on the rankings of the city council members.

TEAM BUILDING AGREEMENTS

The Mayor and City Council reviewed a list of ideas and suggestions relating to team building and building a better working relationship. The list of team building suggestions submitted by council members is identified as **Exhibit E-1**. The City Department Heads also identified their team building suggestions and their list is identified as **Exhibit E-2**.

FUTURE PLANNING SUGGESTIONS

It is recommended that the city staff and management team prepare an “action plan” for the initiatives & programs. The action plan for each goal would define the steps needed to accomplish the various tasks or objectives. These action plans could then be presented to the Mayor and City Council for review and approval and made a part of this Goal Setting Report.

It is recommended that the goals and objectives be posted in the Council Chambers at City Hall. The posting of the City Council’s goals and objectives will serve as a reminder to the City Department Heads and Staff Members as to the priorities that were established by the Mayor and City Council.

It is recommended that the City Council review the lists of initiatives, and programs, and monitor the progress that is made on each item on a quarterly basis. The City could use a format that shows the project or item side by side with a comment that updates the City Council and the residents of the City on the progress that has been made on each item at the end of each quarter. The tentative dates for the quarterly updates are: August 21, October 16, January 16, and May 15.

It is important to note that the prioritizing of all the capital projects and various initiatives is not “cast in stone.” The two lists can be modified as new circumstances may dictate. Hopefully, the Mayor and City Council will repeat this process in 2024, which may result in some additional modifications.

COMMUNICATION OF COUNCIL GOALS AND OBJECTIVES TO CITIZENS

Since the citizens of Webster City are basically the “shareholders” or owners of the City, it is important that they are informed about the goals and objectives that have been established by the Mayor and City Council. The following is a brief summary of various activities that have been used in other cities to communicate the City Council’s goals and objectives to local residents.

1. **City Website.** After the Mayor and City Council have reviewed and formally adopted the Goal Setting Report, a copy of the report can be placed on the City’s website for review by the citizens of Webster City.

2. **Newspaper Article.** The City could request that the local newspaper publish a list of the City Council’s goals and objectives.
3. **Town Hall Meeting.** The City Council could schedule a town hall meeting or public forum to present a summary of the City’s goals and objectives and to seek comments and observations from local residents.
4. **City Hall Posting of Goals.** The Council’s goals and objectives could be posted in the lobby area at City Hall for interested residents to review.
5. **Open Houses – City Facilities.** Annual “open houses” at various City buildings, such as City Hall, Police Station, Fire Station, Public Works Building, Aquatic Center, Wastewater Treatment Plant, Water Plant, and Library could be held to inform the citizens about the upcoming City projects and programs that have been proposed.
6. **Community Leaders’ Meeting.** The Mayor and City Council could schedule an annual or semi-annual meeting with the School Board, County Board of Supervisors, and the Chamber of Commerce Board of Directors to review and discuss the City Council’s goals and objectives. These meetings could also provide an opportunity to learn more about the projects, programs, and objectives under consideration by these same organizations.
7. **Presentations to Service Clubs.** The Mayor, Council Members, and City Manager could make brief presentations to local services clubs and organizations outlining the goals and objectives.
8. **Public Places –Reading Material.** A copy of this Goal Setting Report or a brief summary of the City’s goals and objectives could be made available in public places, such as the Webster City Library, medical clinics, lawyer offices, or where local residents could read this report while waiting for appointments.
9. **Council/Department Heads Meetings.** Schedule quarterly or semi-annual informal work sessions between City Council Members and City Departments to provide an update on ongoing projects, answer questions, and get acquainted.

FINAL COMMENTS

It was a pleasure to assist the City of Webster City with this goal setting process. We were impressed with the level of cooperation of the city staff and the elected officials.

Once again, thanks to the City Department Heads, the Mayor, and the City Council Members for the great cooperation and timely response during this process.

Patrick Callahan - Callahan Municipal Consultants, LLC
May 9, 2023

CITY OF WEBSTER CITY, IOWA

MAY 8, 2023

UNOFFICIAL BALLOT – RANKING OF PROPOSED BUDGET MODIFICATIONS

1. Purpose of Ranking System

While none of the proposed modifications to the City's General Fund Budget are desirable, the reality is that the City Council will need to make some very difficult decisions prior to the next fiscal year. The purpose of this "unofficial ballot" is to obtain a preliminary indication of how the various budget modifications rank in comparison to other proposals.

2. The Ranking System

The ranking system is fairly simple – assign an A,B,C, or D ranking to every single proposed modification, using the following:

- A – Acceptable/Most preferred
- B – Acceptable/Not thrilled with the idea
- C – Not very acceptable/Only as a last resort
- D – Least acceptable/Could not support

3. Limitation on Ranking Options

While there is the "temptation" to rank every option with a "C" or "D", this approach will not solve the problem. Therefore, we will need to assign a maximum number each of the four options, based upon the total number of options. We will divide the total number of modifications by four, because there are four options. Therefore, the number of A,B,D, and D rankings is as follows:

A Rankings – No more than 10.

B Rankings – No more than 9.

C Rankings – No more than 9.

D Rankings – No more than 9.

(Each participant was asked to rank all 37 suggestions that were submitted.)

We would suggest that you do the ranking process in the following order and in pencil:

1. Select all of your "A" rankings.
2. Select all of you "D" rankings.
3. Count to make sure your under the limit
4. Finish with your "B" and "C" rankings.
5. Do your final count.

4. Consider this Ranking Process as a “First Step”

This ranking process is not “cast in stone” and is merely a preliminary step in the process. The final modifications to the General Fund budget will require additional thought and discussion at a follow-up meeting in the near future. While some difficult decision will need to be made, this type of ranking process gives all five elected officials an “equal voice” in the process. The final decisions will require thoughtful and respectful discussion and consensus.

5. Consultant’s Calculations

The Consultant will provide a spreadsheet showing how each proposed budget modification was ranked. He will also provide a numerical score for each proposed budget modification using the following:

A = 4 points

B = 3 points

C = 2 points

D = 1 point

The proposed modifications will then be ranked from the most preferred proposal to the least preferred proposal, based upon the numerical or composite scores.

**EXHIBIT A
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24**

Major Accomplishments – Mayor & Council Members Responses

1. AMI metering approved and moving forward
2. Moving forward with Splash Pad project
3. Continued Park & Rec improvements: Pickle ball court, mini soccer pitch
4. Grant received for backup generator for sewer lift stations
5. Contract for automated traffic speed cameras
6. Continued abandoned property acquisition and city cleanup
7. New Equipment and Soccer Addition to East Twin Park
8. New Playground to Nakomis Park
9. New businesses coming to town
10. Getting Platinum Connect to our area
11. Hiring Daniel & Biri – having consistent & competent management
12. Changing Halloween to consistent Saturday
13. Making needed steps to move forward with Wastewater Treatment Plant Improvement Project
14. Making Steps toward filling City leadership positions lost due to retirement etc.
15. More murals
16. K-9 Drug Dog in Police Department
17. Completion of Second Street

EXHIBIT B
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Major Accomplishments – Department Heads’ Responses

1. Continued road rehabilitation projects – 2021 HMA and 2021 2nd Street
2. Continued updates to East Twin Park and West Twin Park
3. Securing financing for WWTP construction and entering the design phase
4. Re-established collaborative relationship with the Chamber of Commerce
5. Addition of K9 to Police Department
6. Integration of technology to streamline processes – Advanced Metering Infrastructure (AMI), building permits, code enforcement, fleet management, and water fill station.
7. Repaired and refurbished pool slide structure
8. Water Treatment Plant Upgrades
9. Park renovations – pickle ball courts, mini pitch, sitting area and renovation of Brewer Creek Park shelter
10. Building updates/upgrades – Cemetery update buildings inside, fire department new paint, trim, new shelter West Twin Park.
11. Grants to assist with paying for needed items, roads, parks, etc.
12. New digital radio equipment for Police and Fire Departments.
13. New occupancies in town – Karls Chevrolet, Wild Cat Distilling, Scooters, Food Trucks.
14. Underground electric project continuing
15. Second Street project
16. Hiring of engineers to assist in planning
17. Fleet Maintenance Software
18. FEMA grant for emergency backup power for lift stations
19. Cybersecurity for the City’s network.

20. Increase in nuisance and abandoned property disposal.
21. Updated purchasing and credit card policies.
22. Hiring of Community Development Director.
23. Adoption of the latest building code version (2021 IBC)
24. Reveiz Annexation
25. Updated Comprehensive Plan in 2021
26. While we have worked through a few retirements, there are more on the horizon. We have been able to fill some positions and training is going well.
27. Leadership training, we completed a week long training in October of 2022 and will have a refresher course for those that went through that session and then another week long session for more staff.
28. Completion of Southfield Heights underground construction.
29. Progress towards all LED street lighting
30. Electric System Comprehensive Study
31. ADA Compliance report completed

**EXHIBIT C
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24**

Issues and Concerns – Mayor & City Council Member Responses

1. Large capital project expenses on multiple projects
2. Ability to cover expenses with General Fund
3. Water & Sewer rate increases needed to cover new Wastewater Treatment Plant, and future Water Treatment Plant replacement and need for electric rate increase.
4. Succession planning : Several retirements in last year and multiple other possible in the next 2-4 years.
5. Pinhole leak resolution/litigation
6. Concrete spalling issue with 2nd Street and Broadway
7. Opportunity – downtown revitalization
8. Opportunity – Working with the County on the Wilson Brewer Park (28E, elected board, large cash donation to continue improvements and operations.)
9. Willson Brewer Park
10. Water Complaints/Issues
11. More Communication between council
12. Financials
13. Council that is dominated and influenced and bullied by long time members
14. Relationships with Council & City Staff
15. Trust that Citizens have in City in rates needed to fund projects.....the effect that has on fixed incomes
16. Wilson Brewer Park Board
17. City management that wants to leave already due to council behavior

EXHIBIT D
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Issues and Concerns – Department Heads’ Responses

1. Health of the Water and General Fund
2. Integration of diverse population relocating to Webster City
3. Environmental regulations that will push towards more stringent EPA & DNR regulations associated with water, stormwater, wastewater and electrification.
4. City’s aging housing stock and dilapidated building conditions in Downtown District.
5. Aging small business owners with no succession plans.
6. Relationship with School District
7. Public perception of government – increasing distrust of government
8. Livability of community with increased need to raise utility rates
9. Affordable housing
10. High cost of living in Webster City
11. Possible loss of State revenues
12. General fund budget – maintaining a balanced budget
13. Attracting young adults/families to move to the community
14. Attracting commercial businesses/restaurants to our community
15. Legislation with General Fund – possible restriction on dollar increase per year
16. Legislation with LOSST – possible restructuring (unknown on how that will look)
17. Utility rates – need to raise for projects, but can the average citizen afford them
18. Retirements
19. Aging population
20. Transparency

21. Continue the Cybersecurity training provided through KnowBe4.com
22. No storm sewer fund
23. Lead Service Line Replacement Program
24. Aging Water Distribution System (4 inch water mains)
25. Deteriorating of street surfaces
26. Fuller Hall – being land locked
27. Overabundance of wood chips
28. Aging outdoor pool
29. Job market is difficult employee recruiting and retention is challenging. It is getting more and more difficult to be competitive for positions, specifically some of our top positions.
30. Long term fund forecasts and steps that need to be taken now to insure the City manages for the future.
31. Lack of incentives to attract new businesses to town
32. Appearance of lack of support for city employees and their abilities.
33. Lack of communication between administrators, administrators between department heads, as well as department heads between department heads.
34. Need for more communication or interaction between Council members and department heads.
35. Opportunity – building partnerships to create new programs that will benefit the City, Schools, Employers. and Community as a whole.
36. Long lead time on crucial electrical components
37. Rising cost of electrical and construction materials
38. Need to dedicate one city employee to the abandoned properties
39. Need for enough resources for growing Hispanic population
40. Staff capacity – time and resources are limited and City tends to be more reactive than proactive regarding City needs.

EXHIBIT E – UPDATED

**CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24**

Significant Initiatives, Programs & Policies – Mayor & City Council Rankings

Policy & Program	Debt. Head	Council
1. Develop a stormwater utility to help offset costs associated with upgrades needed for stormwater infrastructure	1	5
2. Downtown Programs <ul style="list-style-type: none"> • Review options available for downtown revitalization (grants, etc.) • Downtown Façade/Rehabilitation Program/Downtown Design Standards • Upper Story Housing Loan/Grant Program • Work with chamber of Commerce to help downtown businesses – marketing, business management. 	7	5
3. Develop employee programs to ensure we aren't losing our staff to other places.	6	5
4. Develop strategic plan for use of LMI Funds to improve housing stock condition.	5	5
5. Rental Inspection Program	3	5
6. Ongoing review of all utility rates – water, sewer, & electric	13	4
7. Text Alerts for Community Events, Notices, & Emergencies	5	4
8. Programs that inform all residents of the City and Community assistance available in multi languages.	2	3
9. Career Readiness Program – In partnership with the schools and employers.	7	2
10. Perform a stream erosion assessment to identify an strategic approach to erosion control and preservation of trails along waterways.	4	1
11. Restrooms at East Twin Park	1	1
12. Open houses at departments for better understanding of what city does	11	-
13. Inspection & Enforcement Program for rental properties – Combined with No 5.	7	-
14. Industrial pretreatment agreements.	6	-

15. Succession planning for future retirements	5	-
16. Increase fees at Dump Site to contractors for disposal of wood	5	-
17. Pay out 50% of accumulated sick leave after 20 years of service with the City	3	-
18. Develop community outreach program for emergency services – police and fire	3	-
19. Vacant Building Registry Program	2	-
20. FOG program to protect city sanitary sewers	2	-
21. Incentives to City employees for residing within the city limits	1	-
22. Homes for Iowa Home being placed in the community	1	-
23. Food Truck Ordinance	1	-
24. Make the Council Agenda Public on social media to share	-	-
25. Check into ways to support downtown growth, especially grant opportunities & improve high risk buildings with structural issues.	-	-
26. Identify long term solution for green waste site organic stock	-	-
27. Establish relationships with service groups to support community needs	-	-
28. New City Handbook	-	-
29. ADA Compliance Plan survey	-	-
30. Neighborhood Rehab Program	-	-
31. Reorganization of city government to include restructuring departments and duties.	-	-
32. Review comparable communities to ensure employees are paid adequately	-	-
33. Better communication to the public	-	-
34. See Click Fix Technology/Communication between residents and local government	-	-

EXHIBIT E
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Significant Initiatives, Programs & Policies – Mayor & City Council Members’ Responses

1. Ongoing review of utility rates
2. Review options available for downtown revitalization (grants, etc.)
3. Make the Council Agenda public on social media to share
4. Check into ways to support downtown growth, especially grant opportunities & improve high risk buildings with structural issues.
5. Restrooms at East Twin Park

EXHIBIT F

**COMPOSITE SCORES OF ALL
SUGGESTIONS FOR BUDGET MODIFICATIONS
CITY OF WEBSTER CITY – 2023**

Suggestions	Score
1. Conversion of street and facility lights to LED	45/19
2. Rental Registration and Inspection – This would be a new program that requires that rental properties to register with the City and complete an inspection, either annually or every 3 years depending on their inspection rating.	43/19
3. Develop a storm water utility to help pay for costs associated with storm water infrastructure maintenance.	50/18
4. Aggressively pursue grant opportunities	47/17
5. City Manager’s Office already has 3 more full time positions than before we seem to be finding jobs for people.	22/17
6. Use more Hotel Motel tax internally	45/16
7. Have one fire truck that does multiple jobs tanker and pumper have a smaller UHP fire truck 1/3 price twice the impact.	31/16
8. Increase the rentals fees for park rentals/Fuller Hall rentals	45/15
9. Go back to 12 police officers have code enforcement back in City Manager’s office doing code enforcement and rental inspections and other duties. It has not been any improvement having an officer doing code enforcement.	26/15
10. Vacant Building Registry Fee – bi-annual fee that is paid by property owners that are utilizing their building as storage in an area that is not zoned for this and/or that are sitting vacant. This fee will be bi-annually and at 6 months it requires an inspection by the building department in partnership with the Fire Department.	43/14
11. Review and update personnel policy as it relates to overtime and comp time.	29/14
12. Develop a strategic plan to reinvest in commercial and residential building stock to increase tax base.	29/14
13. Increase the fee for plan review. We are currently at 35% of the permit fee, whereas other communities are up to 65%.	48/13
14. Re-evaluate needs based on essential services (need vs want and mission critical need)	44/13

15. Essential services should be a priority (Combined with #14)	
16. Hire or contract out grant writing work to pursue available state and federal dollars to help offset costs associated with major projects.	36/13
17. Cut spending at WBHP	31/13
18. Increase water rates	49/12
19. Increase fees for permits, fines, non-essential services – but it should be carefully reviewed.	44/12
20. On an annual basis, revisit master fee schedule and increase fees to ensure cost recovery.	42/12
21. Consideration of decreasing pool hours. Would like to see numbers of what would actually be saved.	37/12
22. Revisit pool and concessions stand prices to ensure adequate cost recovery or shorten pool season.	35/12
23. Combine city positions, if possible	26/12
24. Stop having Engineers hired for every job. The cost of engineering and Attorneys has increased dramatically in the past few years.	23/12
25. Re-evaluate the number of employees within Utility and City Manager's Offices	22/12
26. Combine services for efficiency (ex. Public Safety Department, Code Enforcement and Inspection, etc.)	29/11
27. Maybe get rid of EBS	19/11
28. Increase contractor Fee at Tree Disposal Site	42/10
29. Reduce hours at pool or Fuller Hall	38/10
30. Have less Police vehicles	36/10
31. Park & Rec: consider rolling new splash pad into existing swimming pool space rather than in addition to pool. Keep Fuller Hall open year round for lap swimming.	36/10

EXHIBIT G
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Budget Modifications – Mayor and Council Member Responses

A. Budget Reductions

1. Park & Rec: Consider rolling new splash pad into existing swimming pool space rather than in addition to pool. Keep Fuller Hall open year round for lap swimming.
2. Maybe get rid of EBS
3. Consideration of decreasing pool hours. Would like to see numbers of what would actually be saved.
4. Combine city positions, if possible.
5. Cut spending at WBHP
6. Don't hire a Public Works director, we already have one
7. City Manager's Office already has 3 more full time positions than before we seem to be finding jobs for people. Do we really need a full time IT person at 100+ k a year?
8. Stop having Engineers hired for every job. The cost of engineering and Attorneys has increased dramatically in the past few years. Maybe you don't have to have cover your ass syndrome council has your back.
9. Have one fire truck that does multiple jobs tanker and pumper have a smaller UHP fire truck 1/3 price twice the impact.
10. Go back to 12 police officers have code enforcement back in City manager's office doing code enforcement and rental inspections and other duties. It has not been any improvement having an officer doing code enforcement.
11. Have less Police vehicles.

B. Revenue Enhancements

1. Use more Hotel Motel tax internally

EXHIBIT H
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Budget Modifications – Department Heads’ Responses

A. Budget Reductions

1. Reduce hours at pool or Fuller Hall
2. Increase water rates
3. Assess cost to homeowners for street projects
4. Increase fees for permits, fines, non-essential services – but it should be carefully reviewed.
5. Police issuing more traffic tickets.
6. Increase the rentals fees for park rentals/Fuller Hall rentals.
7. Vacant building Registry Fee – bi-annual fee that is paid by property owners that are utilizing their building as storage in an area that is not zoned for this and/or that are sitting vacant. This fee will be bi-annually and at 6 months it requires an inspection by the building department in partnership with the Fire Department.
8. Rental Registration and Inspection – This would be a new program that requires that rental properties to register with the City and complete an inspection, either annually or every 3 years depending on their inspection rating.
9. Increase the fee for plan review. We are currently at 35% of the permit fee, whereas other communities are up to 65%.
10. Reduce the number of street lights in the City.

B. Revenue Enhancements

1. Conversion of street and facility lights to LED
2. Review and update personnel policy as it relates to overtime and comp time
3. Revisit pool and concessions stand prices to ensure adequate cost recovery or shorten pool season.
4. Aggressively pursue grant opportunities.
5. Remove a selection of capital improvement & capital equipment requests.
6. Re-evaluate the number of employees within Utility and Manager’s Offices.

7. Consider moving the Fire Department to a Volunteer only department.
8. Combine services for efficiency (ex. Public Safety Department, Code Enforcement and Inspection, etc.)).
9. Re-evaluate needs based on essential services (need vs. want and mission critical needs).
10. Essential services should be a priority.
11. Develop a stormwater utility to help pay for costs associated with stormwater infrastructure maintenance.
12. On an annual basis, revisit master fee schedule and increase fees to ensure cost recovery.
13. Hire or contract out grant writing work to pursue available state and federal dollars to help offset costs associated with major projects.
14. Develop a strategic plan to reinvest in commercial and residential building stock to increase tax base.
15. Increase Contractor Fee at Tree Disposal Site

**CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24 - DEPARTMENT HEADS**

Budget Modifications – Ranking – May 8, 2023	Rank
A. Budget Reductions	38/10
1. Reduce hours at pool or Fuller Hall	
2. Increase water rates	49/12
3. Assess cost to homeowners for street projects	36/8
4. Increase fees for permits, fines, non-essential services – but it should be carefully reviewed.	44/12
5. Police issuing more traffic tickets	23/10
6. Increase the rentals fees for park rentals/Fuller Hall rentals.	45/15
7. Vacant Building Registry Fee – bi-annual fee that is paid by property owners that are utilizing their building as storage in an area that is not zoned for this and/or that are sitting vacant. This fee will be bi-annually and at 6 months it requires an inspection by the building department in partnership with the Fire Department.	43/14
8. Rental Registration and Inspection – This would be a new program that requires that rental properties to register with the City and complete an inspection, either annually or every 3 years depending on their inspection rating.	45/19
9. Increase the fee for plan review. We are currently at 35% of the permit fee, whereas other communities are up to 65%.	48/13
10. Reduce the number of street lights in the City.	40/9
B. Revenue Enhancements	45/19
1. Conversion of street and facility lights to LED	
2. Review and update personnel policy as it relates to overtime and comp time.	29/14
3. Revisit pool and concessions stand prices to ensure adequate cost recovery or shorten pool season.	35/12

Budget Modification – Ranking – continued:	Rank
4. Aggressively pursue grant opportunities.	47/17
5. Remove a selection of capital improvement & capital equipment requests.	37/9
6. Re-evaluate the number of employees within Utility and Manager’s Offices.	22/12
7. Consider moving the Fire Department to a Volunteer only department.	28/8
8. Combine services for efficiency (ex. Public Safety Department, Code Enforcement and Inspection, etc.).	29/11
9. Re-evaluate needs based on essential services (need vs. want and mission critical needs).	44/13
10. Essential services should be a priority. (Combined with #9)	--
11. Develop a storm water utility to help pay for costs associated with storm water infrastructure maintenance.	50/18
12. On an annual basis, revisit master fee schedule and increase fees to ensure cost recovery.	42/12
13. Hire or contract out grant writing work to pursue available state and federal dollars to help offset costs associated with major projects.	36/13
14. Develop a strategic plan to reinvest in commercial and residential building stock to increase tax base.	29/14
15. Increase contractor Fee at Tree disposal Site.	42/10
16. Camping at Kendall Young Park	35/9

Department Heads

Maximum – 56 – Most Referred

Minimum – 14 – Least Preferred

City Council

Maximum – 20

Minimum - 5

EXHIBIT H

**COMPOSITE SCORES OF ALL
SUGGESTIONS FOR BUDGET MODIFICATIONS
CITY OF WEBSTER CITY – 2023**

Suggestions	Score
1. Conversion of street and facility lights to LED	45/19
2. Rental Registration and Inspection – This would be a new program that requires that rental properties to register with the City and complete an inspection, either annually or every 3 years depending on their inspection rating.	43/19
3. Develop a storm water utility to help pay for costs associated with storm water infrastructure maintenance.	50/18
4. Aggressively pursue grant opportunities	47/17
5. City Manager’s Office already has 3 more full time positions than before we seem to be finding jobs for people.	22/17
6. Use more Hotel Motel tax internally	45/16
7. Have one fire truck that does multiple jobs tanker and pumper have a smaller UHP fire truck 1/3 price twice the impact.	31/16
8. Increase the rentals fees for park rentals/Fuller Hall rentals	45/15
9. Go back to 12 police officers have code enforcement back in City Manager’s office doing code enforcement and rental inspections and other duties. It has not been any improvement having an officer doing code enforcement.	26/15
10. Vacant Building Registry Fee – bi-annual fee that is paid by property owners that are utilizing their building as storage in an area that is not zoned for this and/or that are sitting vacant. This fee will be bi-annually and at 6 months it requires an inspection by the building department in partnership with the Fire Department.	43/14
11. Review and update personnel policy as it relates to overtime and comp time.	29/14
12. Develop a strategic plan to reinvest in commercial and residential building stock to increase tax base.	29/14
13. Increase the fee for plan review. We are currently at 35% of the permit fee, whereas other communities are up to 65%.	48/13
14. Re-evaluate needs based on essential services (need vs want and mission critical need)	44/13

15. Essential services should be a priority (Combined with #14)	
16. Hire or contract out grant writing work to pursue available state and federal dollars to help offset costs associated with major projects.	36/13
17. Cut spending at WBHP	31/13
18. Increase water rates	49/12
19. Increase fees for permits, fines, non-essential services – but it should be carefully reviewed.	44/12
20. On an annual basis, revisit master fee schedule and increase fees to ensure cost recovery.	42/12
21. Consideration of decreasing pool hours. Would like to see numbers of what would actually be saved.	37/12
22. Revisit pool and concessions stand prices to ensure adequate cost recovery or shorten pool season.	35/12
23. Combine city positions, if possible	26/12
24. Stop having Engineers hired for every job. The cost of engineering and Attorneys has increased dramatically in the past few years.	23/12
25. Re-evaluate the number of employees within Utility and City Manager’s Offices	22/12
26. Combine services for efficiency (ex. Public Safety Department, Code Enforcement and Inspection, etc.)	29/11
27. Maybe get rid of EBS	19/11
28. Increase contractor Fee at Tree Disposal Site	42/10
29. Reduce hours at pool or Fuller Hall	38/10
30. Have less Police vehicles	36/10
31. Park & Rec: consider rolling new splash pad into existing swimming pool space rather than in addition to pool. Keep Fuller Hall open year round for lap swimming.	36/10

EXHIBIT I
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Teamwork Suggestions – Mayor & City Council Members Responses

1. Talk more to each other calmly
2. I experience that any decision that was made prior to my appointment that is being revisited, I am told “well we committed to this before you so it’s done” this is regardless of our actual ability to commit to it. This behavior cuts out the ability to make changes needed to grow & change. It also makes new people on council not want to stay!
3. Council packet needs to be out earlier to allow for more time for council to look into issues.
4. Have all employees reporting on issues around town. Garbage tree limbs, furniture out front of houses for weeks. We should be more proactive not reactive. Police don’t think it is their job. It should be if you see it report it. Same with street and line departments.
5. Department heads being at city functions and fund raisers. A lot of residents money goes in your pockets you can at least be seen to give back.
6. The them and us between city employees and council is coming back. This needs to change all employees and council should be able to talk freely. When I came on council department heads were not allowed to talk to anyone or have an opinion. This had changed and we have been working well with input from all. Why the change.
7. We currently have the procurement process in silos.
8. Have the City’s fleet managed by one person one type of vehicle or equipment to save on parts and services.

EXHIBIT J
CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24

Teamwork Suggestions – Department Heads Responses

1. Attend conferences held by League of Cities and share knowledge obtained with others who were able to attend.
2. Believe council members have good teamwork – will possibly have new members next year – 2 terms expire end of year.
3. Physically spend time with each city department to understand their roles and needs.
4. Ask questions and do less “rubber stamping” of projects, requests, etc.
5. Roundtable meetings to promote communication, brainstorming and discussion on how to improve the community.
6. Mayor & Council set periodic meetings with City Manager to discuss concerns/issues.
7. Invite Mayor and Council to interact with staff on job sites for better understanding.
8. Quarterly meetings with department heads/directors on current goals and objectives/progress report.
9. Check in on goals that they have designated, if they have decided to add something not on that list or make significant changes to one of the designated goals, then discussion needs to be had on how that changes the established list and what their expectations are. While things change and adding or changing goals will happen I feel like mayor and council can lose sight of the staff time and financial aspects of these changes.

COMPOSITE SCORES OF BUDGET MODIFICATIONS

**CITY OF WEBSTER CITY, IOWA
GOAL SETTING SESSION 2023-24
DEPARTMENT HEADS – FIRST SCORE
CITY COUNCIL – SECOND SCORE**

Budget Modifications – Ranking – May 8, 2023	Rank
A. Budget Reductions	35/10
1. Park & Rec: Consider rolling new splash pad into existing swimming pool space rather than in addition to pool. Keep Fuller Hall open year round for lap swimming.	
2. Maybe get rid of EBS	19/11
3. Consideration of decreasing pool hours. Would like to see numbers of what would actually be saved.	37/12
4. Combine city positions, if possible.	26/12
5. Cut spending at WBHP	31/13
6. Don't hire a Public Works Director, we already have one	36/10
7. City Manager's Office already has 3 more full time positions than before we seem to be finding jobs for people. Do we really need a full time IT person at \$100+ k a year?	22/17
8. Stop having Engineers hired for every job. The cost of engineering and Attorneys has increased dramatically in the past few years. Maybe you don't have to have cover your ass syndrome council has your back.	23/12
9. Have one fire truck that does multiple jobs tanker and pumper have a smaller UHP fire truck 1/3 price twice the impact.	31/16
10. Go back to 12 police officers have code enforcement back in City Manager's office doing code enforcement and rental inspections and other duties. It has not been any improvement having an officer doing code enforcement.	26/15
11. Have less Police vehicles	36/10
B. Revenue Enhancements	45/16
1. Use more Hotel Motel tax internally	



MEMORANDUM

TO: Mayor and City Council

FROM: Daniel Ortiz-Hernandez, City Manager

DATE: July 3, 2023

RE: Adopt a Resolution Authorizing the Mayor to Sign and Execute an Engagement Letter with Hinson Consulting, LLC to Provide Financial Analysis Assistance Services

SUMMARY: On an annual basis, the City Council strives to develop goals for the year that provide guidance and direction to City staff. The City Council had their annual goal setting work session on May 8, 2023. This was facilitated by Patrick Callahan with Callahan Municipal Consultants, LLC. Based on the results of the goal setting session and the financial outlook for the City, Patrick Callahan recommended there be a follow up session to the goal setting session. Pat Callahan recommended the follow up session be with Hinson Consulting, LLC as they can provide financial analysis assistance and assist the City in developing options and recommendations to achieve long term financial sustainability.

PREVIOUS COUNCIL ACTION: The Council held a goal setting work session on May 8, 2023.

BACKGROUND/DISCUSSION: On an annual basis, the City Council meets to identify goals for the City. These goals provide direction and guidance to staff as they relate to both short- and long-term goals. This year, the City Council held a goal setting session on May 8, 2023 with Callahan Municipal Consultants, LLC. Based on the City’s future financial outlook, Patrick Callahan recommended the City Council have a follow up goal setting session to focus more specifically on the City’s financial priorities. He also recommended that City consider using the services offered by Hinson Consulting, LLC to focus on identifying ways to achieve long term financial sustainability. Mr. Hinson has provided the City with a proposal to perform the financial analysis and provide recommendations to achieve long term financial sustainability.

Brent Hinson has worked in city government for 20 years. He has extensive experience in Finance and City Administration. His background and experience with helping Washington, Iowa out of a similar situation Webster City currently finds itself in, will prove beneficial to our community as he performs the financial analysis. When completed, Mr. Hinson will review his findings and recommendations with the City Council this Fall.

With the current financial outlook for the City’s major funds, City staff is recommending the City Council procure the professional services of Mr. Hinson to perform the financial analysis and provide recommendations on steps the City can take to achieve long term financial sustainability. Mr. Hinson will work with the City Council to achieve a consensus on a plan to improve the City’s current and future financial condition. The adopted FY 24 Budget estimates deficits in all major city funds:

SUMMARY OF MAJOR FUNDS									
FY24 BUDGET									
	100	100B	100C	204	205	500	601	602	603
	General	Econ Dev	P&R Impr	Road Use	Airport	LOSST	Electric	Water	Sewer
Estimated Beginning Cash Balance at 7-1-23	2,288,559	1,058,834	-	1,734,034	654,034	4,235,391	8,116,611	(584,233)	5,364,300
REVENUES	3,350,372	5,000		1,012,000	124,730	1,040,000	14,000,063	2,574,203	3,828,005
LOAN PROCEEDS	220,800	-		65,000		-	-	-	7,500,000
GRANTS	450,000	-	37,410	-	795,000	-	-	1,146,990	100,000
INTERNAL LOAN PAYBACK		600,000		-	-	-	-	-	-
TRANSFERS IN	964,448	-	532,640	-	-	-	1,663,834	-	-
	4,985,620	605,000	570,050	1,077,000	919,730	1,040,000	15,663,897	3,721,193	11,428,005
OPERATION EXPENSES	3,372,796			839,785	118,030		11,838,298	2,718,834	2,158,632
IMPROVEMENTS	795,000		570,050	367,500	925,000	2,627,000	5,933,000	5,583,000	8,495,000
CAPITAL EQUIPMENT EXPENSES	786,775			627,750	-		362,745	197,195	693,985
DEBT PAYMENT							1,074,352	319,063	
TRANSFERS OUT	532,640	1,663,834	-	240,000	-	-	710,404	121,003	721,003
	5,487,211	1,663,834	570,050	2,075,035	1,043,030	2,627,000	19,918,799	8,939,095	12,068,620
EXCESS (DEFICIENCY) OF REV VS EXPENSES	(501,591)	(1,058,834)	-	(998,035)	(123,300)	(1,587,000)	(4,254,902)	(5,217,902)	(640,615)
ENDING CASH BALANCE AT 6-30-24	1,786,968	-	-	735,999	530,734	2,648,391	3,861,709	(5,802,135)	4,723,685

Alternatively, if the City Council prefers not to utilize the services of Hinson Consulting, LLC, City staff will seek guidance from the City Council to identify services and cost saving measures the Council would like city staff to take in order to achieve short- and long-term financial sustainability.

FINANCIAL IMPLICATIONS: The estimated cost to conduct the financial analysis will be approximately \$6,820 to \$7,380. Costs associated with the financial analysis will be covered via a budget amendment.

RECOMMENDATION: Staff recommends the City Council adopt a resolution authorizing the Mayor to sign and execute an Engagement Letter with Hinson Consulting, LLC to provide financial analysis assistance services.

RESOLUTION NO. 2023 -

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE AN ENGAGEMENT LETTER WITH HINSON CONSULTING, LLC TO PROVIDE FINANCIAL ANALYSIS ASSISTANCE SERVICES

WHEREAS, the City Council of the City of Webster City, Iowa, sets annual goals for the City; and

WHEREAS, the City Council held a goal setting work session on May 8, 2023 facilitated by Callahan Municipal Consultants, LLC; and,

WHEREAS, the City Council finds that the current and future financial outlook of the City requires a strategic plan on how to provide short- and long-term financial sustainability; and,

WHEREAS, Callahan Municipal Consultants, LLC has recommended the City hold a second phase to their goal setting session with Hinson Consulting, LLC to perform a financial analysis; and,

WHEREAS, the City Council would like to engage professional services from Hinson Consulting, LLC to provide financial analysis assistance services;

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

Section 1. The Mayor is authorized to sign and execute an engagement letter with Hinson Consulting, LLC for professional services.

Passed and approved this 3rd day of July, 2023.

John Hawkins, Mayor

ATTEST: _____
Karyl K. Bonjour, City Clerk

SUMMARY OF MAJOR FUNDS
FY24 BUDGET

	<u>100</u> <u>General</u>	<u>100B</u> <u>Econ Dev</u>	<u>100C</u> <u>P&R Impr</u>	<u>204</u> <u>Road Use</u>	<u>205</u> <u>Airport</u>	<u>500</u> <u>LOSST</u>
Estimated Beginning Cash Balance at 7-1-23	2,288,559	1,058,834	-	1,734,034	654,034	4,235,391
REVENUES	3,350,372	5,000		1,012,000	124,730	1,040,000
LOAN PROCEEDS	220,800	-		65,000		-
GRANTS	450,000	-	37,410	-	795,000	-
INTERNAL LOAN PAYBACK		600,000		-	-	-
TRANSFERS IN	<u>964,448</u>	<u>-</u>	<u>532,640</u>	<u>-</u>	<u>-</u>	<u>-</u>
	4,985,620	605,000	570,050	1,077,000	919,730	1,040,000
OPERATION EXPENSES	3,372,796			839,785	118,030	
IMPROVEMENTS	795,000		570,050	367,500	925,000	2,627,000
CAPITAL EQUIPMENT EXPENSES	786,775			627,750	-	
DEBT PAYMENT						
TRANSFERS OUT	<u>532,640</u>	<u>1,663,834</u>	<u>-</u>	<u>240,000</u>	<u>-</u>	<u>-</u>
	5,487,211	1,663,834	570,050	2,075,035	1,043,030	2,627,000
EXCESS (DIFICIENCY) OF REV VS EXPENSES	(501,591)	(1,058,834)	-	(998,035)	(123,300)	(1,587,000)
ENDING CASH BALANCE AT 6-30-24	1,786,968	-	-	735,999	530,734	2,648,391

	601 <u>Electric</u>	602 <u>Water</u>	603 <u>Sewer</u>
Estimated Beginning Cash Balance at 7-1-23	8,116,611	(584,233)	5,364,300
REVENUES	14,000,063	2,574,203	3,828,005
LOAN PROCEEDS	-	-	7,500,000
GRANTS	-	1,146,990	100,000
INTERNAL LOAN PAYBACK	-	-	-
TRANSFERS IN	<u>1,663,834</u>	<u>-</u>	<u>-</u>
	15,663,897	3,721,193	11,428,005
OPERATION EXPENSES	11,838,298	2,718,834	2,158,632
IMPROVEMENTS	5,933,000	5,583,000	8,495,000
CAPITAL EQUIPMENT EXPENSES	362,745	197,195	693,985
DEBT PAYMENT	1,074,352	319,063	
TRANSFERS OUT	<u>710,404</u>	<u>121,003</u>	<u>721,003</u>
	19,918,799	8,939,095	12,068,620
EXCESS (DIFICIENCY) OF REV VS EXPENSES	(4,254,902)	(5,217,902)	(640,615)
ENDING CASH BALANCE AT 6-30-24	3,861,709	(5,802,135)	4,723,685



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LOCAL GOVERNMENT HIRING, PLANNING & FINANCE

Proposal

May 22, 2023

To: Mr. Daniel Ortiz, City Manager; City of Webster City, Iowa

Brent Hinson
Hinson Consulting, LLC

Re: Financial Analysis Assistance

Dear Daniel:

Thanks for reaching out to me for possible assistance with financial analysis & restructuring, following a recommendation from Pat Callahan.

My Background:

I have worked in city government for 20 years, having served as Finance Director/City Clerk in Iowa Falls, Iowa; City Administrator in Garner, Iowa; City Administrator in Washington, Iowa; and beginning in August 2021, as Deputy City Administrator/ Finance Director in Mason City, Iowa. I am an ICMA Credentialed Manager. I have owned and operated my own consulting firm, Hinson Consulting, LLC since 2014. I am a past Iowa League of Cities Board member and speaker at League and ICMA conferences.

I have utilized my natural aptitude in financial analysis in each of the cities where I have worked, in a variety of contexts and with a wide range of challenges. As we discussed when we met on this topic, I feel that this varied experience will all be valuable to assisting Webster City in determining forward direction, but particularly useful will be my experience in Washington, Iowa, a similar-sized community to Webster City with many similar attributes. Washington's population is 7,352 and its property tax & sales tax base is a very similar in size to Webster City. I became City Administrator in Washington in October 2011. At that time, the City's General Fund, Water Fund, and

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Sanitation Fund were all significantly in the negative and getting worse. The City's all funds fund balance was just \$3.4 million, of which \$2.3 million was unspent bond funds. The City had just raised sewer rates all at once to fund a new wastewater plant that was under contract at the time I walked in the door. All basic infrastructure had been terribly neglected- we averaged 30-40 water main breaks per year and the water plant, north water tower, 1M gallon ground storage reservoir, and the City's 3 Jordan Aquifer wells (the most recent drilled in 1967) were each in a state of near failure.

I worked with the Mayor and City Council from day one to recognize the depth and breadth of challenges we faced. Frankly, the biggest challenge was to get everyone to recognize- in a careful and diplomatic manner- that past mismanagement of resources and poor decision making were the chief reasons for our predicament, and that it would take considerable time, fortitude, and discipline to work our way thru the challenges.

I served as City Administrator until August 2021, and without going into great depth, am proud to report the following as of the close of FY21: We held a consistent tax rate of no higher than FY13's rate of \$15.82/\$1,000 valuation, later reducing it to \$15.22/\$1,000. In a mixed blessing, the financial analysis behind the sewer rate increase prior to my arrival had been miscalculated, allowing us room, after negotiating lower initial principal payments with IFA, to reduce sewer rates and raise water rates in an offsetting fashion. This put us in a position to be able to continue investment in our water infrastructure while keeping annual rate increases to inflationary levels in the latter years and building an appropriate fund balance. At the time of my departure, the General Fund balance was at 27%, the Water Fund was at 22%, and the Sanitation Fund was at 12% of annual revenues; all fund balances were stable or rising. The City's total undesignated reserves were 400% higher than 7/1/11. We were at just 56% of our G.O. Constitutional debt limit, approximately where we were when I started. We added new command staff positions in the PD and did not have to send a single officer through the Academy in my final 8 years there due by becoming an employer of choice for experienced law enforcement officers; implemented new code enforcement staffing; implemented rental inspections; built a new industrial park; renovated and expanded our City Hall/Police/Fire complex to 250% of its previous size; constructed a new regional outdoor sports complex; built a new reverse osmosis water plant; constructed a new water tower and ground storage reservoir; rehabilitated all 3 wells while conducting financial planning for a new well; paved or repaved thousands of feet of new street; stimulated 3 new housing subdivisions of 9 lots or greater; replaced enough water lines to reduce our annual water main breaks to around 15 per year; and lined, performed point repairs or replaced thousands of feet of sewer, greatly reducing the inflow &

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infiltration into our system in the process; and worked with a new sanitation contractor to upgrade the community to automated garbage and recycling collection.

All of this required the cooperative development of a plan, and then the maintenance and revision of the plan over time. It took great communication, fortitude, and discipline over time. Wants and in some cases, needs, exceeded available resources the entire time I was there. We had to figure out work-arounds for items such as capital equipment by finding quality used equipment in most cases. A much-desired streetscape project was pushed back by 5 years in the CIP due to the urgent need to address widespread sewer backups after 2 straight years of torrential rain events. We did need an initial tax increase in FY13 to make everything work, but as stated, we then maintained or reduced our rate from that point forward. We left the Development Services Director position open for my first 9 years there and I managed that department directly during that time. When we did add the position back, we did so as a split position with our City Clerk position.

Webster City certainly will have many different circumstances than Washington had in 2011. However, I do believe the experience I have described above puts me in an ideal position to assist the City in working towards consensus on a plan to improve the City's financial condition while ensuring that vital service needs are met. An additional concern to the City's current financial position is the newly adopted property tax limitations, which will further squeeze available resources.

My Approach:

I would like the opportunity to meet one-on-one with each of the City Council members and department heads at the beginning of the process, because I want to ensure that any solutions proposed will work for Webster City, and thus be more sustainable over time. Undertaking a process like this is not without its perils, and the one thing I can nearly guarantee is that someone will likely end up unhappy, at least initially. We will need to make sure that any reductions in service or staffing are done with great care and forethought.

After these initial one-on-ones, I would propose to provide regular updates to you on progress, and then meet with the full City Council at appropriate times in the process. While it is difficult to develop an exact timeline until I dig into all the information and get to know the needs & wants of the community better, I would picture that this process would take the greater part of the summer. In the end, any recommendations

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would be presented by early fall, providing plenty of notice of any changes prior to the annual budget process.

Proposed Fees

I propose a fee of \$2,500 plus my standard rate of \$80 per hour for these services. I work to be very efficient with my time and will bill the City on an approximate monthly basis during this process. If at any time you have any concerns about the fees generated under this arrangement, please let me know and we will address the scope of service or allocation of workload needed to achieve a good but cost-effective result for the City.

Thanks for the opportunity to serve you, and please let us know if you have any questions or additional requests.

Brent Hinson

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LOCAL GOVERNMENT HIRING, PLANNING & FINANCE

Webster City Financial Analysis Process As of 6/11/23

#	Task	Responsible Party	Date	Estimated Hours
1	Initial research and exploration of topics for analysis; consultation & review with staff	Consultant/ Staff	By July 2	12
2	One-on-one meetings with staff and council	Consultant/ Staff/ Council	July 6	6
3	Preliminary development of options & budget impact of each option; review with staff	Consultant/ Staff	By August 10	18
4	Council workshop on options and guidance on items for further analysis	Consultant/ Staff/ Council	August 14	3
5	Further development of options based on Council direction; development of final recommendations (if ready)	Consultant/ Staff	By August 25	8
6	Follow-up Council workshop (if necessary)	Consultant/ Staff/ Council	August 28	3
7	Final development (if necessary)	Consultant/ Staff	By September 8	4
8	Formal consideration of plan	Consultant/ Staff/ Council	September 18	1
9	Submission of final report with detailed implementation schedule	Consultant	By September 25	6
Total Hours				54-61
Estimated Fees \$80hr + \$2,500				\$6,820- \$7,380

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June 27, 2023

TO: Members of the City Council

RE: Summary of Professional Services for June 2023.

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 June 2023. The main issues I addressed this past month were (a) preparation of resolution to request the abatement of taxes owed on the lots formerly owned by DJD Development, LLC, which are outstanding; (b) preparation of the necessary documents for the City to acquire said lots in Brewer Creek Estates formerly owned by DJD Development, LLC; (c) preparation of documents to transfer lots in Brewer Creek Estates 6th Addition to Ridge Development, LLC; (d) preparation of a Solid Waste and Recycling Agreement for the City; and (e) preparation of a Memorandum of Understanding between the City and SSMID related to the placement of speaker systems on City-owned light poles.

In regards to DJD Development, I prepared the necessary documents for the City to obtain ownership of eight (8) lots previously transferred by the City to DJD Development. Following the City obtaining ownership to said lots, I also prepared the necessary resolution requesting the Board of Supervisors to abate the outstanding taxes owed on said lots.

In regards to Ridge Development, I prepared the necessary documents to transfer ownership of four (4) lots in Brewer Creek Estates 6th Addition in order for them to build new homes. The City obtained a Mortgage and Promissory Note back to preserve their interest until such time as Ridge Development completes the home builds and sells the respective properties.

In regards to the Solid Waste and Recycling Agreement, I drafted the necessary agreement that will eventually be executed by the City and the respective recycler/trash hauler once the RFPs are completed by the City.

Finally, in regards to SSMID wishing to place speaker systems on various City-owned light poles in the downtown area, I drafted the necessary Memorandum of Understanding that

will need to be executed by both parties prior to said installation.

Respectfully submitted,

Zachary S. Chizek
Attorney at Law