



# CITY COUNCIL WORK SESSION

Monday, April 01, 2024 at 5:00 PM

Council Chambers - 331 First Street East

## AGENDA

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### RULES OF PROCEDURE

*Workshops are not Public Hearings. No member of the public or interested party has the right to make a presentation or address the Council on an item under consideration in a workshop or a study session.*

*During the City Council Work Session, the Council will primarily discuss and debate items intended to be formally considered at a future City Council Meeting. However, the Council may at any noticed meeting, including a City Council Work Session meeting, take action on any item shown on the posted agenda as a potential action item. The City Council Work Session meeting is a regular meeting of the Independence City Council.*

### MEETING OPENING

Call the Meeting to Order

### PRESENTATIONS

- [1.](#) Wastewater Treatment Plant - Engineer Update

### DEPARTMENT UPDATES

- [2.](#) Department Report – Building & Codes
- [3.](#) Department Report - Airport
- [4.](#) Department Report - Streets
- [5.](#) Department Report - Utilities

### NEW BUSINESS

- [6.](#) Airport Rules and Regulations
- [7.](#) Haz Mat Fee Structure 2024
- [8.](#) Downtown Parking Restrictions
- [9.](#) Potential New Stop Sign
- [10.](#) Veteran's Park Fountain - Removal
- [11.](#) Bridge at Knott's Landing - Removal
- [12.](#) Complex Turf Engineering Contract
- [13.](#) Private Septic Tank Installation – 308 14th Ave. SE
- [14.](#) Private Septic Tank Installation – 1201 6<sup>th</sup> Ave. SW
- [15.](#) Salary/Wage Increases Effective July 1, 2024
- [16.](#) Fiscal Year 2024 Budget Amendment #2
- [17.](#) Commercial Restoration Rehab Grant Application
18. Council Topics
19. Mayor Topics
20. City Manager Topics

## **ADJOURNMENT**

This agenda is subject to change.



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# Wastewater Treatment Plant Design Update

City of Independence, Iowa

April 1, 2024





## Today's Agenda

- Review of Project Scope
- Regulatory Driver/Aging Infrastructure
- Site and Structure Design Update
- Opinion of Probable Project Cost
- Schedule

## Introductions



**Sam Hocevar**



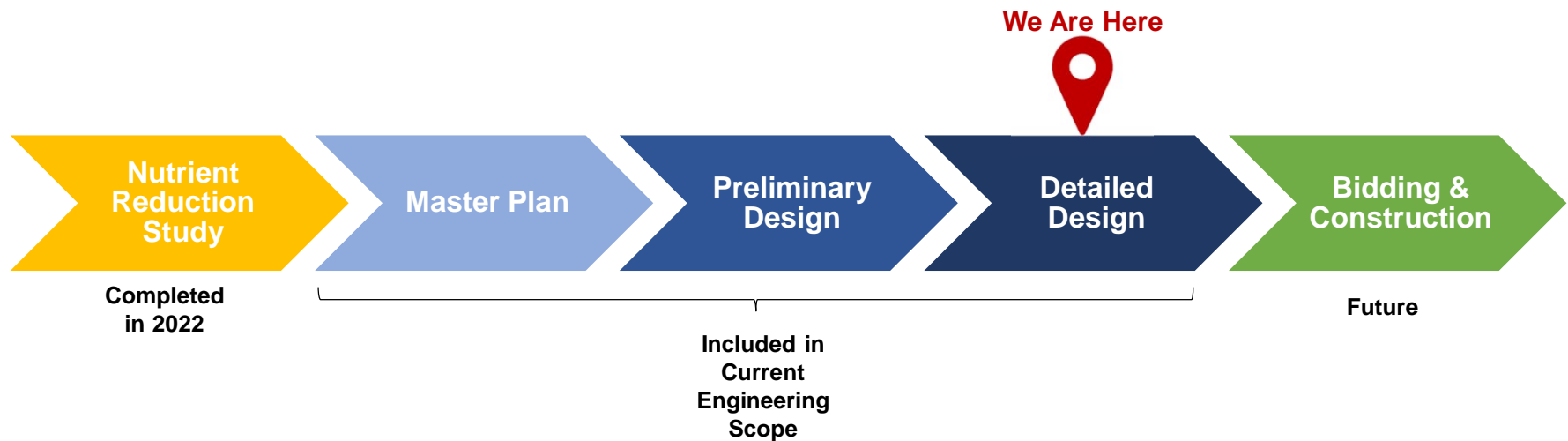
**Randy Wirtz**



**Bradley Lake**

## Update on Engineering Design Progress

- Project Scope: Design Improvements to the existing wastewater treatment plant (WWTP)
- Project Phases:



## Regulatory Factors Drive Improvements for Treatment of Nutrients

- Total Phosphorus (TP) and Total Nitrogen (TN) limits to be included in future permits
- Ammonia limits likely to be adopted in future
- Implications for biological treatment design
  - Existing process does not remove much TP and TN
  - Replace old trickling filters with newer technology



Existing Trickling Filters

## Treatment Recommendations Address Concerns with Aging Infrastructure and Capacity Limitations

- Biological treatment for nutrient removal with compatible clarifiers and new building
  - Oxidation ditches, circular clarifiers, RAS/WAS Building
- Headworks Building equipment replacement
- UV Disinfection
  - Conversion of chlorination/dechlorination to ultraviolet disinfection within existing tank
- Aerobic digestion
  - Conversion from anaerobic digestion to aerobic digestion
- Sludge Storage
  - Rehab existing sludge storage and add new storage

## Site Design Layout Accommodates Buildings/Structures Being Re-Used

### Structures/Buildings Planned for Re-Use

1. Headworks Building
2. Pump Building (change name to Blower Building)
3. Chlorination Basins
4. Sludge Storage Tanks & Associated Structures
5. Administration Building
6. Outfall Sewer to River

### Structures/Buildings Planned for Demolition

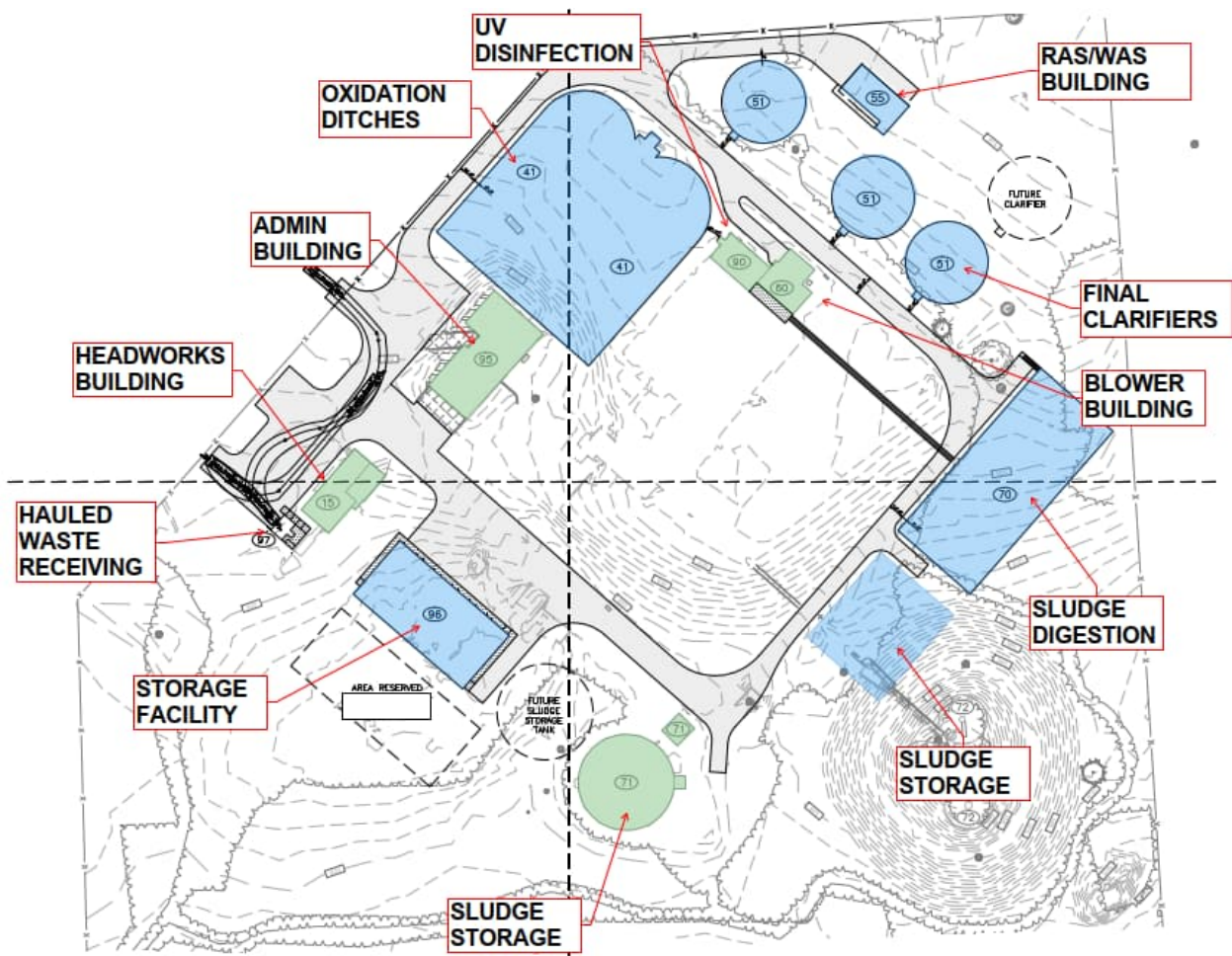
1. Trickling Filters & Associated Structures
2. Grit/Pre-Aeration/Clarifiers
3. Control Building
4. Anaerobic Digesters & Associated Structures Building
5. Yard Piping

## Demolition of Outdated Processes Provides Necessary Space for Site





# Current Site Design (In-Progress)





## Opinion of Probable Project Cost Considers All Proposed Improvements

Component	OPC
Process Equipment, Piping and Structures	\$20,270,000
Electrical	\$6,080,000
Site	\$1,420,000
Mechanical	\$1,620,000
<b>Subtotal</b>	<b>\$29,390,000</b>
Contractor's Div 01	\$4,410,000
Contingency	\$6,760,000
<b>Construction Total</b>	<b>\$40,560,000</b>
Technical Services—Construction Phase	\$2,500,000
<b>Total OPCC</b>	<b>\$43,060,000</b>

- Low-interest State Revolving Loan funding available for the project

## Estimated Schedule

- May 31, 2024 – Submit Drawings & Specifications to DNR for Review/Approval
- September 30, 2024 - Iowa DNR Approves Drawings and Specifications (estimated 4 months)
- October 30, 2024 - Advertise Project for Bids
- December 15, 2024 - Receive Bids
- February 15, 2025 - Award Project to Lowest Responsible Bidder
- March 15, 2025 - Issue Notice to Proceed to Contractor/Hold Pre-Construction Conference
- August 30, 2027 - Substantial Completion Date of Construction
- October 30, 2027 - Final Completion Date of Construction



**Questions?**



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## CITY COUNCIL WORK SESSION DEPARTMENT REPORT

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** Matthew R. Schmitz, MPA – City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Department Report – Building & Codes

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Attached is a report of the building permits issued as of March 27, 2024, for the City. This is the beginning of reports that will be included due to moving to the new permitting system for the City.

Mr. Matthew Chesmore has been hired to fill the Building Official and Code Enforcement position and will be present at the meeting to be introduced to the City Council.

## Year to Date - Total BP for BP Summary

Location	Permit Use	Project Value	Permit Date
904 8TH AVE NE, INDEPENDENCE 50644	Street Excavation	\$0	January 3, 2024
1300 3RD ST NW, INDEPENDENCE 50644	Roofing	\$53,333	January 8, 2024
508 4TH ST NW, INDEPENDENCE 50644	Window Replacement	\$4,500	January 29, 2024
500 10TH ST SW, INDEPENDENCE 50644	Window Replacement	\$3,000	January 29, 2024
1100 12TH ST NE, INDEPENDENCE 50644	Remodel/Addition	\$6,100	January 29, 2024
611 3RD AVE NE, INDEPENDENCE 50644	Remodel/Addition	\$55,000	February 5, 2024
512 4TH ST SE, INDEPENDENCE 50644	Street Excavation	\$0	February 2, 2024
318 4TH AVE SE, INDEPENDENCE 50644	Demolition	\$0	February 8, 2024
318 4TH AVE SE, INDEPENDENCE 50644	Garage	\$15,000	February 12, 2024
612 6TH AVE NE, INDEPENDENCE 50644	Fence	\$3,000	February 26, 2024
713 2ND ST SW, INDEPENDENCE 50644	Fence	\$5,000	February 8, 2024
1604 6TH ST NE, INDEPENDENCE 50644	Building	\$9,200	February 20, 2024
1017 7TH AVE SW, INDEPENDENCE, IA 50644	Fence	\$5,000	February 27, 2024
509 9TH AVE NE, INDEPENDENCE 50644	Remodel/Addition	\$27,000	February 26, 2024
2383 JAMESTOWN AVE, INDEPENDENCE 50644	Remodel/Addition	\$7,000	February 26, 2024
500 UPPER TERRACE DR, INDEPENDENCE 50644	Water Heater	\$1,250	February 27, 2024
209 6TH ST SW, INDEPENDENCE 50644	Water Heater	\$1,250	February 27, 2024
720 8TH ST NE, INDEPENDENCE 50644	Water Heater	\$1,250	February 27, 2024
2674 IOWA AVE, INDEPENDENCE 50644	Mechanical (HVAC)	\$11,450	February 27, 2024
404 MATTHEW ST, INDEPENDENCE 50644	New Construction	\$450,000	February 27, 2024
1400 KELLIE AVE, INDEPENDENCE 50644	New Construction	\$350,000	February 27, 2024
511 9TH AVE SW, INDEPENDENCE 50644	Water Heater	\$2,450	February 27, 2024
114 CARDINAL COURT INDEPENDENCE, IA 50644	Water Heater	\$1,475	February 27, 2024
715 8TH ST NE, INDEPENDENCE 50644	Mechanical (HVAC)	\$7,850	February 27, 2024
210 9TH AVE SE, INDEPENDENCE 50644	Mechanical (HVAC)	\$40,870	February 27, 2024
618 2ND AVE NE, INDEPENDENCE 50644	Water Heater	\$1,255	February 27, 2024
905 7 1/2 AVE SW, INDEPENDENCE 50644	Mechanical (HVAC)	\$3,730	February 27, 2024
602 3RD AVE SW, INDEPENDENCE 50644	Water Heater	\$1,396	February 27, 2024
207 ROBERTS CT, INDEPENDENCE 50644	Water Heater	\$1,461	February 27, 2024

Location	Permit Use	Project Value	Permit Date
207 ROBERTS CT, INDEPENDENCE 50644	Water Heater	\$1,183	February 27, 2024
611 3RD AVE NE, INDEPENDENCE 50644	Water Heater	\$1,250	February 28, 2024
611 3RD AVE NE, INDEPENDENCE 50644	Mechanical (HVAC)	\$9,000	February 28, 2024
513 13TH AVE NE, INDEPENDENCE 50644	Plumbing	\$1,800	February 28, 2024
902 HOMEWAY DR, INDEPENDENCE 50644	Fence	\$3,000	February 28, 2024
710 7TH ST NW, INDEPENDENCE 50644	Roofing	\$2,700	February 28, 2024
2003 206TH ST, INDEPENDENCE 50644	Fence	\$3,500	March 4, 2024
501 GREEN HAVEN CT, INDEPENDENCE 50644	New Construction	\$510,000	March 5, 2024
511 7TH AVE NE, INDEPENDENCE 50644	Mechanical (HVAC)	\$10,300	March 5, 2024
713 4TH ST NE, INDEPENDENCE 50644	Fence	\$400	March 6, 2024
1207 6TH ST NE, INDEPENDENCE 50644	Fence	\$6,700	March 12, 2024
404 MATTHEW ST, INDEPENDENCE 50644	New Construction	\$445,000	March 11, 2024
811 3RD AVE SE, INDEPENDENCE 50644	Mechanical (HVAC)	\$12,900	March 12, 2024
905 7 1/2 AVE SW, INDEPENDENCE 50644	Roofing	\$29,960	March 12, 2024
1600 1ST ST E, INDEPENDENCE 50644	Window Replacement	\$314,972	March 13, 2024
103 9TH AVE SW, INDEPENDENCE 50644	Temporary Fence	\$0	March 13, 2024
201 3RD AVE SW, INDEPENDENCE 50644	Fence	\$2,400	March 13, 2024
1306 7TH ST NE, INDEPENDENCE 50644	Remodel/Addition	\$29,800	January 17, 2024
100 5TH AVE NE, INDEPENDENCE 50644	Plumbing	\$3,000	March 14, 2024
307 15TH AVENUE PL, INDEPENDENCE 50644	Mechanical (HVAC)	\$8,225	March 19, 2024
196/198 HUMMINGBIRD CT INDEPENDENCE, IA 50644	New Construction	\$325,000	March 20, 2024
1009 9TH AVE SW, INDEPENDENCE 50644	Remodel/Addition	\$7,500	March 19, 2024
115 6TH AVE NW, INDEPENDENCE 50644	Plumbing	\$520	March 20, 2024
201/203 HUMMINGBIRD CT, INDEPENDENCE, IA 50644	New Construction	\$310,000	March 20, 2024
701 10TH ST SW, INDEPENDENCE 50644	Plumbing	\$0	March 27, 2024
<b>54 Permits</b>		<b>\$3,107,929.40</b>	



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager  
**FROM:** Brett Soukup, Airport Manager  
**DATE OF MEETING:** April 1, 2024  
**ITEM TITLE:** Department Report - Airport

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### Fuel Sales Update

- 100LL – 600 gal
- Jet A – 512 gal.
  
- Grounds:
  - We pushed a little bit of snow.
  - I did start doing some rolling in the yard when the weather was a little bit nicer.
  
- Equipment:
  - Changed the oil on the 7130 John Deere tractor and the fuel filters. I took the tractor up to the street shop and re-welded the drawbar and the muffler housing.
  - We have taken the snow blower off for the season.
  - I pulled out the big lawnmower so we could start looking it over for the year.
  
- Miscellaneous:
  - Pella delivered the window sashes. Two different window sashes have deteriorated over time due to bad seals. We are working on painting one of them and staining the other one. When the weather straightens up, we will be getting them put in place.
  - The fencing crew came out and fixed the fence on the North apron. The plans called for all the posts to have concrete in the bottom of them, a bottom tension wire, and a ground wire.
  - Fire extinguisher annual inspection. We had to replace three smaller fire extinguishers this year.





## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager  
**FROM:** Brad Esch, Street Superintendent  
**DATE OF MEETING:** April 1 2024  
**ITEM TITLE:** Department Report - Streets

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**Tree trimming with light and power in all sections of town is completed.  
Removed trees/brush at 8<sup>th</sup> Ave SW before the pedestrian bridge rehabilitation**

**Compost pile has been ground. Hauling excess non usable material to some locations and  
charging labor/equipment prices of usable materials to others.**

**Winter weather, road condition maintenance. Have started to desalt and put away snow removal  
equipment.**

**Storm intakes/drain cleaning.**

**Street Sweeper is ready for operation and will be out soon. New Vac sweeper arriving hopefully  
in May.**

**Working with Parks and Rec on several projects.**

**Pothole filling / Street sign repair / Everyday operation**



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** Travis Foley

**DATE OF MEETING:** April 01, 2024

**ITEM TITLE:** Department Report - Utilities

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### Water –

- The Northwest well was pulled for routine maintenance and inspections (this is done for each well approximately every 7 years). The results of the inspection required five new sections of pipe and a new pump. All the repairs were made, and the well was put back together the week of March 18<sup>th</sup>. There were some concerns of discolored water during this same time. We are contributing this to the start up of the well causing the water flow to change direction, which may have stirred things up in the system.
- We will be doing the spring flushing of fire hydrants starting mid-April or early May. This will be posted online and, in the paper, before we start.
- We will be out using our valve exerciser this spring, exercising the main valves in town.
- Utility Services will be starting the renovations on the Northeast Shop Tower starting in late April or early May. They will be renovating the interior wet and exterior of this tower. This will be the last of the major renovations on the three towers in town that were started four years ago.
- There have been concerns about a strong chlorine smell in the water on the Southwest side of town. We are working with our well contractor and Iowa Rural Water Association to get this issue resolved.

### Sewer –

- Visu sewer has completed the annual sewer cleaning on the NE side of town.
- We have been researching sewer cameras and have it narrowed down to two cameras. We will be going through hands on demonstrations with each camera company before deciding, in hopes of purchasing one after July 1<sup>st</sup>.

### Wastewater-

- We are working on trying to make repairs to our biogas system. This system is all original equipment and is starting to fail. This is a unique system, making it hard to find someone to work on it, and its age is making it very difficult to find parts. I wanted council to be aware, as some of these repairs may be costly. We are doing our best to keep costs down, as it will not be a part of the new plant, but will have to go with whatever works, as this is something that must be repaired.
- We completed our spring biosolids hauling, of around 400,000 gallons of biosolids. This is done twice a year (spring in fall). The solids are pumped out using a cord system and injected in to near by farm fields.

- We continue to have regular meetings with the engineers, as they progress on the design of the new wastewater plant. They will be in attendance to give an update during this meeting.
- I would like to further discuss ideas for the addition of a lab tech in preparation for upcoming staffing changes.



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA – City Manager

**FROM:** Brett Soukup – Airport Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Airport Rules and Regulations

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### **DISCUSSION:**

Over the past several months, the Airport Board has been going through the process of updating the rules and regulations for the Airport. The Board has now come to a consensus on what they feel should be included in the Rules and Regulations and at their February meeting approved a motion to send them to the City Council for review and final approval with a few minor revisions. The proposed version is attached for review and Staff will be present to answer any questions about modifications made, etc.

### **RECOMMENDATION:**

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

# Airport Rules and Regulations

## James H. Connell Field at Independence Municipal Airport

### DEFINITIONS

All words and phrases used in this chapter shall have the following meaning unless its context requires otherwise. All definitions contained within the Federal Aviation Act of 1958 (FAA Act) and all amendments thereto are incorporated herein. All definitions shall be interpreted consistently with the Federal Aviation Act and amendments thereto.

**"Aircraft"** means a device that is used or intended to be used for flight in the air, including helicopters and ultralight vehicles.

**"Airport"** means all the areas comprising the Independence Municipal Airport, as now existing or as the same may hereafter be expanded and developed and shall include all of its facilities.

**"Airport Board or Board"** means the duly appointed five-member Airport advisory Board of the City.

**"Airport Manager or Manager"** means the Airport Manager of Independence Municipal Airport or his/her designee.

**"City"** means the City of Independence, IA.

**"City Manager"** means the City Manager of the City of Independence, IA or his/her designee.

**"Commercial activity"** means the conduct of any aspect of a business or concession on the Airport for revenue.

**"Council"** means the City council.

**"FAA"** Federal Aviation Administration: the division of the Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety, and installs and maintains air navigation and traffic-control facilities.

**"Field Area"** means that area used for aircraft taxiing, run-up, takeoff, landing, tie-downs, loading, and unloading of passengers and baggage. The field area shall include all areas used by vehicles or pedestrians to gain access to any of the above and shall include all additional areas designated by the Manager as a field area.

**"General Fixed Base Operator"** means a person, firm, or corporation subject to the provisions of a lease and nonexclusive license engaging in some but not necessarily all of the following: the sales, service, renting, or leasing of new or used aircraft, parts, aircraft accessories, and hardware, custom repair, overhauling, and modification of general aviation aircraft and/or aircraft equipment, including the conduct of charter flight service, aerial photography, and flight schools.

**"Mayor"** means the Mayor of the City of Independence, IA.

**"Operator"** means the person, firm, or corporation in possession of an aircraft or vehicle or any person who has rented such for the purpose of operation by him/herself or an agent.

**"Owner"** means a person who holds the legal title of an aircraft or a vehicle unless the aircraft or vehicle is subject to a conditional sale or lease where immediate rights of possession have vested in the conditional vendee or lessee.

**"Park" or "Parking"** means the standing of an aircraft or vehicle whether occupied or not.

**"Pedestrian"** means any person on foot.

**"Permission" or "Permit"** means permission granted by the Airport Manager, Airport Board, or City unless otherwise specifically provided herein.

**"Public area"** means all other Airport areas not field areas, except those areas located within the footprint of any owned or leased hangar, and those areas designated by the Manager as nonpublic areas. The indoor public area consists of: downstairs lobby, downstairs refreshment area, downstairs bathrooms, upstairs lounge, upstairs bathroom, and upstairs kitchen area. For outdoor public areas, please refer to the map.

**"Special Fixed Base Operator"** means a person, firm, or corporation subject to the provisions of a lease and nonexclusive license engaging in some but not all of the activities of a General Fixed Base Operator.

**"TSA"** means the Transportation Security Administration which is an agency of the U.S. Department of Homeland Security that has authority over the security of the traveling public in the United States.

**"Vehicle"** means a device in, upon, or by which a person or property is or may be propelled, moved, or drawn upon a highway except a device moved by human power.

## **OPERATING POLICY**

As the operator and proprietor of the Airport, on behalf of the citizens of the City, it is the intent of the Airport Board and the City Council:

- A. To operate the Airport in a business-like manner with as little cost as possible to the taxpayers through the imposition of fair and reasonable rentals, fees, and charges.
- B. To provide for both private and commercial aviation at the Airport to the extent practicable within physical, economic, and environmental constraints.

- C. To promote the growth for the full range of on-base aeronautical support consistent with the need for the service and the availability of space and physical facilities.
- D. To protect the Airport patrons and users from unsafe operations and/or services and to maintain and preserve all Airport facilities in a safe, secure and orderly condition.
- E. To promote fair competition and not expose those who have been duly authorized to lawfully undertake the provision of commodities and/or services at the Airport to irresponsible, unethical, and/or unauthorized business or commercial activity at the Airport.
- F. To permit and provide adequate facilities for Owners of general aviation aircraft to work on and service their own aircraft within the limits as may be imposed herein or other applicable Airport regulation(s) for purposes of safety, preservation of Airport facilities, and protection of the public interest.
- G. To promote the utility, educational, and recreational aspects of general aviation.

## **ADMINISTRATION AUTHORITY – OPERATION – CITY HELD HARMLESS**

- A. In addition to the requirements of the Federal Aviation Administration, the Civil Aeronautics Board, the TSA, the Iowa Department of Transportation Aviation Bureau, the Buchanan County zoning code, the City of Independence zoning code, and the Airport Zoning Code (City Ordinance No. 2017-485), the Manager, Council or Airport Board may promulgate such rules and regulations, orders, and instructions as are necessary in the administration of this chapter. The Manager may post signs at the Airport which state or apply the rules, regulations, orders, or instructions. Each person on the Airport shall comply with all rules, regulations, and signs posted by the Manager pursuant to this chapter. Each member of the Manager's staff as a representative of the Manager, is empowered to require compliance with the provisions of this chapter and all rules and regulations issued by the Manager.
- B. The Airport shall be conducted as a public air facility for the promotion and accommodation of civil aviation and associated activities.
- C. The privilege of using the Airport and its facilities shall be conditioned on the assumption by the user thereof of full responsibility and risk for such use, and the user thereof releases and agrees to hold the City and its officers and employees harmless, and to indemnify them from any liability or loss resulting from the use. The City reserves the right to deny the use of the Airport to any person who is judged by the Manager or City Manager to be endangering the public's safety, health, or welfare.

## **PROPERTY REGULATIONS – CITY NOT LIABLE**

The City assumes no responsibility or liability for loss, injury, or damage to persons or property on the Airport or using Airport facilities, including but not limited to fire, vandalism, wind, flood, earthquake, or collision damage.

## **DAMAGE TO AIRPORT PROPERTY – RESPONSIBLE PARTY TO COMPLY WITH COMPENSATION RULES**

Any person causing, or determined liable for, any damage to Airport property, shall be required to pay the City on demand the full cost of repairs to the damaged property. Any person failing to comply with these rules may be denied access to or refused use of the Airport.

## **DAMAGE, INJURIOUS ACTIVITIES, AND ABANDONMENT PROHIBITED**

- A. No person shall recklessly, intentionally, or accidentally on a repetitive basis, destroy, injure, deface, or disturb in any way any building, sign, equipment, marker, or other structure, tree, shrub, flower, lawn, or seeded area on the Airport.
- B. No person shall conduct on or at the Airport, activities that are injurious, detrimental, or damaging to the Airport, business of or located at the Airport, Airport patrons, or any other persons located on Airport grounds.
- C. No person shall abandon any personal property at the Airport.

## **EXPLOSIVES PROHIBITED**

No person shall possess any unauthorized explosives or fireworks at the Airport.

## **UNAUTHORIZED AIRCRAFT OR VEHICLES REMOVED**

- A. Aircraft shall be stored in hangars, t-hangars, or authorized tie-down areas when available.
- B. Vehicles shall be parked in the north parking lot if the vehicle is intended to be left, or in hangar/t-hangar in accordance with the lease agreement.
- C. Any aircraft or vehicle that has been parked in an unauthorized location, without the express authorization of the Airport Manager, may be removed or caused to be removed by the Airport Manager.

## **AUTHORITY TO REMOVE**

The Airport Manager shall with the concurrence of the City Manager, or the Mayor in the absence of the City Manager, have the right to cause the removal from Airport property, any person, including the operator of any vehicle or aircraft, who violates any provisions of these rules and regulations-or the FAA regulations. Any person so removed may appeal the removal to the Airport Board by the submission of a written appeal to the Airport Manager, City Manager, or Airport Board Chairperson, setting out the reasons and arguments in support of the appeal. While any appeal is pending, the removal shall be temporarily stayed, absent a determination by the Airport Manager and City Manager that a stay of the removal would put the Airport, Airport Patrons, or other persons at risk of damage or injury. Any appeal shall be heard and considered as soon as practicable, and in no case later than seven (7) days after the submission of a written appeal to the Board.



## AIRCRAFT OPERATIONS

### Regulations:

- A. No person shall conduct any aircraft operation to, or from, or over the Airport except in conformity with all Federal Aviation Administration regulations, and the rules and regulations promulgated by the Airport Board and the Airport Manager.
- B. No person shall park an aircraft on any runway or taxiway. The Airport Manager has the authority to direct parking or taxiing operations. Taking off from the taxiway is strictly prohibited.
- C. No person shall park or store an aircraft at the Airport except in areas designated by the Manager.
- D. Preventive maintenance work, as defined in Title 14, Part 43, Appendix A(c), Code of Federal Regulations, may be performed at the Airport tie-down areas by the Owner or operator of the aircraft. Aircraft Owners who possess current mechanic ratings such as A&P and IA may do additional work in the tie-down areas subject to the approval of the Manager. All other aircraft maintenance, rebuilding, and alterations shall be performed only in those areas designated by the Manager.
- E. No person shall remove any aircraft from the Field Area or any hangars or operate aircraft while under the influence of intoxicating beverages, drugs, or any combination thereof, including but not limited to those specifically prohibited by FAA guidelines.
- F. All Owners and operators who desire to base their aircraft at the Airport shall register their aircraft with the Manager or Manager's designee prior to beginning operations. Any change in Ownership of the aircraft shall be reported as soon as possible.
- G. If the Manager believes the conditions at the Airport, or any portion thereof, are unfavorable for aircraft operations, the Manager may close the Airport, or portions thereof, in accordance with applicable Federal Aviation Administration procedures, as appropriate.
- H. No aircraft shall be permitted to remain on any part of the landing or takeoff areas for the purpose of repairs unless approved by the Airport Manager.
- I. No person shall, without the Owner's permission, interfere with or tamper with an aircraft located at the Airport, except for the movement of an aircraft in an emergency situation.
- J. No person shall move an aircraft on the Airport in a negligent or reckless manner.
- K. No person shall start or taxi any aircraft in any location or manner that may result in injuries to person or property. If the aircraft cannot be taxied without violating this paragraph, the aircraft must be towed to the desired location.
- L. All air traffic should avoid flight-overpopulated or noise sensitive areas whenever possible, consistent with safety.
- M. All operators handling hazardous materials on the Airport will handle said materials in as safe a manner as possible in compliance with product guidelines, recommendations and/or directives, and in the event of a spill, or other unauthorized or inappropriate release, will immediately report the spill or release to the Airport Manager or appropriate emergency personnel. All spills or releases, and damages caused or created by a spill or release, must be cleaned up or remedied by the person or entity responsible for the spill or release if authorized to do so and able to do so in a safe and adequate manner in compliance with

product guidelines, recommendation and/or directives. In the event a spill or release requires outside resources to clean up or remedy, the person or entity responsible for the spill or release shall be solely responsible for all expenses incurred to clean up, mitigate, repair, or to otherwise address the spill or release. In all cases, any contaminated waste or property must be dealt with or disposed of in accordance with applicable law and regulation.

- N. All Agriculture operations (Spray Planes) must use the North Apron area (North of the Main Terminal) when loading or unloading materials for spraying operations unless authorized by the Airport Manager.

#### **Accident Procedures:**

- A. Persons involved in aircraft accidents occurring at the Airport shall make a full report thereof to the Manager or his/her representative as soon as possible after the accident. The report must include all pertinent information. For the purposes of this section, an aircraft accident shall include any event involving an aircraft resulting in any property damage, whether to the aircraft or other property, personal injury, or death. Persons or Operators causing damage described above shall be responsible for all costs of repairs and other damages, and agree to work with any injured party to resolve claims for damage.
- B. Every Operator and aircraft Owner shall be responsible for the prompt removal of any disabled aircraft or parts thereof, as directed by the Manager or his/her representative, subject to accident investigation requirements. If removed by a party other than the Operator or Owner, the Operator and/or Owner shall be responsible to cover the costs of said removal or relocation, if any.

### **MOTOR VEHICLES**

#### **General Regulations:**

- A. No motor vehicle shall be operated on the Airport if it is so constructed, equipped, or loaded as to endanger persons or property as determined by the Airport Manager.
- B. Each operator of a motor vehicle involved in any accident on the Airport that results in personal injury or property damage, shall make a full report to the Manager or Manager's designee as soon as possible after the accident. The report must include all pertinent information. Persons or Operators causing damage, as set forth above, shall be responsible for all costs of repairs and other damages, and agree to work with any injured party to resolve claims for damage.
- C. Every Operator of a motor vehicle involved in any accident, shall be responsible for the prompt removal of any disabled motor vehicle or parts thereof, as directed by the Manager or Manager's designee, subject to accident investigation requirements. If removed by a party other than the Operator or Owner, the Operator and/or Owner shall be responsible to cover the costs of said removal or relocation if any.
- D. No person shall operate any motor vehicle on the Airport in violation of this chapter, or rules and regulations promulgated by the Manager or the laws of the State of Iowa.
- E. No person shall operate a motor vehicle on the Airport in a negligent or reckless manner.

- F. No person shall park or stand a motor vehicle at any place on the Airport in violation of any posted sign, within fifteen feet of a fire hydrant, or in a manner as to block any fire gate or entrance, road, or taxiway.
- G. The Manager or Manager's designee may remove, at the Owner's expense, any motor vehicle which is parked on the Airport in violation of this chapter. The Owner shall be solely responsible for the costs of removal and storage as applicable.
- H. Owner-operators of vehicles are responsible for cleaning up any and all debris resulting from vehicle operation that could result in foreign object damage (FOD) or create an unsafe operating environment.

## **ROADS AND WALKS**

### **Unauthorized Travel:**

It is unlawful for any person to travel on the Airport except on a road, walk, or other marked place provided for the type of travel employed by the person.

### **Obstructions Unlawful:**

It is unlawful for any person to occupy/loiter or place an object on a road or walk on the Airport in a manner that hinders or obstructs its proper use.

## **FIRE HAZARDS AND FUELING OPERATIONS**

### **General Regulations:**

- A. No person or entity shall sell fuel on the grounds of the Airport other than the City.
- B. It is unlawful for any person to fuel or defuel an aircraft in the Airport while:
  - 1. It is in a hangar or enclosed space.
  - 2. Passengers are in the aircraft unless a passenger loading ramp is in place at the cabin door, a "no smoking" sign is displayed, and the rule is enforced.
- C. No person shall start the engine of an aircraft, before inspecting and ensuring that there is no gasoline or other volatile flammable liquid on the ground beneath the aircraft of a sufficient quantity to cause a hazard.
- D. No person shall operate a radio transmitter or receiver, or switch electrical appliances on or off, in an aircraft while it is being fueled or defueled.
- E. During the fueling of an aircraft at the Airport, the dispensing apparatus and the aircraft shall both be grounded in accordance with orders and instructions of the Airport Manager.
- F. Each person engaged in fueling or defueling at the Airport shall exercise care to prevent the overflow of fuel and shall have readily accessible and adequate fire extinguishers. Any overflow of fuel shall be appropriately addressed, and cleaned up, by the person responsible for the overflow, and if more than a very minor overflow, shall notify the Airport Manager or Manager's designee of the overflow, the steps taken to address, and must allow the Manager an opportunity to inspect the location of the overflow.

- G. During the fueling or defueling of an aircraft, no person shall, within fifty feet of that aircraft, use any material that is likely to cause a spark or be a source of ignition. (Smoking on Airport property is strictly prohibited.)
- H. Each hose, funnel, or appurtenance used in fueling or defueling an aircraft shall be maintained in safe, sound, and non-leaking condition and must be properly grounded to prevent the ignition of volatile liquids.
- I. Hot fueling/loading can be extremely hazardous and is not recommended except when absolutely necessary due to the nature of the operation. Operators who conduct hot fueling/loading should develop standard operating procedures (SOPS) for flight and ground crew personnel.
- J. Fuel dispensed into approved containers, or a transfer trailer, must be completed within the regulations set out above. The City will not be liable for contamination of fuel after the fuel is dispensed into an approved container, transfer trailer, or aircraft.

#### **Use of Flammable Cleaning Fluids:**

Flammable or volatile liquids having a flash point of less than Ninety-Six Degrees Fahrenheit (96° F), shall not be used to clean an aircraft, aircraft engine, propeller, or appliance within an aircraft hangar or similar structure, or within fifty feet (50') of another aircraft, aircraft hangar or similar structure.

#### **Open Flames:**

It is unlawful for any person to have in his possession an open flame, flame-producing device, or other source of ignition (except cigarette lighters or matches for that purpose) in any hangar or similar type of building.

#### **Smoking Prohibited:**

Smoking is prohibited on all Airport property, whether inside or outside of a building or inside or outside of a vehicle or aircraft.

#### **Storage When Fire Hazard:**

- A. No materials or equipment may be maintained, stocked, located, or stored at the Airport in a manner that constitutes a fire hazard.
- B. All combustible materials, flammable liquids, or other hazardous materials must be maintained and stored in a safe manner in full compliance with the manufacturer's recommendations where appropriate, and in full compliance with all state and federally recognized safety standards.

#### **Surface Areas to be Kept Clean:**

All users of Airport property shall keep all areas so used free and clear of oil, grease, or other foreign materials that could cause a fire hazard, slippery, or other unsafe conditions.

### **Doping on Airport Property:**

It is unlawful for any person to conduct a doping process on the Airport except in a properly designed fire-resistive and ventilated room or building in which all lights, wiring, heating, ventilating equipment, switches, outlets, and fixtures are approved for use in hazardous areas, and in which all exit facilities are approved and maintained for such use, or except in an open area as designated by the Manager. No person shall enter or work in a dope room while doping processes are being conducted unless wearing spark-proof shoes.

### **Compliance with the Uniform Fire Code Required:**

All persons shall comply with the provisions of the most recently adopted Uniform Fire Code of the City.

### **Authority to Inspect – Compliance Required:**

The City Fire Chief or duly authorized designee shall inspect as often as deemed necessary and appropriate, potentially annually, all buildings and premises for the purpose of ascertaining and causing to be corrected any conditions which would reasonably tend to cause or contribute to fire or its spread. All orders, notices or recommendations of the Fire Chief shall be complied with by all persons without delay.

## **TRASH REQUIREMENTS**

- A. No uncovered trash containers shall be used or maintained on the sidewalk or road or in any public area of the Airport.
- B. No vehicle designed for and used for the hauling of trash, dirt, or other materials may be operated on the Airport unless it is designed, built, or appropriately modified to prevent its contents from dropping, sifting, leaking, or otherwise escaping.
- C. Trash Containers will be provided for each hangar and shall be maintained by the Hangar tenant. Replacement Containers, when necessary, will be provided by the Airport to that Hangar tenant at the Airport's expense unless the replacement was caused by the negligent or reckless actions of the Tenant, Tenant's invitees, employees, agents or guests, in which case the replacement cost will be invoiced to Tenant.
- D. Trash from hangars may be properly disposed of in the dumpster by the north gate.
- E. No equipment, supplies, or materials may be stored in a manner which creates a risk of injury to person or property.

## **AUTHORITY TO INSPECT AT ANY TIME**

The Airport Manager, City Manager, or Manager's designee shall have the right at all reasonable times to inspect all areas owned by the Airport under lease and/or occupied by tenants, or other person or entity.

## PROVISIONS INCORPORATED INTO LEASE

The provisions of these rules and regulations shall be deemed to be incorporated into every lease and sublease and violations of the provisions of these rules and regulations may result in termination of the lease or sublease.

## COMMERCIAL OPERATIONS

### Definitions:

For the purpose of this article, a "Business or Commercial Activity" means and includes the following types of activities when done for hire, compensation, or reward:

- A. Retail sales of goods, wares, merchandise, or services.
- B. Pilot training and flight instruction.
- C. Sale, rental, or charter of aircraft.
- D. Air carrier and air taxi operations.
- E. Sale of aviation petroleum products.
- F. Sale or service of aircraft parts, avionics, instruments, or other aircraft equipment.
- G. Repair, maintenance, rebuilding, alteration or exchange of aircraft engines, components, or other parts.

### Prohibited Acts:

No person or entity may engage in any business or commercial activity on the Airport without a lease approved by the Council, or a sublease from a duly authorized master lessee approved by the Council. For the purposes of this section a "person or entity" shall include an individual or group of individuals, including a company, partnership, corporation, or other association. This prohibition shall also apply to persons/entities who use the Airport as a base for conducting a Business or Commercial Activity even though their office or other place of business is not located on the Airport property. The above prohibitions do not apply to the following, whether meeting the definition of "business or commercial activity" or not:

- A. Aircraft operations where the flight originates and terminates elsewhere, and the Airport is used as a temporary stopping place for landings, refueling, other appropriate aeronautical services, or the embarking or debarking of passengers.
- B. Company or corporate-owned aircraft where personnel or products are transported as part of the company enterprise, for company/corporate purposes.
- C. Casual or isolated transactions including sales or services provided by an Owner or Owner/Operator, providing occasional flight instruction, for example. Whether an Owner or Owner/Operator fits within this exception shall be determined by the Airport Manager. The Airport Manager's determination may be appealed to the Airport Board. The Airport Board shall normally consider the appeal within seven (7) days of receipt, and the written decision of the Board shall be final.
- D. Sales of food by organizations, approved by the Airport Manager or Airport Board, for approved special events.

- E. No lease or license providing an exclusive right to provide an aeronautical service, operation, or activity at the Airport shall be issued or approved.

**Appropriate Allocation of Ground Space – Structures to Comply with City Building Regulations:**

Leases for aeronautical and commercial activities on the Airport shall be issued and approved contingent on the lessor (Airport) constructing or providing a structure or structures on the leased property appropriate to the type of aeronautical or commercial activity to be conducted. Ground space allocations under lease agreements shall be made in accordance with the Airport Master Plan and land use plan adopted by the City for the development of the Airport. All structures erected at the Airport shall comply with appropriate building and FAA regulations where appropriate. Structural and architectural design of all structures shall be subject to City approval.

**Procedures for Acquiring Lease:**

Any person or entity interested in leasing land or structures on the Airport property shall contact the Airport Manager to discuss. If the person/entity chooses to move forward with a lease, the person/entity and the Airport Manager in consultation with the City Manager shall discuss likely terms and conditions and prepare a draft lease agreement to be presented to the Airport Board for review, consideration, and input. After such Board review, and final negotiations with the proposed tenant, the Lease as negotiated shall be forwarded to the City Manager who shall present it to the City Council for consideration and approval. Lease provisions shall be negotiated to reflect fair market value and shall also include provisions to increase lease rates on an annual basis during the agreed-upon lease term. Any lease for a period in excess of three (3) years requires that a public hearing be scheduled and held in advance of lease approval by the City Council. Prior to entering any lease for property, or a hanger, at the Airport, the prospective lessee must present to the City satisfactory evidence that it meets minimum standards as established herein and by the Airport Board.

A waiting list will be formed for the T-hangars based on the order in which the Manager is informed of an interest to be put on such a list. When a hangar becomes available everyone will be contacted in order until the spot is filled. If someone declines to take advantage of the empty space but wishes to remain on the list, they will be moved to the bottom of the list.

**Fixed Base Operator's License Issued Subject to Compliance:**

- A. A General Fixed Base Operator's license will be issued, subject to compliance with all conditions hereinafter imposed and upon proper application, to a person or entity providing the following services:
1. Fuel and oil sales
  2. Flight training services
  3. Aircraft charter and taxi services
  4. Aircraft rental and sales
  5. Sale of aircraft parts, accessories, and hardware
  6. Repair, overhauling, and modification of aircraft or equipment

- B. A Special Fixed Base Operator's license will be issued, subject to compliance with all conditions outlined in Paragraph A immediately above, upon proper application, to a person or company providing some but not all of the services required of a General Fixed Base Operator.
- C. Aviation fuel will be sold at the Airport only by the City or by a duly licensed Fixed Base Operator. Nothing in this section shall be construed to limit the right of any person or entity to provide fuel for his/her own aircraft. However, such self-service fueling shall meet all applicable City, state, and federal safety regulations.
- D. All Fixed Base Operators, General and Specific, shall individually or in cooperation with other entities at the Airport, maintain such hours and/or call-out arrangements to adequately service public demand for the products/services provided by the Fixed Base Operator.
- E. Nothing herein shall prevent persons or entities from selling goods or services during a special event on the Airport property if pre-approved by the Manager.

#### **Insurance Coverage Required:**

All lessees of Airport property shall obtain and maintain liability insurance coverage, with the City being named as an additional insured. The insurance certificates shall show proof of liability insurance in the following minimum amounts: Commercial General Liability of \$1,000,000 per occurrence, and \$2,000,000 aggregate. Such insurance certificates must be provided by the lessee to the Airport Manager prior to the commencement of the lease term, and regularly thereafter as requested, to show continuing coverage as required by this provision.

### **RATES AND CHARGES ESTABLISHED BY BOARD – APPROVED BY COUNCIL**

A schedule of rates and charges for the use of the Airport and its facilities, not specifically set forth herein, shall be established by the Board and approved by the City Council. Each person or entity subject to the rates and charges shall promptly pay all amounts determined to be due in accordance therewith.

#### **Rates and Charges:**

- A. Tie-down Fees shall be assessed to the owner or operator of an airplane tied down on the ramp or apron for more than thirty (30) consecutive days where the owner or operator fails to communicate their intent to the Airport Manager. Tie down fees will be in the amount of \$100 per month and will be collected after thirty (30) days of being parked on the ramp or apron in coordination with hanger rent unless an alternative agreement is approved by the Airport Manager or authorized representative. The Airport shall request proof of liability insurance coverage for Airport property. Amounts of coverage shall be set at appropriate levels by the City.
- B. Parking Fees. The Operator shall pay to the City the monthly parking fee outlined in the Agreement Summary for each month or part thereof that this Agreement is in effect, computed as set forth by the Airport Board, and approved by the Council. The parking fee



shall be due and payable, in advance, on or before the first day of each month, except that the first month's parking fee, or prorated portion of the first month's fee may be paid in arrears.

- C. **Payments.** Payments shall be made to the City of Independence, Iowa, City Clerk/Treasurer, 331 1st Street East, Independence, IA 50644, or any other address as designated by the Airport Manager when due, without demand and without notice from the City and without deduction, credits, or offset. All such fees, charges, and other amounts payable by the Operator shall be paid via cash, check, or credit card (which may incur additional fees) and must be received by the due date. The parking fee and any other fee required to be paid in advance on or before the first day of each month pursuant to the terms of this license shall be paid on or before the first day of each month without any requirement of notice from the City. Any fees or charges that are payable by the Operator in arrears for the preceding month's activity are due and payable on or before the fifteenth day from the date of the City's invoice. Operator hereby acknowledges late payment to the City of any fee, charge, or other sum due hereunder will cause the City to incur costs not contemplated by this license agreement, the exact amount of which will be extremely difficult to ascertain. If any such, fee, charge, or other sums due from the Operator is not received by the City on or before the fifteenth day from the due date, then the Operator shall pay to the City a late payment fee equal to one and a half percent (1.5%) per month of the amount not paid, calculated for each day, from the due date until the date payment is received by the City. Late payments made by the Operator to the City must be paid to the City Clerk via cash, check, or credit card (which may incur additional fees). The parties hereby agree such a late fee represents a fair and reasonable estimate of the cost the City will incur by reason of the Operator's late payment.

## **OFFENSES – VIOLATION - PENALTY**

### **Nuisances, Littering, Vandalism Unlawful:**

For the purposes of this section a nuisance will be described as whatever is injurious to health, indecent, unreasonably offensive to the senses, an obstruction to the free use of property, or to interfere unreasonably with the comfortable enjoyment of life or property. In addition, any person that interferes with the use of the Airport by being irritating, offensive, harassing, obstructive, or dangerous, may also be deemed and declared to be a nuisance.

- A. No person or entity shall act, or fail to act, if said action or inaction creates or constitutes a nuisance on the Airport Property.
- B. No person shall dispose of garbage, papers, refuse, or other similar materials on the Airport Property except in receptacles provided for that purpose.
- C. No person may vandalize, deface, or otherwise damage any property on the Airport, whether Airport Property, or personal property of the Airport or any other person or entity.
- D. No person or entity may alter, make additions to, or erect any building, structure, and/or sign(s), or make any excavations on the Airport Property without the express written permission of the Airport Manager and City Manager.
- E. No person or entity may intentionally abandon personal property on the Airport property. Personal property shall be deemed abandoned when it remains unattended without written

permission of the Airport Manager for a period of thirty (30) days or more. After the passage of thirty (30) days the Airport Manager will deliver a notice to the owner of the property deemed abandoned, by regular and certified mail to the last known address of the owner, and in the event there is no known address, by publication in the official City newspaper of record, providing thirty (30) days to collect said items, said thirty days to commence on the fourth day after mailing or publication, and end with the thirtieth day, unless the thirtieth day falls on a Sunday or City, State, or Federally recognized holiday, in which case the last day to claim the abandoned property shall be extended, not counting the Sunday or Holiday, as appropriate. If property is deemed to be abandoned consistent with this provision, and not claimed after notice as provided herein, the City will thereafter deal with the property as abandoned property consistent with other applicable provisions of the Iowa Code.

### **Throwing / Shooting and Unauthorized Hunting:**

It is unlawful for a person to throw stones, bricks, or missiles of any kind or to shoot arrows, paintballs, rubber guns, slingshots, air rifles, BB guns, or other dangerous instruments or toys on Airport Property, or to hunt, pursue, trap, catch injure, or kill any bird or animal on the Airport Property without prior written authorization of the Manager.

### **Unauthorized Solicitation and Advertising Unlawful:**

- A. No person or entity may solicit or advertise on the Airport Property, for any purpose, without prior permission of the Manager, or as otherwise allowed herein.
- B. No person or entity may post, distribute or display signs, advertisements, circulars or other printed or written matter in a public area of the Airport except in locations designated by the Manager.

### **Animals to be Restrained:**

No person may enter the Airport property with a dog or other domestic animal unless that animal is restrained by a leash or confined in such a manner as to be completely under the control of the person. No person shall possess any animal on Airport Property that has at any point been determined or declared to be a Vicious or Dangerous Animal by any municipality, governmental entity, or Court of competent jurisdiction.

### **Unauthorized Flying of Drones and Model Aircraft Prohibited:**

No model aircraft, drone, or similar item may be flown within five (5) miles of the Airport unless done in full compliance with all applicable FAA rules and regulations and permission is obtained from the Manager.

## MISCELLANEOUS

### **Council Authority to Establish Additional Standards:**

The City council reserves the right to establish additional standards, rules, and regulations, for any and all categories of aeronautical-related businesses or specialized services operating on the Airport property.

### **Federal Authority:**

All lease agreements, contracts, permits, or other agreements between the City and any person or entity using the Airport or Airport Property, shall be subordinate to and subject to all agreements and contracts between the City and the federal government/FAA, now or hereafter existing, relative to the operation and maintenance of the Airport

### **Violation – Penalty:**

No person or entity may violate any provisions hereof these Rules and Regulations or any other lawful rule, regulation, or directive of the City relative to the operation and maintenance of the Airport. Penalties for violations of any such rules and regulations shall be punishable as a Municipal Infraction under City Code.

### **Complaint Resolution Regarding Manager or Other Employee:**

Any complaints associated with the Airport Manager, or other Airport employee, shall be directed to the City Manager to be addressed, and the City Manager shall address the complaint. After receipt of the complaint, and after addressing the complaint, the City Manager may communicate pertinent facts, and steps taken, with the Airport Board.

Where there exists a conflict between any rule, regulation or limitation prescribed herein and any other rule, regulation or limitation applicable to Airport not set forth herein, the rule, regulation or limitation determined to be more stringent shall govern and prevail over the less stringent provision(s).



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** Blake Hayward – Fire Chief

**DATE OF MEETING:** April 01, 2024

**ITEM TITLE:** Haz Mat Fees 2024

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### DISCUSSION:

Requesting Council to update our Haz Mat Fee Structure for 2024. Rates have increased slightly, and we would like to update the structure to reflect the most current Fee Structure. I've included the 2024 and the 2022 Fee Structures for you all to reference. See Below. Over the last 3 fiscal years we have generated \$15,163.88 billing for Haz Mat Calls.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

## Iowa Fire Service

## Annual Hazardous Materials Response Fee Structure

Calendar Year 2024

Category	Examples	Hourly Cost*
Heavy Response Apparatus with 4 personnel	Engine, ladder, heavy rescue, etc.	\$368.57
Light Response Apparatus with 2 personnel	Tanker, brush truck, ambulance, staff car, etc.	\$293.74
Extra Response Personnel		\$28.41
Expendable Materials	Foam, containment booms, sand, absorbent, etc.	Replacement cost, including shipping.
Equipment Repair and/or Cleaning	Personal protective equipment, hose, nozzles; apparatus, etc.	Cost (parts plus labor), including shipping.
Damaged Equipment and/or Property	May include injury to, destruction of, or loss of natural resources, etc.	Replacement and/or repair cost, including shipping.
Other	Contracted services, contracted equipment, evacuation of people, etc.	Billed as used.

\*Minimum of one hour. Billed in 15-minutes increments beyond the first hour.

This fee structure will be updated in January of each year according to the CPI-U, US City Average, All Items, 12-month percentage change for the period ending in October of the preceding year. (Reference: <http://www.bls.gov/cpi/>)

## References:

- Hazardous Materials Response Billing Protocol for Iowa Fire Departments, Authored by Iowa Firemen's Association and the Iowa Hazardous Materials Taskforce, December 2002.
- Iowa Code 455B.392

Supporting Fire Service Organizations: Iowa  
 Firefighter's Association  
 Iowa Fire Chief's Association  
 Iowa Association of Professional Fire Chiefs  
 Iowa Hazardous Materials Task Force

## Iowa Fire Service

## Annual Hazardous Materials Response Fee Structure Calendar

Year 2022

Category	Examples	Hourly Cost*
Heavy Response Apparatus with 4 personnel	Engine, ladder, heavy rescue, etc.	\$331.61
Light Response Apparatus with 2 personnel	Tanker, brush truck, ambulance, staff car, etc.	\$264.28
Extra Response Personnel		\$25.56
Expended Materials	Foam, containment booms, sand, absorbent, etc.	Replacement cost, including shipping.
Equipment Repair and/or Cleaning	Personal protective equipment, hose, nozzles; apparatus, etc.	Cost (parts plus labor), including shipping.
Damaged Equipment and/or Property	May include injury to, destruction of, or loss of natural resources, etc.	Replacement and/or repair cost, including shipping.
Other	Contracted services, contracted equipment, evacuation of people, etc.	Billed as used.

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- Iowa Code 455B.392

## Supporting Fire Service Organizations:

- Iowa Firefighter's Association
- Iowa Fire Chief's Association
- Iowa Association of Professional Fire Chiefs
- Iowa Hazardous Materials Task Force



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Downtown Parking Restrictions

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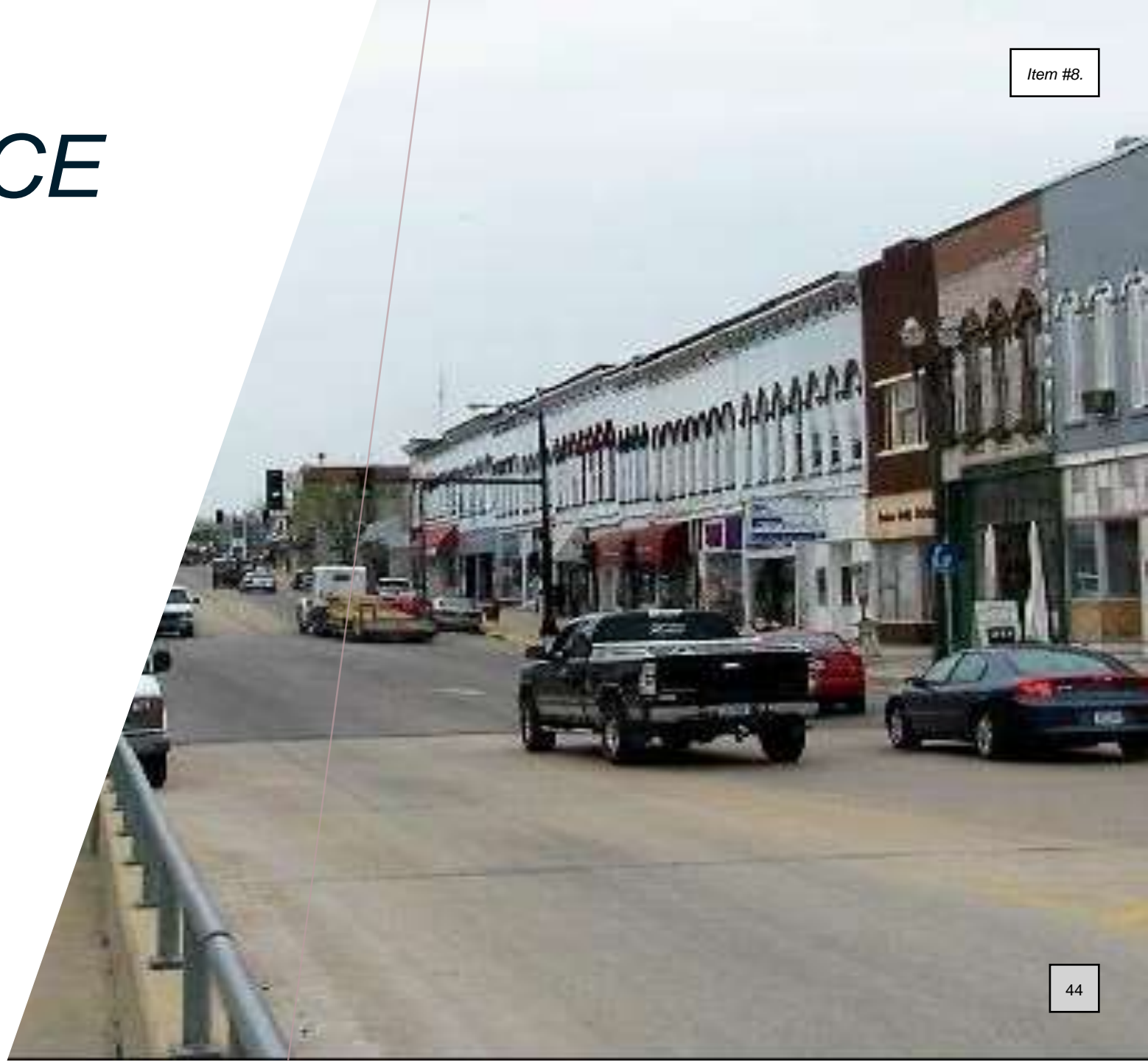
### **DISCUSSION:**

At the beginning of March, I was contacted by a resident and a Council Member who wanted to discuss parking restrictions downtown due to some businesses allowing their staff to park in front of their places of business for the entire work day. There is concern that this then limits already limited parking for customers who want to visit businesses downtown. Chief Niedert has prepared a presentation, which is attached, for some options and as a discussion point for this topic.

### **RECOMMENDATION:**

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

# *INDEPENDENCE DOWNTOWN PARKING SOLUTIONS*





- Downtown Independence currently has no parking regulations during the day
- At night there is a no 2am-6am parking restriction for the winter only

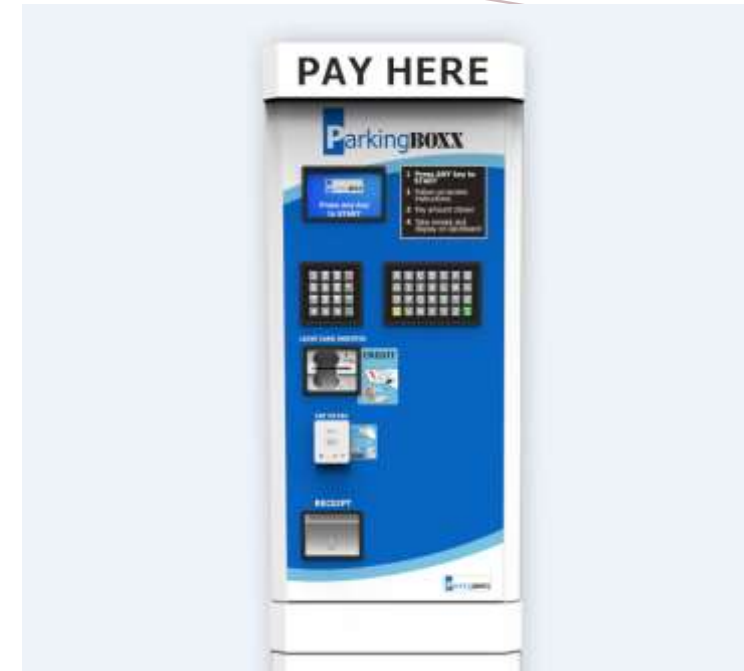
- Possible Solutions

- Install traditional meters(each space has a meter/shares a meter)
- Use with 2-hour limit
- \$500-\$700 per meter
- Enforcement is labor intensive
- Less compliance



- Possible Solutions

- Install park by space modern system
- Use with 2-hour signage
- Signage estimate \$3000
- Hardware estimate \$50-60K (\$6k per kiosk)
- \$500 for pay by phone (recurring costs)
- Enforcement becomes easier, but with costs for license plate readers/ticketing
- More compliance than traditional, but less user friendly to those tech challenged
- Two versions, paper ticket and virtual



- Possible Solutions

- Install 2 hr. signage
- Enforcement becomes very difficult without license plate reader technology
- This system would be highly driven by complaints, and then only ticketed after timing
- Cost is low with signage only
- Could also create 15-minute loading zones for businesses

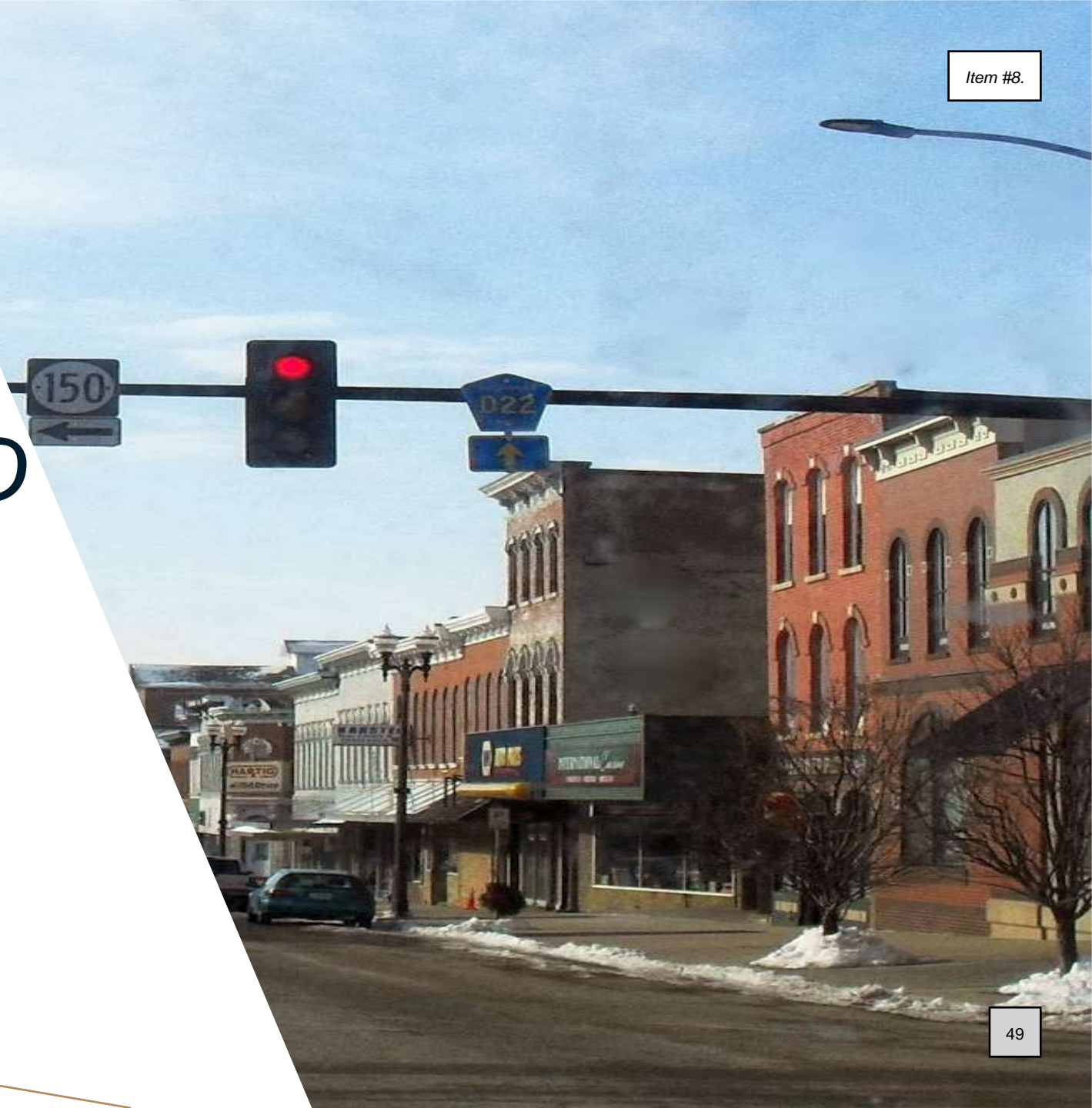


- Possible Solutions

- Install 2-hour signage along with reinstating no overnight parking year round
- Along with above, this would clear all spots each night, and give equal chance at spaces for patrons
- With the rise of downtown apartments, parking will become more of an issue
- This solution would also assist street, parks workers downtown year round
- Cost is low as signage could be ordered with both in mind
- Recommended low-cost solution



# *POSITIVES AND NEGATIVES*



- **Positives**

- Spaces freed up for downtown shoppers
- Money from payments/fines could be used to improve downtown parking (think signage)

- **Negatives**

- People complain about paying for parking in small town Iowa
- People dislike parking tickets
- Parking tickets bring confrontations between citizens and police/always negative
- Money taken in will never cover the cost of program or labor





## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** Susi Lampe, IaCMC, IaCFO – City Clerk/Treasurer

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Potential New Stop Sign

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### DISCUSSION:

On March 20<sup>th</sup>, I just took a phone call from a resident wanting to know how to get a stop sign put in. He lives near the intersection of 3<sup>rd</sup> St and 9<sup>th</sup> Ave NE and there is a school bus stop nearby. He said there was a near miss a day or two ago and there are other traffic concerns as well. He reached out to the PD and asked about how to get a stop sign put in. The PD said to contact your council member. He did not tell me who he talked to at the PD. I did tell him he could contact the two at larges and that Kathy is his ward council person. Those council members were notified of this phone conversation. I did tell him that it would be an amendment to our code and could have the potential to approved at one night if Council would waive the second and third readings. I did not tell him anything about when council meetings are or when the next one is. I wanted to give everyone the heads up that this phone call happened and then we can have further internal discussions from there.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Veteran's Park Fountain - Removal

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### DISCUSSION:

I was contacted by some residents asking about the status of the Veteran's Park Fountain and why it isn't functional. I know that it has been disabled for many years, and after talking about it with the Parks & Recreation Director, we feel that it would be best to remove the fountain and look for another location in town to have a fountain like that – if the Council still wants to have a fountain in town. The area where the fountain is at could be repurposed into a planter or simply a patio type area for sitting as well.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.





## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Bridge at Knott's Landing - Removal

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### DISCUSSION:

There is currently a large metal bridge structure at Knott's Landing. My understanding is that it has been there for many years and that it was originally placed there with a plan to utilize it on a trail in that area at some point in the future. I spoke with Fred Smock about this, and he confirmed that it was planned to be utilized for a trail – but so far hasn't been. I had a Council Member reach out wanting to know why we still have it there if we're not going to use it, and I would like to discuss with the Council whether we should keep the bridge there, or remove it and dispose of it.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Complex Turf Engineering Contract

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### DISCUSSION:

Staff has requested that Crawford Engineering present information to the Council regarding the Ballfield Turf Project. The project was approved for a Not to Exceed of \$88,000, but has gone over that cost due to Construction Staking which was not included in the original contract. Staff has asked Crawford to provide the following items:

1. An hour breakdown for each task organized into sections outlined in the contract and then broken into tasks as outlined in each section of the contract, including but not limited to invoices that have been submitted and paid.
2. Reports for any geotechnical work or materials testing that was performed as part of the project.
3. A breakdown of the staking that was performed, including hours worked on that, the number of stakes installed, etc. including the days staking was performed.
4. A narrative for the staking process, how does that process work – is it a call, a form that is filled out, an e-mail, etc.

Crawford will be in attendance to present the information to the Council and discuss this project.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



## CITY COUNCIL WORK SESSION MEMORANDUM

**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Private Septic Tank Installation – 308 14th Ave. SE

### DISCUSSION:

Joseph Weber, owner of the above property, has asked to install a Septic Tank so that he can construct an apartment in the building already located on the property at 306 14<sup>th</sup> Ave. SE. Septic Tanks are only allowed in the City of Independence if the property the Septic Tank services does not have a sewer main within 150' of the border of the subject property per Independence Municipal Code (IMC) 95.05, and if they are gravity systems.

The property owner is requesting permission from the City to install a Septic Tank on his property to service a new apartment to be constructed there. The closest sewer main is approximately 115ft. from the edge of his property and is located along 14<sup>th</sup> Ave. SE to the northwest of the property. The required direction would be unable to be fulfilled with a gravity system, so Staff believes this is appropriate to approve.



### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



## CITY COUNCIL WORK SESSION MEMORANDUM

**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Private Septic Tank Installation – 1201 6<sup>th</sup> Ave. SW

### DISCUSSION:

This item was on the agenda for the March 11<sup>th</sup> City Council meeting and it was tabled to the April 1<sup>st</sup> Work Session.

Scott Crawford, owner of the above property, has asked to install a Septic Tank so that he can construct a home on the property at 1201 6<sup>th</sup> Ave. SW. Septic Tanks are only allowed in the City of Independence if the property the Septic Tank services does not have a sewer main within 150' of the border of the subject property per Independence Municipal Code (IMC) 95.05.

The property owner is requesting permission from the City to install a Septic Tank on his property to service a new home to be constructed there. The closest sewer main is approximately 191ft. from the edge of his property and is located along Bland Blvd. to the north of the property.



### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** City Council

**FROM:** Susi Lampe, IaCMC, IaCFO – City Clerk/Treasurer

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Salary/Wage Increases Effective July 1, 2024

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### DISCUSSION:

I have prepared two wage/salary resolutions for City Employees that would take effect July 1, 2024. The first resolution encompasses all employees except the City Manager and provides for a 3% increase. City Manager Schmitz requested that he be put on a separate resolution based on the conversation held during his annual review as well as with the Mayor. The second resolution has the bi-weekly amount and increase blank as it would need to be filled in upon the Council's decision of what to select for an increase. The bi-weekly amount would then need to be calculated and entered in before the resolution is printed.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

RESOLUTION NO. 2024-

APPROVING SALARY INCREASES FOR THE SALARIED AND  
NON-BARGAINING EMPLOYEES TO BE EFFECTIVE JULY 1,  
2024; WITHIN THE CITY OF INDEPENDENCE, BUCHANAN  
COUNTY, IOWA.

WHEREAS, the City Council of the City of Independence met in regular session on Monday, April 8, 2024, and by majority vote authorized and approved the increases for the salaried and non-bargaining employees to be effective July 1, 2024; and

WHEREAS, these increases identified below exclude longevity pay:

EMPLOYEE	SALARY EFFECTIVE JULY 1, 2024
Fire Chief	\$2,812.92 Bi-Weekly
Street Superintendent	\$2,787.18 Bi-Weekly
Park & Rec Director	\$3,113.27 Bi-Weekly
Assistant Park & Rec Director	\$2,361.89 Bi-Weekly
City Clerk/Treasurer	\$2,464.41 Bi-Weekly*
Water/Wastewater Superintendent	\$2,966.42 Bi-Weekly*
Police Chief	\$3,667.26 Bi-Weekly
Police Captain	\$3,260.16 Bi-Weekly
Police Lieutenant	\$3,050.63 Bi-Weekly

WHEREAS, the Council has authorized all non-salary, non-bargaining, full-time hourly employees, and part-time Fire Department Drivers with a satisfactory performance evaluation a 3% increase to their current hourly rate; and

WHEREAS, this resolution incorporates Resolution 2022-48 that was adopted on February 14, 2022, and takes into consideration the modification done to the Rivers Edge/Complex Manager position on November 13, 2022, as well as the 5% increases for named individuals (indicated with an \* above) for three years to remedy a pay equity situation; and

WHEREAS, the Council has authorized the City Clerk/Treasurer or her designee to allot said increases to respective personnel; and

WHEREAS, the Library Board of Trustees sets and determines the amounts for Library Staff at a Library Board Meeting; and

WHEREAS, Bargaining Unit Employee amounts have been set by a memorandum of understanding to the current collective bargaining agreement as approved by the City Council.

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, BUCHANAN COUNTY, IOWA, that the Council met on Monday, April 8, 2024, at 5:00 p.m. in City Hall and by majority vote approved a Resolution authorizing and approving the increases for the salaried and non-bargaining employees to be effective July 1, 2024; within the City of Independence, Buchanan County, Iowa.

RESOLUTION NO. 2024- was passed and approved by a majority vote of the City Council of Independence, Iowa, on the 8<sup>th</sup> day of April 2024.

Record of Voting:

Ayes:

Nays:

Absent:

RESOLUTION NO. 2024- declared passed and adopted by the Mayor on this 8<sup>th</sup> day of April 2024.

Brad Bleichner, Mayor of the City of Independence, Iowa

ATTEST:

Susi Lampe, IaCMC, IaCFO, City Clerk/Treasurer, City of Independence, Iowa

RESOLUTION NO. 2024-

APPROVING SALARY INCREASES FOR THE CITY MANAGER  
TO BE EFFECTIVE JULY 1, 2024; WITHIN THE CITY OF  
INDEPENDENCE, BUCHANAN COUNTY, IOWA.

WHEREAS, the City Council of the City of Independence met in regular session on Monday, April 8, 2024 and by majority vote authorized and approved the increase for the City Manager to be effective July 1, 2024; and

WHEREAS, the increase identified below excludes longevity pay:

EMPLOYEE	SALARY EFFECTIVE JULY 1, 2024
City Manager	\$_____ Bi-Weekly

WHEREAS, the Council has authorized a \_\_% increase with a satisfactory performance evaluation to the current bi-weekly rate; and

WHEREAS, the Council has authorized the City Clerk/Treasurer or her designee to allot said increases to respective personnel.

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, BUCHANAN COUNTY, IOWA, that the Council met on Monday, April 8, 2024, at 5:00 p.m. in City Hall and by majority vote approved a Resolution authorizing and approving the increase for the City Manager to be effective July 1, 2024; within the City of Independence, Buchanan County, Iowa.

RESOLUTION NO. 2024- was passed and approved by a majority vote of the City Council of Independence, Iowa, on the 8<sup>th</sup> day of April 2024.

Record of Voting:

Ayes:

Nays:

Absent:

RESOLUTION NO. 2024- declared passed and adopted by the Mayor on this 8<sup>th</sup> day of April 2024.

\_\_\_\_\_  
Brad Bleichner, Mayor of the City of Independence, Iowa

ATTEST:

\_\_\_\_\_  
Susi Lampe, IaCMC, IaCFO, City Clerk/Treasurer, City of Independence, Iowa





## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** Susi Lampe, IaCMC, IaCFO – City Clerk/Treasurer

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Fiscal Year 2024 Budget Amendment #2

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### DISCUSSION:

Brief update of the accounts being amended as of March 28<sup>th</sup>. I will continue to monitor accounts and adjust up until April 17<sup>th</sup>. At the April 22<sup>nd</sup> Council Meeting, there will be an action item of setting a budget hearing for May 13<sup>th</sup>.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
	POLICE TOTAL	1,231,851.35	1,737,903.00	12,326.00	43,826.00	1,750,229.00
	FLOOD CONTROL TOTAL	.00	.00			.00
	FLOOD CONTROL 2017 TOTAL	.00	.00			.00
	FLOOD CONTROL 2018 TOTAL	.00	.00			.00
	COVID-19 DR4483 TOTAL	.00	.00			.00
	ARPA 2021 TOTAL	302,019.59	341,071.00			341,071.00
	FIRE TOTAL	338,531.98	507,889.00	13,946.00	20,046.00	521,835.00
	AMBULANCE TOTAL	52,184.73	150,000.00			150,000.00
	BUILDING INSPECTIONS TOTA	91,660.73	135,989.00	5,125.00	10,959.00	141,114.00
	ANIMAL CONTROL TOTAL	386.99	2,700.00			2,700.00
	PUBLIC SAFETY TOTAL	2,016,635.37	2,875,552.00	31,397.00	74,831.00	2,906,949.00
	ROADS, BRIDGES, SIDEWALKS	363,871.43	758,912.00			758,912.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	STREET LIGHTING TOTAL	26,804.74	41,026.00			41,026.00
	TRAFFIC CONTROL & SAFETY	8,437.48	11,000.00			11,000.00
	SNOW REMOVAL TOTAL	57,906.85	71,500.00			71,500.00
	STREET STORM WATER MAINT	.00	.00			.00
	STREET CLEANING TOTAL	14,377.42	10,000.00			10,000.00
	AIRPORT TOTAL	219,707.85	280,110.00	595.00	80,595.00	280,705.00
	GARBAGE TOTAL	431,290.14	642,853.00			642,853.00
	OTHER PUBLIC WORKS TOTAL	.00	.00			.00
	PUBLIC WORKS TOTAL	1,122,395.91	1,815,401.00	595.00	80,595.00	1,815,996.00
	COMMUNITY MENTAL HEALTH T	1,000.00	1,000.00			1,000.00
	OTHER HEALTH/SOCIAL SERV	.00	.00			.00
	HEALTH & SOCIAL SERVICES	1,000.00	1,000.00			1,000.00
	LIBRARY TOTAL	400,950.97	572,873.00			572,873.00
	PARKS TOTAL	229,195.58	352,601.00	3,500.00	15,128.00	356,101.00
	FORESTRY/GREENHOUSE TOTAL	5,583.03	6,570.00	124.00	335.00	6,694.00
	DOG PARK TOTAL	4,407.41	5,515.00	300.00	550.00	5,815.00
	RECREATION - OPERATING TO	251,215.76	358,386.00			358,386.00
	RECREATION - RIVER'S EDGE	38,468.46	51,387.00	2,449.00	4,000.00	53,836.00
	RECREATION - OUTDOOR TOTA	113,578.45	92,856.00	73,500.00	159,455.00	166,356.00
	RECREATION - FALCON CIVIC	85,397.47	104,319.00	2,000.00	11,913.00	106,319.00
	RECREATION - SWIMMING POO	123,550.67	162,594.00	17,100.00	48,418.00	179,694.00
	RECREATION - RV PARK TOTA	33,586.51	34,702.00	11,000.00	32,179.00	45,702.00
	RECREATION - COMPLEX TOTA	73,393.72	106,558.00	34,100.00	51,892.00	140,658.00
	CEMETERY TOTAL	3,439.49	6,899.00			6,899.00
	CULTURE & RECREATION TOTA	1,362,767.52	1,855,260.00	144,073.00	323,870.00	1,999,333.00
	ECONOMIC DEVELOPMENT TOTA	5,000.00	5,000.00			5,000.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
	2021 FACADE PROGRAM TOTAL	314,263.91	78,500.00	274,917.00	353,417.00	353,417.00
	COVID FACADE PROGRAM TOTA	170,277.89	127,500.00	42,779.00	170,279.00	170,279.00
	HOUSING & URBAN RENEWAL T	5,364.00	55,850.00			55,850.00
	URBAN RENEWAL TOTAL	.00	.00			.00
	URBAN RENEWAL TOTAL	.00	.00			.00
	URBAN RENEWAL TOTAL	410,000.00	50,000.00	460,000.00	510,000.00	510,000.00
	URBAN RENEWAL TOTAL	60,000.00	.00	100,000.00	100,000.00	100,000.00
	URBAN RENEWAL TOTAL	.00	.00			.00
	OTHER ECONOMIC DEVELOPMNT	33,417.45	53,806.00	450.00	16,930.00	54,256.00
	ECONOMIC DEV REBATES TOTA	33,504.20	321,602.00			321,602.00
	COMMUNITY & ECONOMIC DEV	1,031,827.45	692,258.00	878,146.00	1,150,626.00	1,570,404.00
	MAYOR/COUNCIL/CITY MGR TO	80,179.53	89,122.00	3,670.00	7,670.00	92,792.00
	CLERK/TREASURER/ADM TOTAL	196,036.26	258,310.00			258,310.00
	RETIRED EMPLOYEES TOTAL	8,344.74	17,313.00			17,313.00
	ELECTIONS TOTAL	3,874.10	6,000.00			6,000.00
	LEGAL SERVICES/ATTORNEY T	71,240.68	147,789.00			147,789.00
	CITY HALL/GENERAL BLDGS T	51,467.18	91,624.00	15,000.00	56,200.00	106,624.00
	TORT LIABILITY TOTAL	.00	17,068.00			17,068.00
	GENERAL GOVERNMENT-I.T. T	53,717.58	76,880.00			76,880.00
	GENERAL GOVERNMENT TOTAL	464,860.07	704,106.00	18,670.00	63,870.00	722,776.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	2016 - \$4,810,000 GO BON	26,110.00	257,420.00			257,420.00
	DEBT SERVICE TOTAL	30,000.00	305,100.00			305,100.00
	DEBT SERVICE TOTAL	.00	.00			.00
	2019 GO TOTAL	10,215.00	144,930.00			144,930.00
	DEBT SERVICE TOTAL	10,710.00	151,420.00			151,420.00
	DEBT SERVICE TOTAL	11,784.16	98,700.00			98,700.00
	DEBT SERVICE TOTAL	69,016.66	297,263.00	3,954.00	300,517.00	301,217.00
	2021 2740K GO TOTAL	12,912.50	310,325.00			310,325.00
	2005B - \$2,565,000 GO BON	.00	.00			.00
	2007 - \$700,000 GO LIBRAR	.00	.00			.00
	2009 - \$995,000 GO BOND T	.00	.00			.00
	2011 - \$650,000 GO BOND T	.00	.00			.00
	2013A - \$2,270,000 GO BON	.00	.00			.00
	2013B - \$1,150,000 GO BON	2,200.00	134,600.00			134,600.00
	2015A - \$2,200,000 GO BON	7,151.25	169,503.00			169,503.00
	DEBT SERVICE TOTAL	180,099.57	1,869,261.00	3,954.00	300,517.00	1,873,215.00
	POLICE TOTAL	160,567.16	147,214.00	55,020.00	137,970.00	202,234.00
	FIRE TOTAL	110,306.44	159,500.00	32,000.00	140,000.00	191,500.00
	BUILDING INSPECTIONS TOTA	.00	2,500.00	25,000.00	25,000.00	27,500.00
	ROADS, BRIDGES, SIDEWALKS	47,123.00	387,000.00	33,750.00	40,750.00	420,750.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	ROADS, BRIDGES, SIDEWALKS	6,534.13	410,000.00			410,000.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	ROADS, BRIDGES, SIDEWALKS	.00	.00			.00
	STREET LIGHTING TOTAL	.00	.00			.00
	AIRPORT ALP PROJECT TOTAL	.00	.00			.00
	AIRPORT TOTAL	2,384.86	91,590.00			91,590.00
	AIRPORT AWOS TOTAL	.00	.00			.00
	AIRPORT HANGAR TOTAL	.00	.00			.00
	AIRPORT PARALLEL TOTAL	.00	.00			.00
	AIRPORT RUNWAY TOTAL	.00	.00			.00
	AIRPORT SNOW REMOVAL TOTA	.00	.00			.00
	AIRPORT BUILDINGS TOTAL	.00	.00			.00
	AIRPORT SIGNAGE TOTAL	.00	.00			.00
	AIRPORT ZONING TOTAL	.00	.00			.00
	LIBRARY TOTAL	30,393.11	37,000.00	2,000.00	39,000.00	39,000.00
	PARKS TOTAL	.00	68,950.00			68,950.00
	RECREATION - RIVER'S EDGE	599.00	3,500.00			3,500.00
	RECREATION - FALCON CIVIC	25,438.40	40,000.00			40,000.00
	RECREATION - SWIMMING POO	.00	.00			.00
	RECREATION - COMPLEX TOTA	768,110.45	670,350.00	125,511.00	795,861.00	795,861.00
	VISIONING HWY 150 TRAIL T	.00	.00			.00
	VISIONING RW EXT PROJECT	.00	.00			.00
	VISIONING 1ST ST W. PROJ	.00	.00			.00
	LIBERTY TRAIL PROJECT TOT	.00	.00			.00
	ENTERPRISE DR TRAIL PH 2	2,138.00	708.00			708.00
	6TH AVENUE SW TRAIL TOTAL	.00	.00			.00
	HOUSING & URBAN RENEWAL T	.00	.00			.00
	CITY HALL/GENERAL BLDGS T	54,952.21	56,500.00			56,500.00
	FUTURE CITY HALL TOTAL	.00	.00			.00
	CITY HALL PROJ EXP TOTAL	.00	.00			.00
	CAPITAL PROJECTS TOTAL	.00	.00			.00
	CAPITAL PROJECTS TOTAL	.00	.00			.00
	CAPITAL PROJECTS TOTAL	1,025,152.25	1,000,050.00		900,800.00	1,000,050.00
	CAPITAL PROJECT TOTAL	2,756.43	41,763.00			41,763.00
	HENLEY AVE. PAVING PROJ T	.00	.00			.00
	1ST ST E C&S PROJECT TOTA	.00	.00			.00
	20TH AVE. WIDENING PROJ T	.00	.00			.00
	20TH AVENUE LIGHTING PROJ	.00	.00			.00
	5TH AVE PEDESTRIAN PROJ T	.00	.00			.00
	STREET REPLACEMT PROJECT	.00	.00			.00
	CAPITAL PROJECTS TOTAL	7,841.29	.00			.00
	ST RECONSTRUCTION TOTAL	.00	.00			.00
	HWY 150&17TH AVE STDY&PRJ	.00	.00			.00
	ENTERPRISE DRIVE EXT TOTA	.00	.00			.00
	CAPITAL PROJECT TOTAL	405,403.70	423,375.00			423,375.00
	2020 ADA RAMP TOTAL	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
	PRIES ROAD EXPANSION TOTA	.00	.00			.00
	CAPITAL PROJECTS TOTAL	38,647.57	420,000.00			420,000.00
	2021 ADA RAMP REPLACEMENT	.00	.00			.00
	CAPITAL PROJECTS TOTAL	24,634.58	423,375.00			423,375.00
	CAPITAL PROJECTS TOTAL	.00	.00			.00
	PAST COMPLETED PROJECTS T	.00	.00			.00
	WATER TOTAL	40,656.07	.00	40,657.00	40,657.00	40,657.00
	SEWER COLLECTION TOTAL	25,232.46	.00	25,233.00	25,233.00	25,233.00
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	CAPITAL PROJECTS TOTAL	2,778,871.11	4,383,375.00	339,171.00	2,145,271.00	4,722,546.00
	2016 - \$4,810,000 GO BON	3,036.00	509,072.00			509,072.00
	2021 WATER 1140k TOTAL	7,197.50	93,895.00			93,895.00
	CAPITAL PROJECTS TOTAL	.00	.00			.00
	WATER TOTAL	749,587.33	1,124,801.00			1,124,801.00
	SEWER COLLECTION SYSTEM T	.00	.00			.00
	SEWER/SEWAGE DISPOSAL TOT	1,492,127.78	2,075,511.00	724.00	2,217.00	2,076,235.00
	SEWER COLLECTION TOTAL	197,881.96	658,755.00	2,014.00	5,000.00	660,769.00
	SEWER TREATMENT PLANT SRF	12,980.00	95,960.00			95,960.00
	STORM WATER TOTAL	15,656.91	147,997.00			147,997.00
	STORM WATER PROJECTS TOTA	78,111.27	405,000.00			405,000.00
	STORM WATER PROJECTS TOTA	2,603.49	405,000.00			405,000.00
	STORM WATER PROJECTS TOTA	.00	.00			.00
		-----	-----	-----	-----	-----
	ENTERPRISE FUNDS TOTAL	2,559,182.24	5,515,991.00	2,738.00	7,217.00	5,518,729.00
	TRANSFERS IN/OUT TOTAL	1,125,643.09	3,326,190.00			3,326,190.00
	INTERNAL SERVICE TOTAL	150,939.79	.00			.00
	GENERAL REVENUES TOTAL	40.00	100.00			100.00
		-----	-----	-----	-----	-----
	TRANSFER OUT TOTAL	1,276,622.88	3,326,290.00			3,326,290.00
		=====	=====	=====	=====	=====
	TOTAL EXPENSES	12,794,262.12	23,038,494.00	1,418,744.00	4,146,797.00	24,457,238.00
		=====	=====	=====	=====	=====

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
001-150-4485	EMT SERVICE	.00	.00			.00
820-280-4794	INTERNAL SERVICE/AIRPORT	.00	.00			.00
001-910-4832	CIP 323 FUND-DO NOT USE/A	.00	.00			.00
820-930-4782	INTERNAL SERVICE/POLICE	66,894.97	.00			.00
820-930-4783	INTERNAL SERVICE/FIRE	8,420.57	.00			.00
820-930-4784	INTERNAL SERVICE/BLDG	6,389.03	.00			.00
820-930-4785	INTERNAL SERVICE/STREETS	3,447.86	.00			.00
820-930-4786	INTERNAL SERVICE/LIBRARY	5,715.73	.00			.00
820-930-4787	INTERNAL SERVICE CHARGES/	10,830.96	.00			.00
820-930-4788	INTERNAL SERVICE CHARGES/	8,563.46	.00			.00
820-930-4790	INTERNAL SERVICE/CITY MGR	10,644.03	.00			.00
821-930-4791	INTERNAL SERVICE/COUNCIL	.00	.00			.00
820-930-4792	INTERNAL SERVICE/CLERK	17,631.86	.00			.00
820-930-4793	INTERNAL SERVICE/RETIREE	491.51	.00			.00
820-930-4794	INTERNAL SERVICE/AIRPORT	519.58	.00			.00
821-930-4794	INTERNAL SERVICE/WATER	196.05	.00			.00
		*****	*****	*****	*****	*****
	TOTAL	139,745.61	.00			.00
		*****	*****	*****	*****	*****
001-443-4008	OPERATION OF CIVIC CENTER	.00	.00			.00
311-799-4000	TAXES BERNEICE MOORE ESTA	.00	.00			.00
001-950-4000	PROPERTY TAXES-GENERAL	1,049,968.55	1,837,875.00			1,837,875.00
112-950-4000	PROPERTY TAXES-EMPLOYEE B	651,380.52	1,109,085.00			1,109,085.00
119-950-4000	PROPERTY TAXES-EMERGENCY	34,998.95	61,263.00			61,263.00
200-950-4000	DEBT SERVICE-TIF TAXES PR	453,335.50	769,563.00			769,563.00
001-950-4003	AGRICULTURAL LAND TAXES	3,690.57	5,049.00			5,049.00
112-950-4003	AGRICULTURAL LAND TAXES	.00	.00			.00
200-950-4004	MILITARY/HOMESTEAD CREDIT	.00	.00			.00
001-950-4008	OPERATION OF CIVIC CENTER	18,760.29	30,631.00			30,631.00
001-950-4013	LIABILITY, PROPERTY INSUR	88,466.41	140,443.00			140,443.00
		*****	*****	*****	*****	*****
	PROPERTY TAXES TOTAL	2,300,600.79	3,953,909.00			3,953,909.00
		*****	*****	*****	*****	*****
125-520-4050	TAXES ON TIF-URBAN RENEWA	524,774.34	915,748.00			915,748.00
125-520-4051	TIF TAXES-DEBT SERVICE	.00	.00			.00
		*****	*****	*****	*****	*****
	TIF REVENUES TOTAL	524,774.34	915,748.00			915,748.00
		*****	*****	*****	*****	*****
110-210-4060	DO NOT USE	.00	.00			.00
001-950-4060	UTILITY EXCISE TAX	11,060.92	3,806.00	7,294.00	11,100.00	11,100.00
112-950-4060	UTILITY EXCISE TAX	6,870.76	2,106.00	4,894.00	7,000.00	7,000.00
119-950-4060	UTILITY EXCISE TAX	368.69	111.00	259.00	370.00	370.00
200-950-4060	UTILITY EXCISE TAX	4,213.13	1,293.00	4,707.00	6,000.00	6,000.00
001-950-4065	UTILITY FRANCHISE FEE/TAX	133,713.71	190,000.00			190,000.00
001-950-4080	MOBILE HOME TAXES	735.56	1,000.00			1,000.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
112-950-4080	MOBILE HOME TAXES	452.54	500.00			500.00
119-950-4080	MOBILE HOME TAXES	24.52	30.00			30.00
200-950-4080	MOBILE HOME TAXES	282.90	250.00	50.00	300.00	300.00
001-950-4085	HOTEL-MOTEL TAX	.00	.00			.00
005-950-4085	HOTEL-MOTEL TAX	99,660.42	95,000.00	5,000.00	100,000.00	100,000.00
121-950-4090	LOCAL OPTION SALES TAX	653,106.21	800,000.00			800,000.00
		*****	*****	*****	*****	*****
	OTHER CITY TAXES TOTAL	910,489.36	1,094,096.00	22,204.00	124,770.00	1,116,300.00
		*****	*****	*****	*****	*****
001-110-4190	MISC LICENSES & PERMITS	700.00	700.00			700.00
001-170-4116	PLUMBERS LICENSES	.00	.00			.00
001-170-4120	BUILDING PERMITS	43,165.94	37,250.00	6,750.00	44,000.00	44,000.00
001-170-4128	PLUMBING & MECHANICAL PER	1,237.00	2,500.00			2,500.00
001-170-4132	MOVING PERMIT	100.00	100.00			100.00
001-170-4167	HOME OCCUPATION PERMITS	50.00	400.00			400.00
001-290-4190	GARBAGE COLLECTION PERMIT	.00	120.00			120.00
001-432-4180	ANIMAL LICENSES	4,705.22	3,231.00	1,479.00	4,710.00	4,710.00
001-950-4100	BEER & LIQUOR PERMITS	9,282.84	6,000.00	3,400.00	9,400.00	9,400.00
001-950-4105	CIGARETTE PERMITS	56.25	825.00			825.00
001-950-4160	FRANCHISE FEES	35,259.23	31,000.00	4,750.00	35,750.00	35,750.00
001-950-4170	PEDDLERS, SOLICITORS, TM	25.00	200.00			200.00
001-950-4185	BICYCLE LICENSES	.00	.00			.00
		*****	*****	*****	*****	*****
	LICENSES & PERMITS TOTAL	94,581.48	82,326.00	16,379.00	93,860.00	98,705.00
		*****	*****	*****	*****	*****
001-110-4300	INTEREST	220.58	.00			.00
011-110-4300	INTEREST	.00	.00			.00
014-150-4300	INTEREST	17.08	.00			.00
012-210-4300	INTEREST	2.44	.00			.00
018-280-4300	INTEREST	19.52	.00			.00
001-280-4310	HANGAR RENT	6,080.00	28,280.00			28,280.00
001-280-4311	FARM LEASE	6,579.26	13,158.00			13,158.00
001-280-4312	FIXED BASED OPERATOR LEAS	7,200.00	12,300.00			12,300.00
001-280-4313	AIRCRAFT FUEL AGRMT @ 10	.00	.00			.00
131-410-4300	INTEREST	.00	.00			.00
001-430-4310	RENTS & LEASES	175.00	200.00			200.00
001-441-4310	BATTING CAGE RENTAL	4,093.91	4,750.00			4,750.00
001-441-4311	ROOM RENTAL	3,102.98	4,000.00			4,000.00
001-441-4312	GOLF RENTAL	106.95	500.00			500.00
001-443-4310	RAQUET COURT RENTAL	.00	.00			.00
001-443-4311	ROOM RENTAL	4,859.00	5,000.00			5,000.00
001-444-4310	POOL RENTAL	2,356.93	2,750.00			2,750.00
001-445-4310	CAMPSITE RENTALS	65,913.17	48,500.00	20,000.00	68,500.00	68,500.00
043-446-4300	INTEREST	988.24	.00			.00
304-446-4300	INTEREST-COMPLEX TURF	.00	.00			.00
001-446-4310	FACILITY RENT	.00	750.00			750.00
001-450-4300	CEMETERY FUNDS-INTEREST	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
010-610-4300	INTEREST	.00	.00			.00
001-650-4310	TYSON LEASE-MULTI PURPOSE	.00	.00			.00
613-710-4300	INTEREST	.00	.00			.00
614-710-4300	INTEREST	.00	.00			.00
320-752-4300	INTEREST-AQUATIC CENTER/P	.00	.00			.00
308-799-4300	INTEREST	.00	.00			.00
602-810-4300	INTEREST	18,821.80	.00			.00
604-810-4300	INTEREST	1,286.54	.00			.00
600-810-4300	INTEREST	36,392.09	.00			.00
610-815-4300	INTEREST	.00	.00			.00
615-815-4300	INTEREST	17,841.75	.00			.00
619-815-4300	INTEREST	736.47	.00			.00
620-815-4300	INTEREST	13,574.40	.00			.00
610-815-4310	SEWER RENTAL	1,164,390.84	1,600,000.00			1,600,000.00
610-815-4311	WWTP FARM LEASE	6,210.00	6,210.00			6,210.00
001-950-4300	INTEREST	33,797.70	25,000.00	16,113.00	41,113.00	41,113.00
500-950-4300	INTEREST- CEMTERY MONEY M	32.78	.00			.00
001-950-4310	TEMP PROPERTY LEASES	300.00	1,800.00			1,800.00
001-950-4311	WIRELESS COMM RENT (TOWER	.00	.00			.00
		*****	*****	*****	*****	*****
	USE OF MONEY & PROPERTY T	1,395,099.43	1,753,198.00	36,113.00	109,613.00	1,789,311.00
		*****	*****	*****	*****	*****
001-110-4400	FEDERAL GRANTS	.00	.00			.00
177-110-4400	FED POLICE FORFEITURE \$	.00	.00			.00
001-110-4440	STATE GRANTS	4,933.82	2,000.00	3,000.00	5,000.00	5,000.00
177-110-4440	STATE POLICE FORFEITURE \$	.00	.00			.00
001-110-4441	G.O.D.C.P. GRANT	.00	.00			.00
001-110-4465	SCHOOL CROSSING GUARDS	.00	.00			.00
323-110-4480	LOCAL GRANTS	12,439.00	.00	12,439.00	12,439.00	12,439.00
001-140-4400	FEMA GRANT-2016 FLOOD DR4	.00	.00			.00
001-141-4400	FEMA GRANT-2017 FLOOD DR4	.00	.00			.00
001-142-4400	FEMA GRANT-2018 STORM DR4	.00	.00			.00
001-143-4400	FEMA GRANT-COVID-19 DR448	.00	.00			.00
001-143-4440	STATE GRANTS	.00	.00			.00
001-144-4400	FEDERAL GRANTS	.00	.00			.00
001-144-4440	ARPA 2021 GRANT	.00	.00			.00
001-150-4400	FEDERAL GRANTS	.00	.00			.00
301-150-4400	AFG FIRE FEDERAL GRANT	.00	.00			.00
323-150-4400	FEDERAL GRANTS	.00	.00			.00
001-150-4440	STATE GRANTS	.00	.00			.00
323-150-4440	STATE GRANTS	.00	.00			.00
301-150-4465	AFG LOCAL GRANT	.00	.00			.00
001-150-4475	WASHINGTON/SUMNER TWPS FI	38,581.05	68,000.00	9,162.00	77,162.00	77,162.00
001-150-4480	LOCAL GRANT	.00	.00			.00
323-150-4480	LOCAL GRANTS	6,600.00	6,600.00			6,600.00
001-210-4415	PUBLIC ASSISTANCE GRANT D	.00	.00			.00
001-210-4428	IDOT HWY 150 MAINT CONTRA	.00	8,321.00			8,321.00
110-210-4430	ROAD USE TAXES	621,443.42	776,192.00			776,192.00
001-210-4445	IOWA DOT REIMBURSEMENTS	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
302-210-4445	IOWA DOT GRANT-2018 1ST S	.00	.00			.00
303-210-4445	IOWA DOT-2019 1ST ST E	.00	.00			.00
324-210-4445	IOWA DOT HWY 150 RECON	.00	.00	163,000.00	163,000.00	163,000.00
325-210-4445	IOWA DOT-1ST ST W RECON	.00	.00			.00
302-216-4400	FEDERAL GRANTS-2020 ST RE	.00	.00			.00
302-216-4445	IOWA DOT GRANT-2020 ST RE	20,379.60	.00	20,380.00	20,380.00	20,380.00
318-279-4400	AIRPORT ZONING FEDERAL GR	.00	.00			.00
001-280-4400	FEDERAL GRANTS	.00	.00			.00
001-280-4440	STATE GRANTS	.00	.00			.00
318-280-4445	IA DOT GRNT-2016 TAXIWAY	.00	.00			.00
318-281-4400	AIRPORT AWOS FEDERAL GRAN	.00	.00			.00
318-282-4440	AIRPT. HANGAR EXTEN. STAT	.00	.00			.00
318-283-4400	AIRPT PARALLEL TAXIWAY FE	.00	.00			.00
318-284-4400	AIRPT. RUNWAY RECONST. FE	.00	.00			.00
318-285-4400	AIRPT SNOW REMOVAL EQ. FE	.00	.00			.00
318-286-4400	AIRPORT BUILDINGS FEDERAL	.00	.00			.00
318-287-4440	AIRPORT SIGNAGE STATE GRA	.00	.00			.00
318-288-4400	AIRPT. RUNWAY EXTES. FED.	.00	.00			.00
318-288-4440	AIRPT. RUNWAY EXTENS. STA	.00	.00			.00
318-289-4400	FEDERAL GRANTS	.00	.00			.00
318-289-4440	AIRPORT ZONING STATE GRAN	.00	.00			.00
318-289-4466	AIRPORT ZONING LOCAL GRAN	.00	.00			.00
003-410-4400	FEDERAL GRANTS	.00	.00			.00
003-410-4440	DIRECT STATE AID (ENRICH	5,081.58	5,000.00			5,000.00
003-410-4441	OPEN ACCESS/ACCESS PLUS (	.00	.00			.00
003-410-4442	IOWA INFRASTRUCTURE GRANT	.00	.00			.00
003-410-4465	COUNTY CONTRIBUTION	42,494.12	40,000.00			40,000.00
003-410-4470	28E FUNDS - OTHER CITIES	6,404.69	6,250.00			6,250.00
001-432-4480	LOCAL GRANTS	.00	2,500.00			2,500.00
304-446-4480	LOCAL GRANT-COMPLEX TURF	.00	.00			.00
125-520-4463	BUSINESS PROP TAX REIMB	34,721.65	.00	37,422.00	37,422.00	37,422.00
125-520-4464	COMM/IND PROP TAX REPLACE	.00	.00			.00
316-521-4445	IA DOT GRANT-HWY 150 TRAI	.00	.00			.00
316-523-4445	IOWA DOT-1ST ST W TRAIL	.00	.00			.00
316-524-4466	LIBERTY TRAIL LOCAL GRANT	.00	.00			.00
316-526-4445	IOWA DOT-ENTERPRISE DR TR	.00	.00			.00
160-528-4405	CDBG-2021 FACADE	228,073.00	64,575.00	163,498.00	228,073.00	228,073.00
160-529-4405	CDBG-COVID FACADE	161,254.00	100,342.00	76,756.00	177,098.00	177,098.00
315-530-4440	2011 HOUSING REHAB STATE	.00	.00			.00
315-530-4466	2011 HOUSING REHAB LOCAL	.00	.00			.00
160-531-4455	IOWA DED	40,000.00	40,000.00			40,000.00
160-532-4455	IOWA DED	.00	.00			.00
160-533-4455	IOWA DED	.00	.00	510,000.00	510,000.00	510,000.00
160-534-4455	IOWA DED	60,000.00	.00	100,000.00	100,000.00	100,000.00
160-535-4455	IOWA DED	.00	.00			.00
311-650-4440	CITY HALL HVAC UPGRADES S	.00	.00			.00
318-750-4400	FEDERAL GRANTS-2018 TAXI	.00	.00			.00
302-751-4440	6TH AVE & SW RESURF ST GR	.00	.00			.00
318-752-4400	FEDERAL GRANTS-N RUNWAY E	860,091.72	1,000,000.00			1,000,000.00
320-752-4455	IOWA DEPT OF ECON DEVELOP	.00	.00			.00
320-752-4480	LOCAL GRANTS	.00	.00			.00



ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
318-753-4400	FEDERAL GRANTS	.00	.00			.00
318-753-4445	IOWA DOT	297,127.00	297,127.00			297,127.00
302-754-4446	HENLEY AVE PAV PROJ RISE	.00	.00			.00
302-756-4400	20TH AVE WIDENING FEDERAL	.00	.00			.00
318-763-4400	FEDERAL GRANTS	15,435.00	.00	15,435.00	15,435.00	15,435.00
302-765-4445	IOWA DOT GRANT	.00	.00			.00
302-766-4442	RISE STATE GRANTS	.00	.00			.00
318-767-4400	FEDERAL GRANTS-TAXI/APRON	19,084.70	.00	19,085.00	19,085.00	19,085.00
302-769-4445	IOWA DOT-PRIES ROAD EXPAN	.00	.00			.00
318-770-4400	FEDERAL GRANTS	49,723.20	420,000.00			420,000.00
311-799-4440	STATE GRANTS	.00	.00			.00
601-810-4405	CDBG - WATER IMPROV/INFRA	.00	.00			.00
001-950-4400	FEDERAL GRANTS	.00	.00			.00
001-950-4420	LIGHT PLANT IN LIEU OF TA	130,000.00	156,000.00			156,000.00
001-950-4440	STATE GRANTS	.00	.00			.00
001-950-4463	BUSINESS PROP TAX REIMB	43,385.12	.00	92,190.00	92,190.00	92,190.00
119-950-4463	BUSINESS PROP TAX REIMB	1,446.17	.00	2,618.00	2,618.00	2,618.00
112-950-4463	BUSINESS PROP TAX REIMB	26,949.72	.00	49,747.00	49,747.00	49,747.00
200-950-4463	BUSINESS PROP TAX REIMB	16,525.50	.00	28,262.00	28,262.00	28,262.00
001-950-4464	COMM/IND PROP TAX REPLACE	20,466.44	137,773.00	92,190.00-	45,583.00	45,583.00
112-950-4464	COMM/IND PROP TAX REPLACE	12,713.22	72,985.00	49,747.00-	23,238.00	23,238.00
119-950-4464	COMM/IND PROP TAX REPLACE	682.21	4,406.00	2,618.00-	1,788.00	1,788.00
200-950-4464	COMM/IND PROP TAX REPLACE	8,819.46	47,031.00	28,262.00-	18,769.00	18,769.00
	*****	*****	*****	*****	*****	*****
	INTERGOVERNMENTAL TOTAL	2,784,855.39	3,255,102.00	1,130,177.00	1,627,289.00	4,385,279.00
	*****	*****	*****	*****	*****	*****
001-110-4550	ACCIDENT REPORTS - POLICE	280.00	700.00			700.00
001-110-4551	POLICE SERVICE FEES	30.00	400.00			400.00
001-150-4500	FIRE SERVICE FEES	250.00	250.00			250.00
001-170-4500	PLANNING & ZONING FEES	.00	250.00			250.00
001-170-4550	BOARD OF ADJUSTMENT FEES	200.00	100.00			100.00
001-190-4530	PENALTIES	128.00	2,700.00			2,700.00
001-290-4500	GARBAGE COLLECTION FEES	418,423.45	540,000.00			540,000.00
001-290-4550	ENVIRONMENTAL IMPACT FEE	54,188.11	63,000.00			63,000.00
003-410-4500	CHARGES/FEES FOR SERVICES	2,777.16	5,000.00			5,000.00
001-441-4500	FEES - DAILY ADMISSIONS	2,543.14	3,000.00			3,000.00
001-441-4501	FEES - MEMBERSHIP PASSES	38,550.63	17,500.00	21,500.00	39,000.00	39,000.00
001-441-4503	FEES - FITNESS CLASSES	135.00	6,000.00			6,000.00
001-441-4550	FEES - TAE KWON DO	3,760.90	3,000.00	1,000.00	4,000.00	4,000.00
001-441-4551	FEES - TUMBLING	522.00	1,750.00			1,750.00
001-441-4552	FEES - LEAGUE	10,422.07	35,000.00	5,000.00	40,000.00	40,000.00
001-441-4554	FEES - GAMES	368.00	450.00			450.00
001-442-4502	FEES - FOOTBALL	11,445.88	8,500.00	2,946.00	11,446.00	11,446.00
001-442-4503	FEES - AEROBICS/ADULT FIT	1,465.00	2,600.00			2,600.00
001-442-4504	FEES - INDOOR PROGRAMMING	1,049.70	750.00	300.00	1,050.00	1,050.00
001-442-4505	FEES - T-BALL	.00	.00			.00
001-442-4506	FEES - TRACK & FIELD	.00	.00			.00
001-442-4550	FEES - TAE KWON DO	.00	.00			.00
001-442-4552	FEES - LITTLE LEAGUE	5,807.81	24,000.00	8,000.00	32,000.00	32,000.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
001-442-4553	FEES - MILLENNIUM CLASSES	.00	200.00			200.00
001-442-4555	FEES - MARTIAL ARTS	.00	200.00			200.00
001-442-4556	FEES - SOCCER	2,028.85	1,543.00	486.00	2,029.00	2,029.00
001-442-4557	FEES - BASKETBALL	2,225.18	4,000.00			4,000.00
001-442-4558	FEES - VOLLEYBALL	.00	250.00			250.00
001-442-4559	FEES - TENNIS LESSONS	.00	100.00			100.00
001-443-4500	FEES - DAILY ADMISSIONS	8,386.93	9,500.00			9,500.00
001-443-4501	FEES - MEMBERSHIP PASSES	34,019.52	23,000.00	11,500.00	34,500.00	34,500.00
001-444-4500	FEES - DAILY POOL ADMISSI	21,907.43	24,000.00	6,000.00	30,000.00	30,000.00
001-444-4501	FEES - POOL SEASON PASSES	2,353.50	27,000.00			27,000.00
001-444-4507	FEES - WATER AEROBICS	.00	150.00			150.00
001-444-4508	FEES - TEAMS & LESSONS	8,810.05	9,500.00	5,000.00	14,500.00	14,500.00
001-446-4509	FEES - TOURNAMENTS	19,450.00	8,000.00	17,000.00	25,000.00	25,000.00
001-650-4500	COBRA ADMINISTRATION FEES	.00	.00			.00
001-750-4599	TYSON LEASE-MULTI PURPOSE	.00	.00			.00
600-810-4500	METERED WATER SALES	885,863.94	1,200,000.00			1,200,000.00
600-810-4501	PRIVATE WATER METERS	.00	.00			.00
600-810-4502	A/R - OVERPAYMENTS	.00	.00			.00
600-810-4510	BULK WATER SALES	171.24	500.00			500.00
600-810-4530	PENALTIES	.00	.00			.00
600-810-4540	TAPS (NEW INSTALLATIONS)	1,566.00	2,000.00			2,000.00
600-810-4550	WATER METER REPAIR	.00	.00			.00
610-815-4500	SEWER - WAPSIE VALLEY CRE	515,058.32	550,000.00			550,000.00
610-815-4501	SEWER - MENTAL HEALTH INS	17,502.05	12,500.00	13,500.00	26,000.00	26,000.00
610-815-4502	SEWER - INDEP FOODS LLC	113,154.03	250,000.00			250,000.00
610-815-4503	SEWER - BUCH CTY LANDFILL	.00	1,000.00			1,000.00
610-815-4504	SEWER - GEATER MACHINING	410.00	1,400.00			1,400.00
610-815-4505	SEWER - PRIES ALUMINUM &	900.00	1,000.00			1,000.00
610-815-4540	CONNECT/RECONNECT FEES	57.00	.00	57.00	57.00	57.00
110-865-4530	PENALTIES	.00	.00			.00
740-865-4530	STORM WATER PENALTIES	.00	.00			.00
110-865-4550	MISC CHARGE FOR SERVICES	.00	.00			.00
740-865-4550	STORM WATER CHARGES	122,248.68	150,000.00			150,000.00
001-950-4550	MISC CHARGE FOR SERVICES	.00	.00			.00
	*****	*****	*****	*****	*****	*****
	CHARGES FOR FEES & SERVIC	2,308,459.57	2,990,793.00	92,289.00	259,582.00	3,083,082.00
	*****	*****	*****	*****	*****	*****
302-210-4600	SPECIAL ASSESSMENTS	.00	.00			.00
303-210-4600	SPECIAL ASSESSMENTS	.00	.00			.00
302-211-4600	SPECIAL ASSESSMENTS-2018	.00	.00			.00
302-212-4600	SPECIAL ASSESSMENTS	.00	.00			.00
302-215-4600	SPECIAL ASSESSMENTS-2019	.00	.00			.00
302-216-4600	SPECIAL ASSESSMENTS-2020	.00	.00			.00
302-218-4600	SPECIAL ASSESSMENTS	.00	.00			.00
302-767-4600	SPECIAL ASSESS-2023 ST RE	.00	.00			.00
302-772-4600	SPECIAL ASSESS-2024 ST RE	.00	.00			.00
001-950-4600	SPECIAL ASSESSMENTS	.00	.00			.00
210-950-4600	STREET ASSESSMENTS	84,393.87	25,000.00	59,500.00	84,500.00	84,500.00
210-950-4601	SIDEWALK ASSESSMENTS	748.00	1,000.00			1,000.00
	*****	*****	*****	*****	*****	*****

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
	SPECIAL ASSESSMENTS TOTAL	85,141.87	26,000.00	59,500.00	84,500.00	85,500.00
		*****	*****	*****	*****	*****
001-110-4700	PUBLIC SOURCE CONTRIB	11,809.08	2,500.00	9,309.00	11,809.00	11,809.00
001-110-4705	DONATIONS K9 ONLY	3,850.61	9,000.00			9,000.00
323-110-4705	DONATIONS	.00	.00			.00
323-110-4710	REIMBURSEMENTS	42,581.14	.00	42,581.00	42,581.00	42,581.00
001-110-4711	REIMBURSEMENT	1,978.02	.00	1,978.00	1,978.00	1,978.00
001-110-4715	REFUNDS	.00	.00			.00
311-110-4715	REFUNDS/REBATES	.00	.00			.00
001-110-4720	INSURANCE SETTLEMENTS	125.00	125.00			125.00
001-110-4765	SPEEDING CITATIONS	83,889.70	235,000.00			235,000.00
001-110-4770	COURT FINES	2,660.95	2,500.00	200.00	2,700.00	2,700.00
001-110-4775	PARKING VIOLATION FEES	1,130.00	1,250.00			1,250.00
001-150-4705	DONATIONS	.00	.00			.00
323-150-4705	PRIVATE SOURCE CONTRIB/TR	.00	.00			.00
001-150-4710	REIMBURSEMENTS	1.00	.00	1.00	1.00	1.00
323-150-4710	REIMBURSEMENTS	.00	.00			.00
001-150-4715	REFUNDS	4,784.40	.00	4,784.00	4,784.00	4,784.00
001-170-4710	REIMBURSEMENTS CODE ENFOR	.00	70.00			70.00
001-210-4710	REIMBURSEMENTS	1,035.02	85.00			85.00
323-210-4710	REIMBURSEMENTS	.00	.00			.00
324-210-4715	REFUNDS/REBATES	.00	.00			.00
110-210-4717	DO NOT USE	.00	.00			.00
001-210-4720	INSURANCE SETTLEMENTS	.00	.00			.00
001-210-4745	SALE OF SALVAGE	945.60	687.00			687.00
302-211-4715	REFUNDS-2018 2ND ST NE	.00	.00			.00
001-250-4715	REFUNDS	.00	.00			.00
001-280-4705	DONATIONS	21.00	6.00	15.00	21.00	21.00
318-280-4705	CONTRIBUTIONS-2016 TAXIWAY	.00	.00			.00
001-280-4710	REIMBURSEMENTS	15.00	15.00			15.00
323-280-4710	REIMBURSEMENTS	.00	.00			.00
001-280-4715	REFUNDS	580.00	.00	580.00	580.00	580.00
001-280-4750	MERCHANDISE SALES	96,659.40	100,000.00			100,000.00
001-290-4745	CITY-WIDE CLEANUP REV	975.00	1,000.00			1,000.00
003-410-4700	PUBLIC SOURCE CONTRIB	.00	.00			.00
003-410-4705	DONATIONS	200.00	200.00			200.00
003-410-4711	IPERS REIMBURSEMENT	.00	.00			.00
003-410-4715	REFUNDS	.00	.00			.00
003-410-4755	CONCESSIONS-RECREATION	72.15	75.00			75.00
003-410-4765	LIBRARY FINES & BOOK CHAR	1,343.36	1,400.00			1,400.00
001-430-4705	DONATIONS	5,142.00	1,500.00	3,642.00	5,142.00	5,142.00
001-430-4710	REIMBURSEMENTS	417.80	650.00			650.00
323-430-4710	REIMBURSEMENTS	4,100.00	.00			.00
001-430-4720	INSURANCE SETTLEMENTS - P	.00	.00			.00
001-430-4755	CONCESSIONS - PARKS	.00	50.00			50.00
001-431-4705	PRIVATE SOURCE CONTRIB	50.00	1,150.00			1,150.00
001-432-4706	DONATIONS	40.00	.00	40.00	40.00	40.00
001-440-4705	DONATIONS	325.00	600.00			600.00
001-441-4705	DONATIONS/OTHER	33,638.22	225.00	33,425.00	33,650.00	33,650.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
001-441-4755	CONCESSIONS - RIVER'S EDG	2,463.01	3,750.00			3,750.00
001-442-4705	DONATIONS/OTHER	850.00	150.00	700.00	850.00	850.00
001-443-4705	DONATIONS/OTHER	.00	250.00			250.00
001-443-4711	IPERS REIMBURSEMENT	.00	.00			.00
001-443-4755	CONCESSIONS - FALCON CIVI	1,599.25	4,500.00			4,500.00
001-444-4705	DONATIONS/OTHER	.00	500.00			500.00
001-444-4711	REIMBURSEMENT	.00	.00			.00
001-444-4760	CONCESSIONS - POOL	20,645.77	22,000.00	8,000.00	30,000.00	30,000.00
001-445-4710	REIMBURSEMENTS	.00	.00			.00
001-445-4755	CONCESSIONS - RV PARK	.00	100.00			100.00
001-446-4700	PUBLIC SOURCE CONTRIB	.00	2,500.00			2,500.00
001-446-4705	DONATIONS	3,240.00	3,240.00			3,240.00
304-446-4705	DONATIONS-COMPLEX TURF	164,361.09	.00	164,362.00	164,362.00	164,362.00
001-446-4755	CONCESSIONS - BALL COMPLE	21,264.33	45,000.00			45,000.00
001-520-4710	REIMBURSEMENTS	.00	.00			.00
125-520-4710	REIMBURSEMENTS	.00	.00			.00
160-528-4705	PRIVATE SOURCE-2021 FACAD	17,619.75	.00	17,620.00	17,620.00	17,620.00
160-529-4705	PRIVATE SOURCE-COVID FACA	16,472.75	.00	16,473.00	16,473.00	16,473.00
160-529-4715	REFUNDS-COVID FACADE	11,837.16	.00	11,837.00	11,837.00	11,837.00
001-610-4715	REFUNDS/REBATES	.00	.00			.00
001-620-4715	REFUNDS/REBATES	.00	.00	10,000.00	10,000.00	10,000.00
001-640-4710	REIMBURSEMENTS	.00	.00			.00
311-650-4710	REIMBURSEMENTS	.00	.00			.00
001-750-4705	DONATIONS/REC & ACTIVITY	.00	.00			.00
319-750-4706	WAPSIE DAM DONATIONS	.00	.00			.00
001-751-4710	REIMBURSEMENTS	.00	.00			.00
320-752-4705	DONATIONS-AQUATIC CENTER/	.00	.00			.00
302-754-4710	REIMBURSEMENTS/RISE GRANT	.00	.00			.00
302-766-4715	REFUNDS	.00	.00			.00
311-799-4705	DONATIONS	.00	.00			.00
600-810-4700	MISCELLANEOUS INCOME	794.50	1,500.00			1,500.00
610-815-4710	REIMBURSEMENTS	.00	.00			.00
740-865-4710	REIMBURSEMENTS	30.00	.00			.00
821-930-4795	INTERNAL SERVICE/SEWER	.00	.00			.00
821-930-4796	INTERNAL SERVICE/SEWER CO	11,189.18	.00			.00
112-950-4705	DONATIONS	.00	.00			.00
112-950-4707	COBRA PREMIUM ASSISTANCE	8,199.31	14,041.00			14,041.00
001-950-4710	REIMBURSEMENTS	10,866.44	2,500.00	8,367.00	10,867.00	10,867.00
112-950-4710	REIMBURSEMENTS	.00	.00			.00
200-950-4715	REFUNDS/REBATES	.00	.00			.00
001-950-4735	MOTOR VEHICLE FUEL TAX RE	4,470.30	5,750.00			5,750.00
001-950-4750	SALE OF MAPS, ETC.	.00	100.00			100.00
	*****	*****	*****	*****	*****	*****
	MISCELLANEOUS TOTAL	594,272.29	463,969.00	333,914.00	365,295.00	797,883.00
	*****	*****	*****	*****	*****	*****
311-110-4820	PROCEEDS FROM DEBT 2022B	.00	.00			.00
323-110-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
001-150-4820	PROCEEDS FROM DEBT 2013B	.00	.00			.00
301-150-4820	PROCEEDS FROM DEBT 2018GO	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
323-150-4820	PROCEEDS FROM DEBT/LOAN	.00	110,000.00			110,000.00
001-170-4810	SALE OF PERSONAL PROPERTY	.00	.00			.00
323-170-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
001-210-4800	SALE OF REAL PROPERTY	.00	.00			.00
001-210-4810	SALE OF PERSONAL PROPERTY	.00	.00			.00
302-210-4820	PROCEEDS-2018 1ST STREET	.00	.00			.00
303-210-4820	PROCEEDS-2019 1ST ST E	.00	.00			.00
323-210-4820	PROCEEDS FROM DEBT/LOAN	.00	330,000.00			330,000.00
324-210-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
325-210-4820	PROCEEDS ST-1ST ST W RECO	.00	.00			.00
324-210-4822	PROCEEDS FROM SRF LOAN	.00	.00			.00
302-211-4820	PROCEEDS-2018 2ND ST NE	.00	.00			.00
303-211-4820	PROCEEDS-1ST ST WAPSI BRI	.00	.00			.00
302-212-4820	PROCEED-2018 ST MAINT PHA	.00	.00			.00
302-213-4820	PROCEEDS-DUMP TRUCK 2018	.00	.00			.00
303-213-4820	PROCEEDS-2 SW BRIDGE REHA	.00	410,000.00			410,000.00
302-215-4820	PROCEEDS-2019 ST RECON PH	.00	.00			.00
302-216-4820	PROCEEDS-2020 ST REHAB	.00	.00			.00
302-217-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
302-218-4820	PROCEEDS-2021 ST REHAB PR	.00	.00			.00
302-219-4820	PROCEEDS-2022 ST REHAB PR	.00	.00			.00
302-230-4820	PROCEEDS-LIGHTS 6TH AVE S	.00	.00			.00
323-280-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
323-430-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
304-446-4820	PROCEEDS-COMPLEX TURF PRO	.00	500,000.00			500,000.00
316-521-4820	PROCEEDS-HWY 150 TRAIL	.00	.00			.00
316-523-4820	PROCEEDS-1ST ST W TRAIL	.00	.00			.00
316-524-4820	PROCEEDS-LIBERTY TRAIL	.00	.00			.00
316-527-4820	PROCEEDS-6TH AVE SW TRAIL	.00	.00			.00
160-528-4820	DEBT PROCEEDS-2021 FACADE	.00	.00			.00
160-529-4820	DEBT PROCEEDS-COVID FACAD	.00	.00			.00
160-531-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
160-532-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
160-533-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
311-650-4820	PROCEEDS FROM DEBT 2013B	.00	.00			.00
323-650-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
311-651-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
311-652-4820	PROCEEDS-2018 CITY HALL S	.00	.00			.00
001-750-4820	REC/ACTIVITY CTR PROCEEDS	.00	.00			.00
302-750-4820	PROCEEDS FROM DEBT	.00	.00			.00
322-750-4820	PROCEEDS FROM DEBT/LOAN-2	.00	.00			.00
302-750-4821	PROCEEDS/GO 2016B SIDEWLK	.00	.00			.00
322-751-4820	PROCEEDS FROM DEBT/LOAN-2	.00	.00			.00
320-752-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
302-755-4820	PROCEEDS-C&S PROJ PHASE 2	.00	.00			.00
302-759-4820	PROCEEDS-STREET IMPROV PR	.00	.00			.00
302-763-4820	PROCEEDS-1ST ST W RECON	.00	.00			.00
302-765-4820	PROCEEDS-HWY150&17TH AVE	.00	.00			.00
302-766-4820	PROCEEDS-ENTERPRISE DR E	.00	.00			.00
302-767-4820	PROCEEDS-2023 ST REHAB	.00	423,375.00			423,375.00
302-769-4820	PROCEEDS-PRIES ROAD EXPAN	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
302-772-4820	PROCEEDS-2024 ST REHAB	.00	423,375.00			423,375.00
302-773-4820	PROCEEDS-2025 ST REHAB	.00	.00			.00
311-799-4820	PROCEEDS FROM DEBT	.00	.00			.00
324-810-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
325-810-4820	PROCEEDS W-1ST ST W RECON	.00	.00			.00
600-810-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
324-810-4822	PROCEEDS FROM SRF LOAN	.00	.00			.00
610-815-4440	SRF WWTP REHAB	.00	.00			.00
610-815-4820	PROCEEDS FROM DEBT	.00	.00			.00
324-816-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
325-816-4820	PROCEEDS U-1ST ST W RECON	.00	.00			.00
324-816-4822	PROCEEDS FROM SRF LOAN	.00	.00			.00
612-817-4822	PROCEEDS FROM SRF LOAN	.00	.00			.00
741-866-4820	PROCEEDS-12TH ST NE STORM	.00	405,000.00			405,000.00
741-867-4820	PROCEEDS-WEST SIDE STORM	.00	405,000.00			405,000.00
741-868-4820	PROCEEDS FROM DEBT/LOAN	.00	.00			.00
001-950-4800	SALE OF REAL PROPERTY	50.00	.00	50.00	50.00	50.00
200-950-4820	PROCEEDS FROM DEBT	.00	.00			.00
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	OTHER FINANCING SOURCES T	50.00	3,006,750.00	50.00	50.00	3,006,800.00
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001-910-4830	TRANSFER IN - GENERAL FUN	37,520.54	365,810.00			365,810.00
003-910-4830	TRANSFER IN - LIBRARY	308,053.30	397,539.00			397,539.00
005-910-4830	TRANSFER IN - HOTEL-MOTEL	.00	.00			.00
010-910-4830	TRANSFER IN - MAYOR/MGR R	.00	.00			.00
011-910-4830	TRANSFER IN - POLICE REPL	.00	.00			.00
018-910-4830	TRANSFER IN	.00	.00			.00
110-910-4830	TRANSFER IN - RUT (STREET	.00	.00			.00
112-910-4830	TRANSFER IN - EMPLOYEE BE	.00	.00			.00
119-910-4830	TRANSFER IN - EMERGENCY L	.00	.00			.00
160-910-4830	TRANSFER IN	50,000.00	.00	50,000.00	50,000.00	50,000.00
177-910-4830	TRANSFER IN - POLICE FORF	.00	.00			.00
125-910-4830	TRANSFER IN	.00	.00			.00
200-910-4830	TRANSFER IN - DEBT SERVIC	53,399.98	575,103.00			575,103.00
210-910-4830	TRANSFER IN	.00	.00			.00
301-910-4830	TRANSFER IN - CAP EQ/FIRE	.00	.00			.00
302-910-4830	TRANSFER IN - CAP STREET	.00	.00			.00
303-910-4830	TRANSFER IN-CAP PROJ/BRID	.00	.00			.00
304-910-4830	TRANSFER IN	.00	.00			.00
310-910-4830	TRANSFER IN - CAP PRJ/BIO	.00	.00			.00
311-910-4830	TRANSFER IN - CAP PRJ/CIT	.00	.00			.00
315-910-4830	TRANSFER IN - CAP PRJ/HS	.00	.00			.00
316-910-4830	TRANSFER IN	.00	.00			.00
318-910-4830	TRANSFER IN - CAP PRJ/AIR	.00	.00			.00
319-910-4830	TRANSFER IN	.00	5,941.00			5,941.00
320-910-4830	TRANSFER IN-AQUATIC CTR/P	.00	.00			.00
322-910-4830	TRANSFER IN - TIF PROJECT	.00	44,059.00			44,059.00
323-910-4830	TRANSFER IN - LOST CAP OU	152,474.00	594,665.00			594,665.00
324-910-4830	TRANSFER IN - CAP PROJ HI	.00	.00			.00

ACCOUNT NUMBER	TITLE	YTD BALANCE	CURRENT BUDGET	PROPOSED CHANGE	PROPOSED BUDGET	NEW BUDGET
325-910-4830	TRANSFER IN	.00	.00			.00
500-910-4830	TRANSFER IN	.00	.00			.00
600-910-4830	TRANSFER IN - WATER	.00	.00			.00
601-910-4830	TRANSFER IN-WA IMPROV/INF	.00	.00			.00
602-910-4830	TRANSFER IN - WATER CONST	.00	.00			.00
605-910-4830	TRANSFER IN	70,421.23	93,895.00			93,895.00
606-910-4830	TRANSFER IN	.00	.00			.00
610-910-4830	TRANSFER IN - SEWER	.00	.00			.00
611-910-4830	TRANSFER IN - SRF SINKING	71,970.02	95,960.00			95,960.00
612-910-4830	TRANSFER IN	.00	.00			.00
613-910-4830	TRANSFER IN - SEWER REV B	.00	.00			.00
614-910-4830	TRANSFER IN - SWR SINK RV	381,804.02	509,072.00			509,072.00
615-910-4830	TRANSFER IN - WWTP FUTRE	.00	.00			.00
740-910-4830	TRANSFER IN	.00	.00			.00
741-910-4830	TRANSFER IN	.00	.00			.00
001-910-4831	TRANSFER IN (TIF) - GENER	.00	17,867.00			17,867.00
005-910-4831	TRANSFER IN - TIF	.00	.00			.00
110-910-4831	TRANSFER IN (TIF) - ROAD	.00	.00			.00
145-910-4831	TRANSFER IN - TIF	.00	113,297.00			113,297.00
160-910-4831	TRANSFER IN FROM TIF-EC D	.00	50,000.00	50,000.00-		.00
125-910-4831	TRANSFER IN - TIF	.00	.00			.00
200-910-4831	TRANSFER IN (TIF) - DEBT	.00	379,283.00			379,283.00
302-910-4831	TRANSFER IN (TIF) -CAP ST	.00	.00			.00
316-910-4831	TRANSFER IN (TIF) -CAP VI	.00	.00			.00
318-910-4831	TRANSFER IN (TIF) -CAP AI	.00	.00			.00
322-910-4831	TRANSFER IN (TIF) - TIF P	.00	.00			.00
600-910-4831	TRANSFER IN (TIF) - WATER	.00	41,849.00			41,849.00
610-910-4831	TRANSFER IN (TIF) - SEWER	.00	41,850.00			41,850.00
160-930-4830	INTERFUND LOAN IN - EC DE	.00	.00			.00
302-930-4830	INTERFUND LOAN IN-CAP PRJ	.00	.00			.00
316-930-4830	INTERFUND LOAN IN-VISION	.00	.00			.00
318-930-4831	INTERFUND LOAN IN-CAP PRJ	.00	.00			.00
		*****	*****	*****	*****	*****
	TRANSFERS IN TOTAL	1,125,643.09	3,326,190.00		50,000.00	3,326,190.00
		*****	*****	*****	*****	*****
		=====	=====	=====	=====	=====
	REVENUE SOURCE TOTAL	12,263,713.22	20,868,081.00	1,690,626.00	2,714,959.00	22,558,707.00
		=====	=====	=====	=====	=====



## CITY COUNCIL WORK SESSION MEMORANDUM

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**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA - City Manager

**DATE OF MEETING:** April 1, 2024

**ITEM TITLE:** Commercial Restoration Rehab Grant Application

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### DISCUSSION:

Angie Boubin, Boubin Automotive Shops, reached out to staff in December 2023 about this grant for their shop located at 817 5<sup>th</sup> Avenue NE. The work they are proposing to do is included in the agenda packet and will be done on the four sides.

Per the program's requirements, it states

*8. Applied for assistance is limited to a maximum of 33.3% of the costs or \$5,000 per side, whichever is lowest. Under no circumstances shall an applicant be eligible for more than \$20,000 overall. Construction costs will be tallied to determine percentage/\$\$ figure for assistance.*

The maximum amount the City could award would be \$18,796.19. This program is funded with Tax Increment Finance dollars and would need to be included in the Fiscal Year 2026 certification report if the Council would approve this application at a future meeting.

### RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.







801 Cedar Cross Road  
Dubuque, Iowa 52003  
PHONE: 563.582.5475  
FAX: 563.582.6113  
TOLL FREE: 866.220.5833

Item #17.

# Proposal

Proposal Number: GG3824-1

To: Boubin - Independence

Date: 3/8/2024

**Project:** Front Entrance / Side Window Replacement

**Project Location:**

**E-Mail:**

**Contact Name:**

**Contact Phone:**

**Description:**

**Price #1:** Front Entrance: We propose to furnish and install (1) Single Aluminum Door and Aluminum Storefront Windows as shown in attached drawing for the total sum of **\$18,995.00**

**Price #2:** Side Windows: We propose to furnish and install (23) Fixed Aluminum Windows as shown in attached drawing for the total sum of **\$34,950.00**

**Add #1:** Add **\$2,500.00** for (4) total Operable Windows

**NOTE:** Removal and disposal of existing doors/windows included in price

**Exclusions:** Painting/Patching the Flooring/Walls/Ceiling/Exterior Siding, Finish Trim, Re-Keying Cylinders, Access Control Hardware

This proposal is subject to revision if not accepted within 30 days after date. Downpayment of 50% is required prior to ordering materials.

**Progress Payment consisting of 90% of value of all materials furnished and work performed during the month is to be paid us on or before the 10th of the following month. Balance has to be paid in full within 10 days after completion of our contract. Outstanding balances after completion will be charged 1.5%(18% annually) interest per month until paid in full. This proposal, if accepted, is subject to the approval of the Credit Department of Dubuque Glass Co., Inc.**

Thank you for the opportunity to quote this work. We will be awaiting your acceptance of this proposal. Please return one signed copy of this Proposal for our files if you wish to proceed with this work.

**\*\*Anything not SPECIFICALLY mentioned in the above description is not included and will be considered extra or by others. Any final clean up of glass and framing NOT included in price. Final Keying of doors by others**

**\*\*Please note if downpayment made with credit card, 10 days after work is completed outstanding balances will be billed to credit card on account if payment not recieved. A 5% Surcharge will be added to payments made by Credit Card.**

Dubuque Glass Co., Inc.

ACCEPTED:

BY:

GRANT GINTER

BY:

Date:

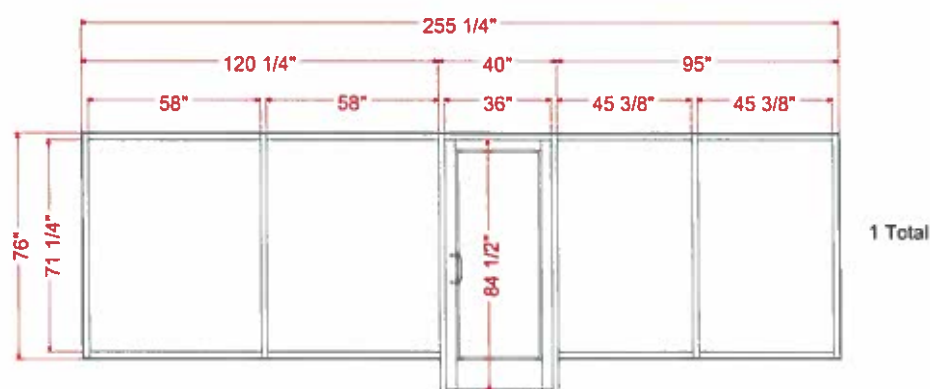
Angie Bone  
3/20/24



801 Cedar Cross Road  
Dubuque, Iowa 52003  
PHONE: 563.582.5475  
FAX: 563.582.6113  
TOLL FREE: 866.220.5833

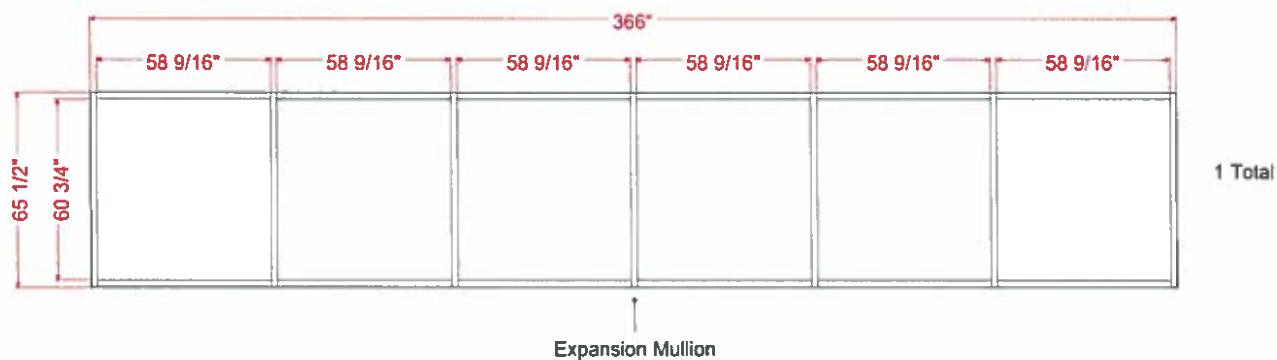
Boubin - Independence

Price #1



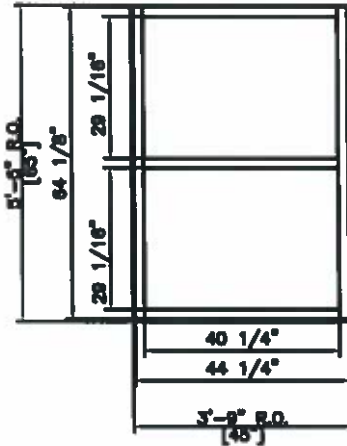
Clear Anodize Finish  
2" x 4-1/2" (2450)  
Medium Stile Door  
1-1/2 Pair Butt Hinges  
Push/Pull Handles  
MS Lock (Cylinders)  
DH 416 Closer (DG)  
10" Bottom Rail  
Door Sweep (DG)  
Threshold / Weatherstripping

**1" Tempered IG**  
1/4" Clear SN68 Tempered  
1/2" Air  
1/4" Clear Tempered

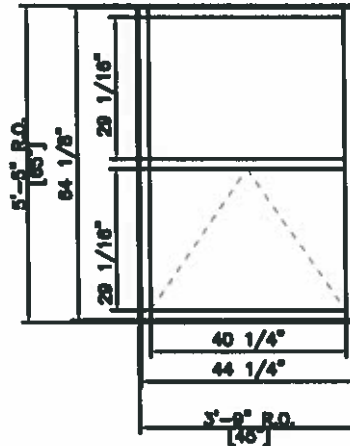


Price #2

Job: Boubin - Side Windows



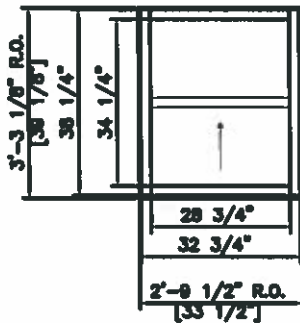
15 Total



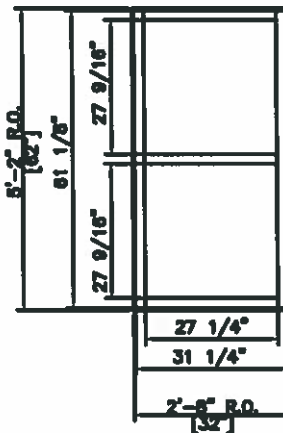
3 Total (with Operable)

Clear Anodize Finish  
2" x 4-1/2" Framing (2450)

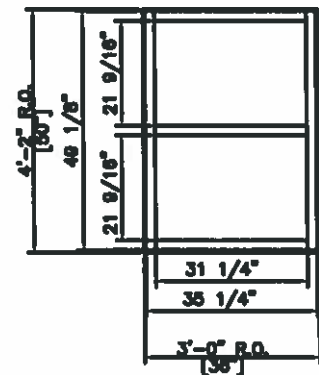
**1" Tempered IG:**  
1/4" Clear SN68 #2 Tempered  
1/2" Air  
1/4" Clear Tempered



1 req  
out building



3 req



1 req



BOUBTIR-01

Item #17.

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/6/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Accel Group LLC 5500 Fountains Dr NE Suite 201 Cedar Rapids, IA 52411	<b>CONTACT</b> NAME: PHONE (A/C, No, Ext): (319) 365-8611 FAX (A/C, No): (319) 365-6919 E-MAIL ADDRESS: certs@acceladvantage.com	
	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Auto-Owners Insurance Co. NAIC # 18988 INSURER B: RAS Inc INSURER C: INSURER D: INSURER E: INSURER F:	
<b>INSURED</b>  Boubin Tire Company Inc PO Box 736 Independence, IA 50644-0736		

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR YVVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			39972702	7/28/2023	7/28/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> Hired AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			5397270200	7/28/2023	7/28/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			5397270202	7/28/2023	7/28/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC020-0064320-2023A	7/28/2023	7/28/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Garagekeepers			5397270200	7/28/2023	7/28/2024	Waterloo 300,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For Locations

1117 2nd Ave NE Independence, IA  
905 E Main St, Manchester, IA  
817 5th Ave NE, Independence, IA  
2105 Jamestown Ave, Independence, IA  
1935 Enterprise Ave, Waterloo, IA  
799 Blairsferry Rd, Cedar Rapids, IA  
913 E Main St, Manchester, IA

## CERTIFICATE HOLDER

## CANCELLATION

Informational Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE