



CITY COUNCIL WORK SESSION

Monday, July 01, 2024 at 5:00 PM

Council Chambers - 331 First Street East

AGENDA

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. Ambulance – EMS Levy Update & Draft Plan

DEPARTMENT UPDATES

2. Department Report – Library
3. Department Report – Parks and Recreation
4. Department Report – Police
5. Department Update – Fire Department

NEW BUSINESS

6. Fire Department – Request for Therapy Dog
7. Lead Service Line Inventory Update
8. Council Topics
9. Mayor Topics
10. City Manager Topics

ADJOURNMENT

This agenda is subject to change.



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: July 1, 2024

ITEM TITLE: Ambulance – EMS Levy Update & Draft Plan

DISCUSSION:

Buchanan County Supervisor John Kurtz and Buchanan County Sheriff's Deputy Daniel Walter will be present to provide an update to the Council on the EMS Levy process for Buchanan County.

Also included in the packet is a draft version of the plan.

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.

Buchanan County EMS Association



EMS Essential Service Plan

EMS Essential Service Plan

History of the Project

The State of Iowa has promoted and supported the concept of Public Safety (specifically Fire and Law Enforcement) throughout the State, as indicated in the following Laws:

- Iowa Code 364.16 – Municipal fire protection
- Iowa Code 357B – Fire Districts
- Iowa Code 80 – Law Enforcement / Peace Officers
- Iowa Code 331.653 – County Sheriff

Though Emergency Medical Services (EMS) has been included as a component of Public Safety across the Nation, it has not usually been considered an Essential Service, until recently. On May 20, 2021, SF 615 passed into law, which updated several sections of Iowa Code.

The EMS verbiage in SF 615 updates language in Iowa Code 357F, Iowa Code 357G, and Iowa Code 422D. The most relevant changes for consideration at the County level are found in Iowa Code 422D, which allows for optional taxes for EMS at the County level. Some of the key points in Iowa Code 422D can be summarized as follows:

1. County Supervisors can declare EMS as an Essential Service in their County.
 - a. The notice of first meeting of the Board of Supervisors at which the resolution is considered and voted on shall be published not less than 60 days prior to the date of the meeting.
 - b. The resolution shall be considered and voted on for approval at two meetings of the Board prior to the meeting at which the resolution is to be finally approved by a majority vote.
 - c. The resolution is considered void, if the plan does not pass the ballot initiative.
2. Upon adoption of the resolution each county shall coordinate efforts with the local EMS agencies to establish a County EMS Advisory Council to assist in researching and assessing the service needs and guiding implementation of the service. This council shall:
 - a. recommend to the Board an amount of funding to be specified on the ballot;
 - b. annually assess and review the EMS needs of the county, if one or more of the taxes are approved at election;
 - c. submit an annual report that is filed with the board of supervisors, and is available to the public, in which the supervisors shall receive public comment regarding the report.

3. The question of imposing a tax or combination of taxes shall be provided by publication at least 60 days before the time of election and shall identify the tax or combination of taxes and the rate or rates as applicable.
 - a. The referendum requires 60% of those voting to pass.
 - b. One or both of the following may be considered for implementation:
 - i. An ad valorem property tax not to exceed \$0.75 per one thousand dollars of assessed value on all taxable property in the County may be imposed for property taxes due and payable in the fiscal years beginning after the fiscal year in which the election was held.
 - ii. A local option income surtax may be imposed for tax years beginning on or after January 1 following the date the ordinance is filed.
 - c. The number of years of taxation increased to fifteen for rural counties, and up to ten years for the 11 most populous counties.

4. Revenues received from the Tax Levy shall be deposited into the Emergency Medical Services Trust fund, to be expended based upon the approved Plan.

The bill also allows for service programs to apply for authorization as a training program to the Department of Public Health, which would make training programs more accessible to a broader demographic without lowering the standards of training.

It should be clear that the new Law is not intended to replace other revenue that Ambulance Services are currently receiving. It is understood that townships and cities that voluntarily contribute to EMS would continue to do so.

Proposed Resolution Wording

The proposed Ballot language / Resolution needs to be approved by the Buchanan County Board at least 60 days before the general election, which will be on November 5, 2024. Sixty days prior to the election day would be September 7, 2024. The Buchanan County Board of Supervisors traditionally meets on Mondays, and the Monday before September 7, 2024, is Labor Day, so the anticipated County Board of Supervisors meeting prior to Labor Day would be August 26, 2024. It is recommended that the proposed Resolution be introduced, reviewed, and passed prior to this date.

The proposed wording for the Resolution, including the Ballot language is on the following two pages.

*Resolution 24-
Referendum for Property Tax for
Emergency Medical Services (EMS)*

WHEREAS, Buchanan County Board of Supervisors has declared Emergency Medical Services an essential service and did so in compliance with Iowa Code Section 422D.1(2)(a).

WHEREAS The Buchanan County Board of Supervisors coordinated efforts with local Emergency Medical Services agencies to establish a County EMS Advisory Council (via the Buchanan County EMS Association) to assist in research and assessing the service needs of the county and guiding implementation of services in the county with a system structure.

WHEREAS, the Buchanan County Board of Supervisors is in receipt of a recommendation from the Buchanan County Emergency Medical Services Association, which recommends funding at the rate of \$0.75 (seventy-five cents) per \$1,000.00 (One Thousand Dollars) of assessed value on all taxable property within the County and said recommendation is on file with the Buchanan County Board of Supervisors and has been examined by the Buchanan County Board of Supervisors, who have determined that it otherwise complies with Iowa Code Section 422D.1(3)(a).

WHEREAS the question for the imposition of the ad valorem property tax or any other proposal incorporating any portion of it has not or will not be submitted to the qualified electors of Buchanan County, Iowa, for a period of at least sixty days subsequent to the publication of the notice of the question, so as to comply with Iowa Code Section 422D.1(3)(a).

WHEREAS it is the intention of the Buchanan County Board of Supervisors to raise the property tax to raise funds for emergency medical services.

NOW, THEREFORE, BE IT RESOLVED, THE BUCHANAN COUNTY BOARD OF SUPERVISORS, STATE OF IOWA Hereby declares Emergency Medical Services (EMS) to be an essential County service.

Section 1: That an election is called of the qualified electors of Buchanan County, Iowa on Tuesday, November 5, 2024. The following Proposition is approved, and the Auditor is authorized and directed to submit and file the Proposition for the Ballot with Buchanan County Commissioner of Elections at least 60 days prior to the election.

PROPOSITION:

Shall the Buchanan County Board of Supervisors be authorized to impose an ad valorem property tax for the purpose of creation and maintenance of a stable revenue stream for its essential community EMS services, in the amount of \$0.75 (seventy-five cents) per \$1,000.00 (One Thousand Dollars) of assessed value on all taxable property within the county to be used for funding of Emergency Medical Services for a maximum period of 15 (fifteen) years?

<END BALLOT LANGUAGE>

Section 2: That the notice of the election and ballot form used at the election shall be prepared in accordance with the provisions of the Iowa Code and Iowa Administrative Rules.

Section 3: That the Election Board for the Voting Precinct or precincts be appointed by the County Commissioner of Elections for each County conducting an election, not less than 15 days before the election.

Section 4: The Commissioner of Elections for each County conducting an election is requested and directed to make publication of the Notice of Election at least once, not less than four days nor more than twenty days prior to the election, in a newspaper that meets the requirements of Section 49.53{2), Code of Iowa.

Section 5: That Buchanan County, Iowa is the Controlling County for this election.

Section 6: That the County Commissioner of Elections for the County conducting an election shall prepare all ballots and election registers and other supplies necessary for the proper and legal conduct of this election.

Section 7: That the Auditor is directed to file a certified copy of the Resolution in the Office of the County Commissioner of Elections of the Controlling County to constitute the "written notice" to the County Commissioner of Elections of the election date, required to be given by the governing body under the provisions of Chapter 422D, Code of Iowa.

HEREBY RESOLVED by the Board of Supervisors for Buchanan County on the _____ day of _____, 2024.

Proposed Budget

The Buchanan County EMS Association spent quite a bit of time discussing the amount that should be proposed for the Tax Levy, as well as where the funds should be expended. The advisory group considered several different amounts that should be levied; how those amounts would affect homeowners; and compared those numbers with other Counties that have passed an EMS Essential Services referendum.

The group consensus is recommending an ad valorem property tax of \$0.75 per one thousand dollars of assessed value on all taxable property in Buchanan County. The current assessed value of taxable property in Buchanan County is \$1,300,012,664. The resulting Tax Levy at \$0.75 / \$1,000 would generate a total revenue of \$975,009 annually.

The corresponding Per Capita rate is equal to the proposed Tax Levy (\$975,009) divided by the County population (estimated at 20,693) which equates to \$47.11*.

The cost to taxpayers would equate to the following amounts for the residential homeowner. (The median value of properties in Buchanan County is \$238,000):

- \$100,000 home at \$0.75 per \$1,000 = \$75.00 annual tax
- \$200,000 home at \$0.75 per \$1,000 = \$150.00 annual tax
- \$238,000 home at \$0.75 per \$1,000 = \$178.50 annual tax
- \$250,000 home at \$0.75 per \$1,000 = \$187.50 annual tax
- \$500,000 home at \$0.75 per \$1,000 = \$375.00 annual tax

A chart of other Services that are provided within the State of Iowa is included below, to compare the amounts of the proposed EMS Tax Levy, with what Taxpayers are paying for annually.

| Per Capita Rate | Entity |
|------------------------|----------------------|
| \$47.11* | EMS |
| \$65.00 - \$95.00** | Volunteer Fire Dept. |
| \$120.00 - \$160.00** | Garbage Collection |
| \$150.00 - \$305.00** | Career Fire Dept. |
| \$310.00 - \$440.00** | Law Enforcement |

***Rate based on proposed Tax Levy, and estimated 2024 County population.**

****Rate based on State Averages.**

Numerous items were discussed regarding funding the needs of the individual ambulance services, in order to sustain EMS throughout Buchanan County. Based on those discussions, the following items are recommended for expenditures to be allocated in the 2025 Budget.

A quick reference chart is provided here:

| Amount | Designation |
|----------------------|----------------------------|
| \$ 50,000.00 | Training / Education |
| \$ 50,000.00 | Support Service Allocation |
| \$ 40,000.00 | Comprehensive Study |
| \$ 25,000.00 | Consulting Services |
| \$ 310,000.00 | Capital Expenses |
| \$ 500,000.00 | Staffing Allocation |
| \$ 975,000.00 | Total Expenses |

1. **\$50,000** – Training / Education. Funds will be allocated each year to pay for initial (EMR, EMT, AEMT, and Paramedic) classes, and ongoing (Continuing education) training for all levels of EMS personnel within Buchanan County. The current fees for EMS classes are:
 - a. **EMR = \$1,000.00 per person**
 - b. **EMT = \$2,000.00 per person**
 - c. **AEMT = \$2,750.00 per person**
 - d. **Paramedic = \$15,000.00 per person**

2. **\$50,000** – Service Support Allocation. Funds will be allocated each year to the County agencies, to assist the services with the purchase of needed equipment. Priority would be given to non-transport agencies—to outfit responders with a “jump bag”, so that they can respond directly to the scene to begin patient care, while waiting for the ambulance to arrive. The equipment costs would be:
 - a. **Jump bag = \$1,000 x 25 = \$25,000**
 - b. **AED = \$1,000 x 25 = \$25,000**

3. **\$40,000** – Comprehensive County-wide EMS study. This will be a one-time expense of funds to study and analyze EMS / Ambulance Service in Buchanan County. Based on the study, a Final Report will be completed to include numerous short-term, intermediate, and long-term goals. The purpose of the Report will be to provide recommendations and suggestions, in order to implement the best possible EMS delivery model to the greatest percentage of the population within Buchanan County, as well as to assure a viable and sustainable Ambulance Service in the Communities within the County.

4. **\$25,000** – Consulting and implementation services. This will be a one-time expense in which a consultant will provide additional assistance with the individual steps needed to implement the various Recommendations that are provided in the Final Report of the Comprehensive Study. This may include the development of new systems that are needed for the implementation process, and/or the completion of applications and documents that are required for the project.

5. **\$310,000** – Capital expenses. Funds will be allocated each year to the County EMS agencies, to assist each individual service with the purchase of major equipment and vehicle expenses, as well as preventative maintenance plans. The costs for equipment and vehicles have skyrocketed over the past couple of years, and these funds would be used to offset some of the purchase prices. Examples are listed below:
 - a. **Cot / stretcher = \$35,000.00**
 - b. **Power Load = \$25,000.00**
 - c. **Heart Monitor = \$35,000.00**
 - d. **Portable ventilator = \$25,000.00**
 - e. **Ambulance = \$300,000.00**
 - f. **Intercept vehicle / Fly car = \$60,000.00**

6. **\$500,000** – Staffing Allocation. Funds will be allocated each year, for the following staffing needs:
 - (a) Providing stipends to support volunteer first responders to respond to 9-1-1 calls, in order to offset expenses.
 - (b) Providing ALS staff 24/7/365, to assure ambulance response throughout the County.
 - (c) Providing an EMS Coordinator / liaison / support staff, to assure that all paperwork, payroll, and billing items are completed.

\$975,000.00 – Total Annual Projected Expenses

All funding requests from the EMS agencies will be reviewed by the Buchanan County EMS Association, to then be forwarded to the Buchanan County Board of Supervisors for approval.

Any remaining funds from 2025 would roll over to the next year to offset any increases in payroll, or any other unforeseen expenses in 2026. Each year thereafter, the Budget would be reviewed and adjusted as needed.

An annual report will be created and submitted to the County Board of Supervisors, for their review, and public comment—along with the proposed budget for the next fiscal year.

Next Steps

A media campaign will need to be developed and implemented in which the public is informed and educated about the EMS Essential Service plan. Informational articles can be written explaining the Plan, and disseminated to the various news outlets including newspapers, radio, TV, websites, and social media platforms.

Informational meetings can be held across the County, that would include the public, Hospital officials, City officials, County officials, State Legislators, EMS Service Directors, Fire Chiefs, EMS providers, Firefighters, and Law Enforcement officers.

The benefits of implementing the EMS Essential Service Plan have been summarized below, and can be used as a Template, when educating the Public on why they should vote ‘Yes’ to the proposed Referendum.

The additional funding will allow and promote the following:

- ✓ Each of the EMS agencies will maintain their independence
- ✓ Promotes collaboration & unity between the EMS agencies
- ✓ Increases communication between the stakeholders
- ✓ Guarantees Initial Training and Continuing Education
- ✓ Can be used for Recruitment of new members, and Retention of current members
- ✓ Provides support for first responders across the entire County
- ✓ Supports ALS coverage when needed
- ✓ Assures County-wide EMS System Standards
- ✓ Enhances a quicker EMS response
- ✓ Improves high-quality patient care
- ✓ Shows accountability of Taxpayer Dollars

A tagline that has been used in other Counties to promote the EMS Tax Levy Referendum in their County—which might be helpful to advertise and promote throughout Buchanan County is:

“EMS is Essential: Vote YES – For EMS”



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Laura Blaker

DATE OF MEETING: July 1, 2024

ITEM TITLE: Department Report – Library

Summer Reading Program



Read, Renew, Repeat is our summer reading program, and it is already half over. As of June 25, there are:
805 Participants (babies, children, teens, and adults)
259,154 Minutes read

On our kick-off day, we had 650 library visits. We like to get several hundred people registered with the program right away. Fareway donated ice cream sandwiches, so we gave those to people who had registered for the program.

There have been many programs exploring animals, nature, conservation, exercise, creativity, and storytelling. We currently have a toad, Lucas, on loan for a month from Fontana.

I will have Summer Reading Program booklets at the meeting so you can see the schedule of events and find out more. We would be happy to have you join, read, and earn prizes.



Hiring

We have hired two part-time staff members. One replaces a staff member who retired, and the other will work weekends and fill in as needed.

We are working on training for the variety of questions and situations that arise. Once the new staff members are comfortable with the basic duties, they will start to train for processing library

applications, putting together slide shows, posting on social media, creating signage, keeping up with “new” item displays, answering technology questions, assisting with homebound, etc.

Our cleaning service is downsizing, so we have also been in the market for a cleaner or cleaning service. Sara Davis and EpicClean will start cleaning the library in July.

Donations and Sponsorships

Because of city budget reserve levels and budget outlook, as well as not knowing if there would be unexpected expenses prior to the end of the fiscal year, we thought it would be best if we could supplement funds to support the summer reading program.

The library created an online wishlist and put a variety of incentives/prizes on the list that people could purchase as donations to help with the summer reading program. We also broadened our requests for coupons and free items from businesses to use for incentives and asked businesses to sponsor events. Pizza Ranch is sponsoring Minecraft by providing pizza and Fareway sponsored our Summer Reading Kickoff with ice cream sandwiches.

Between the myregistry online wishlist and donations provided as a result of awareness of the need, there were:

- \$832 of prizes purchased
- \$415 donated in funds to the IPL Foundation for prizes
- \$402 worth of items purchased from the wishlist that were general needs or additions/replacements for the Library of Things (non-traditional checkouts like puzzles, equipment, games, etc).

This was all extremely helpful in supporting a quality reading program that people are excited about. It took extra staff time to connect with businesses and to create awareness with publicity and promotion. We plan to continue the online wishlist for the summer reading program and Boo Bash each year. The risk will be that requests will wear thin if they are repeatedly placed in front of people.



Summer Reading Program <https://tinyurl.com/iplsrbp24>
Library Online Wish List <https://qrco.de/iplwishlist>

Laura Blaker 319-334-2470 ipldirector@independenceia.org www.independenceia.org/library



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Bob Beatty, Director

DATE OF MEETING: July 1, 2024

ITEM TITLE: Department Report – Parks and Recreation

Parks & Forestry Department-

Parks staff remain busy mowing and maintaining the Park System. We were thrilled with the opening of the Inclusive playground. That park is busy every day, and we will need to invest money in benches and updating the shelter closest to the park. We would also like to run a sidewalk from the NW shelter to connect picnics or gatherings to that play surface.

Forestry-

Robert is busy watering, but the new downtown planters and baskets look amazing. We water those twice a week and only three times a week when the heat and humidity are high. We were able to get several trees planted throughout the park system and are looking to add more as they go on discount. Typically, we water them near the greenhouse to help their chances of survival later. We ordered three more tanks (planters) for the Riverwalk and other landscapes in the park system.

Recreation Department-

All Little League is in its final week of the season. It's hard to believe it went so fast. We were excited to try a few variations and will evaluate them after the season. The goal of these leagues is fun and fundamentals. We're looking forward to next year already. We are currently advertising fall baseball, softball, and other adult leagues.

River'sEDGE Facility-

River'sEDGE facility has started to slow. In July, we will not be open for several days. RE softball is close to over as their State is early to mid-June. We had seven softball teams, our all-time best. We hope to set up tryout dates next week and get the 2025 process started. RE Baseball still has three or four weeks left in its season, depending on classification. We ended up with 15 teams competing this summer, another all-time high. We will establish tryout dates for 2025 soon.

Dog Park-

Dog Park remains busy, and we have been getting use after dark with the lighting provided.

Falcon Civic Center-

Falcon Civic Center remains steady with memberships and customers. We added another credit card machine to cover the FCC, Pool, and Complex in the summer. We take so many payments there that it is a necessity to have year-round.

Aquatic Center Facility-

The Aquatic Center has been steady. The lack of heat early on is likely going to cost us in the end. When the temps don't get to 90 before the end of June, the pool usually suffers a little. We are going to need to look at different ways to meet our pizza needs, and purchasing a small commercial maker may be in the works for 2025.

RV Park Facility-

RV park is filling up. This year, we have hired a cleaning company to clean the bathhouse twice a week. In the past, we had hired a person to work in the campground for lot rent. We felt we needed a different direction this year.

Complex Facility-

The first season (although delayed) is amazing. We have one of the best facilities in NE Iowa and will continue to improve each year. We will be looking to book rentals in 2025 and already have several calls. We added the asphalt and that has been so impactful. Before the snow flies, we will get the new sidewalk to the T-Mobile field, new foul poles, backstop pad extensions, parking lot chip sealed and expanded, and new batting cages (turf left over from the project), and we will be looking at how to fund a playground. This is almost a must, as this facility has become a destination. Hotels will see an impact in 2025. We are definitely excited about the future. We do need to look at ways to make our concession manager a full-time employee. We will run numbers and hopefully have something prepared by budget season.

Cemetery-

The Cemetery has been maintained much better this summer. They are trimming this week and next for the third time. Staff have done a little tree work as time allows or if something falls. We did lose a tree and it damaged a few stones on the way down. Will be ordering cleaner this week so the committee can get started cleaning stones.



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Chief David Niedert

DATE OF MEETING: July 1, 2024

ITEM TITLE: Department Report – Police

- Officer Cass and Reserve Wilson organized Cops vs. Hosers bowling fundraiser and was able to raise enough money to pay off all negative lunch accounts for children at all Independence schools.
- Some of our officers volunteered to work at the Pipestone Vet services quarterly meeting in Independence. We gave a K9 demonstration and the veterinarians were able to shoot weapons qualification courses.
- Work has been finalized and the ATE permit has been submitted to the DOT.
- We have a community event for kids coming up, Cops-N-Bobbers. This is a free program for kids to fish with officers.
- In August there will be a concert at Heartland Acres Event center, which will raise money for the K9 fund. This event uses no tax dollars from the budget.
- New squad car is in and will be picked up from Rydell. The squad will have to wait for a while to be upfitted, due to scheduling backlog on the upfitter.
- We have done several search warrants for drugs in the past few months, the most recent, last week. Our patrol officers continue to work up the chain after finding things on traffic stops.
- We have been working with our Foundation2 liaison and the juvenile court to try and keep juvenile crime in check. Over the last few months we had seen an uptick in these numbers, but have been able to bring most of it to a stop.



CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Blake Hayward – Fire Chief

DATE OF MEETING: July 1, 2024

ITEM TITLE: Department Update – Fire Department

Since our last report, Independence Fire has participated in several events involving the Fire Department. We attended the Annual Career Fair at the High School, which was a great chance to meet with students and staff, discuss public safety, and show some tools and equipment. We participated in the Guns & Hoses Bowling Fundraiser. This event is the 2nd year of doing it, and we partner up with other public safety agencies to raise money for delinquent lunch balances for Independence and St John's Schools. We hosted a Countywide Joint River Rescue Training where we had Fire/EMS, and Law Enforcement agencies come together to train on several topics about river rescue and boat operations. And just last week, we attended Kidsville to talk with kids about fire safety, show some tools and equipment, and read a couple of books to the kids.

We also have been busy working on the EMS tax levy with several others from the Buchanan County Emergency Medical Association group. We have finished up the proposal and it should be on the agenda for the Board of Supervisors in early July to get approval and be submitted for the ballot in the next month. This has been a long process, but thanks to several members of the BCEMSA, we have been able to come up with a budget and plan to help assist EMS services countywide.

We have submitted a grant application to the Buchanan County Health Trust for Extrication Gloves. We need replacement gloves as our older ones are showing their age and starting to fall apart. We currently have a 50% match, and if we are awarded the grant, we will be able to purchase those right away.

Last but certainly not least, we held our Annual Golf Tournament on Father's Day Weekend. We had a record year of sponsors as well as teams signed up for the event. We were able to slide a few extra teams in on the longer Par 5 which got us a total of 19 teams. We had several new sponsors this year, as well as several regular sponsors that help us out year after year. We are VERY thankful for the sponsors who supported the event, as well as all the teams that signed up. I haven't heard the grand total for money raised, but in the last report, we were on pace to break an all-time record. We were also very fortunate to have a local Church approach the association and ask if they could provide a meal for everyone who golfed in the tournament. Of course, we accepted their offer, and everyone who golfed in the tournament enjoyed amazing brisket, pulled pork, and several side dishes. We are blessed to have the support of the community and several businesses as we continue to grow with our Golf Event each year.

Blake Hayward – Fire Chief



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: July 1, 2024

ITEM TITLE: Fire Department – Request for Therapy Dog

DISCUSSION:

Representatives from the Fire Department will be present to talk to the Council about a therapy dog for the department. 1st Assistant Chief Butler has a dog, Shakespeare, who is believed to be a good fit for this program. The organization is Crisis Canines of the Midlands, and they have a program that trains dogs for this purpose. 1st Assistant Chief Butler has been in contact with them regarding this possibility.

Knoxville, Manchester, Newton, and Urbandale are a few who have implemented therapy teams within their Fire and EMS Departments.

The City of Independence would have no direct responsibility for the care or cost of this canine training, although if the City was willing to contribute, they would be welcome since the overall cost of the program is approx. \$10,000.

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.



www.independenceia.org

Item #6.

To Whom It May Concern,

I am writing to offer my recommendation for Shakespeare, a therapy dog candidate for the Independence Fire Department. Over the past month, I have had the pleasure of observing Shakespeare and his handler, John Butler, in various settings, and I am thoroughly impressed with Shakespeare's exceptional suitability for this vital role.

Shakespeare is a remarkable dog with a naturally calm and friendly disposition. His gentle presence and unwavering patience make him a perfect fit for the high-stress environment encountered by the fire department personnel. Shakespeare has a unique ability to provide comfort and reassurance to those around him, which is crucial for first responders who often face challenging and traumatic situations.

John Butler has been dedicated to ensuring Shakespeare's continued development and effectiveness as a therapy dog. Their strong bond and mutual understanding are evident in their interactions, and together, they form a highly effective team ready to offer invaluable support to the Independence Fire Department.

I am confident that Shakespeare's presence will greatly enhance the well-being and morale of the fire department staff and the community they serve. His unique ability to offer emotional support and comfort in times of crisis makes him an outstanding candidate for this important role.

Please feel free to contact me if you need any further information or if I can assist in any way to support Shakespeare's candidacy.

Sincerely,



Blake Hayward

Fire Chief

Phone 319-334-3404 **Mobile** 563-920-2109

Web www.independenceia.org

Email Firechief@independenceia.org

Address 113 4th Ave SE Independence, IA 50644

"Preserving the past and protecting the future"



CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA – City Manager

FROM: Travis Foley – Utilities Director

DATE OF MEETING: July 1, 2024

ITEM TITLE: Lead Service Line Inventory Update

DISCUSSION:

Staff would like to discuss the plans for the Lead Service Line Inventory with the City Council. We are nearing the time to send flyers to all city residents to perform this inventory, and we have been working with MSA to set up electronic data collection and maintenance. Attached is an example flyer that will be sent to all water consumers in the City.

We plan to publish information about this on July 2nd and mail it the week of July 8th. We also plan to request that the information be returned to the City no later than August 1st so that an inventory can be prepared to meet deadlines for this mandated 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.



Informational Resources:

Environmental Protection Agency

<https://www.epa.gov/lead>

Iowa Department of Natural Resources

<https://www.iowadnr.gov/Environmental-Protection/Water-Quality/Drinking-Water-Compliance/Lead-Service-Line-Inventories>

City of Independence

[City Website](#)



[Survey Link](#)

Project Contacts

Travis Foley
Utilities Director
(319)-334-3750

City Hall | 319-334-2780
331 1st St. East
Independence, IA 50644

RESPONSE NEEDED!

WATER SERVICE LINE INVENTORY PROJECT

The Environmental Protection Agency (EPA) has created new requirements to ***investigate the pipe materials of water service lines within every municipality nationwide***. In Iowa, the Department of Natural Resources (DNR) is administering this program in conjunction with local municipalities. The city needs your help in identifying water service lines materials. While our records indicate no lead is present in the city, it is a vital health concern that we identify any potential lead pipes within our water distribution system and remove them. There is funding available to assist communities with removing any lead materials discovered within our system, but we need to act quickly to take advantage of it. To be eligible for this funding, we need the assistance of every household and commercial establishment.

Please complete the self-assessment survey using the QR Code to the left or return the completed form on the reverse side of this notice to City Hall. Additional forms are available at City Hall. The city must identify 100% of all service lines as required by the EPA. If you are not connected to the municipal water system, you do not need to complete the survey.

What do you need to do?

1. Locate your water service line in the lower level of your home or crawl space.
2. **Scan the adjacent QR code to fill out the online survey** or fill out a paper survey, available in the back of this document or at City Hall.
3. If you can't locate your service line or need assistance Identifying the pipe material, please do not hesitate to contact us at 319-334-3750. A Utility Department employee will come to your residence at no charge and assist in identifying your service line material.

Please complete the online survey or return a completed form no later than August 1st. If we do not receive your survey response, the City will coordinate door-to-door inspections later this summer.

Thank you for your assistance with this important project.

City of Independence Water Service Line Inventory Survey






This survey will assist the City of Independence, IA, in completing its water service line inventory required by the Environmental Protection Agency (EPA) Lead and Copper Rule Revisions.

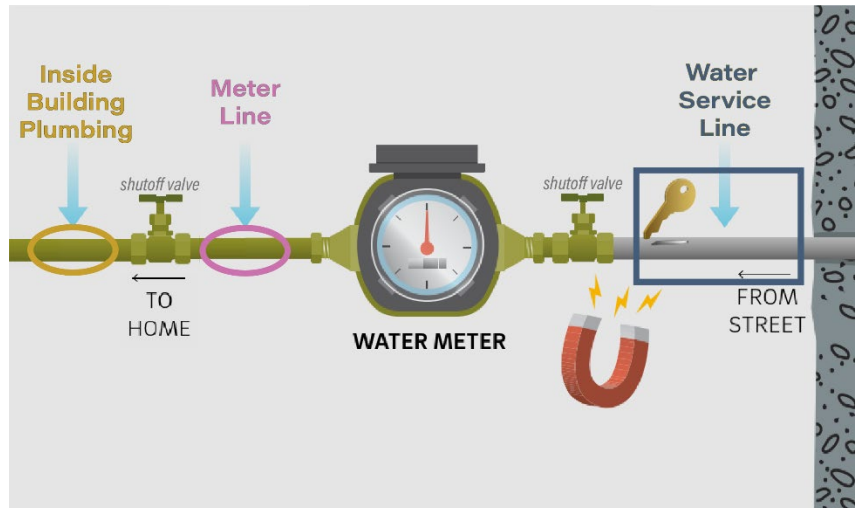
Address: _____

Property Owner Name or Representative: _____

Email Address: _____ Phone: _____

The water meter is most commonly located in the basement utility room of residential properties. We need to verify the pipe material on **both sides of the meter** (Water Service Line and Meter Line). The Water Service Line is the section of pipe from the wall/floor to the meter. The Meter Line is directly after the meter. Place a checkmark in **each column** corresponding to the material type on each side of the Water Meter (see photo below).

| Material Description | Water Service Line Material | Meter Line Material |
|--|--------------------------------------|---------------------------|
| Copper - Non-magnetic, color of a copper penny  | <input type="checkbox"/> | <input type="checkbox"/> |
| Ductile Iron - Magnetic, black bumpy metal pipe usually 3-inch or larger  | <input type="checkbox"/> | <input type="checkbox"/> |
| Galvanized - Magnetic, dull gray color  | <input type="checkbox"/> | <input type="checkbox"/> |
| Lead - Non-magnetic, silver-gray color that easily scratches with a coin  | <input type="checkbox"/> | <input type="checkbox"/> |
| Plastic - Non-magnetic, blue or black rigid pipe  | <input type="checkbox"/> | <input type="checkbox"/> |



Additional Comments: _____

Return the completed form along with a picture of your service to City Hall or email a copy to tfoley@independenceia.org with your address in the subject heading. Thank you!