



Agenda

City Council Meeting
20 Second Avenue SW, Oelwein
6:00 PM

December 18, 2023
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Lynda Payne

Council Members: Karen Seeders, Tom Stewart, Matt Weber, Dave Garrigus, Dave Lenz

Pledge of Allegiance

Call to Order

Roll Call

Additions or Deletions

Citizens Public Comments - See Guidelines for Public Comments Below

Consent Agenda

1. Consideration of a motion approving the December 11, 2023 minutes.
2. Claims resolution in the amount of \$663,319.95.

Public Hearing

3. Public Hearing on December 18, 2023 at 6:00PM in the City Council Chambers regarding the proposed vacation and transfer of city alleyway right of way.

Resolutions

4. Consideration of a resolution approving Pay Application No. 2 in the amount of \$90,980.30 for Event Center Parking Lot Improvements project to Bacon Concrete.
5. Consideration of a resolution approving Final Pay Application No. 3 in the amount of \$11,189.96 for Event Center Parking Lot Improvements project to Bacon Concrete.
6. Consideration of a resolution accepting the completion of Event Center Parking Lot Improvements project with Bacon Concrete.
7. Consideration of a resolution approving a contract with CivicPlus for the CivicRec services.
8. Consideration of a resolution approving a memorandum of understanding between Fayette County 911 Service Board and the City of Oelwein.
9. Consideration of a resolution opposing Alliant Energy's proposed electric rate increase.
10. Consideration of a resolution approving the vacation and transfer of city alleyway right of way.

- [11.](#) Consideration of a resolution setting a public hearing for the status of funded activities for the City of Oelwein NE Sewer Improvements project on January 8, 2024 at 6PM in the Oelwein City Council Chambers.

Motions

- [12.](#) Consideration of a motion to approve pursuing a contract with RSPN for Information Technology Managed Services.

Committee Reports

- [13.](#) Report from Payne on the Library Board Minutes.

Council Updates

Mayor's Report

City Administrator's Report

- [A.](#) City Administrator.

Adjournment

- [ii.](#) Additional Information.
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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



Minutes

City Council Meeting
20 Second Avenue SW, Oelwein
December 11, 2023 - 6:00 PM

Pledge of Allegiance

Call to Order

Mayor DeVore called the meeting to order at 6:03 PM.

Roll Call

Present: Garrigus, Payne, Stewart, Weber, Lenz

Also Present: Mayor DeVore, City Administrator Mulfinger, City Clerk Rigdon

Absent: Seeders

Additions or Deletions

A motion was made by Lenz, seconded by Weber to adopt the agenda as presented.

All aye. Motion carried.

Consent Agenda

1. Consideration of a motion approving the November 27, 2023 minutes.
2. Consideration of a motion approving the Class 'E' Alcohol License for Oelwein Liquors.
3. Consideration of a motion to approve 2024 Cigarette/Tobacco Permit for Super Mart.

A motion was made by Weber, seconded by Garrigus to approve the consent agenda.

All aye. Motion carried.

Public Hearing

4. Public Hearing on proposed sale of city owned real property located at 11 12th Avenue SW.

Mayor DeVore opened the public hearing.

No oral or written comments were received.

Mayor DeVore closed the public hearing.

Resolutions

5. Consideration of a resolution approving Pay Application No. 1 in the amount of \$99,750.00 to Shift Companies for the Reed Bed Expansion and EQ Basin Liner Replacement Project.

A motion was made by Stewart, seconded by Weber to adopt Resolution No. 5491-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

6. Consideration of a resolution approving Pay Application No. 4 in the amount of \$149,012.91 to Dave Schmitt Construction for Oelwein NE Sanitary Sewer Improvements project.

A motion was made by Garrigus, seconded by Weber to adopt Resolution No. 5492-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

7. Consideration of a resolution amending the Collection Policy.

A motion was made by Weber, seconded by Lenz to adopt Resolution No. 5493-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

8. Consideration of a resolution adopting rules of Procedure for Conduct of City Council Business.

A motion was made by Stewart, seconded by Lenz to adopt Resolution No. 5494-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

9. Consideration of a resolution adopting a Public Comment Policy.

A motion was made by Weber, seconded by Lenz to adopt Resolution No. 5495-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

10. Consideration of a resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$1,138,000 Sewer Revenue Bonds, Series 2023.

A motion was made by Garrigus, seconded by Weber to adopt Resolution No. 5496-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

11. Consideration of a resolution approving the sale of City owned real estate at 11-12th Ave. SW, Oelwein, Fayette County, Iowa.

A motion was made by Weber, seconded by Garrigus to adopt Resolution No. 5497-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

12. Consideration of a resolution scheduling a public hearing on December 18, 2023 at 6:00PM in the City Council Chambers regarding the proposed vacation and transfer of city alleyway right of way.

A motion was made by Stewart, seconded by Weber to adopt Resolution No. 5498-2023.

Ayes: Garrigus, Payne, Stewart, Weber, Lenz

Nays: NA

Absent: Seeders

Motion carried.

Motions

- 13. Consideration of a motion approving the recommendation from the Planning, Finance, Enterprise, and Economic Development Committee on the Hotel Motel Application for the Williams Center for the Arts in the amount of \$1,500.00.

A motion was made by Payne, seconded by Garrigus to approve the Hotel Motel Application for the Williams Center for the Arts in the amount of \$1,500.00. All aye. Motion carried.

- 14. Consideration of a motion approving the recommendation from the Planning, Finance, Enterprise, and Economic Development Committee on the Hotel Motel Application for T&T BBQ in the amount of \$15,000.00.

A motion was made by Stewart, seconded by Lenz to approve the Hotel Motel Application for T&T BBQ in the amount of \$15,000.00 pending T&T providing a budget, an event business plan, and a non-profit sponsor to run funds through. All aye. Motion carried.

Committee Reports

- 15. Report from Garrigus on the Park and Recreation Commission minutes.
For full minutes, please visit: <https://www.cityofelwein.org/bc-parks/page/parks-and-recreation-9>
- 16. Report from Stewart on the Airport Board meeting minutes.
For full minutes, please visit: <https://www.cityofelwein.org/bc-ab/page/airport-board-29>

Mayor's Report

Mayor DeVore reported he had toured the event center. The committee is planning an open house yet this month. He also stated he is working with a County Supervisor regarding the blue recycling bins.

City Administrator's Report

City Administrator Mulfinger reported that he is still evaluating the timeline for the budget as there are several changes. Mulfinger and Ricchio attended the first of four Municipal Leadership Academy (MLA) trainings for council members and mayors in Cedar Falls.

Adjournment

A motion was made by Lenz, seconded by Weber to adjourn the meeting at 6:30 PM.

Brett DeVore, Mayor

ATTEST:

Dylan Mulfinger, City Administrator

I, Dylan Mulfinger, City Administrator in and for the City of Oelwein, Iowa do hereby certify that the above and foregoing is a true accounting of the Council Proceedings held December 11, 2023, and copy of said proceedings was furnished to the Register December 13, 2023.

Dylan Mulfinger, City Administrator

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-1100-61810 UNIFORM					
CARDMEMBER SERVICES	111-0865698-3	Amazon shirt	11/20/2023	28.28	.00
CARDMEMBER SERVICES	111-3779105-0	Shirts	11/20/2023	108.48	.00
Total 001-1100-61810 UNIFORM:				136.76	.00
001-1100-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	00189794	Dejong and Cox training	11/07/2023	1,300.00	.00
CARDMEMBER SERVICES	0190506	IACP 2024 Dues	11/15/2023	190.00	.00
CARDMEMBER SERVICES	1/A464485	meal for leg. mtg.	11/07/2023	47.98	.00
CARDMEMBER SERVICES	3882	Logan membership 2024	12/02/2023	125.00	.00
Total 001-1100-61990 EMPLOYEE PERSONNEL EXPENSE:				1,662.98	.00
001-1100-63100 BUILDING					
CARDMEMBER SERVICES	114-1754776-3	corner guards	12/04/2023	100.99	.00
HAWKEYE FIRE & SAFETY COM	134326	ANNUAL FIRE EXT INSPECTION	12/08/2023	60.20	.00
Total 001-1100-63100 BUILDING:				161.19	.00
001-1100-63310 VEHICLE					
ADVANCED AUTOMOTIVE INC	5324	car 10 - repairs - spark plugs	12/07/2023	410.18	.00
AVALON TIRE	1-42862	car 5 tire repair	11/27/2023	25.95	.00
MIDWEST COLLISION CENTER I	5201/5205/520	vehicle 6 towed	11/30/2023	75.00	.00
WEX BANK	93716590	FUEL PURCHASES	11/30/2023	1,695.67	1,695.67
Total 001-1100-63310 VEHICLE:				2,206.80	1,695.67
001-1100-63730 COMMUNICATIONS					
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	998.20	.00
Total 001-1100-63730 COMMUNICATIONS:				998.20	.00
001-1100-63810 UTILITIES					
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	742.20	742.20
Total 001-1100-63810 UTILITIES:				742.20	742.20
001-1100-64300 IMPOUND VEHICLE EXPENSES					
MIDWEST COLLISION CENTER I	5201/5205/520	impound	11/30/2023	250.00	.00
Total 001-1100-64300 IMPOUND VEHICLE EXPENSES:				250.00	.00
001-1100-64950 CONTRACTS					
CONVERGINT TECHNOLOGIES	IN00124109	Lenel License Renewal	11/30/2023	346.67	.00
COPY SYSTEMS INC	IN506670	COPIER MAINT SUPPORT	12/06/2023	40.56	.00
Total 001-1100-64950 CONTRACTS:				387.23	.00
001-1100-65041 EQUIPMENT					
CARDMEMBER SERVICES	112-0467106-5	Training weapon batteries	11/01/2023	58.47	.00
CARDMEMBER SERVICES	BBY01-806823	Replace microwave	12/11/2023	279.99	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-1100-65041 EQUIPMENT:				338.46	.00
001-1100-65102 INVESTIGATION					
SIRCHIE ACQUISTITION COMPA	0620141-IN	evidence bags	11/15/2023	956.49	.00
US CELLULAR	453072630 202	CAMERA	12/02/2023	20.29	.00
Total 001-1100-65102 INVESTIGATION:				976.78	.00
001-1500-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	10131	IFA memberships	12/04/2023	260.00	.00
CARDMEMBER SERVICES	9982	memberships	12/04/2023	442.00	.00
Total 001-1500-61990 EMPLOYEE PERSONNEL EXPENSE:				702.00	.00
001-1500-63310 VEHICLE					
WEX BANK	93716590	FUEL PURCHASES	11/30/2023	184.69	184.69
Total 001-1500-63310 VEHICLE:				184.69	184.69
001-1500-63730 COMMUNICATIONS					
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	83.18	.00
Total 001-1500-63730 COMMUNICATIONS:				83.18	.00
001-1500-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	11/28/2023	44.11	44.11
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	11/20/2023	21.61	21.61
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	87.22	87.22
Total 001-1500-63810 UTILITIES:				152.94	152.94
001-1500-65041 EQUIPMENT					
CARDMEMBER SERVICES	111-2974964-0	batteries	11/17/2023	77.82	.00
CARDMEMBER SERVICES	111-6322230-1	amazon-FD batteries	11/18/2023	71.32	.00
Total 001-1500-65041 EQUIPMENT:				149.14	.00
001-1700-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	2000-026	INTERnachi member fee	12/13/2023	49.00	.00
Total 001-1700-61990 EMPLOYEE PERSONNEL EXPENSE:				49.00	.00
001-1700-63310 VEHICLE					
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	86.95	.00
Total 001-1700-63310 VEHICLE:				86.95	.00
001-1700-63730 COMMUNICATIONS					
BIGLEAF NETWORKS INC	INV76836	PRIORITIZING BANDWIDTH - CI	12/01/2023	39.80	.00
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	110.91	.00
Total 001-1700-63730 COMMUNICATIONS:				150.71	.00
001-1700-63750 CELLULAR/PAGING					
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	21.75	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	30.65	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	53.49	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	43.49	.00
US CELLULAR	453072630 202	TABLET	12/02/2023	70.00	.00
US CELLULAR	453072630 202	TABLET	12/02/2023	52.23	.00
Total 001-1700-63750 CELLULAR/PAGING:				271.61	.00
001-1700-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	11/03/2023	25.43	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	12/03/2023	25.43	.00
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	50.00	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	28.84	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	31.92	.00
Total 001-1700-65060 OFFICE SUPPLIES:				161.62	.00
001-2800-63100 BUILDING					
FAREWAY STORES INC	66837	TRASH BAGS/TP/PAPER TOWE	11/17/2023	72.89	.00
MULGREW OIL CO	1382389	LP GAS AIRPORT	12/05/2023	504.43	.00
Total 001-2800-63100 BUILDING:				577.32	.00
001-2800-63730 COMMUNICATIONS					
AUREON COMMUNICATIONS	0789004155 20	AIRPORT PHONE SERVICE	12/01/2023	32.07	32.07
COMMUNITY DIGITAL WIRELES	0510000374 20	AIRPORT INTERNET SERVICE	12/01/2023	53.95	53.95
Total 001-2800-63730 COMMUNICATIONS:				86.02	86.02
001-2800-63810 UTILITIES					
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	189.61	189.61
Total 001-2800-63810 UTILITIES:				189.61	189.61
001-2800-64950 CONTRACTS					
TEGELER AVIATION LLC	2023 12 01	DECEMBER FBO FEE	12/01/2023	3,059.82	.00
Total 001-2800-64950 CONTRACTS:				3,059.82	.00
001-2800-65041 EQUIPMENT					
ACE HARDWARE	A284171	Anchor Driver	11/22/2023	71.99	.00
ACE HARDWARE	B130397	Gas Connector	11/28/2023	29.99	.00
ICE MANUFACTURING INC	2029	WO1253 32 PCS 3/8" plate	10/19/2023	900.00	900.00
JOHN DEERE FINANCIAL F.S.B.	3031251	power supply, clamp conn, elbow,	11/28/2023	39.40	.00
JOHN DEERE FINANCIAL F.S.B.	3031580	Digital Thermostat RET	11/29/2023	21.99-	.00
Total 001-2800-65041 EQUIPMENT:				1,019.39	900.00
001-2800-65060 OFFICE SUPPLIES					
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	28.84	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	31.92	.00
Total 001-2800-65060 OFFICE SUPPLIES:				60.76	.00
001-4100-63100 BUILDING					
HAWKEYE FIRE & SAFETY COM	134324	ANNUAL FIRE EXT INSPECTION	12/08/2023	35.40	.00
HOMETOWN PEST CONTROL	101180	PEST CONTROL	11/28/2023	75.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-4100-63100 BUILDING:				110.40	.00
001-4100-63730 COMMUNICATIONS					
CENTURYLINK	503191595 202	LIBRARY PHONE SERVICE	11/24/2023	105.66	105.66
Total 001-4100-63730 COMMUNICATIONS:				105.66	105.66
001-4100-63810 UTILITIES					
ALLIANT ENERGY	5998790000 20	LIBRARY GAS SERVICE	11/20/2023	49.15	49.15
ALLIANT ENERGY	5998790000 20	LIBRARY ELECTRIC SERVICE	11/20/2023	1,801.90	1,801.90
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	393.51	393.51
Total 001-4100-63810 UTILITIES:				2,244.56	2,244.56
001-4100-64092 MOWING SAUR LOT					
SCHMITT CLEANING SERVICES	12123	SNOW REMOVAL	12/01/2023	56.00	.00
Total 001-4100-64092 MOWING SAUR LOT:				56.00	.00
001-4100-64950 CONTRACTS					
SCHMITT CLEANING SERVICES	12123	CLEANING	12/01/2023	1,213.33	.00
Total 001-4100-64950 CONTRACTS:				1,213.33	.00
001-4100-65060 OFFICE SUPPLIES					
SUSAN MACKEN	12123	POSTAGE	12/12/2023	51.00	.00
UNIQUE MANAGEMENT	6119873	COLLECTION SERVICE	12/01/2023	11.65	.00
Total 001-4100-65060 OFFICE SUPPLIES:				62.65	.00
001-4100-65072 BOOKS - ENRICH IOWA					
CARDMEMBER SERVICES	8198 SM 2023	AMAZON - MAGNA TILES	12/05/2023	119.99	.00
Total 001-4100-65072 BOOKS - ENRICH IOWA:				119.99	.00
001-4100-65077 PASSPORT EXPENSES					
SUSAN MACKEN	12123	PASSPORT POSTAGE	12/12/2023	67.55	.00
Total 001-4100-65077 PASSPORT EXPENSES:				67.55	.00
001-4100-65210 OPEN ACCESS					
STEWARTSCAPE INC	2004	Mainternance & Fall Clean up	11/21/2023	1,455.00	.00
Total 001-4100-65210 OPEN ACCESS:				1,455.00	.00
001-4100-65220 BOOKS,FILM,CD'S,ETC					
BABYBUG	123123	MAGAZINE SUBS RENEWAL	12/01/2023	21.95	.00
BAKER & TAYLOR	2037912133	BOOKS	11/30/2023	1,799.84	.00
CARDMEMBER SERVICES	8198 SM 2023	AMAZON - MOVIES	12/05/2023	95.86	.00
CARDMEMBER SERVICES	87561	AMAZON - MOVIES	12/05/2023	174.17	.00
CARDMEMBER SERVICES	87561	Taste of Home	12/05/2023	29.94	.00
CARDMEMBER SERVICES	87561	Consumer Reports	12/05/2023	32.10	.00
CHERYL ERICKSON	11923	BOOK	11/09/2023	14.09	.00
FINE GARDENING	123123	MAG SUBS RENEWAL	12/01/2023	34.95	.00
GUIDEPOSTS	123123	MAG SUB RENEWAL	12/01/2023	19.97	.00
LADYBUG	123123	MAGAZINE SUBS RENEWAL	12/01/2023	21.95	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
SUSAN MACKEN	12123	BOOKS	12/12/2023	20.00	.00
TIME INC	12123	MAGAZINE SUBS RENEWAL	12/01/2023	72.00	.00
Total 001-4100-65220 BOOKS,FILM,CD'S,ETC:				2,336.82	.00
001-4300-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	87059383	Room for CPSI training	11/16/2023	398.72	.00
COVENANT OCCUPATIONAL M	72989	ANNUAL QUERY	11/10/2023	12.00	.00
FAYETTE CO EXTENSION	12.6.23	PESTICIDE APP - CEUs JJ & NW	12/06/2023	190.00	.00
JOHN DEERE FINANCIAL F.S.B.	3031156	Bib overalls	11/28/2023	43.79	.00
TINDELL SHOES INC	JOZQMBCRS	Assistant Work Boots	11/28/2023	131.71	.00
Total 001-4300-61990 EMPLOYEE PERSONNEL EXPENSE:				776.22	.00
001-4300-63200 BUILDING					
BMC AGGREGATES LC	161461	Lime bocce ball court	11/30/2023	47.24	.00
Total 001-4300-63200 BUILDING:				47.24	.00
001-4300-63310 VEHICLE					
ARNOLD MOTOR SUPPLY LLP	09jv006502	rotors	12/08/2023	83.69	.00
ARNOLD MOTOR SUPPLY LLP	09nv103624	air filter	11/20/2023	30.26	.00
ARNOLD MOTOR SUPPLY LLP	09nv104727	pads	12/07/2023	63.87	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	189.04	.00
Total 001-4300-63310 VEHICLE:				366.86	.00
001-4300-63730 COMMUNICATIONS					
BIGLEAF NETWORKS INC	INV76837	PRIORITIZING BANDWIDTH - UT	12/01/2023	49.75	.00
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	27.73	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	57.48	.00
Total 001-4300-63730 COMMUNICATIONS:				134.96	.00
001-4300-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	11/28/2023	120.85	120.85
Total 001-4300-63810 UTILITIES:				120.85	120.85
001-4300-65041 EQUIPMENT					
JOHN DEERE FINANCIAL F.S.B.	3029297	toro battery	11/22/2023	33.99	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	274.40	.00
Total 001-4300-65041 EQUIPMENT:				308.39	.00
001-4300-65060 OFFICE SUPPLIES					
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	25.00	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	28.85	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	31.93	.00
Total 001-4300-65060 OFFICE SUPPLIES:				85.78	.00
001-4300-65070 SUPPLIES					
ACE HARDWARE	a284545	Turpentine	11/27/2023	12.99	.00
ACE HARDWARE	b129153	shop supplies	11/08/2023	21.62	.00
ACE HARDWARE	b129641	x-mas rope depot park	11/15/2023	25.94	.00
ACE HARDWARE	b129716	Depot Park supplies	11/16/2023	35.74	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	11/03/2023	25.43	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	12/03/2023	25.43	.00
JOHN DEERE FINANCIAL F.S.B.	3025169	valve	11/09/2023	25.37	.00
JOHN DEERE FINANCIAL F.S.B.	3027624	shop supplies	11/17/2023	64.95	.00
JOHN DEERE FINANCIAL F.S.B.	3027824	D3 Shed Paint	11/20/2023	116.97	.00
JOHN DEERE FINANCIAL F.S.B.	3031337	Snowblower chain	11/28/2023	7.92	.00
JOHN DEERE FINANCIAL F.S.B.	3032430	RV Antifreeze Depot park	12/01/2023	13.16	.00
JOHN DEERE FINANCIAL F.S.B.	3033675	traps	12/13/2023	15.58	.00
Total 001-4300-65070 SUPPLIES:				391.10	.00
001-4320-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	INTERNET - CAMPGROUND	12/02/2023	81.15	.00
Total 001-4320-63730 COMMUNICATIONS:				81.15	.00
001-4320-63810 UTILITIES					
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	11/20/2023	57.21	57.21
Total 001-4320-63810 UTILITIES:				57.21	57.21
001-4400-63730 COMMUNICATIONS					
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	43.50	.00
Total 001-4400-63730 COMMUNICATIONS:				43.50	.00
001-4400-63810 UTILITIES					
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	11/20/2023	26.73	26.73
Total 001-4400-63810 UTILITIES:				26.73	26.73
001-4400-65220 ADULT SOFTBALL					
COVENANT MEDICAL CENTER I	2231128	OCTOBER REC PROGRAM WA	11/28/2023	332.58	332.58
Total 001-4400-65220 ADULT SOFTBALL:				332.58	332.58
001-4400-65240 BASKETBALL					
CARDMEMBER SERVICES	112622415408	Sweat bands & Washing bag	11/05/2023	33.95	.00
COVENANT MEDICAL CENTER I	2231128	OCTOBER REC PROGRAM WA	11/28/2023	471.16	471.16
Total 001-4400-65240 BASKETBALL:				505.11	471.16
001-4400-65260 VOLLEYBALL					
COVENANT MEDICAL CENTER I	2231128	OCTOBER REC PROGRAM WA	11/28/2023	388.01	388.01
Total 001-4400-65260 VOLLEYBALL:				388.01	388.01
001-4400-65280 FLAG FOOTBALL					
COVENANT MEDICAL CENTER I	2231128	OCTOBER REC PROGRAM WA	11/28/2023	360.30	360.30
Total 001-4400-65280 FLAG FOOTBALL:				360.30	360.30
001-4400-65290 SOCCER					
COVENANT MEDICAL CENTER I	2231128	OCTOBER REC PROGRAM WA	11/28/2023	110.85	110.85
Total 001-4400-65290 SOCCER:				110.85	110.85

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-4410-63730 COMMUNICATIONS					
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	55.46	.00
Total 001-4410-63730 COMMUNICATIONS:				55.46	.00
001-4410-65060 OFFICE SUPPLIES					
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	28.84	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	31.92	.00
Total 001-4410-65060 OFFICE SUPPLIES:				60.76	.00
001-4500-63810 UTILITIES					
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	54.37	54.37
Total 001-4500-63810 UTILITIES:				54.37	54.37
001-4500-65041 EQUIPMENT					
ARNOLD MOTOR SUPPLY LLP	09cr012691	return filter	11/20/2023	141.80-	.00
ARNOLD MOTOR SUPPLY LLP	09nv103581	Trans filter skid	11/18/2023	248.64	.00
ARNOLD MOTOR SUPPLY LLP	09nv103588	filters	11/18/2023	20.25	.00
ARNOLD MOTOR SUPPLY LLP	09nv103681	skid filters	11/21/2023	107.80	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	122.28	.00
O'REILLY AUTOMOTIVE STORE	0390-481315	relay	12/05/2023	10.93	.00
Total 001-4500-65041 EQUIPMENT:				368.10	.00
001-4500-65060 OFFICE SUPPLIES					
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	28.85	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	31.93	.00
Total 001-4500-65060 OFFICE SUPPLIES:				60.78	.00
001-6200-61900 COUNCIL PERSONNEL EXPENSE					
CARDMEMBER SERVICES	8557 DM 2023	IA LEAGUE OF CITIES MLA - A R	11/21/2023	220.00	.00
Total 001-6200-61900 COUNCIL PERSONNEL EXPENSE:				220.00	.00
001-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	8557 DM IAMU	IAMU OSHA WEBINAR - B WED	11/21/2023	48.33	.00
Total 001-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				48.33	.00
001-6200-63100 BUILDING					
ACE HARDWARE	B129651	VELCRO - POSTERS/SIGNS	11/15/2023	12.33	.00
ACE HARDWARE	B130078	RED & GREEN LIGHT BULBS - C	11/22/2023	5.98	.00
CARDMEMBER SERVICES	8557 DM 2023	CANVAS PRINTS - COUNCIL RO	12/01/2023	245.48	.00
Total 001-6200-63100 BUILDING:				263.79	.00
001-6200-63310 VEHICLE					
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	66.77	.00
Total 001-6200-63310 VEHICLE:				66.77	.00
001-6200-63730 COMMUNICATIONS					
AT&T MOBILITY LLC	287315354942	FIRSTNET INTERNET SERVICE	12/06/2023	10.32	10.32
BIGLEAF NETWORKS INC	INV76836	PRIORITIZING BANDWIDTH - CI	12/01/2023	39.80	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	55.46	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	66.82	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	34.79	.00
Total 001-6200-63730 COMMUNICATIONS:				207.19	10.32
001-6200-63810 UTILITIES					
ALLIANT ENERGY	8482421000 20	ELECTRIC SERVICE - CAR CHA	12/06/2023	11.69	11.69
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	37.38	37.38
Total 001-6200-63810 UTILITIES:				49.07	49.07
001-6200-64010 AUDIT					
OFFICE OF AUDITOR OF STATE	2023 12 01	2022-2023 AUDIT FILING FEE	12/01/2023	218.75	.00
Total 001-6200-64010 AUDIT:				218.75	.00
001-6200-64110 LEGAL EXPENSE					
DORSEY & WHITNEY LLP	3931388	LEGAL SERVICES - REPURPOS	12/04/2023	708.30	.00
Total 001-6200-64110 LEGAL EXPENSE:				708.30	.00
001-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	304001764	PN - CODE ON CHICKENS	11/07/2023	5.69	.00
OELWEIN PUBLISHING CO	304007831	NOV 13 MINUTES	11/22/2023	36.79	.00
Total 001-6200-64140 LEGAL PUBLICATION:				42.48	.00
001-6200-64950 CONTRACTS					
BAKER TILLY VIRCHOW KRAUS	CVC23967	PRORATED SEMI ANNUAL SUP	11/08/2023	73.00	.00
POWERDMS, INC.	INV-45853	POWER TIME SUBSCRIPTION	12/04/2023	875.00	.00
Total 001-6200-64950 CONTRACTS:				948.00	.00
001-6200-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	11/03/2023	50.86	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	12/03/2023	50.86	.00
COPY SYSTEMS INC	IN506943	COPIER MAINT SUPPORT	12/08/2023	12.03	.00
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	37.50	.00
CREATIVE PLANNING HOLDCO	CP147433	HOSTED EXCHANGE	12/01/2023	28.00	.00
CREATIVE PLANNING HOLDCO	CP147433	HOSTED EXCHANGE PLAN 2 -	12/01/2023	8.00	.00
CREATIVE PLANNING HOLDCO	CP147601	EMAIL SECURITY	12/01/2023	33.00	.00
OFFICE TOWNE INC	124471	PRESSTEX COVERS HANGING	12/11/2023	28.98	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	86.53	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	95.77	.00
Total 001-6200-65060 OFFICE SUPPLIES:				431.53	.00
001-6600-64080 INSURANCE-LIABILITY					
VOGEL INSURANCE AGENCY	834	ADD INS GENERATOR 200 W C	09/28/2023	74.00	74.00
VOGEL INSURANCE AGENCY	Inv 835 CM865	ADD INS BUILDING - 27 S FRE	09/28/2023	1,239.00	1,239.00
Total 001-6600-64080 INSURANCE-LIABILITY:				1,313.00	1,313.00
110-2100-61990 EMPLOYEE PERSONNEL EXPENSE					
COVENANT OCCUPATIONAL M	72989	ANNUAL QUERY	11/10/2023	12.00	.00
DANCORE	4720	2- coats - logo	12/08/2023	30.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
JOHN DEERE FINANCIAL F.S.B.	3025161	Insulated gloves, Hi Vis sweatshirt	11/09/2023	66.98	.00
JOHN DEERE FINANCIAL F.S.B.	3032356	Jacket Active Duck Black	12/01/2023	129.99	.00
TINDELL SHOES INC	Boots Mack I.	Georgia 28412	11/28/2023	161.46	.00
Total 110-2100-61990 EMPLOYEE PERSONNEL EXPENSE:				400.43	.00
110-2100-63100 BUILDING					
JOHN DEERE FINANCIAL F.S.B.	3030916	Digital Thermometer	11/27/2023	21.99	.00
Total 110-2100-63100 BUILDING:				21.99	.00
110-2100-63310 VEHICLE					
BAUM HYDRAULICS CORP	2299869	Easton Motor Series H	11/20/2023	380.56	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	1,217.49	.00
Total 110-2100-63310 VEHICLE:				1,598.05	.00
110-2100-63730 COMMUNICATIONS					
BIGLEAF NETWORKS INC	INV76837	PRIORITIZING BANDWIDTH - UT	12/01/2023	49.75	.00
MEDIACOM COMMUNICATIONS	00116348 2023	STREETS INTERNET SERVICE	11/28/2023	98.99	98.99
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	27.73	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	43.49	.00
Total 110-2100-63730 COMMUNICATIONS:				219.96	98.99
110-2100-65041 EQUIPMENT					
ACE HARDWARE	B130409	Pliers Combo	11/28/2023	19.99	.00
ARNOLD MOTOR SUPPLY LLP	09NV105079	Antifreeze for loader	12/13/2023	12.96	.00
HOUSBY HEAVY EQUIPMENT, L	111323	Fuel Filter (2)	11/21/2023	160.20	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	600.27	.00
Total 110-2100-65041 EQUIPMENT:				793.42	.00
110-2100-65060 OFFICE SUPPLIES					
ACE HARDWARE	B130397	Air Freshner (2)	11/28/2023	3.18	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	11/03/2023	25.43	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	12/03/2023	25.43	.00
COPY SYSTEMS INC	IN506943	COPIER MAINT SUPPORT	12/08/2023	12.03	.00
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	12.50	.00
CREATIVE PLANNING HOLDCO	CP147620	CLOUD CONT DESKTOP	12/01/2023	28.00	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	57.69	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	63.85	.00
Total 110-2100-65060 OFFICE SUPPLIES:				228.11	.00
110-2100-65070 SUPPLIES					
ACE HARDWARE	B130079	ext cord, receptacle, outlet	11/22/2023	19.15	.00
ARNOLD MOTOR SUPPLY LLP	09NV104724	Air filter, Break cleaner	12/07/2023	28.90	.00
FAYETTE CO ROAD DEPT	1882	Gallons of Emulsion	12/01/2023	1,950.00	.00
FAYETTE COUNTY SOLID WAST	154360	Trash to Landfill	11/29/2023	21.30	.00
FAYETTE COUNTY SOLID WAST	154366	Trash to Landfill	11/30/2023	22.80	.00
FAYETTE COUNTY SOLID WAST	154415	Trash to landfill	12/01/2023	22.20	.00
JOHN DEERE FINANCIAL F.S.B.	3028562	Shop towels	11/20/2023	23.98	.00
Total 110-2100-65070 SUPPLIES:				2,088.33	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
110-2300-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	11/28/2023	378.98	378.98
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	11/28/2023	8,469.14	8,469.14
Total 110-2300-63810 UTILITIES:				8,848.12	8,848.12
110-2300-65041 EQUIPMENT					
CARDMEMBER SERVICES	010815997	60W & 27W Corn bulbs	11/09/2023	321.28	.00
Total 110-2300-65041 EQUIPMENT:				321.28	.00
110-2700-65041 EQUIPMENT					
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	306.73	.00
Total 110-2700-65041 EQUIPMENT:				306.73	.00
110-6200-64010 AUDIT					
OFFICE OF AUDITOR OF STATE	2023 12 01	2022-2023 AUDIT FILING FEE	12/01/2023	125.00	.00
Total 110-6200-64010 AUDIT:				125.00	.00
110-6200-64950 CONTRACTS					
BAKER TILLY VIRCHOW KRAUS	CVC23967	PRORATED SEMI ANNUAL SUP	11/08/2023	73.00	.00
Total 110-6200-64950 CONTRACTS:				73.00	.00
112-3820-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/25/2023	164.01	164.01
Total 112-3820-61500 MEDICAL-HEALTH:				164.01	164.01
112-3820-61600 WORKMENS COMPENSATION					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	2,147.24	.00
Total 112-3820-61600 WORKMENS COMPENSATION:				2,147.24	.00
112-3820-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2023 12 08	DEC 08 MEDICAL CLAIMS	12/08/2023	7.85	7.85
Total 112-3820-61840 CLAIMS-SIDE FUND:				7.85	7.85
112-3830-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/25/2023	44.27	44.27
Total 112-3830-61500 MEDICAL-HEALTH:				44.27	44.27
112-3830-61600 WORKMENS COMPENSATION					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	6.19	.00
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	1,643.05	.00
Total 112-3830-61600 WORKMENS COMPENSATION:				1,649.24	.00
112-3830-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2023 11 22	NOV 22 MEDICAL CLAIMS	11/22/2023	57.49	57.49
Total 112-3830-61840 CLAIMS-SIDE FUND:				57.49	57.49

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
112-3840-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/25/2023	55.56	55.56
Total 112-3840-61500 MEDICAL-HEALTH:				55.56	55.56
112-3840-61600 WORKMENS COMPENSATION					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	1,313.39	.00
Total 112-3840-61600 WORKMENS COMPENSATION:				1,313.39	.00
112-3840-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2023 11 22	NOV 22 MEDICAL CLAIMS - LIB	11/22/2023	72.06	72.06
ADVANTAGE ADMINISTRATORS	2023 12 08	DEC 08 MEDICAL CLAIMS - LIB	12/08/2023	70.00	70.00
Total 112-3840-61840 CLAIMS-SIDE FUND:				142.06	142.06
112-3860-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/25/2023	56.45	56.45
Total 112-3860-61500 MEDICAL-HEALTH:				56.45	56.45
112-3860-61600 WORKMENS COMPENSATION					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	37.46	.00
Total 112-3860-61600 WORKMENS COMPENSATION:				37.46	.00
113-3900-61840 FLEX SPENDING					
ADVANTAGE ADMINISTRATORS	2023 11 29	PAYROLL DEDUCTION FLEX SP	11/29/2023	762.72	762.72
ADVANTAGE ADMINISTRATORS	2023 11 29	PAYROLL DEDUCTION FLEX SP	11/29/2023	762.72	762.72
Total 113-3900-61840 FLEX SPENDING:				1,525.44	1,525.44
123-1100-67990 POLICE CAPITAL					
CERTAPRO PAINTERS OF EAST	OC74291	Paint PD interior	12/12/2023	6,885.00	.00
Total 123-1100-67990 POLICE CAPITAL:				6,885.00	.00
123-5250-65041 FIRE CAPITAL					
VARSITY GROUP	14872	Outdoor LED Sign	12/06/2023	44,998.00	.00
Total 123-5250-65041 FIRE CAPITAL:				44,998.00	.00
123-5250-67701 LIBRARY CAPITAL					
MARTIN GARDNER ARCHITECT	2300623	PROJECT 2300184 OEL LIB CO	12/05/2023	6,000.00	.00
Total 123-5250-67701 LIBRARY CAPITAL:				6,000.00	.00
126-5206-64132 TIF TAX REBATE PERFORM REHAB					
PERFORMANCE REHAB 2 LLC	2023 12 12	TAX REBATE - TIF	12/12/2023	1,037.18	1,037.18
Total 126-5206-64132 TIF TAX REBATE PERFORM REHAB:				1,037.18	1,037.18
127-5302-64132 TIF TAX REBATE CORNERSTONE INN					
CORNERSTONE INN & SUITES	2023 12 12	TAX REBATE - TIF	12/12/2023	13,043.50	13,043.50
Total 127-5302-64132 TIF TAX REBATE CORNERSTONE INN:				13,043.50	13,043.50

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
127-5303-64132 TIF TAX REBATE HYVEE \$\$ FRESH					
HYVEE	2023 12 12	TAX REBATE - TIF	12/12/2023	2,571.06	2,571.06
Total 127-5303-64132 TIF TAX REBATE HYVEE \$\$ FRESH:				2,571.06	2,571.06
127-5304-64132 TIF TAX REBATE FORSYTH					
QUALITY PLUS MFG INC	2023 12 12	TAX REBATE TIF	12/12/2023	23,909.76	23,909.76
Total 127-5304-64132 TIF TAX REBATE FORSYTH:				23,909.76	23,909.76
127-5307-64132 TIF TAX REBATE ICE MFG					
ICE MANUFACTURING INC	2023 12 12	TAX REBATE - TIF	12/12/2023	2,373.30	2,373.30
Total 127-5307-64132 TIF TAX REBATE ICE MFG:				2,373.30	2,373.30
160-1710-63310 VEHICLE					
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	75.33	.00
Total 160-1710-63310 VEHICLE:				75.33	.00
160-1710-63730 COMMUNICATIONS					
BIGLEAF NETWORKS INC	INV76836	PRIORITIZING BANDWIDTH - CI	12/01/2023	39.80	.00
Total 160-1710-63730 COMMUNICATIONS:				39.80	.00
160-1710-63750 CELLULAR/PAGING					
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	21.75	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	30.65	.00
US CELLULAR	453072630 202	TABLET	12/02/2023	70.00	.00
Total 160-1710-63750 CELLULAR/PAGING:				122.40	.00
160-1710-64080 INSURANCE-LIABILITY					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	111.39	.00
Total 160-1710-64080 INSURANCE-LIABILITY:				111.39	.00
160-5200-63730 COMMUNICATIONS					
AT&T MOBILITY LLC	287315354942	FIRSTNET INTERNET SERVICE	12/06/2023	10.31	10.31
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	55.45	.00
Total 160-5200-63730 COMMUNICATIONS:				65.76	10.31
160-5200-64010 AUDIT					
OFFICE OF AUDITOR OF STATE	2023 12 01	2022-2023 AUDIT FILING FEE	12/01/2023	156.25	.00
Total 160-5200-64010 AUDIT:				156.25	.00
160-5200-64110 LEGAL EXPENSE					
DORSEY & WHITNEY LLP	3931388	LEGAL SERVICES - REPURPOS	12/04/2023	472.20	.00
Total 160-5200-64110 LEGAL EXPENSE:				472.20	.00
160-5200-64133 TOURISM					
ALLIANT ENERGY	6464321877 20	ELECTRIC SERVICE	12/07/2023	288.92	288.92
ALLIANT ENERGY	8100421000 20	ELECTRIC SERVICE	12/07/2023	28.94	28.94

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 160-5200-64133 TOURISM:				317.86	317.86
160-5200-64139 OCAD DUES					
OELWEIN CHAMBER & AREA D	2023 12 08	2ND QTR CONTRIBUTION	12/08/2023	12,500.00	.00
Total 160-5200-64139 OCAD DUES:				12,500.00	.00
160-5200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	304001764	PN - CODE ON CHICKENS	11/07/2023	1.90	.00
OELWEIN PUBLISHING CO	304007831	NOV 13 MINUTES	11/22/2023	12.26	.00
Total 160-5200-64140 LEGAL PUBLICATION:				14.16	.00
160-5200-64904 JUNK HOUSE REMOVAL					
FAYETTE CO TREASURER	1821401011 20	PROPERTY TAXES 33 S FREDE	11/28/2023	6,214.00	6,214.00
Total 160-5200-64904 JUNK HOUSE REMOVAL:				6,214.00	6,214.00
160-5200-65060 OFFICE SUPPLIES					
COPY SYSTEMS INC	IN506943	COPIER MAINT SUPPORT	12/08/2023	12.03	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	86.53	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	95.78	.00
Total 160-5200-65060 OFFICE SUPPLIES:				194.34	.00
160-5200-67900 ED INFRASTRUCTURE/PLANNING					
FEHR GRAHAM ENGINEERING	119929	PROJECT 23-1206 DOWNTOWN	11/24/2023	1,489.75	.00
Total 160-5200-67900 ED INFRASTRUCTURE/PLANNING:				1,489.75	.00
200-7100-68009 2022 GO BONDS					
UMB BANK NA	OELWEIN 202	2022 BONDS INTEREST PAYME	11/29/2023	41,550.02	41,550.02
Total 200-7100-68009 2022 GO BONDS:				41,550.02	41,550.02
200-7100-68015 2020 GO BOND					
UMB BANK NA	OELWEIN 202	2020 BONDS INTEREST PAYME	11/29/2023	18,650.00	18,650.00
Total 200-7100-68015 2020 GO BOND:				18,650.00	18,650.00
200-7100-68016 UR GO BOND ED 2016A					
UMB BANK NA	OELWEIN 202	2016A BONDS INTEREST PAYM	11/29/2023	46,000.00	46,000.00
UMB BANK NA	OELWEIN 202	2016A BONDS SERVICE FEE	11/29/2023	250.00	250.00
Total 200-7100-68016 UR GO BOND ED 2016A:				46,250.00	46,250.00
200-7100-68017 2016B GO BOND					
UMB BANK NA	OELWEIN 201	2016B BONDS INTEREST PAYM	11/29/2023	4,028.75	4,028.75
UMB BANK NA	OELWEIN 201	2016B BONDS SERVICE FEES	11/29/2023	250.00	250.00
Total 200-7100-68017 2016B GO BOND:				4,278.75	4,278.75
200-7100-68019 2016D WATER REVENUE BONDS					
UMB BANK NA	OELWEIN 201	2016D BONDS SERVICE FEES	11/29/2023	250.00	250.00
UMB BANK NA	OELWEIN 201	2016D BONDS INTEREST PAYM	11/29/2023	3,153.75	3,153.75

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 200-7100-68019 2016D WATER REVENUE BONDS:				3,403.75	3,403.75
201-7120-68010 SRF PAYMENT WATER					
IOWA FINANCE AUTHORITY	D0180R 2023	WATER SYS IMP INTEREST PAY	12/01/2023	2,791.25	2,791.25
Total 201-7120-68010 SRF PAYMENT WATER:				2,791.25	2,791.25
201-7120-68021 SRF 42 WELL					
IOWA FINANCE AUTHORITY	D0444RT 2023	42 WELL BOND INTEREST PAY	12/01/2023	9,415.00	9,415.00
IOWA FINANCE AUTHORITY	D0444RT 2023	42 WELL BOND SERVICE FEE	12/01/2023	1,345.00	1,345.00
Total 201-7120-68021 SRF 42 WELL:				10,760.00	10,760.00
201-7120-68022 SRFWTRMNREPL 1 AV NE5 12 AV SE					
IOWA FINANCE AUTHORITY	D0570R 2023	WATERMAIN REPLACE 1ST AVE	12/01/2023	1,191.20	1,191.20
IOWA FINANCE AUTHORITY	D0570R 2023	WATERMAIN REPLACE 1ST AVE	12/01/2023	170.17	170.17
Total 201-7120-68022 SRFWTRMNREPL 1 AV NE5 12 AV SE:				1,361.37	1,361.37
202-8350-68010 SRF PAYMENT WWTP					
IOWA FINANCE AUTHORITY	MC67RT 2023	WWTP BOND INTEREST PAYME	12/01/2023	14,892.50	14,892.50
Total 202-8350-68010 SRF PAYMENT WWTP:				14,892.50	14,892.50
202-8350-68012 SRF PAYMENT 1ST AVE LIFT					
IOWA FINANCE AUTHORITY	C0491R 2023	1ST AVE LIFT STATION BOND IN	12/01/2023	3,937.50	3,937.50
IOWA FINANCE AUTHORITY	C0491R 2023	1ST AVE LIFT STATION BOND S	12/01/2023	562.50	562.50
Total 202-8350-68012 SRF PAYMENT 1ST AVE LIFT:				4,500.00	4,500.00
202-8350-68020 SRF PAYMT 20TH ST LIFT STATION					
IOWA FINANCE AUTHORITY	C0901RT 2023	20TH LIFT STATION BOND INTE	12/01/2023	866.25	866.25
IOWA FINANCE AUTHORITY	C0901RT 2023	20TH LIFT STATION BOND SER	12/01/2023	123.75	123.75
Total 202-8350-68020 SRF PAYMT 20TH ST LIFT STATION:				990.00	990.00
305-2800-64950 CONTRACTS					
AECOM TECHNICAL SERVICES	2000823493	PROJECT 60684307 OLZ PAVEM	11/13/2023	2,294.78	.00
AECOM TECHNICAL SERVICES	2000835494	PROJECT 60684307 OLZ PAVEM	12/13/2023	1,514.31	.00
Total 305-2800-64950 CONTRACTS:				3,809.09	.00
360-7520-67850 CONSTRUCTION					
DAVE SCHMITT CONSTRUCTIO	2023 11 30	PAY REQ # 4 OELWEIN NE SANI	12/11/2023	149,012.91	.00
Total 360-7520-67850 CONSTRUCTION:				149,012.91	.00
387-7560-64950 CONTRACTS					
FEHR GRAHAM ENGINEERING	119930	PROJECT 23-500 OELWEIN EVE	11/24/2023	731.50	.00
Total 387-7560-64950 CONTRACTS:				731.50	.00
600-6200-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/25/2023	66.85	66.85

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 600-6200-61500 MEDICAL-HEALTH:				66.85	66.85
600-6200-61600 WORKMENS COMPENSATION					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	726.29	.00
Total 600-6200-61600 WORKMENS COMPENSATION:				726.29	.00
600-6200-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2023 11 22	NOV 22 MEDICAL CLAIMS	11/22/2023	35.00	35.00
ADVANTAGE ADMINISTRATORS	2023 12 08	DEC 08 MEDICAL CLAIMS	12/08/2023	7.85	7.85
Total 600-6200-61840 CLAIMS-SIDE FUND:				42.85	42.85
600-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	8557 DM IAMU	IAMU OSHA WEBINAR - B WED	11/21/2023	48.33	.00
Total 600-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				48.33	.00
600-6200-63100 BUILDING					
ACE HARDWARE	B129651	VELCRO - POSTERS/SIGNS	11/15/2023	12.33	.00
ACE HARDWARE	B130078	RED & GREEN LIGHT BULBS - C	11/22/2023	5.98	.00
CARDMEMBER SERVICES	8557 DM 2023	CANVAS PRINTS - COUNCIL RO	12/01/2023	245.48	.00
Total 600-6200-63100 BUILDING:				263.79	.00
600-6200-63730 COMMUNICATIONS					
AT&T MOBILITY LLC	287315354942	FIRSTNET INTERNET SERVICE	12/06/2023	10.32	10.32
BIGLEAF NETWORKS INC	INV76836	PRIORITIZING BANDWIDTH - CI	12/01/2023	39.80	.00
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	55.45	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	26.09	.00
Total 600-6200-63730 COMMUNICATIONS:				131.66	10.32
600-6200-63810 UTILITIES					
ALLIANT ENERGY	8482421000 20	ELECTRIC SERVICE - CAR CHA	12/06/2023	11.69	11.69
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	62.30	62.30
Total 600-6200-63810 UTILITIES:				73.99	73.99
600-6200-64010 AUDIT					
OFFICE OF AUDITOR OF STATE	2023 12 01	2022-2023 AUDIT FILING FEE	12/01/2023	62.50	.00
Total 600-6200-64010 AUDIT:				62.50	.00
600-6200-64110 LEGAL EXPENSE					
DORSEY & WHITNEY LLP	3931388	LEGAL SERVICES - REPURPOS	12/04/2023	590.25	.00
Total 600-6200-64110 LEGAL EXPENSE:				590.25	.00
600-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	304001764	PN - CODE ON CHICKENS	11/07/2023	2.53	.00
OELWEIN PUBLISHING CO	304007831	NOV 13 MINUTES	11/22/2023	16.35	.00
Total 600-6200-64140 LEGAL PUBLICATION:				18.88	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
600-6200-64950 CONTRACTS					
BAKER TILLY VIRCHOW KRAUS	CVC23967	PRORATED SEMI ANNUAL SUP	11/08/2023	73.00	.00
POWERDMS, INC.	INV-45853	POWER TIME SUBSCRIPTION	12/04/2023	875.00	.00
Total 600-6200-64950 CONTRACTS:				948.00	.00
600-6200-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	11/03/2023	50.86	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	12/03/2023	50.86	.00
COPY SYSTEMS INC	IN506943	COPIER MAINT SUPPORT	12/08/2023	12.03	.00
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	37.50	.00
CREATIVE PLANNING HOLDCO	CP147433	HOSTED EXCHANGE	12/01/2023	28.00	.00
CREATIVE PLANNING HOLDCO	CP147601	EMAIL SECURITY	12/01/2023	33.00	.00
FIDELITY BANK & TRUST	2023 11 29	PSN MONTHLY FEE-CR CARD/D	11/29/2023	27.45	27.45
FIDELITY BANK & TRUST	2023 12	PSN MONTHLY FEE-CR CARD/D	12/12/2023	27.45	.00
FIDELITY BANK & TRUST	2023 12	PSN ANNUAL SECURITY COMP	12/12/2023	44.50	.00
OFFICE TOWNE INC	124471	PRESSTEX COVERS HANGING	12/11/2023	28.98	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	86.54	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	95.77	.00
U S POST OFFICE	2023 12 01	DEC WATER BILL POSTAGE	12/01/2023	309.20	309.20
Total 600-6200-65060 OFFICE SUPPLIES:				832.14	336.65
600-8100-61990 EMPLOYEE PERSONNEL EXPENSE					
COVENANT OCCUPATIONAL M	72989	ANNUAL QUERY	11/10/2023	29.00	.00
JOHN DEERE FINANCIAL F.S.B.	3025233	CINCI boots, sweatshirt	11/09/2023	229.98	.00
JOHN DEERE FINANCIAL F.S.B.	3025303	High Vis sweatshirt	11/09/2023	49.99	.00
JOHN DEERE FINANCIAL F.S.B.	3025304	3- canvas HD wolf gray	11/09/2023	119.97	.00
JOHN DEERE FINANCIAL F.S.B.	3029202	Boots	11/22/2023	189.99	.00
Total 600-8100-61990 EMPLOYEE PERSONNEL EXPENSE:				618.93	.00
600-8100-63310 VEHICLE					
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	409.92	.00
Total 600-8100-63310 VEHICLE:				409.92	.00
600-8100-63730 COMMUNICATIONS					
BIGLEAF NETWORKS INC	INV76837	PRIORITIZING BANDWIDTH - UT	12/01/2023	49.75	.00
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	110.91	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	61.82	.00
US CELLULAR	453072630 202	TABLET	12/02/2023	48.09	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	27.15	.00
Total 600-8100-63730 COMMUNICATIONS:				297.72	.00
600-8100-64920 ONE CALL					
IOWA ONE CALL	256223	ONE CALLS	11/17/2023	37.80	.00
Total 600-8100-64920 ONE CALL:				37.80	.00
600-8100-65041 EQUIPMENT					
HAWKINS INC	6642786	4OOR Load Cell	12/07/2023	832.97	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	235.84	.00
USABLUBOOK	INV00207259	Hydrant buddy	11/29/2023	5,547.68	.00
UTILITY EQUIPMENT CO	30068267-000	Flange Kit	11/29/2023	466.14	.00
UTILITY EQUIPMENT CO	30068644-000	Arch Patt Curb stop, (3)	11/27/2023	467.04	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
UTILITY EQUIPMENT CO	30068647-000	Curb Stop	11/27/2023	186.02	.00
UTILITY EQUIPMENT CO	30068677-000	Curb Stop	11/29/2023	963.88	.00
Total 600-8100-65041 EQUIPMENT:				8,699.57	.00
600-8100-65060 OFFICE SUPPLIES					
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	25.00	.00
CREATIVE PLANNING HOLDCO	CP147620	CLOUD CONT DESKTOP	12/01/2023	28.00	.00
OFFICE TOWNE INC	124326	Desk Calendar	11/29/2023	4.16	.00
Total 600-8100-65060 OFFICE SUPPLIES:				57.16	.00
600-8100-65070 SUPPLIES					
ACE HARDWARE	A284751	Batteries	11/30/2023	23.98	.00
ACE HARDWARE	B130443	Grease Faucet & Valve	11/29/2023	3.94	.00
EUROFINS ENVIRONMENT TES	3100132216	WATER SAMPLES	11/30/2023	299.60	.00
FAREWAY STORES INC	00065049	Ice	11/02/2023	4.99	.00
FAYETTE COUNTY SOLID WAST	154360	Trash to Landfill	11/29/2023	21.30	.00
FAYETTE COUNTY SOLID WAST	154366	Trash to Landfill	11/30/2023	22.80	.00
FAYETTE COUNTY SOLID WAST	154415	Trash to landfill	12/01/2023	22.20	.00
JOHN DEERE FINANCIAL F.S.B.	3027779	2 Stroke Oil (4)	11/17/2023	15.96	.00
JOHN DEERE FINANCIAL F.S.B.	3028734	cable ties 24"	11/20/2023	33.98	.00
JOHN DEERE FINANCIAL F.S.B.	3031973	50W 6K Lumen bulb	11/30/2023	99.95	.00
MANATTS INC	5123342	Concrete	12/12/2023	1,752.00	.00
ZUPKE SAND & GRAVEL	155596	Fill Sand	11/30/2023	1,555.96	.00
Total 600-8100-65070 SUPPLIES:				3,856.66	.00
640-8250-65041 EQUIPMENT					
IA DEPT NATURAL RESOURCES	198603098 202	ANNUAL STORAGE TANK FEE	12/01/2023	130.00	.00
Total 640-8250-65041 EQUIPMENT:				130.00	.00
670-8400-65060 OFFICE SUPPLIES					
U S POST OFFICE	2023 12 01	DEC WATER BILL POSTAGE	12/01/2023	145.50	145.50
Total 670-8400-65060 OFFICE SUPPLIES:				145.50	145.50
670-8420-64950 BLACKHAWK CONTRACT					
KLUESNER SANITATION LLC	72738	monthly garbage & recycling picku	12/01/2023	30,490.62	.00
Total 670-8420-64950 BLACKHAWK CONTRACT:				30,490.62	.00
671-8410-65060 OFFICE SUPPLIES					
U S POST OFFICE	2023 12 01	DEC WATER BILL POSTAGE	12/01/2023	72.75	72.75
Total 671-8410-65060 OFFICE SUPPLIES:				72.75	72.75
680-8220-63730 COMMUNICATIONS					
CARDMEMBER SERVICES	3397 JR 2023	YES! MUSIC MONTHLY SUB	11/25/2023	8.94	.00
Total 680-8220-63730 COMMUNICATIONS:				8.94	.00
680-8220-64090 JANITORIAL					
COVENANT MEDICAL CENTER I	2231128	OCTOBER JANITORIAL EXPENS	11/28/2023	1,406.74	1,406.74

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 680-8220-64090 JANITORIAL:				1,406.74	1,406.74
680-8220-64950 CONTRACTS					
COVENANT MEDICAL CENTER I	2231128	OCTOBER WELLNESS EXPENS	11/28/2023	13,852.36	13,852.36
Total 680-8220-64950 CONTRACTS:				13,852.36	13,852.36
680-8220-65041 EQUIPMENT					
CARDMEMBER SERVICES	112048281887	Slam balls & Exercise bands	10/31/2023	259.64	.00
Total 680-8220-65041 EQUIPMENT:				259.64	.00
680-8220-65060 OFFICE SUPPLIES					
FIDELITY BANK & TRUST	2023 11 29	WELLNESS CENTER MERCHAN	11/29/2023	136.00	136.00
FIDELITY BANK & TRUST	2023 11 29	WELLNESS TSYS FEES-ACH BI	11/29/2023	174.90	174.90
FIDELITY BANK & TRUST	2023 11 29	WELLNESS BANKCARD FEES	11/29/2023	242.15	242.15
FIDELITY BANK & TRUST	2023 12	WELLNESS CENTER MERCHAN	12/12/2023	199.14	.00
FIDELITY BANK & TRUST	2023 12	WELLNESS TSYS FEES-ACH BI	12/12/2023	174.70	.00
FIDELITY BANK & TRUST	2023 12	WELLNESS BANKCARD FEES	12/12/2023	180.80	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	28.85	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	31.93	.00
Total 680-8220-65060 OFFICE SUPPLIES:				1,168.47	553.05
680-8220-65070 SUPPLIES					
COPY SYSTEMS INC	IN506519	COPIER MAINT SUPPORT	12/05/2023	44.58	.00
JOHN DEERE FINANCIAL F.S.B.	3025172	Paint Tape, Paint brushes, Laundr	11/09/2023	43.71	.00
Total 680-8220-65070 SUPPLIES:				88.29	.00
680-8220-65350 AFTER SCHOOL PROGRAMS					
CARDMEMBER SERVICES	112003681859	Snacks & Drinks ASP	11/07/2023	72.31	.00
CARDMEMBER SERVICES	112-0601895-5	ASP Snacks	11/29/2023	18.50	.00
CARDMEMBER SERVICES	112-2840067-2	ASP Snacks	12/04/2023	50.32	.00
CARDMEMBER SERVICES	114-7859543-5	ASP Drinks	11/24/2023	14.95	.00
JOHN DEERE FINANCIAL F.S.B.	3025172	Snacks ASP	11/09/2023	21.87	.00
Total 680-8220-65350 AFTER SCHOOL PROGRAMS:				177.95	.00
700-6200-61500 MEDICAL-HEALTH					
UNUM LIFE INSURANCE CO O	0618207-0015	LIFE INSURANCE PREMIUM	11/25/2023	76.36	76.36
Total 700-6200-61500 MEDICAL-HEALTH:				76.36	76.36
700-6200-61600 WORKMENS COMPENSATION					
IMWCA	INV88628	WORKERS COMP PREM 23-24	12/01/2023	661.99	.00
Total 700-6200-61600 WORKMENS COMPENSATION:				661.99	.00
700-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	8557 DM IAMU	IAMU OSHA WEBINAR - B WED	11/21/2023	48.34	.00
Total 700-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				48.34	.00
700-6200-63100 BUILDING					
ACE HARDWARE	B129651	VELCRO - POSTERS/SIGNS	11/15/2023	12.33	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ACE HARDWARE	B130078	RED & GREEN LIGHT BULBS - C	11/22/2023	5.98	.00
CARDMEMBER SERVICES	8557 DM 2023	CANVAS PRINTS - COUNCIL RO	12/01/2023	245.49	.00
Total 700-6200-63100 BUILDING:				263.80	.00
700-6200-63730 COMMUNICATIONS					
AT&T MOBILITY LLC	287315354942	FIRSTNET INTERNET SERVICE	12/06/2023	10.32	10.32
BIGLEAF NETWORKS INC	INV76836	PRIORITIZING BANDWIDTH - CI	12/01/2023	39.80	.00
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	55.45	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	26.09	.00
Total 700-6200-63730 COMMUNICATIONS:				131.66	10.32
700-6200-63810 UTILITIES					
ALLIANT ENERGY	8482421000 20	ELECTRIC SERVICE - CAR CHA	12/06/2023	11.70	11.70
EAGLE POINT ENERGY 5 LLC	OELWEIN 62	ELECTRIC SERVICE	12/05/2023	62.31	62.31
Total 700-6200-63810 UTILITIES:				74.01	74.01
700-6200-64010 AUDIT					
OFFICE OF AUDITOR OF STATE	2023 12 01	2022-2023 AUDIT FILING FEE	12/01/2023	62.50	.00
Total 700-6200-64010 AUDIT:				62.50	.00
700-6200-64110 LEGAL EXPENSE					
DORSEY & WHITNEY LLP	3931388	LEGAL SERVICES - REPURPOS	12/04/2023	590.25	.00
Total 700-6200-64110 LEGAL EXPENSE:				590.25	.00
700-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	304001764	PN - CODE ON CHICKENS	11/07/2023	2.52	.00
OELWEIN PUBLISHING CO	304007831	NOV 13 MINUTES	11/22/2023	16.36	.00
Total 700-6200-64140 LEGAL PUBLICATION:				18.88	.00
700-6200-64950 CONTRACTS					
BAKER TILLY VIRCHOW KRAUS	CVC23967	PRORATED SEMI ANNUAL SUP	11/08/2023	73.00	.00
POWERDMS, INC.	INV-45853	POWER TIME SUBSCRIPTION	12/04/2023	875.00	.00
Total 700-6200-64950 CONTRACTS:				948.00	.00
700-6200-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	11/03/2023	50.86	.00
CARDMEMBER SERVICES	8557 DM ADO	ADOBE - MONTHLY SUBSCRIPT	12/03/2023	50.86	.00
COPY SYSTEMS INC	IN506943	COPIER MAINT SUPPORT	12/08/2023	12.04	.00
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	37.50	.00
CREATIVE PLANNING HOLDCO	CP147433	HOSTED EXCHANGE	12/01/2023	28.00	.00
CREATIVE PLANNING HOLDCO	CP147601	EMAIL SECURITY	12/01/2023	33.00	.00
FIDELITY BANK & TRUST	2023 11 29	PSN MONTHLY FEE-CR CARD/D	11/29/2023	27.45	27.45
FIDELITY BANK & TRUST	2023 12	PSN MONTHLY FEE-CR CARD/D	12/12/2023	27.45	.00
FIDELITY BANK & TRUST	2023 12	PSN ANNUAL SECURITY COMP	12/12/2023	44.50	.00
OFFICE TOWNE INC	124471	PRESSTEX COVERS HANGING	12/11/2023	28.99	.00
STOREY KENWORTHY CORP	PINV1131124	REGULAR ENVELOPES	11/02/2023	86.54	.00
STOREY KENWORTHY CORP	PINV1131125	WINDOW ENVELOPES	11/02/2023	95.78	.00
U S POST OFFICE	2023 12 01	DEC WATER BILL POSTAGE	12/01/2023	381.95	381.95

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 700-6200-65060 OFFICE SUPPLIES:				904.92	409.40
700-8310-63310 VEHICLE					
JOHN DEERE FINANCIAL F.S.B.	3030916	Tarp Strap, Steering wheel spinne	11/27/2023	22.72	.00
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	52.99	.00
Total 700-8310-63310 VEHICLE:				75.71	.00
700-8310-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	11/28/2023	489.72	489.72
Total 700-8310-63810 UTILITIES:				489.72	489.72
700-8310-64920 ONE CALL					
IOWA ONE CALL	256223	ONE CALLS	11/17/2023	37.80	.00
Total 700-8310-64920 ONE CALL:				37.80	.00
700-8310-65041 EQUIPMENT					
UTILITY EQUIPMENT CO	30068644-000	Sewer Saddle	11/27/2023	461.70	.00
Total 700-8310-65041 EQUIPMENT:				461.70	.00
700-8310-65060 OFFICE SUPPLIES					
CREATIVE PLANNING HOLDCO	CP147620	CLOUD CONT DESKTOP	12/01/2023	28.00	.00
Total 700-8310-65060 OFFICE SUPPLIES:				28.00	.00
700-8310-65070 SUPPLIES					
FAYETTE COUNTY SOLID WAST	154360	Trash to Landfill	11/29/2023	21.30	.00
FAYETTE COUNTY SOLID WAST	154366	Trash to Landfill	11/30/2023	22.80	.00
FAYETTE COUNTY SOLID WAST	154415	Trash to landfill	12/01/2023	22.20	.00
Total 700-8310-65070 SUPPLIES:				66.30	.00
700-8500-61990 EMPLOYEE PERSONNEL EXPENSE					
COVENANT OCCUPATIONAL M	72989	ANNUAL QUERY	11/10/2023	12.00	.00
JOHN DEERE FINANCIAL F.S.B.	3032023	Black jacket, bibs, and gloves	11/30/2023	256.97	.00
MATT ROGERS	11.29.23	Certificate Fee	11/29/2023	83.54	83.54
Total 700-8500-61990 EMPLOYEE PERSONNEL EXPENSE:				352.51	83.54
700-8500-63310 VEHICLE					
OELWEIN FUEL FUND	2023 11 30	FUEL NOV 01 2023 TO NOV 30 2	11/30/2023	181.26	.00
Total 700-8500-63310 VEHICLE:				181.26	.00
700-8500-63730 COMMUNICATIONS					
BIGLEAF NETWORKS INC	INV76837	PRIORITIZING BANDWIDTH - UT	12/01/2023	49.75	.00
RINGCENTRAL INC	CD_00070948	PHONE SERVICE	12/05/2023	55.46	.00
US CELLULAR	453072630 202	CELLPHONE SERVICE	12/02/2023	27.15	.00
Total 700-8500-63730 COMMUNICATIONS:				132.36	.00
700-8500-65041 EQUIPMENT					
ELECTRIC PUMP INC	903871-IN	MP258-2 2.3/230/0 30' FLS FV	11/21/2023	3,558.06	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
SUPERIOR INDUSTRIAL EQUIP	23-5220	Casing, gasket for main lift	11/22/2023	326.25	.00
Total 700-8500-65041 EQUIPMENT:				3,884.31	.00
700-8500-65060 OFFICE SUPPLIES					
CREATIVE PLANNING HOLDCO	CP147433	PREMIUM OFFICE 365	12/01/2023	25.00	.00
Total 700-8500-65060 OFFICE SUPPLIES:				25.00	.00
700-8500-65070 SUPPLIES					
EUROFINS ENVIRONMENT TES	3100132119	WASTEWATER SAMPLES	11/30/2023	1,139.55	.00
FAREWAY STORES INC	00134720	Charmin, Distilled H2O, Ice	11/29/2023	57.83	.00
FAYETTE COUNTY SOLID WAST	154360	Trash to Landfill	11/29/2023	21.30	.00
FAYETTE COUNTY SOLID WAST	154366	Trash to Landfill	11/30/2023	22.80	.00
FAYETTE COUNTY SOLID WAST	154415	Trash to landfill	12/01/2023	22.20	.00
JOHN DEERE FINANCIAL F.S.B.	3028758	PVC slip joing, fittings	11/20/2023	7.66	.00
JOHN DEERE FINANCIAL F.S.B.	3031229	24' freeze prot cable, mapp gas	11/28/2023	55.96	.00
STATE HYGIENIC LABORATORY	269345	St Hygienic Lab	10/25/2023	529.00	.00
Total 700-8500-65070 SUPPLIES:				1,856.30	.00
706-8315-64070 ENGINEERING					
FOX STRAND INC	204446	PROJECT 7038.021 REED BED	11/13/2023	1,412.00	.00
Total 706-8315-64070 ENGINEERING:				1,412.00	.00
706-8315-67613 CONSTRUCTION					
SHIFT COMPANIES LLC	2023 11 30	PAY REQ # 1 REED BED EXPAN	12/11/2023	99,750.00	.00
Total 706-8315-67613 CONSTRUCTION:				99,750.00	.00
Grand Totals:				657,786.13	237,205.06

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
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Report Criteria:

- Detail report.
 - Invoices with totals above \$0.00 included.
 - Paid and unpaid invoices included.
-

Report Criteria:
Summary report

Check Number	Check Issue Date	Payee	Amount
61402	11/29/2023	MATTHEW BAERG	304.00
61403	11/29/2023	CHRISTOPHER BRUNSCHEON	180.00
61404	11/29/2023	MATTHEW DERIFIELD	480.00
61405	11/29/2023	KATE DERIFIELD	54.00
61406	11/29/2023	SEAN EMERY	80.00
61407	11/29/2023	MICHAEL FAUSER	44.00
61408	11/29/2023	DENNY HAAR	104.00
61409	11/29/2023	RYAN HAAR	102.00
61410	11/29/2023	MICHAEL HILLMAN	158.00
61411	11/29/2023	JASON HOVELAND	232.00
61412	11/29/2023	JUSTIN JOHNSON	144.00
61413	11/29/2023	JAMES LINDSTROM	86.00
61414	11/29/2023	TIMOTHY MEANEY	38.00
61415	11/29/2023	JAY MELCHERT	92.00
61416	11/29/2023	PAUL MILLHOUSE	44.00
61417	11/29/2023	NICHOLAS PALMER	202.00
61418	11/29/2023	TIMOTHY PALMER	140.00
61419	11/29/2023	JESSE PAUL	74.00
61420	11/29/2023	KYLE RANDALL	114.00
61421	11/29/2023	ZACHARY SHANNON	354.00
61422	11/29/2023	BEN STEENBOCK	126.00
61423	11/29/2023	JAMES TUECKE	228.00
61424	11/29/2023	MATTHEW WEBER	118.00
61425	11/29/2023	JAMIE JACOBS (HARRINGS)	80.00
61447	12/13/2023	GET R' FRIED	151.95
61448	12/13/2023	LYLE OR JULIE GORDON	156.76
61449	12/13/2023	JOE HAWKINS	156.69
61450	12/13/2023	ROGER OR BEVERLY JEANES	156.76
61451	12/13/2023	JADE NUEHRING	248.81
61452	12/13/2023	KEITH PEEBLES OR LIANA MCMILLEN	156.84
61453	12/13/2023	JODIE VOELSCHOW	156.75
61454	12/13/2023	RHONDA WILLIAMS	156.68
61455	12/14/2023	J. LEE PROPERTIES	14.58
61456	12/14/2023	LYNN RUNDLE	600.00
Grand Totals:			<u>5,533.82</u>

Report Criteria:
Detail Report

Check Number	Check Issue Date	Payee	Amount			
61402	11/29/2023	MATTHEW BAERG				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	304.00	304.00
61403	11/29/2023	CHRISTOPHER BRUNSCHEON				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	180.00	180.00
61404	11/29/2023	MATTHEW DERIFIELD				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	480.00	480.00
61405	11/29/2023	KATE DERIFIELD				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	54.00	54.00
61406	11/29/2023	SEAN EMERY				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	80.00	80.00
61407	11/29/2023	MICHAEL FAUSER				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	44.00	44.00
61408	11/29/2023	DENNY HAAR				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	104.00	104.00
61409	11/29/2023	RYAN HAAR				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	102.00	102.00

Check Number	Check Issue Date	Payee	Amount			
61410	11/29/2023	MICHAEL HILLMAN				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	158.00	158.00
61411	11/29/2023	JASON HOVELAND				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	232.00	232.00
61412	11/29/2023	JUSTIN JOHNSON				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	144.00	144.00
61413	11/29/2023	JAMES LINDSTROM				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	86.00	86.00
61414	11/29/2023	TIMOTHY MEANEY				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	38.00	38.00
61415	11/29/2023	JAY MELCHERT				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	92.00	92.00
61416	11/29/2023	PAUL MILLHOUSE				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	44.00	44.00
61417	11/29/2023	NICHOLAS PALMER				
	<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>	<u>Check Amount</u>
	1		UNIFORM ALLOWANCE	001-1500-61810	202.00	202.00
61418	11/29/2023	TIMOTHY PALMER				

Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	140.00	140.00
61419 11/29/2023 JESSE PAUL					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	74.00	74.00
61420 11/29/2023 KYLE RANDALL					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	114.00	114.00
61421 11/29/2023 ZACHARY SHANNON					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	354.00	354.00
61422 11/29/2023 BEN STEENBOCK					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	126.00	126.00
61423 11/29/2023 JAMES TUECKE					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	228.00	228.00
61424 11/29/2023 MATTHEW WEBER					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	118.00	118.00
61425 11/29/2023 JAMIE JACOBS (HARRINGS)					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		UNIFORM ALLOWANCE	001-1500-61810	80.00	80.00
61447 12/13/2023 GET R' FRIED					
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	1.95	151.95

Sequence	Source	Description	GL Account	Amount	Check Amount
61448	12/13/2023	LYLE OR JULIE GORDON			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	6.76	156.76
61449	12/13/2023	JOE HAWKINS			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	6.69	156.69
61450	12/13/2023	ROGER OR BEVERLY JEANES			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	6.76	156.76
61451	12/13/2023	JADE NUEHRING			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	238.43	
2		REFUND INTEREST	620-8130-68515	10.38	248.81
61452	12/13/2023	KEITH PEEBLES OR LIANA MCMILLEN			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	6.84	156.84
61453	12/13/2023	JODIE VOELSCHOW			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	6.75	156.75
61454	12/13/2023	RHONDA WILLIAMS			
Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND WATER DEPOSIT	620-8130-64912	150.00	
2		REFUND INTEREST	620-8130-68515	6.68	156.68
61455	12/14/2023	J. LEE PROPERTIES			

Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND OVERPAYMENT ON ACCT	999-1111	14.58	14.58

61456 12/14/2023 LYNN RUNDLE

Sequence	Source	Description	GL Account	Amount	Check Amount
1		REFUND OVERPAYMENT ON ACCT	999-1111	600.00	600.00

Grand Totals: 5,533.82

Report Criteria:
Detail Report

CITY OF OELWEIN**NOTICE OF PUBLIC HEARING ON PROPOSED VACATION AND TRANSFER OF CITY
ALLEYWAY RIGHT OF WAY**

Notice is hereby given that the City of Oelwein, Fayette County, Iowa, proposes to vacate and transfer certain City right of way deemed to have no public purpose, where said vacation and transfer will not deny owners abutting said ROW reasonable access to their property, the unimproved ROW proposed to be vacated and transferred being described as: The west ½ of the alleyway right of way lying adjacent to and north of Lot 14 and the west 22.65' of Lot 15, Schaums Addition to Oelwein, Fayette County, Iowa; and The east ½ of the alleyway right of way lying adjacent to and north of Lot 16 and the east 27.35' of Lot 15, Schaums Addition to Oelwein, Fayette County, Iowa.

The City Council proposes to transfer the above-described right of way to two adjacent property owners consistent with applications submitted by Jimmie Lonzo Holley and Nancy Holley, and Russell J. McNamara and Connie McNamara.

Public Hearing on the proposed Vacation and Transfer of said ROW is scheduled for 6:00 p.m. on December 18, 2023 during the regular City Council meeting of the City of Oelwein, held in the City Council Chambers located at 20 2nd Ave. SW, Oelwein, IA. After acceptance of public comment, if any, and closing of the public hearing, the City Council will consider a Resolution approving the transfer of the property as proposed.

Any person may appear at the Public Hearing to comment on the proposed vacation and transfer of said ROW and/or may submit written comments in advance of the Public Hearing by delivery of same to the City Clerk's Office, at Oelwein City Hall, 20 2nd Ave. SW, Oelwein, IA during regular business hours, by mailing to the City of Oelwein at the same address, or by email to the City Clerk's Office at dmulfinger@cityfoelwein.org, on or before the date and time of the Public Hearing.

Dylan Mulfinger, City Administrator
City of Oelwein, Iowa

RESOLUTION NO. _____-2023

RESOLUTION APPROVING PAY APPLICATION NO. 2 IN THE AMOUNT OF \$90,980.30 TO BACON CONCRETE FOR EVENT CENTER PARKING LOT IMPROVEMENTS PROJECT

WHEREAS, the City of Oelwein has made great progress on the Event Center Parking Lot Improvements; and

WHEREAS, the pay application number 2 will cost \$90,980.30; and

WHEREAS, the project has been designed and administered by Fehr Graham;

WHEREAS, the contractor is Bacon Concrete;

WHEREAS, the work done on the project has been satisfactory; and

Now, therefore, be it resolved by the City Council of Oelwein, Iowa approves Pay Application No. 2 in the Amount of \$90,980.30 for Event Center Parking Lot Improvements project.

Passed and approved this 11th day of December, 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Lenz
Garrigus
Seeders
Payne

Attest:

Dylan Mulfinger, City Administrator

December 12, 2023.

PARTIAL PAY ESTIMATE NUMBER TWO
 EVENT CENTER 2 PARKING LOT IMPROVEMENTS, OELWEIN, IOWA
 PROJECT NUMBER 23-500

Name of Contractor: Bacon Concrete PO Box 188, 370 Bancroft Street Postville, Iowa	Name of Owner: City of Oelwein 20 2nd Avenue SW Oelwein, Iowa
--	---

Date of Completion: Original: Completed by October 27, 2023 Revised:	Amount of Contract: Original: \$ 212,515.43 Revised: \$ 223,799.29 Through Change Order: 2	Dates of Estimate: From: October 1, 2023 Through: November 25, 2023
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Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
BID ITEMS									
1	2010-D-3	TOPSOIL, OFF-SITE, 10" THICK	68	CY	\$ 24.00	68	\$ 1,632.00	68	\$ 1,632.00
2	2010-E	EXCAVATION, CLASS 10	1565	CY	\$ 8.25		\$ -	1565	\$ 12,911.25
3	2010-I	SUBGRADE TREATMENT, ENGINEERING FABRIC	189.5	SY	\$ 3.85	189.5	\$ 729.58	189.5	\$ 729.58
4*	2010-J	SUBBASE, CRUSHED STONE, MODIFIED	2391.76	TON	\$ 18.00	78.82	\$ 1,418.76	2391.76	\$ 43,051.68
5*	2010-999-A	CRUSHED STONE, SALVAGE AND PLACE	48	TON	\$ 7.00		\$ -	48	\$ 336.00
6*	2010-999-B	LANDSCAPE ROCK, 3/4" DIA	30.92	TON	\$ 90.00	30.92	\$ 2,782.80	30.92	\$ 2,782.80
7	4020-A-1	STORM SEWER, TRENCHED, DUAL WALL HDPE, 8" DIA.	36	LF	\$ 25.00		\$ -	36	\$ 900.00
8	4020-A-1	STORM SEWER, TRENCHED, DUAL WALL HDPE, 10" DIA.	85	LF	\$ 27.00		\$ -	85	\$ 2,295.00
9	6010-B	INTAKE, SW-512, 24" DIA, WITH PCC BOXOUT	1	EA	\$ 3,200.00		\$ -	1	\$ 3,200.00
10	6010-B	INTAKE, SW-512, 12" DIA	1	EA	\$ 2,700.00		\$ -	1	\$ 2,700.00
11	6010-G	CONNECTION TO EXISTING INTAKE	1	EA	\$ 800.00		\$ -	1	\$ 800.00
12	7010-A	PAVEMENT, PCC, REINFORCED, 8" THICK	40.6	SY	\$ 88.50		\$ -	40.6	\$ 3,593.10
13*	7010-A	PAVEMENT, PCC, REINFORCED, 7" THICK	123.8	SY	\$ 77.00		\$ -	123.8	\$ 9,532.60
14	7010-E	CURB AND GUTTER, PCC, 2'+/- WIDE, 7" THICK	162.5	LF	\$ 35.00		\$ -	162.5	\$ 5,687.50
15	7020-B	PAVEMENT, ASPHALT, 4" THICK	2785.2	SY	\$ 28.00	2785.2	\$ 77,985.60	2785.2	\$ 77,985.60
16	7030-A	REMOVAL OF SIDEWALK	211.1	SY	\$ 5.00		\$ -	211.1	\$ 1,055.50
17	7030-E	SIDEWALK, PCC, REINFORCED, 6" THICK	301.9	SY	\$ 68.00		\$ -	301.9	\$ 20,529.20

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
18	7030-F	BRICK/PAVER SIDEWALK BAND, SALVAGE AND REPLACE	1	LS	\$ 1,800.00		\$ -	1	\$ 1,800.00
19	7030-G	DETECTABLE WARNING	22	SF	\$ 63.00		\$ -	22	\$ 1,386.00
20*	7040-H	PAVEMENT REMOVAL	2636.1	SY	\$ 4.75		\$ -	2636.1	\$ 12,521.48
21	7040-I	CURB AND GUTTER REMOVAL	15	LF	\$ 10.00		\$ -	15	\$ 150.00
22	7999-A	WHEEL STOP	29	EA	\$ 170.00	29	\$ 4,930.00	29	\$ 4,930.00
23	8020-B	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	1	LS	\$ 2,000.00	1	\$ 2,000.00	1	\$ 2,000.00
24	8030-A	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 2,400.00	1	\$ 2,400.00	1	\$ 2,400.00
25	8040-A	TRAFFIC SIGNS	6	EA	\$ 225.00	6	\$ 1,350.00	6	\$ 1,350.00
26	9010-A	CONVENTIONAL SEEDING, FERTILIZING, AND MULCHING	0.09	AC	\$ 6,000.00	0.09	\$ 540.00	0.09	\$ 540.00
27	11,020-A	MOBILIZATION	1	LS	\$ 7,000.00		\$ -	1	\$ 7,000.00
		TOTAL BID ITEMS					\$ 95,768.74		\$ 223,799.29

PARTIAL PAY ESTIMATE NUMBER TWO
EVENT CENTER 2 PARKING LOT IMPROVEMENTS, OELWEIN, IOWA
PROJECT NUMBER 23-500

This Period		Retainer 5.00%	Total to Date	
\$	95,768.74	Amount Earned	\$	223,799.29
\$	4,788.44	Amount Retained	\$	11,189.96
XXXXXXXXXXXXXXXXXXXX		Previous Payments	\$	121,629.02
\$	90,980.30	Amount Due	\$	90,980.30

Estimated Percent of Job Completed

100.00%

Is Contractor's Construction Progress on Schedule?

Yes

Submitted By:

Approved By:

Bacon Concrete

City of Oelwein

By: *Cory Bacon*

Date: 12/01/2023

Cory Bacon, President

By:

Date: December 18, 2023

Brett DeVore, Mayor

Recommended By:

Fehr Graham

By:

Date: December 18, 2023

Dylan Mulfinger, City Administrator

By:

Date: 12/04/2023

Jon Biederman, PE, LSI, Senior Project Manager

RESOLUTION NO. _____-2023

RESOLUTION APPROVING FINAL PAY APPLICATION NO. 3 IN THE AMOUNT OF \$11,189.96 TO BACON CONCRETE FOR EVENT CENTER PARKING LOT IMPROVEMENTS PROJECT

WHEREAS, the City of Oelwein has made great progress on the Event Center Parking Lot Improvements; and

WHEREAS, the final pay application number 3 will cost \$11,189.96; and

WHEREAS, the project has been designed and administered by Fehr Graham;

WHEREAS, the contractor is Bacon Concrete;

WHEREAS, the work done on the project has been satisfactory; and

Now, therefore, be it resolved by the City Council of Oelwein, Iowa approves Final Pay Application No. 3 in the Amount of \$11,189.96 for Event Center Parking Lot Improvements project.

Passed and approved this 18th day of December, 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Lenz
Garrigus
Seeders
Payne

Attest:

Dylan Mulfinger, City Administrator

December 19, 2023.

PARTIAL PAY ESTIMATE NUMBER THREE - FINAL RETAINAGE
 EVENT CENTER 2 PARKING LOT IMPROVEMENTS, OELWEIN, IOWA
 PROJECT NUMBER 23-500

Name of Contractor: Bacon Concrete PO Box 188, 370 Bancroft Street Postville, Iowa	Name of Owner: City of Oelwein 20 2nd Avenue SW Oelwein, Iowa
--	---

Date of Completion: Original: Completed by October 27, 2023 Revised:	Amount of Contract: Original: \$ 212,515.43 Revised: \$ 223,799.29 Through Change Order: 2	Dates of Estimate: From: October 1, 2023 Through: November 25, 2023
--	---	---

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
BID ITEMS									
1	2010-D-3	TOPSOIL, OFF-SITE, 10" THICK	68	CY	\$ 24.00		\$ -	68	\$ 1,632.00
2	2010-E	EXCAVATION, CLASS 10	1565	CY	\$ 8.25		\$ -	1565	\$ 12,911.25
3	2010-I	SUBGRADE TREATMENT, ENGINEERING FABRIC	189.5	SY	\$ 3.85		\$ -	189.5	\$ 729.58
4*	2010-J	SUBBASE, CRUSHED STONE, MODIFIED	2391.76	TON	\$ 18.00		\$ -	2391.76	\$ 43,051.68
5*	2010-999-A	CRUSHED STONE, SALVAGE AND PLACE	48	TON	\$ 7.00		\$ -	48	\$ 336.00
6*	2010-999-B	LANDSCAPE ROCK, 3/4" DIA	30.92	TON	\$ 90.00		\$ -	30.92	\$ 2,782.80
7	4020-A-1	STORM SEWER, TRENCHED, DUAL WALL HDPE, 8" DIA.	36	LF	\$ 25.00		\$ -	36	\$ 900.00
8	4020-A-1	STORM SEWER, TRENCHED, DUAL WALL HDPE, 10" DIA.	85	LF	\$ 27.00		\$ -	85	\$ 2,295.00
9	6010-B	INTAKE, SW-512, 24" DIA, WITH PCC BOXOUT	1	EA	\$ 3,200.00		\$ -	1	\$ 3,200.00
10	6010-B	INTAKE, SW-512, 12" DIA	1	EA	\$ 2,700.00		\$ -	1	\$ 2,700.00
11	6010-G	CONNECTION TO EXISTING INTAKE	1	EA	\$ 800.00		\$ -	1	\$ 800.00
12	7010-A	PAVEMENT, PCC, REINFORCED, 8" THICK	40.6	SY	\$ 88.50		\$ -	40.6	\$ 3,593.10
13*	7010-A	PAVEMENT, PCC, REINFORCED, 7" THICK	123.8	SY	\$ 77.00		\$ -	123.8	\$ 9,532.60
14	7010-E	CURB AND GUTTER, PCC, 2'+/- WIDE, 7" THICK	162.5	LF	\$ 35.00		\$ -	162.5	\$ 5,687.50
15	7020-B	PAVEMENT, ASPHALT, 4" THICK	2785.2	SY	\$ 28.00		\$ -	2785.2	\$ 77,985.60
16	7030-A	REMOVAL OF SIDEWALK	211.1	SY	\$ 5.00		\$ -	211.1	\$ 1,055.50
17	7030-E	SIDEWALK, PCC, REINFORCED, 6" THICK	301.9	SY	\$ 68.00		\$ -	301.9	\$ 20,529.20

Item	Code	Description	Quantity	Unit	Unit Price	This Period		Total To Date	
						Quantity	Amount	Quantity	Amount
18	7030-F	BRICK/PAVER SIDEWALK BAND, SALVAGE AND REPLACE	1	LS	\$ 1,800.00		\$ -	1	\$ 1,800.00
19	7030-G	DETECTABLE WARNING	22	SF	\$ 63.00		\$ -	22	\$ 1,386.00
20*	7040-H	PAVEMENT REMOVAL	2636.1	SY	\$ 4.75		\$ -	2636.1	\$ 12,521.48
21	7040-I	CURB AND GUTTER REMOVAL	15	LF	\$ 10.00		\$ -	15	\$ 150.00
22	7999-A	WHEEL STOP	29	EA	\$ 170.00		\$ -	29	\$ 4,930.00
23	8020-B	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	1	LS	\$ 2,000.00		\$ -	1	\$ 2,000.00
24	8030-A	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 2,400.00		\$ -	1	\$ 2,400.00
25	8040-A	TRAFFIC SIGNS	6	EA	\$ 225.00		\$ -	6	\$ 1,350.00
26	9010-A	CONVENTIONAL SEEDING, FERTILIZING, AND MULCHING	0.09	AC	\$ 6,000.00		\$ -	0.09	\$ 540.00
27	11,020-A	MOBILIZATION	1	LS	\$ 7,000.00		\$ -	1	\$ 7,000.00
		TOTAL BID ITEMS					\$ -		\$ 223,799.29

PARTIAL PAY ESTIMATE NUMBER THREE - FINAL RETAINAGE
 EVENT CENTER 2 PARKING LOT IMPROVEMENTS, OELWEIN, IOWA
 PROJECT NUMBER 23-500

This Period	Retainer 5.00%	Total to Date
\$ -	Amount Earned	\$ 223,799.29
\$ (11,189.96)	Amount Retained	
XXXXXXXXXXXXXXXXXXXX	Previous Payments	\$ 212,609.33
\$ 11,189.96	Amount Due	\$ 11,189.96

Estimated Percent of Job Completed 100.00%

Is Contractor's Construction Progress on Schedule? Yes

Submitted By:

 Bacon Concrete

By: *Cory Bacon* Date: 12/13/2023

 Cory Bacon, President

Approved By:

 City of Oelwein

By: _____ Date: December 18, 2023

 Brett DeVore, Mayor

Recommended By:

 Fehr Graham

By: *[Signature]* Date: 12/13/2023

 Jon Biederman, PE, LSI, Senior Project Manager

By: _____ Date: December 18, 2023

 Dylan Mulfinger, City Administrator

RESOLUTION NO. _____-2023

RESOLUTION ACCEPTING THE COMPLETION OF EVENT CENTER PARKING LOT IMPROVEMENTS PROJECT WITH BACON CONCRETE

WHEREAS, the City of Oelwein has made substantial improvements to the parking availability; and

WHEREAS, Bacon Concrete has finished the project; and

WHEREAS, the City of Oelwein is accepting the project formally; and

WHEREAS, Fehr Graham is satisfied with the project and the impact the improvements have made on the downtown; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa Accepts the Completion of Event Center Parking Lot Improvements Project with Bacon Concrete.

Passed and approved this 18th of December 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

- Stewart
- Weber
- Lenz
- Garrigus
- Seeders
- Payne

Attest:

Dylan Mulfinger, City Administrator

December 19, 2023.

December 12, 2023

City of Oelwein
20 2nd Avenue SW
Oelwein, Iowa 50662

**RE: Letter Recommending Acceptance
Event Center 2 Parking Lot Improvements, Oelwein, Iowa
Project No. 23-500**

Dear Mayor DeVore and Council Members,

Construction work on this project was started in September 2023 and completed by November 2023. Work was done in substantial compliance with the terms of the Contract, Plans, Specifications, and Contract Change Orders 1 through 2 for the project. With these change orders, the project's total construction cost was revised from \$212,515.43 to \$223,799.29. The opinion of probable cost at the time of the letting was \$265,866.00.

After direct observations and review of the project, I note the work of constructing the project has been completed by the Contractor and is recommended for acceptance by the City of Oelwein. Once the project is accepted, final payment can be made to Bacon Concrete, LLC. after waiting a minimum of thirty days. The Contractor has a two-year maintenance bond on this project with the period starting with the City's acceptance of the project.

As Engineer for the project, I hereby certify we have reviewed the completed work and the above information is correct to the best of my knowledge and recommend the City of Oelwein formally accept the project.

Respectfully submitted,



Jon Biederman, PE, LSI
Senior Project Manager

JSB:cls

O:\Oelwein, City of\23-500 Event Center Parking\PA Final\23-500 - City - 2023-12-12 - Letter of Acceptance.docx

RESOLUTION NO. _____-2023

RESOLUTION APPROVING A CONTRACT WITH CIVICPLUS FOR CIVICREC SOFTWARE

WHEREAS, the City of Oelwein needs a software for the Wellness Center to operate the center efficiently; and

WHEREAS, CivicPlus RecDesk will run memberships for the Wellness Center, park shelter reservations, pool passes, and rec sports; and

WHEREAS, this software will vastly improve the current process for Parks and Recreation; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves a Contract with CivicPlus for CivicRec Software

Passed and approved this 18th day of December, 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Lenz
Garrigus
Seeders
Payne

Attest:

Dylan Mulfinger, City Administrator

Recorded December 19, 2023.


CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
Date:
Expires On:

Statement of Work
Q-57067-1
11/13/2023 12:15 PM
12/22/2023

Client:
OELWEIN, IOWA

Bill To:
OELWEIN, IOWA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Nicholas Glasgow		nicholas.glasgow@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE	TOTAL
1.00	CivicRec Premium	Premium Package -Project Coordination -Branded Public Portal -Help Center Access -Access to Live Project Support -Named Implementation Consultant	One-time	USD 3,885.00
4.00	CivicRec Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	One-time	USD 3,000.00
1.00	CivicRec Virtual Consulting (Half Day Block)	Consulting (Virtual) - half day, up to 4 hours	One-time	USD 750.00
1.00	CivicRec Annual Fee	CivicRec Annual Fee	Renewable	USD 6,467.50
1.00	CivicRec Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	Renewable	USD -3,233.75
1.00	CivicRec Pay - Forte	CivicRec Pay - Forte		USD 0.00
1.00	CivicRec Pay Annual Fee - Forte	CivicRec Pay Annual maintenance and support fee	Renewable	USD 0.00
1.00	CivicRec Pay Implementation - Forte	Includes setting CivicPlus Pay configuration, configuring CivicPlus products for accepting payments, advanced troubleshooting with our partner's support.	One-time	USD 0.00

List Price - Year 1 Total	USD 18,602.50
Total Investment - Initial Term	USD 10,868.75
Annual Recurring Services - Year 2	USD 6,790.88

Initial Term & Renewal Date	12 Months
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Renewal Invoice Schedule	Annually on date of signing
Annual Uplift	5% starting in Year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

RESOLUTION NO. _____-2023

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN
FAYETTE COUNTY 911 SERVICE BOARD AND THE CITY OF OELWEIN

WHEREAS, the City of Oelwein owns a radio tower on the north side of Oelwein; and

WHEREAS, the City owned tower is needed for the counties' radio expansion; and

WHEREAS, the purpose of this memorandum of understanding is to establish the terms and conditions of agreement between City and Board related to Board use of City owned radio tower, and data room located at the Oelwein Police Department; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves a memorandum of understanding between Fayette County 911 Service Board and the City of Oelwein.

Passed and approved this 18th day of December, 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Attest:

- Stewart
- Weber
- Lenz
- Garrigus
- Seeders
- Payne

Dylan Mulfinger, City Administrator

Recorded December 19, 2023.

**MEMORANDUM OF UNDERSTANDING
BETWEEN FAYETTE COUNTY 911 SERVICE BOARD
AND THE CITY OF OELWEIN**

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between Fayette County 911 Service Board, established and existing under Iowa Code §34A.3, (hereinafter referred to as “Board”) and the City of Oelwein (hereinafter referred to as “City”) the Board and the City jointly being referred to herein as “Parties”.

2. **Purpose.** The purpose of this MOU is to establish the terms and conditions of agreement between City and Board related to Board use of City owned radio tower, and data room located on the property of Oelwein Police Department, 501 Rock Island Road, Oelwein, IA 50662, to install Board owned and operated public safety paging equipment. (“Equipment”)

3. **Effective Date / Term / Termination.** This MOU shall be effective upon the date last signed and executed by the duly authorized representatives of the Parties and their governing bodies, where appropriate, and shall continue in effect unless and until terminated by either Party, by giving the other Party ninety (90) days prior written notice. Should either party terminate the MOU, Fayette County 911 Service Board will, at its sole cost, remove all Equipment, including but not limited to antennas and cabling from the tower and data room, and to restore City property to as close to the condition as it existed before installation and placement of the Equipment.

4. **Responsibilities of Fayette County 911 Service Board.** The Board is responsible for all costs associated with preparation of the space/location of installation including any structural analysis and related items. All costs associated with the installation, connections or connectivity, testing, maintenance, repair and replacement of paging equipment, antennas, lines, dishes, and backhaul (“Equipment”) are the responsibility of the Board. If any of the Equipment installed by or on behalf of Board creates interference with any City equipment, the Board, upon notification, will take immediate action to resolve the interference. The City may require, when deemed to be in the public interest, the disconnection of any Equipment creating interference until such time that it may be connected without creating interference.

5. **Responsibilities of The City of Oelwein.** The City is responsible for providing generator back up power for Board Equipment and necessary rack space in the data closet/room at no cost to the Board. City further agrees to provide twenty-four-hour access, by qualified and approved personnel or contractors, to inspect, maintain, and/or to repair the Equipment.

6. **Property and Liability Insurance.** Board agrees to obtain and keep in force, a policy of comprehensive general liability insurance for and an errors and omissions policy in an occurrence form with a carrier authorized to do business in Iowa and in an amount not less than one million dollars combined single limit. Said insurance policy shall name City as an additional insured, shall provide that it may not be cancelled or materially altered without at least 30 days prior written notice to Board and City as additional insured, and shall cover claims of bodily injury, including death, property damage, and personal injury based upon alleged acts or omissions of the Board, its officers, employees, agents, contractors and assigns, arising out of the installation and operation of Board property and equipment on City property as agreed to herein. The Parties each agree to insure their respective property interests.

7. **Amendments.** This Agreement may only be amended by the mutual written consent and agreement of the Parties, any and all amendments to be in writing and as they pertain to the City, approved by the City Council, and the Board, by the Board.

8. **Applicable Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Iowa. Jurisdiction over the parties and any dispute shall lie in the Iowa District Court in and for Fayette County.

9. **Notice to Cure:** If either Party fails to meet their obligations under this Agreement, and is, therefore, in breach of the agreement, the non-breaching Party may give written notice to the other Party of the alleged breach. After service of the Notice to Cure, the party alleged to be in breach may request a hearing before the party alleging the Breach. If the City is alleging breach, the hearing shall be before the City Council, while if the City is alleged to be in breach, the hearing shall be before the Board. If the breach is not remedied within fourteen (14) days of the notice, or such other timeframe as agreed upon by the Parties, the non-breaching party may immediately terminate the Agreement.

10. **Entirety of Agreement.** This Agreement constitutes the entire understanding and intent of the Parties. This Agreement supersedes all prior negotiations, discussions, representations, and agreements by the Parties, if any. Any modifications of this agreement must be made with the same formality as the original (including approval by the City Council), in writing, and signed and endorsed by both Parties

11. **Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

12. **Immunity.** Neither the Board, the City, nor their respective governing bodies waive any sovereign or statutory immunity to which they are entitled under applicable law by entering this MOU, and fully retain all immunities and defenses provided by law with respect to any action based upon or relating to this MOU.

13. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this MOU shall not be construed to create such status. The rights, duties and obligations contained in this MOU shall operate only between the Parties to this MOU and shall inure solely to the benefit of the Parties. The provisions of this MOU are intended only to assist the Parties in determining and performing their obligations under this MOU. The Parties to this MOU expressly agree that only those executing this MOU shall have any legal or equitable right to seek the enforcement of any term hereof, to seek any remedy arising out of or resulting from any Party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

14. **Indemnification.** Except for the negligence of the City, the Board shall indemnify, defend and hold the City, its' elected officials, officers, directors and employees (collectively, the "indemnified parties") harmless from and against any and all claims, demands, liabilities, suits, actions, judgments, losses, costs, and expenses (including, without limitation, attorneys' fees) arising or resulting from, or suffered, sustained, or incurred as a result of any accident or other occurrence causing or inflicting injury or damage to any person or property, happening or done in connection with the installation, inspection, repair/replacement, removal or other actions in any way related to the operation or use of the Equipment.

15. **Agreement Binding on Successors in Interest.** This Agreement shall apply to and bind the successors in interest of the parties.

16. **Non-Waiver of Rights.** No delay or failure by either Party to exercise any right under this Agreement, and no partial or single exercise of that right, shall constitute a waiver of that or any other right, unless otherwise expressly provided herein. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default.

17. **Construction.** Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

18. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

Fayette County 911 Service Board

City of Oelwein

[Name and Title] Date

Brett DeVore, Mayor
Date: December 18, 2023

Approved by formal action of the Fayette County 911 Service Board on the _____ day of _____, 2023.

Approved by formal action of the Oelwein City Council on the 18th day of December, 2023.

RESOLUTION NO. _____-2023

A RESOLUTION OPPOSING ALLIANT ENERGY'S PROPOSED ELECTRIC RATE INCREASE

WHEREAS, Interstate Power and Light Company (dba Alliant Energy) has asked the Iowa Utilities Board to approve a two-year phased-in rate increase that the company estimates will increase the electric bills of residential customers by 13.4%, small businesses by 20%, and large general service customers by 17.4% - 20%,¹ and

WHEREAS, this is Alliant Energy's sixth electric rate increase since 2004 and, if approved as proposed, will be the largest in the company's history, and

WHEREAS, Alliant Energy posted \$1.72 billion in gross profits in 2022,² increased its annual common stock dividend by 6%,³ and paid its Chief Executive Officer \$7,283,270 in total compensation in 2022,⁴ and

WHEREAS, according to utility data furnished to the Iowa Utilities Board,⁵ Alliant's average annual cost per kWh for residential customers in 2022 was once again almost the highest in the state, and

WHEREAS, Alliant's average annual cost per kWh in 2022 for the three major ratepayer classes was significantly higher than the other investor-owned electric utility in Iowa (MidAmerican Energy Company), and

Ratepayer Class	Alliant Energy 2022 Cost Cents/kWh	MidAmerican 2022 Cost Cents/kWh	Percentage Difference
Residential	17.75	11.01	61.3%
Commercial	13.25	8.90	48.9%
Industrial	8.36	6.35	31.6%

WHEREAS, according to the U.S. Energy Information Agency (EIA), in 2022 MidAmerican Energy Company had the lowest residential costs per kWh and Alliant was among the highest of the investor-owned utilities in the Midwest,⁶ and

¹ Alliant Energy, [Notice of Proposed Electric Rate Increase](#), October 6, 2023.

² Yahoo Finance, [Alliant Energy, Statistics](#), accessed October 7, 2023.

³ Alliant Energy, [2022 Annual Report](#), pg.1,

⁴ Salary.com, [John O. Larsen, Board Chair and Chief Executive Officer of Alliant Energy](#), accessed October 17, 2023.

⁵ Iowa Utilities Board, [Information from Utility Annual Report Filings](#), Electric (2022).

⁶ U.S. Energy Information Administration, [Electric Sales, Revenue, and Average Price: 2022](#), Release date: October 5, 2023, Table T6, accessed October 21, 2023.

WHEREAS, Alliant's high rates are causing serious hardship for low and moderate-income households, fixed-income households, small businesses, industries, nonprofit institutions, educational institutions, and our municipal government, and

WHEREAS, Alliant's high and rising rates are creating a serious hindrance for economic development in the City of Oelwein and for all communities in Alliant's service territory, and

WHEREAS, Alliant's proposed \$284 million additional revenue requirement⁷ will drain, on average, another \$565 from each one of Alliant's 502,937 electric customers,⁸ and

WHEREAS, a 15% - 20% increase to the City of Oelwein current electricity purchases will result in an increased expense of \$60,450.00 that could otherwise be spent on vital public services.

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

The City of Oelwein City Council:

- 1) Opposes Alliant Energy's proposed electric rate increase and urges the Iowa Utilities Board to:
 - a) Address Alliant's high, rising, and unreasonable costs that are imposing serious hardship for low and moderate-income households, fixed-income households, small businesses, industries, nonprofit institutions, educational institutions, and our own municipal government.
 - b) Maintain and improve the ability of customers and communities to save and to prosper through investments in customer and community-owned distributed energy resources, such as energy efficiency, solar power, geothermal energy, and battery storage.
 - c) Require rate-regulated utilities to conduct integrated resource planning and competitive procurement to ensure all utility investments are justified and cost-effective.
 - d) Cease approving unnecessarily high returns on equity that reward shareholders at the expense of Alliant ratepayers.
- 2) Authorizes our City Clerk to file this resolution as an official comment in Docket RPU-2023-0002 within ten days and to send copies of this resolution to our State Representative and State Senator to inform the Legislature's current study of ratemaking in Iowa.
- 3) Encourages all citizens and ratepayers in our community to voice their perspectives and concerns to the Iowa Utilities Board by submitting comments and objections by email to customer@iub.iowa.gov or by mail at Iowa Utilities Board, 1375 E. Court Avenue, Des Moines, IA 50319-0069. All communication should reference Docket RPU-2023-0002 in the subject line of the email or letter.

⁷ Interstate Power and Light Company, "[Application for Revision of Electric and Natural Gas Rates](#)," (RPU-2023-0002), October 12, 2023, para. 9, pg. 3.

⁸ Interstate Power and Light Company, "[Number and Classification of Customers Affected](#)," (RPU-2023-0002), October 12, 2023.

PASSED AND ADOPTED THIS 18TH DAY OF DECEMBER, 2023.

Attest:

Dylan Mulfinger, City Administrator

Recorded December 19, 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Lenz
Garrigus
Seeders
Payne

RESOLUTION NO. _____ - 2023

RESOLUTION APPROVING VACATION AND TRANSFER OF CITY ALLEYWAY
RIGHT OF WAY

WHEREAS, the City Council determined it appropriate to consider the vacation and transfer of previously reserved alleyway right of way ("ROW"), under and in consideration of Iowa Code §354.23, to two adjacent property owners, Jimmie L. Holley and Nancy G. Holley, and Russell J. McNamara and Connie McNamara, whose properties lie to the south of the ROW generally described as follows:

Regarding the Holley Property:

The west ½ of the alleyway right of way lying adjacent to and north of Lot 14 and the west 22.65' of Lot 15, Schaums Addition to Oelwein, Fayette County, Iowa.

Regarding the McNamara Property:

The east ½ of the alleyway right of way lying adjacent to and north of Lot 16 and the east 27.35' of Lot 15, Schaums Addition to Oelwein, Fayette County, Iowa.

WHEREAS, by Resolution No. 5498-2023 dated December 11, 2023 the City Council scheduled a Public Hearing on the proposed vacation and transfer of the above-referenced right of way, notice of the Public Hearing published on the 12th day of December, 2023 in the Oelwein Daily Register, as required by Iowa Code §§364.7 and 362.3, and

WHEREAS, on December 18, 2023, the Mayor opened the previously scheduled Public Hearing, public comment was accepted, and the public hearing closed; and

WHEREAS, the Council finds that said ROW is not currently improved and will not be improved, that vacating and transferring the ROW will promote the development of adjacent property, that said vacation and transfer will not deny owners or property abutting said ROW reasonable access to their property, and that the adjacent property owner to the north of the ROW, Kevin Michael Latham, has declined interest in having any portion of the ROW transferred to him, and therefore, the entire width of the ROW, should be transferred to the two adjacent property owners located to the south of the ROW.

NOW, THEREFORE, BE IT RESOLVED that the City Right of Way, generally described as "The west ½ of the alleyway right of way lying adjacent to and north of Lot 14 and the west 22.65' of Lot 15, Schaums Addition to Oelwein, Fayette County, Iowa" and "The east ½ of the alleyway right of way lying adjacent to and north of Lot 16 and the east 27.35' of Lot 15, Schaums Addition to Oelwein, Fayette County, Iowa" shall by approval of this Resolution be vacated and authorized to be transferred to the adjacent property owners to the south of said vacated ROW, Jimmie L. Holley and Nancy G. Holley, and Russell J. McNamara and Connie McNamara, consistent with the contents of this Resolution, by Quit Claim Deed; the Mayor or the City Administrator being given the authority to execute the deeds, and any other documents necessary to effectuate this Resolution, on behalf of the Council.

PASSED AND APPROVED this 18th day of December, 2023.

Brett DeVore, Mayor

ATTEST:

Dylan Mulfinger, City Administrator

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call the following votes were cast:

	AYES	NAYS	ABSENT	ABSTAIN
Stewart				
Weber				
Lenz				
Garrigus				
Seeders				
Payne				

RESOLUTION NO. _____-2023

RESOLUTION APPROVING SET PUBLIC HEARING FOR THE STATUS OF FUNDED ACTIVITIES FOR THE CITY OF OELWEIN NE SEWER IMPROVEMENTS PROJECT at 6:00 PM JANUARY 8

WHEREAS, the city of Oelwein is using Community Development Block Grant dollars on the NE Sanitary Sewer improvement project; and

WHEREAS, Pay Application No. 4 put the project over the 50% Community Development Block Grant threshold; and

WHEREAS, this public hearing is required to proceed with securing funding for the project;

WHEREAS, the public hearing will be held on January 8th, 2024 in the Oelwein Council Chambers at 6:00 PM; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves setting a public hearing for the status of funded activities for the City of Oelwein NE Sewer Improvements project

Passed and approved this 18th day of December, 2023.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Stewart

Weber

Lenz

Garrigus

Seeders

Payne

Attest:

Dylan Mulfinger, City Administrator

Recorded December 19, 2023.

MANAGED IT SERVICES

DO MORE.



OBJECTIVE

Leverage technology to enhance everything from employee productivity to customer experiences.

HOW TO GET THERE

Commit, then **FOCUS** on where you need to invest your time, money and capital for the highest return.

EXECUTIVE SUMMARY

Thank you for the opportunity to submit a proposal to provide technology and support services for the City of Oelwein and Oelwein Police. We understand you are seeking a competitive proposal for managed IT services.

Our proposal includes information about our firm and values in addition to the specific scope of services and investment dollars you requested. We believe in working with clients who align with our values and with whom we can have an open, honest, and fun working relationship. Technology is critical to operations and can be hard to manage for any organization. Things will not always be perfect, and we want you to know that we can work together to solve any issues that might come up in a respectful and solution-focused way.

HERE'S A GLANCE AT WHAT SETS CREATIVE PLANNING APART:

We're not a commodity: Relationships matter. We understand the importance of our relationship. Our team understands that you have many choices in the marketplace when deciding who to hire for your services. When you partner with us, we promise to go beyond so you can do more. We're powered by people who take the time to truly understand your business needs.

Responsiveness: Available and willing. Our goal is to always respond to our client's inquiries as promptly as we are able, and if we do not immediately know the answer to your questions, we will inform you of what we believe the answer to be and complete further research as necessary.

Geographic reach and depth of resources: Resources at your fingertips. Not only will we exceed your technology expectations, but we'll also share our expertise and resources as necessary. The benefit to you is a personalized experience with a wealth of resources to solve your most complex issues and opportunities. That will save you time and ultimately money. With over 2000 team members located in all 50 states, our experience and expertise are extensive!

Formalized process for feedback: We give our clients a voice. The Creative Planning ENGAGE™ process includes a voice of customer (VOC) element core to our ability to continuously improve. We also provide opportunities for you to rate our engagements and deliverables.

We are confident you will find value in our depth of knowledge, planning approach and our commitment to client care. Creative Planning is a firm with a client-first mentality that you can continually grow with. We would be honored and excited to continue to build our partnership with you and your teams.

OUR PEOPLE

Relationships are at the core of everything we do, and our products and services are designed to meet the specific needs of our clients. When working with Creative Planning, clients find that we focus on earning their trust by being actively involved and focused on helping them be successful in all they do.

PERSONALIZED SERVICE

Our philosophy is to provide timely, quality services that exceed the expectations of our clients. Outstanding client service requires a successful team effort within our firm and with our clients. Providing outstanding service involves enthusiastic, dependable and knowledgeable personnel who are responsible for knowing, understanding and caring about our clients. Our firm believes that outstanding service is a continual process that is refined and enhanced with each client contact.

OUR BUSINESS LINES

Creative Planning has a strong bench of resources and expertise available based on needs of the client. This ensures the most effective and efficient results are delivered!

Audit & Tax Accounting & Bill Pay Payroll Services Legal Technology Insurance
Business Valuations M&A and Consulting Personal Wealth Management
Retirement Plan Advisory 3(38) and 2(21) Fiduciary

Regarding the RFP dated October 9, 2023 we submit the following responses:

Section 7.1

1. *Give a brief overview of your organization's involvement in providing IT value added services in the marketplace.*

Creative Planning has been supplying technology support services for over 20 years to non-profits, manufacturers, health care providers, construction, professional service organizations, retail and agricultural companies. We have teams that are dedicated to helping our clients with planning and execution of projects, for ongoing helpdesk and onsite support and for implementing and monitoring various security and management tools.

2. *How long has the organization been in this business and what is your current market share?*

Creative Planning has been supplying technology support services for over 20 years. Starting as Networking Solutions and then in 2016 through a merger became BerganKDV. In 2023 Creative Planning purchased BerganKDV to expand their business services to their clients in all 50 states.

3. *In what cities do you maintain offices?*

Waterloo, Cedar Rapids, Des Moines, Bloomington, St. Cloud, Kansas City are the main offices for our technology support team.

4. *Indicate the number of employees in your organization. How many of those are dedicated to account management and/or technical support?*

We have over 2000 employee and approximately 60-65 staff members are dedicated to the technology support division. Of those, 6 people are focused on account management and the rest are divided between dispatch, help desk, onsite support, project implementation and security services.

5. *How many are full-time vs. Contract?*

The 60-65 staff members are all FTE's - if we were to include contracted members in the field that handles our national accounts, this number would exceed 100+ in total.

6. *What differentiates your organization from your competitors in the marketplace and how will this be relevant to us?*

Creative Planning's Business Services run as independent divisions capable of moving fast and keeping pace with market trends and inevitable headwinds. As new challenges arise, so do innovative solutions, and the faster we can pivot and adapt, the better. "Urgency is the ultimate sign of respect" and that is the way we conduct ourselves. To further our team's ability to go 'deep' with our clients, we've also standardized on a 'channel' approach, while each business unit may also specialize in manufacturing, government, construction, etc...

7. Will you subcontract any components of the proposed solution to third party organizations? If so, please describe the components to be subcontracted and provide details of any agreement in place with the subcontracted firm/individuals as well as a summary of past work that you have successfully completed together.

Most of our solutions are in-house and fully managed. Creative Planning does not handle items such as web site design, cabling, or mounting equipment to walls or ceilings. We have no formal agreement in place and use various vendors in different markets. If a client already has a strong relationship with a business who has served them well, we will work with them. If they do not, we can recommend a vendor who we have worked with previously.

Excerpt from agreement outlining limits/conditions in our agreements:

In addition to other limitations and conditions in this Agreement, the following services are not included as part of the base monthly fees paid by CLIENT to Creative Planning Technology LLC:

- Cost of consumables, replacement parts, hardware, software, printer hardware and associated services are outside the scope of this agreement.
- Formal or informal onsite or offsite client training. (End user security training is included.)
- Manufacturer warranty parts and labor/services are outside the scope of this agreement.
- Remedial or repair services that are the result of damage caused by water, wind, lightning, accident, vandalism, burglary, neglect, misuse, alterations or deviations from the manufacturer's design, transportation or relocation of the supported devices or software, the failure of non-covered devices or software, or operator error.
- Service that is needed because of unauthorized installations, repairs or modifications of the Supported Devices or Software not carried out by Creative Planning Technology LLC or its authorized representatives.
- Maintenance of accessories, alterations, attachments, upgrades, or other unsupported devices.
- Services which are not expressly described within the "Included Services" section of this Agreement, including service on software or hardware not expressly described in the SUPPORTED DEVICES AND USERS section of this Agreement are NOT included and will result in additional charges.
- Hardware and Software which lack current vendor support and maintenance coverage. (Creative Planning will perform minimal troubleshooting, 30 minutes or less, for hardware and software which is not under vendor support and maintenance coverage, after this time, the issue will become billable at current time and material rates.
- Support on Home Versions of Desktop Operating Systems
- Project Services - Projects are defined as an upgrade or replacement of hardware or software. Projects services would be communicated in advance and prior authorization from the client would be obtained.
- Security incident response/remediation and disaster recovery services greater than 2 hours.

8. Please describe your organization's experience in transitioning clients to cloud-based technologies from more traditional IT service models.

We evaluate the client's needs and review their current technologies. We will then discuss with the client to see if a cloud-based solution is the best fit. We have clients that have all their main components (servers, phone systems, data) in the cloud, clients that have a mix of on premise and cloud solutions and clients that have everything on premise. While some of the decisions can be based on pricing, some of the decisions can also come down to the client's preference.

9. Please provide details of three current customer accounts that are similar in scope and requirements to those of the City of Oelwein.

1. Farmers Union Coop, Mark Davis is our primary contact. Managed IT client, 8 locations connected via VPN, on premise server with 2 virtual servers and some cloud hosted solutions and 55 users

2. Behavioral Health Services, Paul Hill is our primary contact. 6 locations, on premise server with 3 virtual servers and 70 users.

3. First Maxfield. Carmen Schaefer is our primary contact. Managed IT client with 4 sites connected via VPN, redundant internet service providers.

7.2 Proposed Approach and Solution

1. Please provide a proposed work plan for a migration to your organization as a City of Oelwein preferred vendor. Specifically, provide the following information: i. Key activities ii. Timing iii. Information/resource requirements from the City of Oelwein iv. Deliverables v. Key milestones, checkpoints, and other decision points

Upon selection we can draft a Key Milestones doc. This will name the key activities, timing, literally the key milestones, and checkpoints. The city of Oelwein will need to provide a primary contact for us to work with. The Timeline on page 28 provides an outline to getting started with our managed IT services. **(See page 7 for an example of our onboarding checklist)**

2. If we elect to move forward with your organization, what City of Oelwein resources would you require (e.g., information, data, staff resources, communication) during the course of migration and on an ongoing basis?

Should the City of Oelwein move forward with our proposal the onboarding of monitoring and security tools typically takes 30-60 days, with several Creative Planning resources engaged. During the onboarding we will primarily interact with the City's primary contact but will need to communicate with each user on some of the tools. During the onboarding process, we will gather information from the City on topics such as software support agreements, device administrative usernames and passwords and document renewals for hardware and software. Some of this information we already have and some of it we will need to ask your staff. There will be regular meetings that we need communication going both directions. We can report on things we see happening on the network, make recommendations and plan for regular hardware replacements. The City will need to let us know if they want to upgrade or change software so that we can plan our resources for a smooth process.

City of Oelwein - Sample Onboarding Checklist

Track	When	Who	What
CLIENT KICKOFF MEETING			
	12/8/2023	Dave	Finalize agreement paperwork
	12/15/2023	Dave	Meet your BKDV Technology Support Team
	12/15/2023	Dave	Determine Communication Schedules/Touch Base Meetings with Timelines
	12/15/2023	Dave	Overview (what we provide, what to expect, how to engage)
	12/15/2023	Dave	Agree on key milestones and timelines
PRE-WORK (Can be done prior to "start date")			
	12/22/2023	Dave	Collect third party contact information and contract details
	12/22/2023	Dave	Collect End User contact details, identify emergency contacts
	12/22/2023	Dave	Create and update client profiles in various systems
	12/22/2023	Dave	Create draft of IT budget and roadmap
	12/22/2023	Tech Team	Collect and create Admin passwords, remove third party tools and access/lockdown network
	12/29/2023	Sharon	Create Agreement in ConnectWise
	12/29/2023	NOC	Configure support call tree, generate Premium Support Code, create labels
OFFICIAL START DATE (Target October 1st)			
	1/1/2024	Brian	Helpdesk is LIVE
	1/6/2024	NOC	RMM agent installs
	1/6/24	NOC	Configure Workstation and Server Patching
	1/6/2024	NOC	Enable Windows disk encryption (workstations)
	1/13/2024	NOC	Auto-Rotate passwords (BergankDV Admin user, Servers only)
	1/13/2024	NOC	Up/Down Monitor on critical network devices
	1/13/2024	NOC	Spam filtering and impersonation protection
	1/13/2024	NOC	Setup and tune data backup alerting
	1/20/2024	NOC	EDR Setup and Rollout
	1/27/2024	NOC	Internet Filtering - configure and roll-out
	2/7/2024	NOC	Setup vulternability scanner and schedule regular scans
	2/10/2024	Sharon	Setup End User Security Training and Darkweb Monitoring
	2/17/2024	Dave	Post Onboarding Quality Assurance Process

3. Please identify the team that will be assigned to the account and describe how you plan to interact with us and any third-party providers that may provide services to City of Oelwein.

Should you choose the Elevate Manage plan, we will assign a Virtual Chief Information Officer (VCIO), an onsite support technician and a remote (help desk) support technician. We will direct calls and service issues to that team by default, but if they are unavailable to take your call or cannot handle the service request in the time you need it handled, we will bring in more team members to help as needed. Weekly our internal team will meet to review service on your account and the VCIO will have weekly touchpoints with the client's primary contact. The VCIO will also conduct quarterly business review meetings and the annual IT budgeting and road mapping.

4. Please describe your experience in providing the following value-added services:

a. Technology Roadmap - One of the most important baselines we will establish together is your current state vs your future state.

Described as a Technology Roadmap – our goal with this ongoing exercise is to eliminate surprises, establish a budget, align to a proper refresh cycle, and most importantly – ensure the network never ‘goes backwards’.

b. Working in a CJIS compliant environment – Creative Planning Business Services has experience working inside sensitive CJIS compliant environments. We have done work for both local and county law enforcement agencies.

c. Solution design – Prior to starting any project, we will review the requirements and recommend a solution that we know will be reliable, supply reasonable performance and one that we can support. With a managed contract and a fixed monthly price, we're properly motivated to ensure it all works.

d. Network and email system monitoring - Included with our solution options.

e. Remote backup - Whether fully on-prem, hybrid, or completely hosted in the cloud- we will ensure proper backups are configured with the recovery points and recovery time objectives that fit the client's needs. Various options exist.

f. On-demand Technology Training - Security awareness training and testing to assess the team's progress and access to Microsoft Clip training are included in our managed service offerings. Additional training would need to be discussed to determine the client's expectations and if it is something we would handle or if we would refer you to a 3rd party training company.

g. Managed Cyber Security - Included with our Security+ package, should you select this option, you'll have a second layer of threat detection, coupled with a managed SIEM solution for log aggregation and real-time analysis. Monitoring and management of the security and monitoring tools we will use are included in each level of our service plans.

h. Procurement management - Creative Planning would prefer to handle the ordering of relevant IT hardware/equipment going forward. This ensures minimum specifications are always met and speeds up the configuration and deployment process.

i. Technical support, including remote user support - Part of your new solution includes access to our stellar Helpdesk team. Available M-F, standard business hours. This team answers the phone with a smile. And goal number one is to first understand your problem, then solve it! There are two ways to contact the helpdesk. 1. Call the number we'll provide you with! 2. Email support@bergankdv.com. With the network setup correctly, and recommended tools installed, there are very few issues we cannot solve completely remotely.

- j. Reporting and communication - "There's nothing you cannot solve with proper communication!" - Firm believers in that, which is why Dave Wyant will continue as your Technical Account Manager going forward. Part of his duties include updated reporting during each of your formal meetings. His experience with your team and his ability to translate technical terms will empower the city to act only on the most important of the IT items at any given time.
- k. IT policy review and development - Included with our Security+ package, should you select this, you'll have access to Robin Nelson, our in-house CISO, who specializes in security policy review and development. With our established baseline, he'd help expand on existing documents and create net news where applicable. Basic IT policies such as acceptable use policy can be created as part of the Elevate Manage package.
- l. Implementation planning and guidance - This is the standard operating procedure for any projects we've yet to uncover and scope out. We're happy to be that sound board and bounce ideas. We're also happy to lead the charge and pull you along. Elements of this will make their way onto your Technology Roadmap.
- m. PC deployment - The best way we've found to execute PC deployments is at a fixed rate so that you know with each PC what your set up costs will be. Each PC setup would cost \$450.
- n. On-site implementation of business applications - Our "Managed IT" division responsible for responding to this RFP are NOT business app specialists. With such a vast array of options it's impossible to specialize in this area. However, we're team players and cooperate accordingly with the business app's dedicated support team.
- o. Asset inventory management - Our very first step is figuring out "what you have". If we can't see it, and you don't know it exists... then we can't protect 'it'. Going forward we'll have tools and processes in place to help us identify everything touching the network. The monitoring and reports we use will help us plan proactively for upgrades and replacements.
- p. Software licensing control - There will be an itemized list of software/licenses deemed necessary for our Managed IT solution. Beyond that, we'll help document and audit the need for current and future licenses, relative to the scope of IT.

5. Please describe your experience in providing server technology and service for your customers, focusing on planning, implementation, and ongoing support.

We have implemented hundreds of servers (on premise and cloud) over our 20 years. We start by understanding the client's needs. We review system requirements of the software that will run on the server and once we know what software and data needs are, we can make recommendations. We will write a scope of work and bill of materials needed and review that with the client so they understand the process and what costs will be involved in implementing. Implementation is handled by our project management team. There will be 1 project manager in charge of the project, and he can bring in additional resources from our team as needed. The project manager will discuss timelines with the client and provide ongoing updates. Once implemented we will have our monitoring and patch management software in place to keep patches up to date and us alerted if any critical events (hard drive failing, resource utilization higher than we want, a patch that fails to install, etc.) so that our team can investigate. As part of our quarterly and annual meetings we will discuss what software and hardware should be replaced in the next year so that we can start discussing ideas and finding the right solution.

6. Can you provide specific examples of how you have worked with customers that began with significant technology limitations and helped to successfully transform them into organizations with well planned and executed technology strategies? What were the critical success factors in this transformation?

Many organizations prefer to use the “if it isn’t broke, don’t fix it” mentality, which can hurt the business financially in the long run. We recently worked with an engineering firm that had purchased very high-end workstations and servers with multiple levels of redundancy in 2012, but then ignored their network for 10 years. The problem we see when businesses do this is they end up with hardware and software that is no longer supported and incompatible with new technology. This client was running into software incompatibility and hardware components failing causing lengthy interruptions to their business. Sometimes when clients don’t proactively plan replacements for extended periods, the only solution is to upgrade everything at once, which results in a large expense. We took this client into a hybrid environment where they still house their large engineering files locally on a network attached storage device, but moved their domain controller, mail server and accounting software servers into a Microsoft Azure cloud environment. PC’s as well were upgraded to Windows 11 Professional.

Another example we can provide is for a non-profit organization that had invested heavily in datacenter hosting for their environment. They had several systems that were nearing the end of their usable life (backup system, Servers/Storage Area Network, network firewalls and switches). This organization had a very tight budget as a non-profit and was overwhelmed with the thought of having to do a hardware refresh. One of the advantages of working with Creative Planning is that we have multiple solutions that can help. One of our Accounting solutions determined there was Covid relief funds we would help leverage to move the client to a new Cloud solution, which was a great fit for this client as many of their applications had been migrated out to the cloud and there was less need to keep infrastructure hosted. Creative Planning helped move this client out to the cloud, trained their staff how to use these new technologies and helped them come up with a plan to move forward. This one example saved the client close to \$100,000 in costs and put them in a much better position to run their operations more affordably and securely.

7. How can we be confident that hardware pricing levels will be aggressive and will remain highly competitive over a multi-year period during which new models may be introduced?

We have been selling hardware and software ever since we started technology support. We only sell business class equipment that our team has knowledge of configuring and supporting. We do not guarantee the lowest price, but our prices are competitive. Part of our quoting process includes understanding the client’s needs, making a recommendation to fit those needs, and handling the ordering process so that your staff does not have to spend their time investigating, evaluating, and ordering. All managed services providers, such as us, will want to have hardware and software utilized they are familiar with and confident that it will provide the performance and reliability needed to minimize downtime for their clients. Part of the cost that is often overlooked is downtime and how that affects an employee’s productivity. While a client can often find a “cheaper” solution up front, overall if we use quality equipment it should minimize downtime and improve efficiency.

7.3 Support

1. Describe fully your technical support options including the assistance request process, escalation process, support hours, response times, staffing levels, staff ability, and physical location of the help desk.

We refer to an 'assistance request' as a 'ticket'. A ticket can be user generated or auto generated by our baseline security toolset. For a user generated ticket there are two main ways to contact our helpdesk. You can email us if you're multitasking and/or consider the issue to be lower priority. For anything urgent, we recommend calling us. Upon rollout of our services, each user will receive a 'sticker' on their workstation that highlights these two modes of contact. And depending on the service level you opt in for – there's also a premium line and associated code that could be assigned.

The helpdesk is staffed with Tier 1, Tier 2 and Tier 3 team members based on their tenure and knowledge within the space. Ingested tickets are processed first by a dispatch team that will decide the priority and category of the issue. From there, they'll assign the most proper tech or team to remediate. Should that initial tech or team be unable to solve the issue, the ticket would then be escalated to the next ranking tenure/knowledge base. These thresholds can vary depending on the type and priority of an issue.

Support hours are slightly expanded beyond 'standard business hours', aka your 8-5. With such a large Midwest presence, the central time zone benefits the most from our 7am-6pm managed IT package. This offers a buffer at the start and the end of the day. And it's also important to point out that we do have technicians available 24/7. We'll touch further on pricing implications but these 'after hours' type events would usually come with a billable rate.

Response times vary as it's quite difficult to predict the issue and guarantee the solution. What we do highlight is our SLA or Service Level Agreement to give you an idea of our 'time to respond' which is far more controllable.

Our team consists of approximately 65 FTE's that consist of our helpdesk and onsite support team, project and implementation team, Cyber security group and rest are account managers/vCIO's, members of our leadership team and administrative staff. As a collective, if you tried to quantify the years of tenure, it would be hundreds of years of experience.

Physical locations of our helpdesk include Waterloo, Cedar Rapids, Des Moines, Kansas City and Minneapolis.

2. Please provide details on your standard reporting capabilities.

Our aim with reporting is to not inundate. Too often we see and hear of "quarterly business reviews" that are filled with a ton of fluff and raw data that means nothing to the consumer. In conjunction with your account manager, you can decide a cadence of when you will meet, how you will meet, and what you would prefer to cover. If we can spend less time on the past and more time on the future, that is where we are winning with clients. AS far as capabilities go... today, more than ever... really the sky's the limit on all the ways we can pull and slice information. Examples of standard reports include patch compliance, hardware lifecycle, phishing testing and training and an executive summary. Other information summarizing issues that came up within our endpoint detection and response and vulnerability scans will be sent periodically too.

3. Describe any documentation and support (e.g., user manuals, online help, interactive demos, web-based seminars, and online knowledge base) that will be available, both from the technical perspective and the end user perspective.

During your onboarding we will conduct a 'kickoff' with your team where we will cover the basics and teach you how to maximize your helpdesk support experience. Something we emphasize is the 'post-resolve' where we ask you to please fill out the helpdesk surveys as it is the #1 way to gauge our work and improve your experience. We celebrate the good stuff and act on the bad stuff.

Depending on the use-case – we have a few tools that can suffice as an internal knowledge base and a host for demos, training, and such.

From our perspective, the most important end user training we will be providing is the Security Awareness Training (SAT) AND testing. Despite our best efforts and a very robust set of security tools... the end user is still the top security risk at any organization. Documentation of details about your network are kept within our database so that any of our support team can assist you.

4. What options are available for user training and technical training that may be required by our staff?

Other than our onboarding kickoff, the SAT mentioned above is our #1 focus. We would insist on both a carrot and a stick to incentivize behavior on this topic. Microsoft clip training is available to each user as well.

5. Describe any user groups, websites, newsletters, conferences, or any other means you support for sharing information and soliciting service feedback.

Our team is quite active on LinkedIn where we aim to demonstrate our thought leadership within the IT and Cyber space. Our website contains a series of blogs. We hang out where our clients and prospects are, so industry conventions/conferences/townhalls, you name it.

Your account manager will also be a source of news and updates, ideally pulling you along and guiding your technical journey.

And as for service feedback – please fill out the helpdesk & project surveys!

6. How do you monitor customer satisfaction and quality assurance on an ongoing basis and how might we benefit from this process?

Customer satisfaction is not only a metric we watch but also one that we publish internally. With our digital signage this is one of the top metrics we report and act upon, virtually in real-time. Following closed service tickets and projects we will send surveys asking for feedback.

Following a completed survey, anything that ranks in the + column is something we'll celebrate internally every Friday, highlighting positive client interaction. Anything that ranks in the – column is flagged and investigated further. What went wrong? And how could we improve the experience?

Depending on the circumstances this may result in a call from a member of our leadership team, or your account manager. As well as internal communications to train and advise how we might avoid this in the future.

7. City of Oelwein user base varies considerably in its level of technical sophistication. Please describe your experience in successfully supporting users that may be remote and possess limited technical skills.

Just yesterday we received feedback from a remote and non-technical user... he's well into his late 60's and in the process of digitally transforming his business so that his son may take over soon. His feedback regarding our service was 'flawless' and his best compliment was regarding his account manager, stating that 'she's extremely patient with me and has taught me so much about these tools I'd otherwise have no idea about...'

So, in other words – it happens. IT happens. To everyone. Even the most sophisticated of users will have issues and often in their attempts to resolve them, they make matters worse. We certainly don't mind users with a 101 understanding. It's an opportunity for us to create an experience like the one we just described.

One of the biggest advantages of dialing in, direct to your helpdesk team, is our ability to answer with a smile and save the day!

7.4 Financials

1. Describe the pricing model(s) that you typically employ for your standard services.

We break Managed IT down into three main pillars. You have your tools, your helpdesk, and your account management.

We arrived at the following quantities after scanning the network and discussions with Dylan and used these quantities for our calculations. The quantity of users and devices supported will be reviewed periodically and the monthly fee adjusted up or down as needed:

City Hall: 28 devices (PC's, laptops and 1 virtual server), 22 regular users, 7 light users (email on a smartphone or tablet only), 4 mobile devices (2 are at public works)

Police: 23 devices (PC's, laptops and 4 virtual servers), 17 regular users

The 3 service plans that we feel are the best fit based on our knowledge of your network and users are listed below:

Elevate SMB – Includes: Our full suite of tools, dispatched helpdesk (unlimited remote support between 8am-5pm), and account management. Onsite support is billed at \$150/hour and after hours would be billed at 1.5 times the hourly rate. Projects would be scoped out for labor and parts ahead of time and presented for approval and are billed separately. \$4459/month. PC setups are billed at \$450 each.

Elevate Managed – Includes Elevate SMB plus premium helpdesk (unlimited remote and onsite support 24x7), vCIO services and designated support team. A service level agreement is provided. Projects would be scoped out for labor and parts ahead of time and presented for approval and are billed separately. \$6800/month. PC setups are billed at \$450 each.

Elevate Secure+ - is Elevate Managed with some 'extra' focus on Cybersecurity and includes a vCISO. Projects would be scoped out for labor and parts ahead of time and presented for approval and are billed separately. \$7760/month. PC setups are billed at \$450 each.

At each of these levels you would check a lot of boxes on a Cyber Liability application and shift a significant amount of IT risk over to us.

What you will want to consider the most is the kind of helpdesk experience you want your team to have.

Dispatched HD vs Premium HD comes down to this – when you call in, would you like to describe your issue to our dispatch team, have them process the issue, assign the issue, and receive a call back from a tech? OR would you like to call in, describe your issue to the tech, have them begin work immediately and possibly solve right over the phone? With the premium helpdesk support we will assign you a code that you enter when calling us that will ring your designated team. If your designated team members are unavailable, it will then roll over to the rest of our staff.

2. Please indicate the charges associated with each of the following services, including the key driver of each cost and whether it is included in a standard per-unit cost vs. charged on an ad hoc basis.

- Technology Roadmap - **Included with Elevate Managed and above plans**
- Solution design - **Included**
- Network and email system monitoring - **Included**
- Remote backup – **Ad Hoc but would be required.**
- On-demand Technology Training – **Cyber security and Microsoft clip training is Included**
- Managed Cyber Security – **Ad Hoc depending on support selection. With all our plans we will monitor and manage the security tools we include in that plan.**
- Procurement management – **Included**
- Technical support, including remote user support - **Included**
- Reporting and communication - **Included**
- IT policy review and development – **Ad Hoc depending on support selection.**
- Implementation planning and guidance - **Included**
- PC deployment - **Ad Hoc, \$450/device**
- On-site implementation of business applications – **Ad Hoc and would need scoping.**
- Asset inventory management - **Included**
- Software licensing control - **Included**

3. Do you offer service bundles and if so, describe the effect of this bundling on pricing?

The general idea behind our four Elevate packages described above is – can you get enterprise-grade IT and Cyber controls for an affordable price?

The short answer is, YES.

The longer answer is – the more time, energy, and focus you give to this, the safer you will be. Everyone has a sliding scale of capital outlay vs. Risk. However, nobody is 100% secure which is why ‘money isn’t the only variable.

Beyond the basics of having the right tools, access to a helpdesk and ongoing guidance from a Virtual Chief Information Officer... it’s about building a culture of IT within your organization. We will ensure a proper foundation. But we will need your team's help along the way.

YOUR SECURITY TOOLS

Item 12.

A TOOLSET THAT ELEVATES

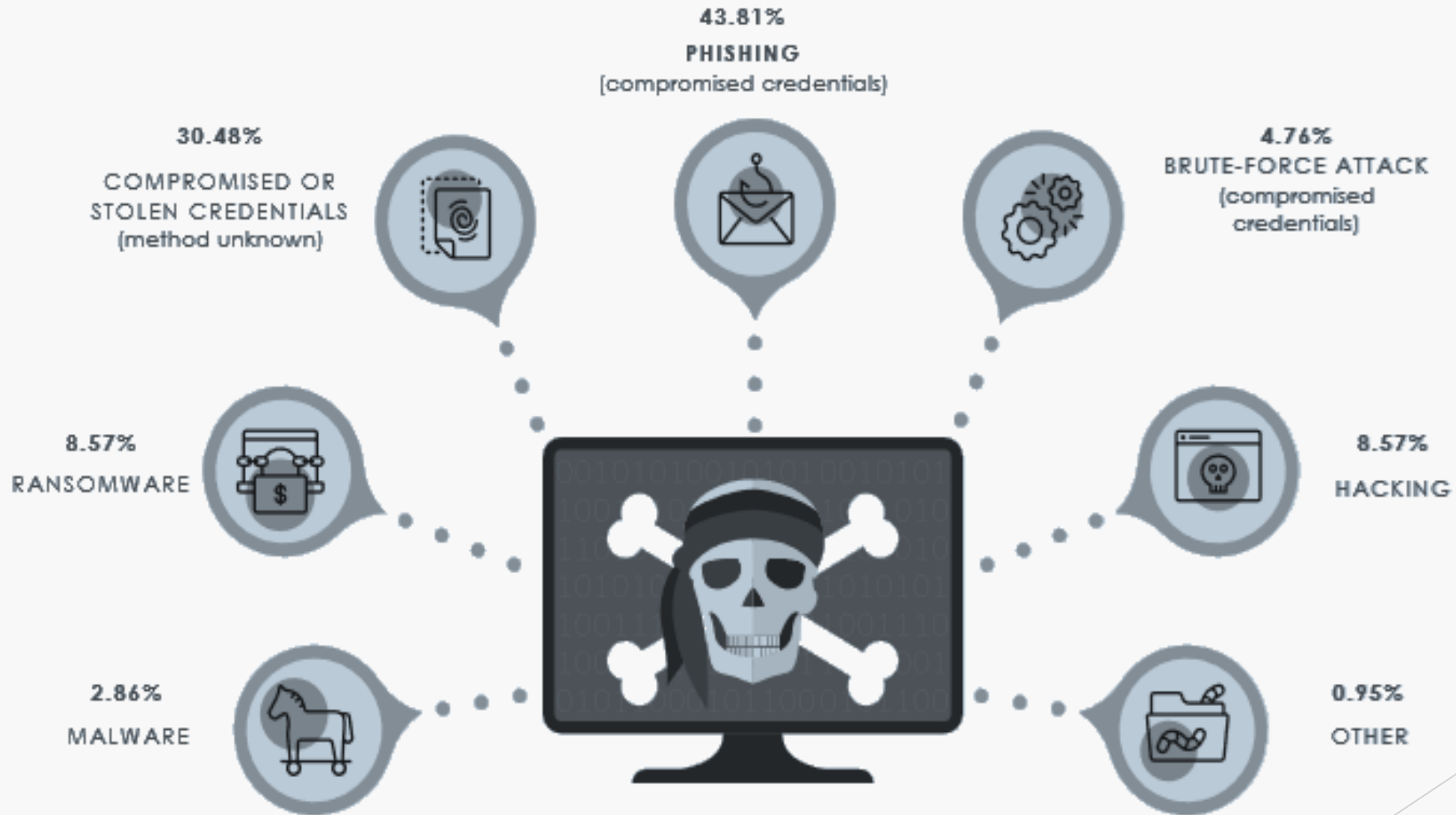
- DARK WEB MONITORING & ALERTING
- USER PASSWORD MANAGEMENT PORTAL
- Remote Monitoring and Management on EVERY DEVICE
- NETWORK HEALTH REPORTS
- ENDPOINT DETECTION AND RESPONSE
- CONTENT FILTERING ONSITE AND REMOTE
- REMOTE PATCH MANAGEMENT
- EMAIL SPAM FILTERING / CONTINUITY / ENCRYPTION/ Impersonation Protection
- END USER SECURITY TRAINING
- PREVENTATIVE PHISHING TESTING
- DISC ENCRYPTION
- VULNERABILITY SCANNING
- Hardware Lifecycle



THE BAR IS DEFENSIBILITY

- When bad things happen, who's responsible?
- In "IT" – the **liability** follows the data
- With or without insurance...
- What would a "reasonable" person/company do?
 - Have a firm grasp of scope
 - Show measurable, documented improvement over time
 - No clear evidence of willful negligence
- In short – don't be low hanging fruit!

How Are Breaches Happening?



YOUR IT TEAM

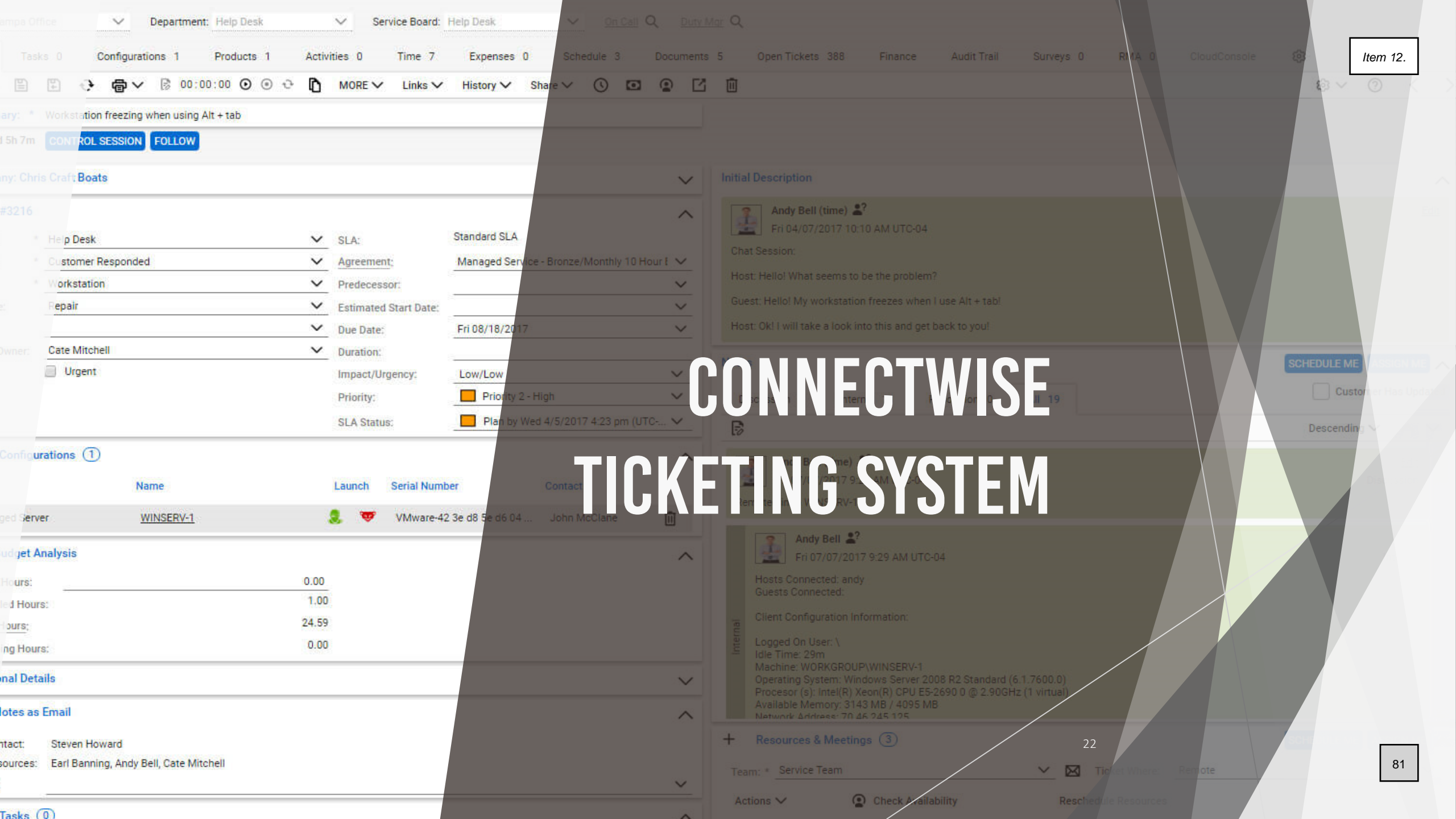
THE TEAM APPROACH

BerganKDV Technology Accountability Groups		
Technology Solutions Leader: Dan Roling		
<u>Support Services Group</u>		<u>Project Services Group</u>
LMA: Brian Frederick	Cedar Valley	LMA: Rob Huffman Cedar Valley
		John Wyrick Remote / ICR
		Justin Shook Remote / CV
		Matt Pocock Remote / KC
		Matthew Swenson Twin Cities
<u>Support Services - Client System Admins</u>		Group Email: Tech-ProjectServices@BerganKDV.com
Lead Jordan Michaelsen	Cedar Valley	<u>vCIO Group</u>
Adam Williamson	Remote / ICR	LMA: Gene Brixey Kansas City
AJ Klocke	Remote / DM	Andrew Brockway (vCIO) Remote / CV
Andrew Fails	Remote / KC	Justin Smock (vCIO) Remote / CV
Bill Bollinger	CCMH / KC	Steve Bateman (vCIO) Remote / ICR
Eric Stringham	Remote / KC	Group Email: Tech-vCIOTeam@BerganKDV.com
James Byland	Remote / TC	<u>Security Assessment Group</u>
John Peters	Remote / ICR	LMA: Robin Nelson St Cloud
Karen Horton	CCMH / KC	<u>Centralized Services Group</u>
Kevin Johnson	Remote / DM	LMA: Dave Seawel Cedar Valley
Matthew Coucke	Remote/SC	Melissa Anderson Remote / KC
Mike Herbrandson	Remote / CV	Mitchell Cook (NOC) Remote / CV
		Quinten Neis (NOC) Remote / SC
		Sharon Hansen Remote / CV
Group Email: Tech-SystemAdminTeam@BerganKDV.com		Group Email: Tech-CentralizedServices@BerganKDV.com
<u>Support Services - Premium Support Team</u>		<u>Technology Sales Specialist</u>
Lead Alex Mord	Remote	Jake Wagner ICR
Aaron Paul	Remote / KC	<u>Account Management Group</u>
Abdi Muhumed	St Cloud	LMA: Justin Tagtow Cedar Valley
Austin Kohls	Remote / CV	Angelique Kramer ICR
Erik DeWitt	Remote / TC	Dave Wyant (TAM) Cedar Valley
Ian Tagtow	Remote / CV	Nicky Herrmann Cedar Valley
Kristi Majewski	Remote / SC	Sammy Shand (TAM) Twin Cities
Kyle Schemmel	Remote / CV	Susan Perkins (TAM) Remote
Lucas Cook	ICR	Group Email: Tech-AccountManagement@BerganKDV.com
Sully Mujkanovic	Remote / DM	
Zack Gassman	Cedar Valley	
Group Email: Tech-ClientPremiumSupport@BerganKDV.com		
Abbey Fangman (SS Scheduler)	Remote / CV	
Emily Sodergren (SS Dispatcher)	Remote / CV	
Travis Hoing (SS Coordinator)	Remote / CV	
Group Email: MoD@BerganKDV.com		

YOUR PREMIUM SUPPORT

- ▶ Check out the sticker!
- ▶ Call
 - ▶ Premium support line and code to access dedicated team:
 - ▶ 2-3 Techs who understand your network.
 - ▶ High Priority
- ▶ Email
 - ▶ For a ticket on the run.
 - ▶ Lower priority





Item 12.

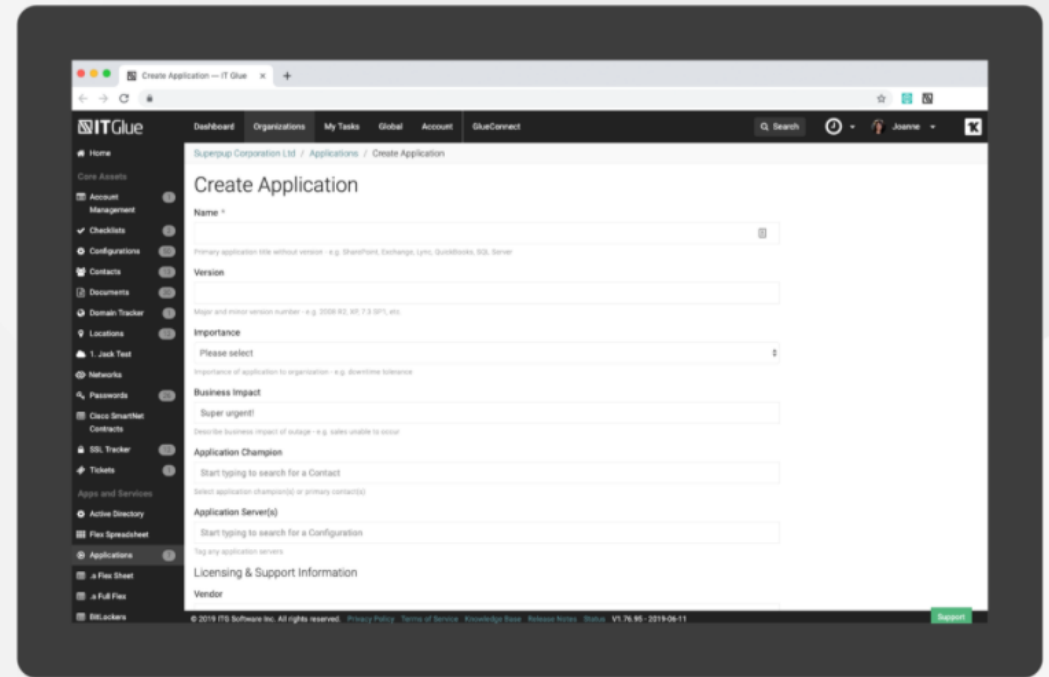
CONNECTWISE TICKETING SYSTEM

MY GLUE

Item 12.

Centralized Documentation – Shared Portal

- ▶ Document your:
 - ▶ Network
 - ▶ Assets
 - ▶ Software Licensing
 - ▶ Subscriptions
 - ▶ Support Renewals
 - ▶ Secure Password Management
 - ▶ Domain & SSL Tracking



YOUR VIRTUAL CHIEF INFORMATION OFFICER



QUARTERLY BUSINESS REVIEW

- ▶ On a quarterly basis YOUR Creative Planning vCIO will meet with you to discuss:
 - ▶ Strategic Planning
 - ▶ Budget Planning
 - ▶ Lifecycle management
 - ▶ Policy and Standards Alignment
 - ▶ Technology Roadmap

YOUR WEEKLY HUDDLE

- ▶ We schedule a weekly touch point with YOU and your VCIO.
- ▶ Internally a TEAM huddle is held every week to discuss what is going on with your business which consists of your:
 - ▶ vCIO
 - ▶ 2-3 Members of the Tech Team
 - ▶ Relationship Manager

ELEVATE MSP - ALL BASES COVERED

- ▶ ASSIGNED TEAM TO FILL CURRENT HELP DESK GAP
 - ▶ INCLUDES STRATEGIC GUIDANCE AND SUPPORT
 - ▶ DEEP BENCH OF PROFESSIONALS AND RESPONSIVE TEAM
 - ▶ PREMIUM SUPPORT OFFERING WITH PEOPLE YOU KNOW
 - ▶ COMPREHENSIVE IT SUPPORT & SECURITY TOOLSET
-
- ▶ PROVIDE STABILITY AND CONTINUITY TO FUTURE IT STAFFING
 - ▶ SCALE TO THE NEEDS OF AN EVOLVING BUSINESS
 - ▶ DELIVER ON PROMISE OF VALUE
 - ▶ FULL-SERVICE BUSINESS ADVISORY FIRM
 - ▶ DRIVEN BY PEOPLE WHO CARE



TIMELINE



Approval to move forward (By December 15 if January 1 is start date)



Onboarding Kick-Off (January)



Implement Tools (January/February)



Documentation (January/February)



Support GO-LIVE (January 1, 2024)



Worth mentioning →

Day-One we can take support issues @ support@CreativePlanning.com or PREMIUM SUPPORT NUMBER.

LET'S GET
STARTED!



Item 12.

Managed IT Services Proposal Prepared for
City of Oelwein



Proposal submitted by:



Business IT Services

RSPN.com

200 State St., Ste. 202-T, Cedar Falls, IA 50613

800-830-0112

Dylan Mulfinger
City Administrator
20 2nd Ave. SW
Oelwein, Iowa 50662

Dear Mr. Mulfinger,

Thank you for the opportunity to submit our proposal for Managed IT Services to be provided to the City of Oelwein, Iowa. We are excited about the prospect of serving your team.

I have carefully reviewed your RFP and provided answers to all questions. We also conducted a thorough assessment of your IT environment.

From these efforts, we have developed a plan that will allow your city to continue its effort to move more resources to the cloud while relying less on locally hosted resources. This plan will enhance the productivity of your staff while improving your overall IT security, support, and consulting services.

Microsoft 365 Business Premium

Microsoft 365 Business Premium includes Exchange Online and the popular Office applications like Word, Excel, PowerPoint, and many others. It also includes Microsoft Teams and cloud file storage in OneDrive.

Microsoft 365 Business Premium also includes some of the most advanced IT security products available today. Included products are created to secure the Microsoft 365 environment while improving security on your local network and email accounts. All of this is included in a monthly subscription per user.

This proposal assumes the change from current Microsoft 365 subscriptions and G-Suite plans to Microsoft 365 Business Premium for all users. With the effort to continue to move resources to the cloud, committing to a more comprehensive Microsoft 365 plan will position the city to eventually become completely cloud-based.

OneDrive Cloud Storage

Each Microsoft 365 Business Premium Subscription includes 1TB of storage space in Microsoft OneDrive. The storage may be combined for use across your entire organization. For instance, if you have 20 users with a Microsoft 365 Business Premium subscription, your organization has 20 TB of storage space to use as needed.

Many organizations are utilizing these products to replace local file storage and reduce or eliminate the need for replacing aging server hardware. This could represent a major reduction in future capital expenditure for server hardware for the city.

Security

Microsoft 365 Business Premium includes many security features that are highly regarded in the cybersecurity community. For instance, Microsoft’s Endpoint Protection solution is considered among the best and is included with the Microsoft 365 Business Premium subscription.

Below is a rating scale from Gartner who is considered the gold standard for evaluating IT products. Vendors listed in the upper right quadrant are offering the best solutions right now.

Figure 1: Magic Quadrant for Endpoint Protection Platforms



Source: Gartner (December 2022)

Microsoft Secure Score

Microsoft has established a set of guidelines / best practices for securing Microsoft 365 accounts. They provide a rating called a Secure Score for every organization subscribed to Microsoft 365. RSPN completes a project to review and makes necessary adjustments to maximize the security of Microsoft 365 for all our clients. We do not charge extra for this project. We have recently even seen many insurance companies asking for the Microsoft secure score before issuing cyber insurance coverage.

Additional Security

RSPN will also be including a service called Managed SOC (Security Operations Center). We have contracted with a US-based cybersecurity firm to assist in threat detection and prevention for our clients. This service takes your security to a new level with a team of cybersecurity experts monitoring

your systems for alerts of potential threats 24/7/365. They evaluate any alerts to determine the validity of the threat and work with our team to resolve any discovered issues.

Fully Managed IT Services

Your Fully Managed plan includes everything you need to secure, maintain, and operate your IT systems, all built into your budget-friendly monthly payment. We will provide you with new Cisco Meraki firewalls, a backup and disaster recover system that detects ransomware threats before they can reach your backups, and complete remote and onsite support of your IT systems for your staff.

Unfortunately, a common practice in the IT Services industry is to have many different contracts and individual billing for many different products and services. It is designed to confuse the client and make it difficult to change providers. We believe the relationship between our client and us should be simple, trusted, and transparent. Your plan with RSPN includes everything you need to keep your IT environment secure and operating at maximum efficiency so you can focus on your organizational mission.

RSPN is responsible for your data

Your organization relies on quick, easy, and secure access to your business data. Without it, providing services to your city becomes very difficult if not impossible. That's why we take responsibility for your data and your access to it.

For example, your plan includes a complete Backup and Disaster Recovery (BDR) solution. We provide you with the equipment, the licensing, and full support of the system. If a backup fails, we are alerted of the problem and correct it. If you suffer a disaster of some sort and lose local data, we are responsible for getting it back and functioning properly for you. There are no additional labor costs to you for disaster recovery.

This service provides back-up of your critical systems to a local appliance for each server host and redundant backup to the cloud. Our BDR service features a 24-hour Service Level Agreement (SLA). This means that your systems will be back up and running in the cloud within 24 hours if you suffer a physical loss of your local servers.

We also backup your Microsoft 365 data. If you accidentally delete an important email or file, we recover it from your backup for you. Additionally, OneDrive provides the ability to sync specific folders on a PC. This serves as a backup of local data stored in the Documents folder or on the Desktop.

What is not included in your Fully Managed plan?

Your plan is designed to eliminate confusing billing while being as complete and comprehensive as possible. However, there are some things that fall outside of your agreement with RSPN. New equipment costs (computers, servers, switches, etc.) are available from RSPN at competitive prices, but are not included in your Fully Managed plan.

Labor for project work such as installing new equipment or configuring a new computer are also additional.

It should be noted that we intend to leave any existing WiFi access points in place until the need arises to replace them. Licensing for these is not included in our proposal.

The good news is that we provide a discounted labor rate for our Fully Managed clients. Currently our standard labor rate is \$150 per hour. Our managed clients receive a 10% discount off that rate. We also do not charge different rates based on the experience of our technical team or have upcharges for after-hours labor.

Lastly, you will never get a surprise bill for work completed by RSPN. If we provide services that fall outside of your Fully Managed agreement, we will let you know and obtain your authorization before we begin any work.

Expertise

RSPN was formed in early February 2019 by Mike Place and Mark Stewart. Both are long-established area IT experts who are actively involved in the day-to-day support of our clients. You simply will not find an IT partner with more capable and knowledgeable hands-on leadership in Eastern Iowa.

Summary

The following pages outline your Fully Managed IT Services plan with all that is included and associated costs. We invite any questions that you have so that we may clarify our offer before you decide on your new business partner.

Of course, we believe that we are the best Managed IT Services partner for your city. If we did not, you would not likely choose us. But don't take our word for it. Please feel free to contact our references, provided on a later page, to learn their opinion of RSPN.

Thank you for the opportunity!



Dave W. Hansen
Director of Sales and Marketing



dave.hansen@rspn.com
Direct line: 319-449-1240
rspn.com

RSPN Fully Managed IT Services Program - \$4,475 / mo. 36 month term plus \$5,975 one-time initial transition services fee includes G-Suite Migration Project to Microsoft 365

RSPN Fully Managed IT Services plan includes:

- ◆ Remote and on-site technical desktop, server and infrastructure support labor
- ◆ 24/7 Active Monitoring of IT systems (Computers, Servers, Power, Internet Connection and More)
- ◆ Regular Automated Patching and Updates on all covered computers and servers
 - Servers weekly, Computers monthly
- ◆ (4) Cisco Meraki Firewall Appliances, Advanced Security Licenses, plus Management and Support provided by RSPN - (City Hall, Police Department, Utility Building, Wastewater)
- ◆ Managed SOC (Security Operations Center) - Threat Detection on Firewalls, Servers, Computers, and Microsoft 365 accounts
- ◆ Secure VPN with Multi-Factor Authentication / Single Sign-On with Microsoft 365 Entra
- ◆ Managed Backup and Disaster Recovery System - Includes 2 appliances, licenses and cloud storage.
 - ◇ Designed for rapid recovery of systems and data from local appliance or cloud - 24 hour SLA
 - ◇ Disaster recovery services included at no additional cost
- ◆ Managed Backup and Recovery Services for Microsoft 365 Data - Outlook and OneDrive
- ◆ Employee Security Awareness Training (Monthly) and Phish Testing (Quarterly)
- ◆ Active Directory and Group Policy Management
- ◆ Technical Consulting Services and Asset Lifecycle Management
- ◆ 10% Discount on Standard Labor Rate - Applies to projects and other labor not covered by this plan
 - ◇ Current standard labor rate is \$150 per hour (You'll get 10% off of the standard rate)
- ◆ Competitively priced hardware procurement (HP, Dell, Meraki, Ruckus, Microsoft Surface and more)
- ◆ Key contacts are provided with the personal cell phone number of our owners for emergency needs
- ◆ No added fees or increased rates are charged for after-hours and / or emergency services

Microsoft 365 Business Premium

This proposal assumes that all users will have a Microsoft 365 Business Premium subscription.

Microsoft 365 Business Premium provides several needed security features in addition to a suite of Microsoft Office products including:

- **Microsoft Defender for Business** - Gartner's top-rated endpoint protection (anti-virus, endpoint threat detection and response)
- **Multi-factor Authentication** - A simple and secure system for protecting your Microsoft 365 accounts from unauthorized access
- **Microsoft Azure Information Protection** - Provides email encryption capability for securely sending emails containing confidential or sensitive information
- **Microsoft Defender for Office 365** - Email filtering, sandbox and security
- **Microsoft Hosted Exchange Email** - Email, calendar, contacts, etc.
- **Microsoft Office Applications** - Outlook, Word, Excel, PowerPoint, Publisher, etc.
- **Microsoft Teams** - Featuring Chat, File Sharing, Video Conferencing, Calling within your organization, Task planning and assignment, and much more.
- **OneDrive** - 1 TB of storage included per subscription (Data can be pooled)
- **InTune and Auto Pilot** - Role-based deployment of new PCs (Reduces technical labor costs significantly)
- **Microsoft Entra** (formerly Azure Active Directory) - Secure Access Management
- **Mobile Device Management** - Provides location services for lost or stolen mobile devices. Devices containing business data (email, for instance) may be remotely wiped if device cannot be recovered. Also offers the ability to only delete business data on personal cell phones used for business.

Technology Roadmap

RSPN has a plan to continue the City of Oelwein's effort to move more IT resources to the cloud. This plan begins with embracing Microsoft 365 Business Premium subscriptions. This is a comprehensive plan that includes all the usual Microsoft Office applications (Word, Excel, PowerPoint, etc.) while adding many enterprise-level security solutions and productivity features. Many RSPN clients, including three cities that we support, have made this move. While this process will take time, ultimately, the city will end up with a more secure, better managed business IT environment.

Additional Information:

- ◆ Microsoft 365 Business Premium subscriptions are \$264 / year (annual commitment) or \$26.40 per month (monthly commitment)
- ◆ RSPN procures the necessary subscriptions and bills client
- ◆ RSPN provides user management support with the Fully Managed plan
 - ◆ Includes setting up shared mailboxes and other available features in Microsoft 365
- ◆ RSPN uses the same Microsoft 365 reseller as Creative Planning (Formerly BerganKDV). This will make the change to RSPN for your Microsoft 365 subscriptions as seamless as possible.

Plan is for a 36 month term. RSPN reviews rates annually and client has the right to cancel plan if more than a 5% increase is proposed.

Thank you for considering RSPN. Please contact Dave Hansen at dave.hansen@rspn.com or 319-449-1240 with any questions.

RSPN References

James Bronner, City Administrator
City of Waverly
200 1st St. NE
Waverly, IA 50677
319-352-4252

Larry Farley, City Clerk
City of Denver
100 Washington St.
Denver, IA 50622
319-984-5642

Mark Kittrell, CEO
Eagle View Partners
200 State St., Ste. 102
Cedar Falls, IA 50613
319-493-1371

Kris Hansen, CEO
Western Home Communities
5307 Caraway Lane
Cedar Falls, IA 50613
319-242-6989

Carlin French, Technical Services Manager
Northeast Iowa Food Bank
1605 Lafayette St.
Waterloo, IA 50703
319-235-0507

Tami Kofron, Office Manager
Modern Builders, Inc.
202 Main St.
Janesville, IA 50647
319-987-2911

Chrissi Wiersma, City Clerk
City of Hudson
525 Jefferson St.
Hudson, IA 50643
319-988-3600

Phil Jones, President
Rada Manufacturing Company
905 Industrial St.
Waverly, IA 50677
319-352-9058

Angie Schroeder, HR & Client Services Manager
Waverly Utilities
1002 Adams Pkwy.
Waverly, IA 50677
319-559-2000

Eric Locke, Vice President
Locke Funeral Homes
1519 W 4th Street
Waterloo, IA 50702
319-233-6138

Matt McMichael, Vice President
First State Bank
401 Main St.
Nashua, IA 50658
641-435-4943

Janet Shock, Office Manager
Swisher & Cohrt Law Offices
528 West 4th St.
Waterloo, IA 50701
319-232-6555

7.1 Corporate Information

1. RSPN is focused on being the best option in our market for locally based IT services. While many IT companies in our area have gone through mergers and acquisitions with outside companies, RSPN has grown organically by developing new relationships in Eastern Iowa. Our focus remains on being the best option for small to medium businesses in and around our Cedar Falls Headquarters.

RSPN employs a completely remote workforce. We began that way when we started the business in January 2019. When COVID hit, the decision was made to keep our structure and reduce the overhead of having a large office. This has also resulted in the benefit of having technicians often closer to our clients when on-site work is needed.

We provide a comprehensive Managed IT Services plan that allows our clients to stay focused on their business while RSPN handles IT support, planning, and security. Our owners are active in the day-to-day operations of the business and provide a wealth of knowledge and experience.

2. RSPN began operations in January 2019 and has steadily added clients each year since then. We have worked to grow at a pace that allows us to add staff as we add clients. While we are still a relatively small company, we continue to add new clients each year at a manageable pace. Our revenue for 2023 will exceed \$1.5 million and we currently serve around 40 clients.
3. We have a small office in Cedar Falls. However, it is only there to provide a physical address for vendors that require it. Our entire staff works from home.
4. RSPN currently employs eight people. Our two owners are active in the day-to-day technical and operations side of our business. We have four System Administrators and one Director of Sales that handles Account Management. Our eighth employee handles accounts payables and receivables.
5. All staff are full-time employees of RSPN.
6. There are two primary competitive advantages for RSPN in our market:
 - a. Our owners and Director of Sales each have many years of experience in technology services for business. All are active in the day-to-day operation, and all provide direct support and service to our clients. The collective expertise that is readily available to our clients is unmatched in the area.
 - b. While our intention has always been to provide fast, reliable, and efficient support services, our clients tell us we perform better than what they have experienced in the past with other vendors.

7. We do provide several solutions that are purchased from third party vendors. However, RSPN will always be your direct contact for anything that we provide. We select vendors based in large part on their ability to support us when needed.

Here are the third-party vendors and solutions that are commonly part of our Fully Managed plans:

- Unitrends – Backup and Disaster Recovery – RSPN provides initial support for this system with the manufacturer’s support included with our contracts with Unitrends. Unitrends assists with testing back-ups and recovery services when needed.
 - Managed SOC (Security Operations Center) – RSPN has contracted with a US-based Cybersecurity firm to provide 24/7/365 monitoring for suspicious activity on a client’s network. This company alerts RSPN to any discovered threats and provides a roadmap to resolve the issue. They also provide support for any issues that we are not able to resolve.
 - Microsoft 365 – Microsoft provides help desk services for Microsoft 365 products that are implemented at all of our clients. Again, RSPN provides direct support to our clients, but has the support of Microsoft for escalated issues.
 - Cisco Meraki – RSPN provides Cisco Meraki firewalls to our clients as part of our Fully Managed program. Again, RSPN provides initial support for firewalls, WiFi, and other related products. Cisco Meraki offers support for escalated needs as part of their license agreement.
 - Kaseya VSA – This is our RMM (Remote Monitoring and Management) tool. It is used for many tasks involved in RSPN providing support to your network and users. We again have support from Kaseya as needed.
 - Duo – This is a multi-factor authentication tool for VPN users. It is provided for clients that need that level of security for remote connectivity.
8. RSPN has helped several of our clients to transition to partial or even completely cloud-based technologies. Many have migrated from local shared storage to a complete cloud solution. We also no longer support locally hosted email. It is widely recognized that a locally hosted Microsoft Exchange server is a major security issue. RSPN operates its business in a completely cloud-based business network.
9. We have included a list of references for clients of RSPN. We currently provide Fully Managed IT Services to four cities, however, none are quite the same in size and scope as the City of Oelwein.

We do have other clients who are similar in terms of number of users and IT assets supported.

7.2 Proposed Approach and Solution

1. RSPN has developed a comprehensive Transition Services process for new Fully Managed clients. This process includes over 100 steps which are handled by the appropriate members of our team. The entire transition process can take a month or two to complete depending on the complexity of the services needed. Below is a high-level outline of that process.

- a. Information and documentation collection
 - i. Obtain list of users, email addresses, key contacts, vendor information, tax forms, letters of agency, certificate of insurance, etc.
- b. Initial Transition Project Development
 - i. Create a detailed project plan based on the findings of the network assessment.
 - ii. Review project plan with client
- c. Client kick-off meeting
 - i. Introduce RSPN to client staff
 - ii. Explain how to get support from RSPN
 - iii. Review what to expect during Transition phase
- d. Deploy RSPN support tools
 - i. Remote Monitoring and Management tools
 - ii. Anti-virus
 - iii. Managed SOC agent
- e. Deploy Backup and Disaster Recovery (BDR) System
 - i. Install backup appliance
 - ii. Connect to cloud backup service
 - iii. Begin running regular backups and confirm success
- f. Implement Microsoft 365 Business Premium subscription for all users
 - i. Review project with client
 - ii. Move current licenses to Microsoft vendor (RSPN uses the same vendor as Creative Planning (Pax8))
 - iii. Upgrade current Microsoft 365 subscriptions to Business Premium
 - iv. Order additional Microsoft 365 Business Premium licenses for current G-Suite users
 - v. Migrate G-Suite data to Microsoft 365 environment
 - vi. Sync computers to OneDrive for local data back-up
 - vii. Deploy cloud-to-cloud backup service
- g. Install Cisco Meraki firewalls at client location(s)
 - i. Set-up point-to-point VPN as needed
 - ii. Set-up VPN for users needing remote access
- h. Schedule initial planning session

- i. Discuss immediate needs
 - ii. Determine IT planning and budgeting process
 - iii. Agree on objectives for year one of our partnership
- 2. Resources required:
 - a. We'll need a thorough set of documents such as software vendor contracts, internet service provider information, telephone service provider information, staff lists, property insurance certificate of insurance, etc. These needs are usually provided by one staff member with access to those documents.
 - b. Working with one or two designated staff members throughout the process is helpful. They would be responsible for determining the appropriate timing for implementation of various stages of the process to minimize disruption to the organization.
 - c. Assigning city staff members to be designated approvers is needed for ongoing support requests from users. This is used as a system of checks and balances so RSPN technical staff does not complete any changes without proper authorization (e.g. installing software, providing access to secured data, etc.).
 - d. RSPN will need to be given administrator level access to all IT systems.
- 3. Our team:
 - a. Partners – Mark Stewart and Mike Place
 - i. Mark and Mike are directly involved in the day-to-day operations of RSPN. This includes working with clients on planning IT strategy, budgeting, security, and other technology needs that requires expert level experience. They also provide assistance to our technical team on escalate issues, help plan and implement projects, and even cover help desk support needs when necessary.
 - b. Technical team – Chris Belk, Tyler Ramirez, Darian Morgan, and Jordan Blankenship.
 - i. Our team of System Administrators will provide direct technical support to you and your team. They handle day-to-day help desk tickets and well as completing projects such as deploying new equipment, upgrading servers, or implementing other new technology solutions.
 - c. Account Manager (Director of Sales) – Dave Hansen
 - i. Dave handles all sales, marketing, and account management for our RSPN clients. He is available to provide recommendations and pricing for equipment upgrades such as new computers or other IT needs for your organization. Even if RSPN cannot provide the

technology equipment your business needs, he will offer suggestions for where to find what you need.

- ii. Dave is often joined by Mark and / or Mike when designing and quoting IT infrastructure upgrades.

- d. Kris Stewart – Kris handles AP / AR for RSPN and helps our clients with billing questions or other accounting related needs.

4. Value-added services:

a. Technology Roadmap

- i. RSPN provides a monthly asset lifecycle report to assist in planning and budgeting for future IT needs like computer refreshes.
- ii. RSPN brings a wealth of experience and will provide consulting for our clients to work towards a more secure, efficient, and financially responsible approach to IT.
- iii. We provide our clients with “an expert at the table” when considering technology changes and advancements in their business.

b. Working in a CJIS compliant environment

- i. We currently serve four cities including law enforcement departments. We also have many other clients who must adhere to IT security and compliance standards to protect sensitive data.
- ii. RSPN staff will complete any needed certification training to comply with CJIS.

c. Solution Design

- i. Mark, Mike and Dave each have many years of experience working in business technology and IT. We draw from that experience to assist our clients in designing and implementing technology solutions that best meet the needs of their business.

d. Network and email system monitoring

- i. Our team implements a monitoring system that is designed to keep us in front of potential problems. Our systems monitor everything from simple background services, disk errors, successful / failed back-ups, domain expirations, suspicious activity, and more. The goal is to constantly address issues before they create disruptions to your team.

e. Remote backup

- i. The BDR (backup and disaster recovery) system we provide our clients includes a local backup appliance designed for rapid recovery of lost or deleted data. It also includes a redundant cloud backup for recovery if there is a loss to local equipment. Our system allows for servers to be deployed in the cloud within 24

- hours of a disaster that destroys local servers and the backup appliance.
- ii. The system also includes a ransomware detection feature that prevents ransomware from reaching the backup systems.
- iii. This is one of the most comprehensive BDR systems available.
- f. On-demand Technology Training
 - i. RSPN provides security awareness training and phish testing for our clients. This is a requirement of most data security standards including CJIS.
 - ii. RSPN can assist in other types of training including in-person staff security training. We have even given presentations for client conferences in the past.
 - iii. Specific product or application training depends on the product and our experience with it.
- g. Managed Cyber Security
 - i. Our Fully Managed Plan provides a comprehensive cyber security strategy designed to protect our clients' data. We believe security should be part of the plan for IT management, so we have many security strategies and products built-in to our Fully Managed Plan.
 - ii. We advise our clients on ways to enhance their security with systems like Microsoft 365 Business Premium and the security features included with that subscription.
- h. Procurement management
 - i. RSPN provides competitive pricing for IT equipment like desktop and laptop computers, IT infrastructure systems like servers and switches, among many other IT related equipment. If we do not offer certain products needs by your organization, we will assist you in finding a vendor who does.
- i. Technical support, including remote user support
 - i. Our technical support is fast, reliable, and local. We perform most of technical support remotely, so as long as the user has internet access, we can provide support.
- j. Reporting and communication
 - i. We have advanced reporting capabilities to meet each client's specific needs.
 - 1. All clients receive monthly asset lifecycle and security awareness training reports.
 - 2. Additional reports are required by some clients to meet specific requirements of their industry.
 - ii. Communication is the key to a strong ongoing relationship for both RSPN and our clients. These are partnerships that we worked hard

to obtain, so we make great efforts to keep the lines of communication open with our clients. Some clients have found value in regularly scheduled meetings to communicate as we work through the projects or even initial activities as our relationship begins.

- k. IT policy review and development
 - i. RSPN has assisted many clients in establishing or refining the IT policies of the organization. While some of this work is obvious, each client may have unique and specific policy needs. Our experience working in a variety of business types will be valuable when considering policy creation for your business.
 - ii. Policy drives strategy in IT security. RSPN has assisted clients in meeting compliance standards, including deep dives into IT and data security policy review.
- l. Implementation planning and guidance.
 - i. Project work performed by RSPN follows a specific project plan including the submission of a Change Control Request (CCR). This is a document that defines the steps of any critical system changes along with contingency steps should unforeseen issues arise during the project.
 - ii. For technologies managed by other vendors, specific software implementations for instance, RSPN provides network support to the vendor responsible for installing their solution.
- m. PC deployment
 - i. RSPN charges a flat rate of \$405 for new PC configuration and deployment. However, we are recommending a move to Microsoft 365 Business Premium. One of the benefits of this subscription is the inclusion of Intune and Auto Pilot. Auto Pilot offers role-based deployment of new PCs. This technology automates much of the new device set-up process. At a point in time, we would be able to implement this process and reduce the deployment price to \$150 per device.
- n. On-site implementation of business applications.
 - i. Our proposal requires a move to Microsoft 365 Business Premium. This includes the Office applications like Word, Excel, PowerPoint, etc. RSPN will install this software suite on all PCs as part of your Transition Services project.
 - ii. Specific line-of-business applications are generally best implemented by the support staff from the software vendor with RSPN assisting as needed.
- o. Asset inventory management

- i. Our clients are provided with a monthly asset lifecycle report. This report provides a high-level view of computers and other network equipment. It provides warranty information and equipment age when that information is available. We have found that it is very useful to plan replacements of computers based on age more than any other factor.
 - ii. Clients who have the most success with a lifecycle plan keep an inventory of equipment as it is deployed. This can help with computer names, users assigned, etc. Using this information with the lifecycle report works well to reduce the instance of having equipment fail and rushing to attempt to get new equipment in operation.
 - p. Software licensing control
 - i. With the implementation of cloud-hosted, subscription-based applications, much of the headache of licensing goes away. Microsoft 365 is provided on a subscription basis rather than a device license. While this is not designed to be a direct cost savings, it does provide many other benefits.
 - 1. A user has a subscription that can be used to install and run applications across many devices. For example, some users have a desktop PC, a laptop PC and a mobile device like a cell phone. That user may access all of the software applications from any of those devices without needing a license for each one.
 - 2. Subscription-based software receives updates automatically. Many updates to software are related to security issues that have been discovered with the application. It is very common for device licensed software to contain many security vulnerabilities because it does not get updated.
 - ii. RSPN also monitors operating system software for PCs and Windows servers. We will apply updates to those systems on a regularly scheduled basis. When an operating system is scheduled to reach end-of-support, we work with our clients on a plan to upgrade the version before it becomes a security risk.
- 5. RSPN supports many clients that rely on servers.
 - a. We have extensive experience and expertise supporting networks with virtual environments using VMWare.
 - b. We have completed many successful network infrastructure upgrades including deploying server hosts and multiple virtual servers.
 - c. While we are assisting many of our clients to reduce the reliance on local servers and move services to the cloud, there are still many who need to

have local servers. Not all software applications offer cloud alternatives so we expect to continue to support servers for many years.

6. One example of a client that has transformed their technology strategy is Locke Funeral Services in Waterloo. When RSPN began working with them, they had the desire to take advantage of more cloud-based technologies. They also had a new facility that they were building and needed a well-designed plan to implement the appropriate technology in that location.
 - a. Locke has four funeral homes and they all needed to be connected back to their headquarters. Their new facility was going to become their headquarters, so RSPN helped them redesign how all locations would connect.
 - b. RSPN also completed a project that migrated their shared file storage from a local server into Microsoft OneDrive. This reduced the cost of storage needed on new server they were installing at their new location. They already had Microsoft 365 subscriptions that included a lot of storage in OneDrive. This allowed them to utilize that storage without adding cost.
 - c. RSPN also designed their entire network infrastructure from the ground up. New firewalls, new network switches, new wireless access points, new servers, and much more.
 - d. We assisted them in finding an internet service provider that offered a private fiber connection so they could have fast reliable service to their new building.
 - e. The end result is an expertly designed and managed, in-house data center that houses not only IT equipment, but AV equipment for conducting funeral services with audio and video. The Locke at Tower Park funeral home is state-of-the-art and accommodates the changing demands for funeral services. The technology that went into this facility is impressive. As Eric Locke states, “RSPN made our wildest dreams become IT reality.”
7. RSPN is not designed to make a living selling IT hardware.
 - a. Equipment is essentially a commodity, and our volume could never be enough to survive selling hardware alone.
 - b. We are successful when we build long relationships with our clients and help them have success in their business. Keeping our equipment pricing competitive is an important part of building trust and keeping our relationships strong.
 - c. We will do our best providing competitive pricing for computers and other IT equipment. However, we are not offended if our clients choose to shop for new computers elsewhere. There are good deals to be found online. We only ask that our clients show us what they intend to purchase so we

can ensure that they are getting what they need and not something that will cause problems on a business network (Windows Home for example).

7.3 Support

1. Getting support from RSPN available by either emailing support@rspn.com or calling 800-830-0112 and selecting option 1.
 - a. Sending an email automatically creates a support ticket.
 - b. When you call during the hours of 7:00 a.m. to 5:00 p.m., your call will ring to our technical support team. If your call is not answered, leaving a voice mail will also create a ticket and your message recording will be transcribed and an audio file attached.
 - c. We have a team of four Network Administrators along with the partners in our business, Mike Place and Mark Stewart. Mark and Mike provide escalated support for our Network Administrators. Experience of our team ranges from 3 years to over 20 years, excluding our partners who have been in technical IT roles for over 30 years each.
 - d. Our entire staff works from home and calls ring directly to them. This eliminates the need for staff to answer calls and assign tickets. We feel this approach reduces the layers our clients need to navigate to get the help they need.
 - e. Our response time is remarkably fast, or at least that is what we hear from our clients. Our Statement of Work for our Fully Managed plan includes the following SLA schedule. However, we far exceed these terms.

Trouble / Severity	Managed Service Plan*
Critical problem: Service not available (all users and functions unavailable)	Response within two (2) hours after notification.
Significant degradation of service (large number of users or business critical functions affected)	Response within four (4) hours after notification.
Limited degradation of service (limited number of users or functions affected, business process can continue).	Response within eight (8) business hours after notification.
Small service degradation (business process can continue, one user affected).	Response within two (2) business days after notification.

- f. Emergency Support – We provide select key contacts at our clients the direct cell phone numbers for our business partners for use in the case of

an emergency. Clients may contact them 24/7/365 if they have an emergency support need.

2. We can provide reporting details on most of the systems that we use to monitor and support our clients. We provide two standard reports to all clients, a monthly lifecycle report to assist with planning and budgeting for equipment upgrades and results reports of our Security Awareness Training and Phish Testing service. Any other reports required can be designed and scheduled to meet each client's specific needs.
3. We keep a cloud-based documentation repository for our technical staff to access specific information about each of our clients. This can include vendor information, support numbers for specific business applications, details about internet and telecom service providers, etc.
4. If our clients need training or information, we may refer them to specific articles or training from time to time. We have, at times, provided specific in-person staff training for our clients.
5. We offer a rating system for our clients to provide feedback on the service they receive for every support ticket submitted. We also send a monthly newsletter to our clients.
6. The rating system referenced above provides us with immediate feedback. If we receive any feedback other than the top rating, we follow up with the client to understand what could have been done better.
7. Our client base covers several different industries and many different technical skill levels. We currently support four cities and expect a similar experience with the City of Oelwein as we have with those clients in terms of technical skills. Our team is well-versed in supporting even those who do not have a depth of understanding of IT.

7.4 Financials

1. Pricing model of RSPN
 - a. RSPN offers Managed IT Services plans designed to meet the specific needs of each client. Most plans fall into either a Fully Managed plan or a Co-Sourced Managed plan. Fully Managed is designed for organizations that do not staff any IT specific positions while Co-Sourced is designed for those that do.
 - b. Our pricing is based on the scope of responsibility RSPN assumes along with the number of resources and users we support. Our managed plans, either Fully Managed or Co-Sourced, are provided under a flat-rate monthly fee to our clients.
 - c. With any plan from RSPN, certain work will fall outside the scope of our monthly service agreement. This is most often what is considered project

work. For instance, your monthly rate considers the current IT environment at the onset of the agreement. Should something need to change, upgrading a server for instance, the labor involved in that would fall outside the scope of the managed plan. As an incentive to our managed clients, RSPN provides a 10% discount off our regular labor rate for work that falls outside the scope of the managed agreement.

- d. What is billable and what is included is often confusing so we make the pledge that our clients will never receive a “surprise” bill for work outside of the managed agreement. That work will be discussed and approved by the client prior to any billable work taking place.
2. Specific services and associated costs.
- a. Technology roadmap – falls under consulting that is included in your Fully Managed agreement.
 - b. Solution design – for small projects like replacing a computer, this is included in your Fully Managed plan. For larger projects like server or other infrastructure replacements, this will be included in the quoted project labor.
 - c. Network and email system monitoring – included in Fully Managed plan.
 - d. Remote backup – included in Fully Managed plan.
 - e. On-demand technology training – may be included or quoted as a project. This depends on the scope of the training needed.
 - f. Managed Cyber Security – included in Fully Managed plan.
 - g. Procurement management – need additional explanation, but most likely included in Fully Managed plan.
 - h. Technical support including remote user support – included in Fully Managed plan.
 - i. Reporting and communication – included in Fully Managed plan.
 - j. Implementation planning and guidance – included in Fully Managed plan.
 - k. PC deployment – not included in Fully Managed plan. Provided with a fixed rate project labor fee.
 - l. On-site implementation of business applications – this depends on the applications. RSPN will assist in the implementation of business applications, but generally will be part of a project.
 - m. Asset inventory management – included in Fully Managed plan.
 - n. Software licensing control – included to some extent in Fully Managed plan. RSPN monitors Windows operating systems, helps manage Microsoft 365 subscriptions and other licensed software like VMWare, etc. However, there could be applications that we are not aware of that require license renewals or upgrades that we are not made aware of.
3. Service Bundles – Our Fully Managed and Co-Sourced plans are service bundles. These are designed to provide all the technologies, security products,

certain hardware needed, and technical support to operate a secure, stable, and efficient business IT environment. This “all-inclusive” or “bundled” approach allows for easy budgeting that eliminates surprise expenses. The price is considerably more attractive to the client than buying all the included pieces separately.

	Access Systems	Creative Planning	RSPN
Years in Business	37	20	4
# of Employees	32	60	8
Currently have government clients?	Yes.	Yes.	Yes.
Onboarding Time	30 days	30-60 days	30-60 days
New PC Deployment	?	\$450	\$405 to start. If migrate to Microsoft 365 Premium -\$150
Able to work in CJIS Compliant Environment?	Yes	Yes	Will certify members to be able to.
Initial Onboarding Costs	\$4,575.00	None	\$5,975
After Hours Support Hours	Billed	24 hours a day	Billed
Monthly Network Support Fee Totals	\$4,175	5375	\$4,475
Dedicated Team	No	Yes	No
Require Office 365	No	Yes	Yes
Ability to go to the cloud	Yes	Yes	Yes
Called References	Yes	Yes	Yes
Created 12/14/2023			

Oelwein Public Library Board Minutes

The Oelwein Public Library Board of Trustees held their meeting on Tuesday, December 12, 2023 at 4:30 p.m. at the library.

Present: Mars, VanDenHul, Berryman, Kerns, Macken, and Payne

Absent: Ingersoll

Kerns called the meeting to order at 4:33 p.m.

Approval of agenda and minutes: Berryman made a motion to approve the agenda and the minutes. Seconded by Mars. Motion carried.

Correspondences: There were no correspondences.

Trustee Training: The board reviewed the standard on collaborating with other community organizations for library programming.

Director's Report:

- The building assessment report submitted by Martin Gardner Architecture was reviewed. City officials will determine the course of action.
 - Roof/Attic recommendation – approach 1
 - Correcting and installing additional eave vents across entire width of the truss space to prevent wind washing of the insulation, ensure the insulation remains in place, and avoiding insulation coming into contact with the underside of the roof sheathing which can cause condensation and contribute to ice damming.
 - Implementing a spray foam insulation system around the entire eave of the attic space will effectively seal the eaves while maximizing their R-value.
 - Additional blown-in fiberglass insulation applied to a minimum of R-49 depth against the eave vents and the spray foam insulation system.
 - Roof/Attic recommendation – approach 2
 - Correcting the eave vents along the entire eave between roof trusses, ensuring they have sufficient length to accommodate additional blown-in fiberglass insulation.
 - The existing blown insulation should be pulled back from the eaves
 - A minimum eight-inch-thick batt insulation should be inserted into all eave locations, preventing loose fill insulation from obstructing soffit venting.
 - Blown-in loose-fill fiberglass insulation should be added at the eaves, tapering from an R-49 depth to meet the fiberglass batt insulation.
 - Windowsill laminate damage
 - Investigate interior soffit locations along perimeter to confirm the presence and adequacy of insulated structural steel elements.
 - Install spray foam insulation in these areas to reduce thermal conductivity, maximizing the building envelope's R-value.
 - Replace any needed exterior window sealants.
 - Brick Façade

- Introduce ventilation to the exterior masonry veneer wall cavity, particularly above the base wall flashing and at the top of all masonry veneer walls, ensuring moisture does not accumulate behind the brick veneer.
- Add ventilation above windows and door heads where masonry exists by installing weep vent inserts or opening specific vertical mortar joints.
- Consider adding a control joint in the middle of the east meeting room wall.
- Consider cleaning or replacing weep ropes.

Payne arrived.

- Roof repairs. Schwickert's has been working on repairing extensive damage to the plywood deck above the Reference Room, at the parapets, and in the valley at the north end of the building. The valley and parapets have been reworked for proper drainage. In addition, on the north and south ends of the roof, the ice and water shield did not wrap over the end caps or up the atrium wall allowing water to run down the roof seams. The end caps were removed and replaced to allow proper installation of ice and water shield.
- Open Access and inter-library loan reimbursement funds for \$1777.85 were received from the state.
- New sign. Nagel Signs are working on pricing.
- MiPay. City staff will be implementing this timekeeping software over the next couple of months. Training has begun.
- Pages. Jeff resigned due to health concerns. Erin is the new page.
- Senior Seminar. Alexa had a successful turnout for the chess tournament with 28 students participating from Oelwein and the surrounding area. New cards were issued and the supervising teacher would like to continue holding tournaments at the library. Alexa's final presentation is December 21.

Friend's Report:

- The meeting will be held December 14 with a focus on planning the Chocolate Fest.

Bills were reviewed. The board would like to seek bids for the landscaping maintenance for the upcoming growing season. Berryman made a motion to approve the bills. Seconded by VanDenHul. Motion carried.

Policy Review: Changes were made to the Registered Sex Offenders against Minors policy.

- The board will determine if an offender can be present on library property after the offender requests permission using the proper form.
- Offenders have the option of registering for a library card through the online option.
- Offenders are not allowed to be employed at the library, act as a contractor for, or volunteer for the library.
- Violators will lose all library privileges.

Berryman made a motion to approve the policy as revised. Seconded by VanDenHul. Motion carried.

Berryman made a motion to adjourn at 5:05. Next meeting will be January 9 at 4:15 p.m.

Respectfully submitted,
Susan Macken



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Administrator Memo
Date: 12/18/2023

Consent Agenda

- 1. Consideration of a motion approving the December 11, 2023 minutes.
- 2. Claims resolution in the amount of \$663,319.95.

Public Hearing

- 3. Public Hearing on December 18, 2023 at 6:00PM in the City Council Chambers regarding the proposed vacation and transfer of city alleyway right of way.

Resolutions

- 4. Consideration of a resolution approving Pay Application No. 2 in the amount of \$90,980.30 for Event Center Parking Lot Improvements project to Bacon Concrete.
 - 1. This is the second pay request from Bacon Concrete. All work has been satisfactory. The City Administrator recommends approving the resolution.
- 5. Consideration of a resolution approving Final Pay Application No. 3 in the amount of \$11,189.96 for Event Center Parking Lot Improvements project to Bacon Concrete.
 - 1. The project is finalized. All work has been satisfactory. The City Administrator recommends approving the resolution.
- 6. Consideration of a resolution accepting the completion of Event Center Parking Lot Improvements project with Bacon Concrete.
 - 1. This project went smooth and work was done in a timely manner. The parking lots are a massive improvement to the downtown. The City Administrator recommends approving the resolution.
- 7. Consideration of a Resolution approving a contract with CivicPlus for the CivicRec services.
 - 1. The wellness center is losing its member software as the city transitions from MercyOne management. The school will manage staff and the center and use the city's software. The city can optimize this software and use it across multiple departments. The software will run memberships for the Wellness Center, park shelter reservations, pool passes, and rec sports. This will be a leap forward for these departments and access for the community. The City Administrator recommends approving the resolution.
- 8. Consideration of a resolution approving a memorandum of understanding between Fayette County 911 Service Board and the City of Oelwein.



1. Fayette County needs to use our tower to mount some of their equipment for the new radio project. We are being good partners and allowing them this space for equipment. The City Administrator recommends approving the resolution.
9. Consideration of a resolution opposing Alliant Energy's proposed electric rate increase.
 1. The city council directed staff to provide a resolution opposing rate increases. These increases will cost Oelwein \$60,000 in city electrical and gas fees. The City Administrator recommends approving the resolution.
10. Consideration of a resolution approving the vacation and transfer of city alleyway right of way.
 1. This alley way is not in use and will not be needed in the future. The City Administrator recommends approving the resolution.
11. Consideration of a resolution setting a public hearing for the status of funded activities for the City of Oelwein NE Sewer Improvements project on January 8, 2024 at 6PM in the Oelwein City Council Chambers.
 1. This public hearing is required for the Community Development Block Grant funds used on the NE Sewer Improvements project. The City Administrator recommends approving the resolution.

Motions

12. Consideration of a motion to approve pursuing a contract with RSPN for Information Technology Managed Services.
 1. The city of Oelwein sent out a request for proposals for managed services. We received three from similar vendors. Managed services are needed because the city must take an aggressive stance on cyber security. We also need more assistance to alleviate the IT burden from department heads and the City Administrator. The City already invest over \$25,000 annually in hours for IT assistance. Moving to managed services will be a considerable jump, but it is needed. RSPN provided the most competitive price for the services they will offer. Their company is strictly IT and only wants to make sure our network is secure. I believe RSPN is the best option for Oelwein. Should the city council move forward, a five-year contract will be brought forward in January. The City Administrator recommends approving the motion.



Wastewater News: Nov 2023 - M. Rogers achieved his G4 Wastewater Treatment Certificate!! Annual WETT test, analyzed by the Hygienic lab passed. While pump #2 was pulled from the Main Lift station, pump #1 was swapped, and is operable with the assistance of Iowa Pump Works. The leak in the non-potable water line was dug, found and repaired.

- Monthly Activities -

- *Treated 22,060,000 gallons of wastewater.
- *Largest daily flow was 830,000 gallon.
- *Average daily flow was 740,000 gallons.
- *Applied 210,000 gallons of bio-solids to the reed beds.
- *Achieved a 97.6% Biochemical Oxygen Demand removal.
- *Achieved a 98.5% Total Suspended Solids removal.
- *Analyzed 478 wastewater samples in the cities state certified lab.
- *47 samples submitted to Test America.
- *Completed and submitted state Discharge Monitoring Report and the five Industrial reports.

NON-scheduled work - Meeting was held with DCW Casing to discuss new personal and sampling procedures.

- Scheduled work -

- *Perform maintenance on SBR #2 Dissolved oxygen probe.
- *Perform maintenance on SBR's getting worn.

- Upcoming work - Getting Kam certified with his Grade 1 Certification.

- *Changing oil in blowers / maintenance. Two remaining.
- *Run new conduit for SBR #2 Dissolved oxygen probe.
- *Replace flexible weather conduit on SBR's getting worn.
- * Noticeable hauling of dirt and berm placement has begun with the Reed Bed Expansion project.

Water / Street News: Mack received his CDL! Three curb stops were dug and repaired. The two big water cuts (E. Charles & Mulford Dr.) have been sealed with concrete. Baseboard work was completed along the hanger at the airport. The hydrant near the DQ was repaired from previous accident.

- Monthly Activities -

- *Pumped 16,030,000 gallons water from the wells.
- *Completed 44 work orders from City Hall
- *Performed 44 locates marking location of city water, sewer, storm sewers and electrical.
- *Delivered 50 red door tags giving the final notice of impending shut down services.
- *Shut down 19 services for nonpayment.
- *Daily water rounds consisting of chlorine residual testing, well and lift station checks.

NON-scheduled work - Crew replaced the heater at the airport, and repaired the heater in the Street shop.

- Scheduled work -

- *Holiday decor is being sorted, while flags were hung for Veteran's Day Holiday.
- *Sweeping and clean up from stump grinding continues, as long as the weather does.
- *Yearly inventories are being updated.
- *CIP / Budget / Wage discussions are happening.
- *Jason acquired his Class A CDL.

Upcoming projects - Equipment maintenance continues, as the weather is changing, with one weekend of plowing completed.

- *Work continues in coordination with the DOT for speed zone, and upcoming diamond grinding of HWY 3 currently scheduled for 2/24.