



Agenda

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

November 25, 2019
Oelwein, Iowa

Mayor: Peggy Sherrets

Mayor Pro Tem: Matt Weber

Council Members: Renee Cantrell, Darin Christensen, Matt Derifield, Lou Ann Milks, Warren Fisk

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 November 12, 2019 Council Minutes
- [2.](#) Claims Resolution in the amount of \$457,482.16
- [3.](#) Consideration of a motion approving Class 'B' Beer Permit Renewal for Oelwein Chamber and Area Development
- [4.](#) Consideration of Pay Request No. 14 to Portzen Construction in the amount of \$47,024.05 for work completed on Disinfection and 42 Well Improvements project

Ordinances

- [5.](#) Consideration of an Ordinance Deleting Section 22-101 - Second Reading

Resolutions

- [6.](#) Consideration of a Resolution of the City of Oelwein, Iowa Adopting Policies Compliant to the 2019 CDBG Grant for Water/Sewer Improvements
- [7.](#) Consideration of a Resolution of the City Council of Oelwein, Iowa Authorizing the Development and Implementation of a Home Rehabilitation Revolving Loan Fund Program and the Expenditure of Funds to be allocated to the program operations and development
- [8.](#) Consideration of a Resolution of the City Council of Oelwein, Iowa Authorizing the Submission of a Home Application to the Iowa Finance Authority and the Expenditure of Funds to be applied to Local Match for a Home Application

Motions

- [9.](#) Consideration of a motion authorizing signatures on Contract for Services between Upper Explorerland Regional Planning Commission and the City of Oelwein
10. Consideration of a motion setting December 23, 2019 at 6:00 p.m. for Public Hearing on Oelwein Street Department Building Addition and Rehabilitation Project
- [11.](#) Consideration of a motion approving Urban Renewal Report re: Fiscal Year 2018-2019 TIF Debt Outstanding
- [12.](#) Consideration of a motion authorizing signatures on Change Order No. 1 in the amount of \$4,350.41 to Blacktop Service Company for Oelwein 2019 Seal Coat Improvements
- [13.](#) Consideration of a motion approving Pay Request No. 1 from Blacktop Services in the amount of \$164,728.28 for work completed on Oelwein 2019 Seal Coat Improvements project
- [14.](#) Consideration of a motion approving Pay Request No. 2 (final) in the amount of \$8,669.91 from Blacktop Services for work completed on Oelwein 2019 Seal Coat Improvements project

- [15.](#) Consideration of a motion authorizing signatures on Engineers Statement of Completion re: Oelwein 2019 Seal Coat Improvements project

Committee Reports

- [16.](#) Report from Cantrell on November Park and Recreation Commission meeting
- [17.](#) Report from Fisk on Housing Committee meeting

City Attorney's Report

Mayor's Report

City Administrator's Report

- [A.](#) City Administrator's Memo

Adjournment

- [ii.](#) Additional Items
- [iii.](#) Additional Items
- [iv.](#) Additional Items
- [v.](#) Additional Items

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

COUNCIL PROCEEDINGS
Regular Meeting
November 12, 2019

The Oelwein City Council met in regular session Tuesday, November 12, 2019 at 6:00 P.M. Mayor Sherrets presided.

- | | |
|--|---|
| Roll Call | Present: Fisk, Christensen, Milks, Weber, Cantrell
Absent: Derifield
Also Present: Mulfinger, Rigdon, Dillon |
| Mayor Announcement | Mayor Sherrets announced Matt Derifield resigned from Council effective November 11, 2019. |
| Adopt Agenda | A motion was made by Milks, seconded by Weber to adopt the agenda as presented. All voted aye.
<p style="text-align: right;">Motion Carried</p> |
| Consent Agenda | A motion was made by Fisk, seconded by Weber to adopt the Consent Agenda as follows:
<p style="margin-left: 40px;">A. Motion approving October 28, 2019 regular council minutes.</p> All voted aye.
<p style="text-align: right;">Motion Carried</p> |
| First Reading | A motion was made by Milks, seconded by Christensen to approve the first reading of an Ordinance Deleting Section 22-101 of the Code of Ordinances.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None
<p style="text-align: right;">Motion Carried</p> |
| Resol 5122-2019
TIF Downtown | A motion was made by Milks, seconded by Weber to adopt Resolution No. 5122-2019 Approving Internal Loan and Obligating funds from the City's Central Urban Renewal Tax Revenue Fund for appropriation to the payment of the Project.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None
<p style="text-align: right;">Motion Carried</p> |
| Resol 5123-2019
TIF Rebate
Performance Rehab | A motion was made by Weber, seconded by Milks to adopt Resolution No. 5123-2019 Obligating funds from the Performance Rehab Subfund of the City's Central Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None
<p style="text-align: right;">Motion Carried</p> |
| Resol 5124-2019
TIF Rebate
Cornerstone Inn | A motion was made by Weber, seconded by Fisk to adopt Resolution No. 5124-2019 Obligating funds from the Cornerstone Inn and Suites, LLC Subfund of the City's Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None
<p style="text-align: right;">Motion Carried</p> |

COUNCIL PROCEEDINGS, NOVEMBER 12, 2019, PAGE 2

Resol 5125-2019 A motion was made by Fisk, seconded by Weber to adopt Resolution No. 5125-2019 Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None

Motion Carried

Resol 5126-2019 A motion was made by Fisk, seconded by Christensen to adopt Resolution No. 5126-2019 Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None

Motion Carried

Resol 5127-2019 A motion was made by Weber, seconded by Fisk to adopt Resolution No. 5127-2019 Approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2020-2021.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None

Motion Carried

Resol 5128-2019 A motion was made by Christensen, seconded by Fisk to adopt Resolution No. 5128-2019 Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa.

Ayes: Fisk, Christensen, Milks, Weber, Cantrell
Nays: None

Motion Carried

208 8th Avenue SW Mulfinger stated the property owner received an offer today to purchase the property. This is a buildable lot. Council should wait and see. Consideration to accept the property located at 208 8th Avenue SW and lot adjacent to the south died for lack of a motion.

Sherrets stated council should determine what criteria and financial status should be reviewed before we act on these lots.

Wellness Center A motion was made by Christensen, seconded by Weber authorizing the Purchase Equipment purchase of fitness equipment from Push-Pedal-Pull in the amount of \$12,060.00 for the Wellness Center. All voted aye.

Motion Carried

May Jane Miller Presentation May Jane Miller presented an oxygen mask kit for pets to Oelwein Volunteer Fire Department. Her goal is for every Fire Department in Iowa to have one.

Reappointments Zoning Bd of Adjust Airport A motion was made by Fisk, seconded by Cantrell to approve the Mayor's reappointment of Ginger O'Connell to the Zoning Board of Adjustment and John Bagge and Jim Tuchscherer to the Airport Board. All voted aye.

Motion Carried

COUNCIL PROCEEDINGS, NOVEMBER 12, 2019, PAGE 3

- Attorney Report Pat Dillon, City Attorney reported end of summer nuisances are being processed.
- Council Vacancy Mulfinger explained to council the available options regarding the council vacancy. A special meeting will be held Monday, November 18, 2019 at 6:00 P.M. in City Hall to discuss the council vacancy.
- Adjourn A motion was made by Weber, seconded by Fisk to adjourn at 7:17 P.M. All voted aye.

Motion Carried

Peggy Sherrets, 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 November 12, 2019 and copy of said proceedings was furnished to the Register November 14, 2019.

Dylan Mulfinger, City Administrator

Council met at 7:00 P.M. at the Plaza to have a work session with the public re: Wings East Improvements.

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					
SERBRO LLC	1213	LETTERING ON RAIN JACKETS	10/09/2019	360.00	.00
Total 001-1100-61810 UNIFORM:				360.00	.00
001-1100-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	8023 JL 2019 1	WILDWOOD LODGE - TRAINING	11/05/2019	218.40	218.40
CARDMEMBER SERVICES	8023 JL 2019 1	METRA - TRAN TRAINING JL	11/05/2019	16.50	16.50
CARDMEMBER SERVICES	8023 JL 2019 1	UBER - TRANS TRAINING JL	11/05/2019	18.15	18.15
CARDMEMBER SERVICES	8023 JL 2019 1	IL TOLLWAY - TOLLS TRAINING	11/05/2019	3.80	3.80
CARDMEMBER SERVICES	8023 JL 2019 1	RESIDENCE INN - TRAINING JL	11/05/2019	1,091.80	1,091.80
IOWA PEACE OFFICERS ASSO	31720	IPOA DUES J LOGAN	10/16/2019	30.00	30.00
IOWA PEACE OFFICERS ASSO	31720	MEMBERSHIPS - VOSHELL/NIE	10/16/2019	105.00	105.00
Total 001-1100-61990 EMPLOYEE PERSONNEL EXPENSE:				1,483.65	1,483.65
001-1100-63310 VEHICLE					
ADVANCED AUTOMOTIVE INC	28071	CAR 3 REPAIRS	10/21/2019	637.97	.00
ADVANCED AUTOMOTIVE INC	58190	CAR 6 REPAIRS	11/04/2019	823.59	.00
ARNOLD MOTOR SUPPLY LLP	09NV024510	PLUGS - ANTENNA HOLES	10/24/2019	23.96	.00
AVALON TIRE	1-27716	CAR 7 TIRE REPAIR	10/25/2019	19.95	.00
AVALON TIRE	1-GS27834	CAR 6 TIRES	11/06/2019	685.80	.00
CARDMEMBER SERVICES	8023 JL 2019 1	CITY OF AURORA - PARKING JL	11/05/2019	6.93	6.93
WEX BANK	62071585	FUEL PURCHASES	10/31/2019	1,853.21	1,853.21
Total 001-1100-63310 VEHICLE:				4,051.41	1,860.14
001-1100-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	325.23	.00
Total 001-1100-63730 COMMUNICATIONS:				325.23	.00
001-1100-63750 CELLULAR/PAGING					
AT&T MOBILITY LLC	287289189784	CAR AIR CARDS	10/19/2019	428.63	428.63
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	42.98	.00
Total 001-1100-63750 CELLULAR/PAGING:				471.61	428.63
001-1100-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/08/2019	104.73	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	20.38	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRIC SERVICE	11/05/2019	626.12	626.12
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	59.20	59.20
Total 001-1100-63810 UTILITIES:				810.43	685.32
001-1100-64090 JANITORIAL					
HORAN CLEANING LLC	1170	MONTHLY PD CLEANING - OCT	11/14/2019	368.00	.00
Total 001-1100-64090 JANITORIAL:				368.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-1100-64300 IMPOUND VEHICLE EXPENSES					
MIDWEST COLLISION CENTER I	3640	TOW IMPOUND	10/28/2019	135.00	.00
MIDWEST COLLISION CENTER I	3641	TOW IMPOUND	10/28/2019	60.00	.00
MIDWEST COLLISION CENTER I	3642	TOW IMPOUND	10/28/2019	60.00	.00
MIDWEST COLLISION CENTER I	3643	TOW IMPOUND	10/28/2019	80.00	.00
Total 001-1100-64300 IMPOUND VEHICLE EXPENSES:				335.00	.00
001-1100-64950 CONTRACTS					
COPY SYSTEMS INC	IN359270	COPIER MAINT SUPPORT	11/11/2019	29.95	.00
Total 001-1100-64950 CONTRACTS:				29.95	.00
001-1100-65041 EQUIPMENT					
BOWERS NORTH INC	39	BATTERIES	10/20/2019	60.00	.00
LUMBER RIDGE HOME SOURC	A113343	TAPE/UTIL KNIFE & BLADES/PLI	10/23/2019	150.05	.00
Total 001-1100-65041 EQUIPMENT:				210.05	.00
001-1100-65060 OFFICE SUPPLIES					
STOREY KENWORTHY CORP	PINV734235	OEL PD WARNING LABEL	10/10/2019	204.28	.00
Total 001-1100-65060 OFFICE SUPPLIES:				204.28	.00
001-1100-65102 INVESTIGATION					
US CELLULAR	453072630 201	CAMERA	11/02/2019	7.65	.00
US CELLULAR	453072630 201	CAMERA	11/02/2019	7.65	.00
Total 001-1100-65102 INVESTIGATION:				15.30	.00
001-1100-65130 COMPUTER SUPPLIES					
L-TRON CORPORATION	668629	IMAGE SCANNER - CAR 7	09/24/2019	356.75	356.75
Total 001-1100-65130 COMPUTER SUPPLIES:				356.75	356.75
001-1500-60110 SALARY OTHER					
OELWEIN VOLUNTEER FIREME	2019 11 01	NOVEMBER COMPENSATION	11/01/2019	916.67	.00
Total 001-1500-60110 SALARY OTHER:				916.67	.00
001-1500-63100 BUILDING					
ACE HARDWARE	RB82969	SUMP PUMPS/CAPS	10/02/2019	263.06	.00
ACE HARDWARE	RB82985	CEMENT/AERATR INSRT/ZIP TI	10/02/2019	40.54	.00
LUMBER RIDGE HOME SOURC	A112545	DOOR STOPS	10/02/2019	3.49	.00
Total 001-1500-63100 BUILDING:				307.09	.00
001-1500-63310 VEHICLE					
BARRON MOTOR SUPPLY	207928	MINI BULBS	11/15/2019	13.10	.00
BARRON MOTOR SUPPLY	207935	GROTE	11/15/2019	8.89	.00
Total 001-1500-63310 VEHICLE:				21.99	.00
001-1500-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	177.27	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-1500-63730 COMMUNICATIONS:				177.27	.00
001-1500-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/28/2019	44.20	44.20
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/08/2019	22.67	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	84.38	.00
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	10/21/2019	21.74	21.74
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	159.88	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRICE SERVICE	11/05/2019	114.99	114.99
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	59.03	59.03
Total 001-1500-63810 UTILITIES:				506.89	239.96
001-1500-65041 EQUIPMENT					
ACE HARDWARE	RB82985	BATTERIES	10/02/2019	29.98	.00
DANKO EMERGENCY EQUIPME	105176	AVON CYLINDER	08/30/2019	875.00	875.00
Total 001-1500-65041 EQUIPMENT:				904.98	875.00
001-1700-63310 VEHICLE					
ADVANCED AUTOMOTIVE INC	58000	'16 EQUINOX SERVICED	10/11/2019	22.63	.00
Total 001-1700-63310 VEHICLE:				22.63	.00
001-1700-63750 CELLULAR/PAGING					
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	59.79	.00
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	54.83	.00
Total 001-1700-63750 CELLULAR/PAGING:				114.62	.00
001-1700-64915 REFUNDS					
OELWEIN CHAMBER & AREA D	2019 11 01	REFUND RENTAL REG	11/01/2019	160.00	160.00
Total 001-1700-64915 REFUNDS:				160.00	160.00
001-1700-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW80254	MICROSOFT OFFICE 365	11/05/2019	24.75	.00
CARDMEMBER SERVICES	0060 BR 2019	AMAZON - DIGITAL RECORDER	11/05/2019	106.65	106.65
Total 001-1700-65060 OFFICE SUPPLIES:				131.40	106.65
001-1700-65070 SUPPLIES					
STOREY KENWORTHY CORP	PINV737493	VINYL STICKERS	10/21/2019	429.38	.00
Total 001-1700-65070 SUPPLIES:				429.38	.00
001-1900-64950 CONTRACTS					
OELWEIN VETERINARY CLINIC	226821	ANIMAL BOARD/DISPOSAL	09/27/2019	134.00	.00
Total 001-1900-64950 CONTRACTS:				134.00	.00
001-2510-64950 CONTRACTS					
ROBERT T NEWTON	423282	OCTOBER MOWING CONTRAC	11/01/2019	90.00	.00
Total 001-2510-64950 CONTRACTS:				90.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-2510-64992 DISPOSAL EXPENSE					
FAYETTE COUNTY SOLID WAST	130005	JUNK - LINDSAY ROCHA PROP	10/11/2019	30.00	.00
FAYETTE COUNTY SOLID WAST	130273	JUNK - GARY WRIGHT PROPER	10/24/2019	201.40	.00
FAYETTE COUNTY SOLID WAST	130274	JUNK - GARY WRIGHT PROPER	10/24/2019	150.60	.00
FAYETTE COUNTY SOLID WAST	130275	JUNK - GARY WRIGHT PROPER	10/24/2019	46.80	.00
FAYETTE COUNTY SOLID WAST	130432	JUNK - JASON GYURO PROPER	10/31/2019	4.00	.00
FAYETTE COUNTY SOLID WAST	2019 06 23	JUNK - DAVID LUKE PROPERTY	06/23/2019	70.80	.00
FAYETTE COUNTY SOLID WAST	2019 06 24	JUNK - DAVID LUKE PROPERTY	06/24/2019	124.20	.00
Total 001-2510-64992 DISPOSAL EXPENSE:				627.80	.00
001-2800-63100 BUILDING					
JOHN DEERE FINANCIAL F.S.B.	2561979	LIGHT BULBS/V BELT	10/18/2019	56.86	56.86
JOHN DEERE FINANCIAL F.S.B.	2563511	V BELT	10/23/2019	6.87	6.87
Total 001-2800-63100 BUILDING:				63.73	63.73
001-2800-63730 COMMUNICATIONS					
AUREON COMMUNICATIONS	0789004155 20	AIRPORT PHONE SERVICE	11/01/2019	30.94	30.94
COMMUNITY DIGITAL WIRELES	0510000374 20	AIRPORT INTERNET SERVICE	11/01/2019	43.95	43.95
Total 001-2800-63730 COMMUNICATIONS:				74.89	74.89
001-2800-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	19.07	.00
BLACKHAWK WASTE DISPOSAL	04-210985 201	GARBAGE PICKUP	11/01/2019	28.00	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRICE SERVICE	11/05/2019	187.65	187.65
Total 001-2800-63810 UTILITIES:				234.72	187.65
001-2800-64950 CONTRACTS					
TEGELER AVIATION LLC	2019 11 01	NOVEMBER FBO FEE	11/01/2019	3,122.07	.00
Total 001-2800-64950 CONTRACTS:				3,122.07	.00
001-2800-65041 EQUIPMENT					
MULGREW OIL CO	677598	DIESEL FUEL - AIRPORT	10/30/2019	474.20	474.20
Total 001-2800-65041 EQUIPMENT:				474.20	474.20
001-4100-63100 BUILDING					
PLUMB SUPPLY COMPANY	6249515 & 627	FURNACE FILTERS	10/24/2019	160.96	.00
Total 001-4100-63100 BUILDING:				160.96	.00
001-4100-63730 COMMUNICATIONS					
WINDSTREAM	71922955	LIBRARY PHONE SERVICE	11/01/2019	83.06	.00
Total 001-4100-63730 COMMUNICATIONS:				83.06	.00
001-4100-63810 UTILITIES					
ALLIANT ENERGY	5998790000 20	LIBRARY ELECTRIC SERVICE	10/23/2019	849.02	849.02
ALLIANT ENERGY	5998790000 20	LIBRARY GAS SERVICE	10/23/2019	35.23	35.23
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRICE SERVICE	11/05/2019	329.04	329.04
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	58.92	58.92

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-4100-63810 UTILITIES:				1,272.21	1,272.21
001-4100-64090 JANITORIAL					
JOHN DEERE FINANCIAL F.S.B.	2564494	JANITORIAL SUPPLIES	10/26/2019	105.43	105.43
JOHN DEERE FINANCIAL F.S.B.	2568024	ICE MELT	11/07/2019	11.79	11.79
QUILL.COM	2130058	JANITORIAL SUPPLIES	10/23/2019	29.01	.00
STOREY KENWORTHY CORP	206283 2019 1	JANITORIAL SUPPLIES	10/31/2019	46.80	.00
Total 001-4100-64090 JANITORIAL:				193.03	117.22
001-4100-64092 MOWING SAUR LOT					
SCHMITT CLEANING SERVICES	2110	OCT MOW SAUR LOT	11/12/2019	57.00	.00
Total 001-4100-64092 MOWING SAUR LOT:				57.00	.00
001-4100-64950 CONTRACTS					
SCHMITT CLEANING SERVICES	2110	CUSTODIAL SERVICES	11/12/2019	1,104.29	.00
Total 001-4100-64950 CONTRACTS:				1,104.29	.00
001-4100-65060 OFFICE SUPPLIES					
QUILL.COM	2130058	INK	10/23/2019	118.56	.00
UNIQUE MANAGEMENT	560797	COLLECTION SERVICE	11/01/2019	62.65	.00
Total 001-4100-65060 OFFICE SUPPLIES:				181.21	.00
001-4100-65077 PASSPORT EXPENSES					
SUSAN MACKEN	2019 11 12	POSTAGE PASSPORTS	11/12/2019	80.85	.00
Total 001-4100-65077 PASSPORT EXPENSES:				80.85	.00
001-4100-65220 BOOKS,FILM,CD'S,ETC					
ALA (PUBLIC LIBRARIES - SUBS	2241243 2019	MAGAZINE SUBSCRIPTION	11/12/2019	65.00	.00
BAKER & TAYLOR	L5050572 2019	BOOKS	10/31/2019	1,108.34	.00
BAKER & TAYLOR	L5050572 2019	JUVENILE BOOKS	10/31/2019	441.93	.00
BAKER & TAYLOR	L5050572 2019	CD BOOKS	10/31/2019	220.37	.00
OUR IOWA MAGAZINE	2019 11 12	MAG SUB RENEWAL	11/12/2019	19.98	.00
Total 001-4100-65220 BOOKS,FILM,CD'S,ETC:				1,855.62	.00
001-4300-61990 EMPLOYEE PERSONNEL EXPENSE					
FAYETTE CO EXTENSION	2019 11	MOSQUITO REG-JOSH	11/05/2019	80.00	80.00
Total 001-4300-61990 EMPLOYEE PERSONNEL EXPENSE:				80.00	80.00
001-4300-63730 COMMUNICATIONS					
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	69.93	.00
Total 001-4300-63730 COMMUNICATIONS:				69.93	.00
001-4300-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/28/2019	137.62	137.62
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	172.36	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	214.11	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	107.24	.00
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	56.08	56.08

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 001-4300-63810 UTILITIES:				687.41	193.70
001-4300-65041 EQUIPMENT					
ARNOLD MOTOR SUPPLY LLP	09NV025115	FUEL FILTERS	11/05/2019	27.36	.00
ARNOLD MOTOR SUPPLY LLP	09NV025229	OIL, AIR, FUEL FILTERS	11/07/2019	74.75	.00
ARNOLD MOTOR SUPPLY LLP	09NV025273	OIL, AIR, FUEL FILTERS	11/08/2019	199.03	.00
JOHN DEERE FINANCIAL F.S.B.	P73248	BALL JOINT/ROLLER CHAIN	10/29/2019	41.08	41.08
JOHN DEERE FINANCIAL F.S.B.	P73438	SCRAPER BLADE/BOLT/NUT	10/31/2019	98.10	98.10
JOHN DEERE FINANCIAL F.S.B.	P74053	LAMP/LENS/OIL FILTER	11/07/2019	58.25	58.25
VERN'S TRUE VALUE INC	B233445	HEDGE CLIPPER	10/11/2019	299.99	.00
Total 001-4300-65041 EQUIPMENT:				798.56	197.43
001-4300-65060 OFFICE SUPPLIES					
CARDMEMBER SERVICES	9480 JJ 2019 1	GODADDY - DOMAIN REG	11/05/2019	23.33	23.33
Total 001-4300-65060 OFFICE SUPPLIES:				23.33	23.33
001-4300-65070 SUPPLIES					
ACE HARDWARE	A158764	NUTSETTER/SCREWS	10/09/2019	35.97	.00
ACE HARDWARE	A160419	FASTENERS/FLAT BAR	10/31/2019	15.99	.00
ACE HARDWARE	RB82980	ANTI-FREEZE	10/02/2019	36.00	.00
ACE HARDWARE	RB83121	KEYS	10/04/2019	2.39	.00
ACE HARDWARE	RB83145	FASTENERS	10/04/2019	6.73	.00
ACE HARDWARE	RB83506	ANTI-FREEZE/CLAMPS	10/09/2019	39.58	.00
ACE HARDWARE	RB83555	NUTSETTER/FASTENERS	10/10/2019	4.63	.00
ACE HARDWARE	RB84330	SCRAPER/SPOUT/PAINT	10/21/2019	58.06	.00
ACE HARDWARE	RB84402	SAW	10/22/2019	21.97	.00
ACE HARDWARE	RB84559	ROPE	10/24/2019	19.98	.00
ACE HARDWARE	RB84563	NIPPLE/BUSHING	10/24/2019	3.78	.00
JOHN DEERE FINANCIAL F.S.B.	2563124	WEDGE ANCHOR	10/22/2019	7.16	7.16
JOHN DEERE FINANCIAL F.S.B.	2563428	TILE FLAGS	10/23/2019	10.00	10.00
JOHN DEERE FINANCIAL F.S.B.	2563741	STEEL POSTS/ROPE	10/24/2019	234.17	234.17
JOHN DEERE FINANCIAL F.S.B.	2563968	BALL VALVE	10/25/2019	11.76	11.76
JOHN DEERE FINANCIAL F.S.B.	2563972	BUSHING/NIPPLE/THREAD TAP	10/25/2019	4.22	4.22
JOHN DEERE FINANCIAL F.S.B.	2564005	HAND WARMERS	10/25/2019	12.58	12.58
JOHN DEERE FINANCIAL F.S.B.	2565063	GRILL TANK EXCHANGE	10/28/2019	15.99	15.99
JOHN DEERE FINANCIAL F.S.B.	2565268	PLASTIC WELD/J B STATIC MIX	10/29/2019	7.76	7.76
JOHN DEERE FINANCIAL F.S.B.	2565862	CHAIN LUBE/STRIPPER & CRIM	10/31/2019	25.93	25.93
JOHN DEERE FINANCIAL F.S.B.	2567290	UTILITY TUB - 20 GAL	11/04/2019	11.99	11.99
LUMBER RIDGE HOME SOURC	A112582	4X4X16 TREATED LUMBER	10/03/2019	137.78	.00
LUMBER RIDGE HOME SOURC	A112722	STAKES/FLAG TAPE	10/07/2019	34.36	.00
LUMBER RIDGE HOME SOURC	A112776	RAKES	10/08/2019	25.23	.00
LUMBER RIDGE HOME SOURC	A112787	PLYWOOD	10/08/2019	147.57	.00
LUMBER RIDGE HOME SOURC	A112873	PLYWOOD	10/11/2019	49.19	.00
LUMBER RIDGE HOME SOURC	A113153	TREE STAKES	10/18/2019	31.98	.00
LUMBER RIDGE HOME SOURC	B54965	WATER PIPE CAPS	10/14/2019	4.40	.00
Total 001-4300-65070 SUPPLIES:				1,017.15	341.56
001-4320-63810 UTILITIES					
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	10/21/2019	622.56	622.56
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	9.60	9.60
Total 001-4320-63810 UTILITIES:				632.16	632.16

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-4320-65070 SUPPLIES					
ACE HARDWARE	RB84380	ANTI-FREEZE	10/21/2019	36.00	.00
LUMBER RIDGE HOME SOURC	A113066	SAND BELT/SUPPLIES - SHOW	10/16/2019	19.29	.00
LUMBER RIDGE HOME SOURC	B55028	FOAM COVER/TRAY SET	10/17/2019	12.40	.00
Total 001-4320-65070 SUPPLIES:				67.69	.00
001-4400-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	3397 JR 2019 1	SILVERSNEAKERS	11/05/2019	75.00	75.00
Total 001-4400-61990 EMPLOYEE PERSONNEL EXPENSE:				75.00	75.00
001-4400-63730 COMMUNICATIONS					
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	32.97	.00
Total 001-4400-63730 COMMUNICATIONS:				32.97	.00
001-4400-63810 UTILITIES					
ALLIANT ENERGY	8600344075 20	ELECTRIC SERVICE	10/21/2019	49.16	49.16
Total 001-4400-63810 UTILITIES:				49.16	49.16
001-4400-65220 ADULT SOFTBALL					
COVENANT MEDICAL CENTER I	2191031	SEPTEMBER REC PROGRAM W	10/18/2019	716.23	716.23
Total 001-4400-65220 ADULT SOFTBALL:				716.23	716.23
001-4400-65260 VOLLEYBALL					
COVENANT MEDICAL CENTER I	2191031	SEPTEMBER REC PROGRAM W	10/18/2019	678.54	678.54
Total 001-4400-65260 VOLLEYBALL:				678.54	678.54
001-4400-65280 FLAG FOOTBALL					
COVENANT MEDICAL CENTER I	2191031	SEPTEMBER REC PROGRAM W	10/18/2019	1,168.59	1,168.59
Total 001-4400-65280 FLAG FOOTBALL:				1,168.59	1,168.59
001-4400-65290 SOCCER					
COVENANT MEDICAL CENTER I	2191031	SEPTEMBER REC PROGRAM W	10/18/2019	904.71	904.71
Total 001-4400-65290 SOCCER:				904.71	904.71
001-4410-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	00090674 2019	POOL PHONE/INTERNET SERVI	11/07/2019	20.66	20.66
Total 001-4410-63730 COMMUNICATIONS:				20.66	20.66
001-4410-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	35.68	.00
Total 001-4410-63810 UTILITIES:				35.68	.00
001-4410-65041 EQUIPMENT					
CARRICO AQUATIC RESOURCE	20195488	REPAIR - DOLPHIN CLEANER	10/31/2019	268.32	.00
Total 001-4410-65041 EQUIPMENT:				268.32	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-4410-65070 SUPPLIES					
ACE HARDWARE	RB84115	FASTENERS	10/18/2019	2.52	.00
Total 001-4410-65070 SUPPLIES:				2.52	.00
001-4500-63310 VEHICLE					
ARNOLD MOTOR SUPPLY LLP	09NV024533	LIQ ALUM STOP/PRIME	10/24/2019	29.97	.00
ARNOLD MOTOR SUPPLY LLP	09NV024586	BLOCK SEAL	10/25/2019	9.99	.00
Total 001-4500-63310 VEHICLE:				39.96	.00
001-4500-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	44.01	.00
Total 001-4500-63730 COMMUNICATIONS:				44.01	.00
001-4500-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/08/2019	21.70	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	150.60	.00
BLACKHAWK WASTE DISPOSAL	04-210969 201	GARBAGE PICKUP	11/01/2019	25.00	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRIC SERVICE	11/05/2019	44.86	44.86
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	53.39	53.39
Total 001-4500-63810 UTILITIES:				295.55	98.25
001-4500-65041 EQUIPMENT					
AVALON TIRE	1-27696	TIRE REPAIR	10/24/2019	16.85	.00
AVALON TIRE	1-27700	TUBE	10/24/2019	8.49	.00
STRANG TIRE CO	97311	REPAIR TIRE	10/25/2019	16.50	.00
Total 001-4500-65041 EQUIPMENT:				41.84	.00
001-4500-65070 SUPPLIES					
ACE HARDWARE	A159794	MARKING PAINT	10/23/2019	19.77	.00
ACE HARDWARE	RB84366	SPARK PLUG/SHARPENING	10/21/2019	11.99	.00
JOHN DEERE FINANCIAL F.S.B.	2561166	DEER REPEL	10/15/2019	23.99	23.99
Total 001-4500-65070 SUPPLIES:				55.75	23.99
001-6200-61900 COUNCIL PERSONNEL EXPENSE					
IOWA LEAGUE OF CITIES	2019 11	MLA WORKSHOP - C GERDTS	11/08/2019	190.00	190.00
IOWA LEAGUE OF CITIES	2019 11	MLA WORKSHOP - T STEWART	11/08/2019	190.00	190.00
IOWA LEAGUE OF CITIES	2019 11	MLA WORKSHOP - B DEVORE	11/08/2019	190.00	190.00
Total 001-6200-61900 COUNCIL PERSONNEL EXPENSE:				570.00	570.00
001-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
BARB RIGDON	2019 10 18	IMFOA CONF - MILEAGE	10/18/2019	61.48	61.48
BARB RIGDON	2019 10 23	IA EMPLOY CONF - MILEAGE	10/23/2019	55.68	55.68
BARB RIGDON	2019 11 13	MILEAGE - WORK COMP TRAINI	11/13/2019	12.96	12.96
CARDMEMBER SERVICES	0060 BR 2019	IMFOA CONF - MEALS	11/05/2019	29.35	29.35
CARDMEMBER SERVICES	0060 BR 2019	IA EMPLOY CONF - MEALS & LO	11/05/2019	51.56	51.56
IOWA LEAGUE OF CITIES	2019 11	MLA WORKSHOP - D MULFINGE	11/08/2019	80.00	80.00
Total 001-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				291.03	291.03

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
001-6200-63100 BUILDING					
IRVINE WATER COND AND PLU	350379	SERVICE CALL - FAUCET REPAI	11/05/2019	40.99	.00
LOCKSPERTS INC	K14255	VAULT DOOR MAINT	10/25/2019	263.34	263.34
Total 001-6200-63100 BUILDING:				304.33	263.34
001-6200-63310 VEHICLE					
ARNOLD MOTOR SUPPLY LLP	09NV024488	SWAY BAR LINK KIT/CLEANER/	10/23/2019	30.96	.00
ARNOLD MOTOR SUPPLY LLP	09NV024655	BRAKE LINES CAR 3	10/28/2019	28.60	.00
AVALON TIRE	1-27766	C1 ALIGNMENT	10/31/2019	84.95	.00
Total 001-6200-63310 VEHICLE:				144.51	.00
001-6200-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	60.18	.00
Total 001-6200-63730 COMMUNICATIONS:				60.18	.00
001-6200-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	36.16	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	97.24	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRICE SERVICE	11/05/2019	49.28	49.28
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	19.38	19.38
Total 001-6200-63810 UTILITIES:				202.06	68.66
001-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	37736	PREPARATION ANNUAL FINANC	10/31/2019	1,750.00	.00
Total 001-6200-64010 AUDIT:				1,750.00	.00
001-6200-64090 JANITORIAL					
HORAN CLEANING LLC	1170	MONTHLY CITY HALL CLEANIN	11/14/2019	60.00	.00
Total 001-6200-64090 JANITORIAL:				60.00	.00
001-6200-64110 LEGAL EXPENSE					
DILLON LAW PC	5198	OCTOBER LEGAL SERVICE	10/30/2019	2,480.10	.00
Total 001-6200-64110 LEGAL EXPENSE:				2,480.10	.00
001-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303143284	OCT 14 MINUTES	10/19/2019	45.52	.00
OELWEIN PUBLISHING CO	303144276	PN - 10/31 ZONING BOARD MEE	10/25/2019	7.06	.00
Total 001-6200-64140 LEGAL PUBLICATION:				52.58	.00
001-6200-64200 ELECTION					
FAYETTE CO AUDITOR	2019 11 12	CITY ELECTION EXPENSES	11/12/2019	3,146.53	.00
Total 001-6200-64200 ELECTION:				3,146.53	.00
001-6200-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW80254	MICROSOFT OFFICE 365	11/05/2019	13.75	.00
BERGANKDV TECHNOLOGY &	CW80363	EMAIL SECURITY	11/05/2019	20.27	.00
CARDMEMBER SERVICES	8557 DM 2019	ADOBE MONTHLY SUB	11/05/2019	15.89	15.89
COPY SYSTEMS INC	IN359883	COPIER MAINT SUPPORT	11/15/2019	10.05	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
STOREY KENWORTHY CORP	PINV731168	PAPER TOWELS	10/01/2019	24.08	.00
STOREY KENWORTHY CORP	PINV735047	IDEAL INK	10/11/2019	2.60	.00
STOREY KENWORTHY CORP	PINV737612	POPOP NOTES	10/21/2019	4.40	.00
STOREY KENWORTHY CORP	PINV740077	PAPER ROLLS - THERMAL/TAP	10/28/2019	3.64	.00
Total 001-6200-65060 OFFICE SUPPLIES:				94.68	15.89
110-2100-61990 EMPLOYEE PERSONNEL EXPENSE					
NORTHERN SAFETY CO INC	903707233	CLEANUP KITS	11/12/2019	11.49	.00
NORTHERN SAFETY CO INC	903707233	GLOVES	11/12/2019	47.90	.00
NORTHERN SAFETY CO INC	903707233	FREIGHT	11/12/2019	20.44	.00
Total 110-2100-61990 EMPLOYEE PERSONNEL EXPENSE:				79.83	.00
110-2100-63310 VEHICLE					
ARNOLD MOTOR SUPPLY LLP	09NV025695	U JOINT	11/15/2019	63.11	.00
BARRON MOTOR SUPPLY	207927	WHEEL SEAL	11/15/2019	55.20	.00
JOHN DEERE FINANCIAL F.S.B.	2559335	TAIL LIGHTS	10/10/2019	22.29	22.29
Total 110-2100-63310 VEHICLE:				140.60	22.29
110-2100-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	44.01	.00
MEDIACOM COMMUNICATIONS	00116348 2019	STREETS INTERNET SERVICE	10/28/2019	68.99	68.99
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	38.46	.00
Total 110-2100-63730 COMMUNICATIONS:				151.46	68.99
110-2100-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	19.89	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	214.11	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	181.64	.00
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	5.50	5.50
Total 110-2100-63810 UTILITIES:				421.14	5.50
110-2100-65041 EQUIPMENT					
ACE HARDWARE	RB85041	NUTSETTER/FASTENERS	10/31/2019	9.41	.00
CARDMEMBER SERVICES	0201 VK 2019	APPLICANCE PARTS PROS - M	11/05/2019	62.44	62.44
DONS TRUCK SALES INC	516574	BRAKES S-7	10/31/2019	359.94	.00
JOHN DEERE FINANCIAL F.S.B.	2559704	PLOW BOLTS	10/11/2019	39.90	39.90
JOHN DEERE FINANCIAL F.S.B.	2561634	FLAT STEEL	10/17/2019	39.16	39.16
JOHN DEERE FINANCIAL F.S.B.	2561938	HOSES/FITTINGS - SNOWPLO	10/18/2019	67.09	67.09
LUMBER RIDGE HOME SOURC	B54928	RANGE PLUG	10/11/2019	16.55	.00
SUPERIOR WELDING SUPPLY	939446	LINER/NOZZLE/ADA[T]ER	11/12/2019	62.01	.00
TITAN MACHINERY INC	13230167 GP	THERMOSTAT/PUMP/BELT/SEA	11/05/2019	214.70	.00
TITAN MACHINERY INC	13263973	ELEC WATER/GASKET	11/13/2019	207.90	.00
Total 110-2100-65041 EQUIPMENT:				1,079.10	208.59
110-2100-65070 SUPPLIES					
ACE HARDWARE	RB84041	CUTOFF WHEEL	10/17/2019	20.97	.00
ARNOLD MOTOR SUPPLY LLP	09NV024762	HYD FILTER	10/29/2019	9.59	.00
ARNOLD MOTOR SUPPLY LLP	09NV025226	HOSE/ANITFREEZE	11/07/2019	90.38	.00
ARNOLD MOTOR SUPPLY LLP	09NV025771	FILTERS	11/18/2019	91.22	.00
BARRON MOTOR SUPPLY	207358	12 OZ COOL TEC	10/28/2019	18.84	.00
BARRON MOTOR SUPPLY	207481	THERMOSTAT	11/01/2019	25.39	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
JOHN DEERE FINANCIAL F.S.B.	2561057	CAP/REDUCER/BLACK TILE	10/15/2019	48.02	48.02
JOHN DEERE FINANCIAL F.S.B.	2562050	REBAR	10/18/2019	13.90	13.90
JOHN DEERE FINANCIAL F.S.B.	2563240	BLACK TAPE	10/22/2019	7.96	7.96
JOHN DEERE FINANCIAL F.S.B.	2566279	SHOP SUPPLIES/HYD FITTING/	11/01/2019	86.14	86.14
LUMBER RIDGE HOME SOURC	A113284	LANDSCAPE FOAM	10/22/2019	9.19	.00
LUMBER RIDGE HOME SOURC	B55045	2X4X10 LUMBER/PLYWOOD	10/18/2019	66.35	.00
MANATTS INC	764706	CONCRETE CATCH BASIN	10/25/2019	359.63	359.63
MANATTS INC	964395	CONCRETE	10/23/2019	207.50	207.50
MUNICIPAL SUPPLY INC	0746073-IN	FREIGHT - METROTECH LOANE	10/31/2019	24.66	.00
NORTHERN SAFETY CO INC	903707233	FIRST AID KITS	11/12/2019	55.96	.00
USABLUEBOOK	52061	4" BOLLARD POST SLEEVE	10/29/2019	55.95	.00
Total 110-2100-65070 SUPPLIES:				1,191.65	723.15
110-2100-67990 CAPITAL OUTLAY					
FOX ENGINEERING ASSOCIATE	45191	OEL 2019 SEALCOAT IMPROVE	10/30/2019	2,943.00	.00
Total 110-2100-67990 CAPITAL OUTLAY:				2,943.00	.00
110-2300-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/28/2019	340.55	340.55
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/28/2019	7,566.46	7,566.46
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/08/2019	52.77	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	575.50	.00
Total 110-2300-63810 UTILITIES:				8,535.28	7,907.01
110-2400-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/08/2019	138.47	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	80.74	.00
Total 110-2400-63810 UTILITIES:				219.21	.00
110-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	37736	PREPARATION ANNUAL FINANC	10/31/2019	1,000.00	.00
Total 110-6200-64010 AUDIT:				1,000.00	.00
112-3820-61500 MEDICAL-HEALTH					
WELLMARK INC	192840008003	NOV 2019 HOSPITAL INSURAN	10/29/2019	18,149.96	18,149.96
WELLMARK INC	193150002103	DEC 2019 HOSPITAL INSURANC	11/18/2019	18,149.96	.00
Total 112-3820-61500 MEDICAL-HEALTH:				36,299.92	18,149.96
112-3820-61600 WORKMENS COMPENSATION					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	2,204.18	.00
Total 112-3820-61600 WORKMENS COMPENSATION:				2,204.18	.00
112-3820-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2019 10 08	UNEMPLOYMENT	10/08/2019	844.60	844.60
Total 112-3820-61700 UNEMPLOYMENT:				844.60	844.60
112-3820-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2019 10 25	OCT 25 MEDIAL CLAIMS	10/25/2019	1,410.99	1,410.99
ADVANTAGE ADMINISTRATORS	2019 11 01	NOV 01 MEDIAL CLAIMS	11/01/2019	597.15	597.15

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ADVANTAGE ADMINISTRATORS	2019 11 08	NOV 08 MEDIAL CLAIMS	11/08/2019	2,829.00	2,829.00
Total 112-3820-61840 CLAIMS-SIDE FUND:				4,837.14	4,837.14
112-3820-64990 EMPLOYEE BENEFITS CONSULTING					
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	157.28	157.28
Total 112-3820-64990 EMPLOYEE BENEFITS CONSULTING:				157.28	157.28
112-3830-61500 MEDICAL-HEALTH					
WELLMARK INC	192840008003	NOV 2019 HOSPITAL INSURAN	10/29/2019	5,953.60	5,953.60
WELLMARK INC	193150002103	DEC 2019 HOSPITAL INSURANC	11/18/2019	5,953.60	.00
Total 112-3830-61500 MEDICAL-HEALTH:				11,907.20	5,953.60
112-3830-61600 WORKMENS COMPENSATION					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	1.84	.00
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	901.71	.00
Total 112-3830-61600 WORKMENS COMPENSATION:				903.55	.00
112-3830-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2019 10 08	UNEMPLOYMENT	10/08/2019	253.18	253.18
Total 112-3830-61700 UNEMPLOYMENT:				253.18	253.18
112-3830-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2019 11 01	NOV 01 MEDIAL CLAIMS	11/01/2019	4.70	4.70
Total 112-3830-61840 CLAIMS-SIDE FUND:				4.70	4.70
112-3830-64990 EMPLOYEE BENEFITS CONSULTING					
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	36.29	36.29
Total 112-3830-64990 EMPLOYEE BENEFITS CONSULTING:				36.29	36.29
112-3840-61500 MEDICAL-HEALTH					
WELLMARK INC	192840008003	NOV 2019 HOSPITAL INSURAN	10/29/2019	4,161.84	4,161.84
WELLMARK INC	193150002103	DEC 2019 HOSPITAL INSURANC	11/18/2019	4,161.84	.00
Total 112-3840-61500 MEDICAL-HEALTH:				8,323.68	4,161.84
112-3840-61600 WORKMENS COMPENSATION					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	534.35	.00
Total 112-3840-61600 WORKMENS COMPENSATION:				534.35	.00
112-3840-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2019 10 08	UNEMPLOYMENT	10/08/2019	1,097.17	1,097.17
Total 112-3840-61700 UNEMPLOYMENT:				1,097.17	1,097.17
112-3840-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2019 10 25	OCT 25 MEDIAL CLAIMS	10/25/2019	32.10	32.10
ADVANTAGE ADMINISTRATORS	2019 11 01	NOV 01 MEDIAL CLAIMS	11/01/2019	1,356.70	1,356.70
ADVANTAGE ADMINISTRATORS	2019 11 08	NOV 08 MEDIAL CLAIMS	11/08/2019	12.80	12.80

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 112-3840-61840 CLAIMS-SIDE FUND:				1,401.60	1,401.60
112-3840-64990 EMPLOYEE BENEFITS CONSULTING					
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	48.39	48.39
Total 112-3840-64990 EMPLOYEE BENEFITS CONSULTING:				48.39	48.39
112-3860-61500 MEDICAL-HEALTH					
WELLMARK INC	192840008003	NOV 2019 HOSPITAL INSURAN	10/29/2019	4,313.52	4,313.52
WELLMARK INC	193150002103	DEC 2019 HOSPITAL INSURANC	11/18/2019	4,313.52	.00
Total 112-3860-61500 MEDICAL-HEALTH:				8,627.04	4,313.52
112-3860-61600 WORKMENS COMPENSATION					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	17.55	.00
Total 112-3860-61600 WORKMENS COMPENSATION:				17.55	.00
112-3860-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2019 10 08	UNEMPLOYMENT	10/08/2019	197.90	197.90
Total 112-3860-61700 UNEMPLOYMENT:				197.90	197.90
112-3860-61840 CLAIMS-SIDE FUND Q HRA FEE					
ADVANTAGE ADMINISTRATORS	2019 10 25	OCT 25 MEDIAL CLAIMS	10/25/2019	18.03	18.03
ADVANTAGE ADMINISTRATORS	2019 11 01	NOV 01 MEDIAL CLAIMS	11/01/2019	1,113.88	1,113.88
ADVANTAGE ADMINISTRATORS	2019 11 08	NOV 08 MEDIAL CLAIMS	11/08/2019	57.55	57.55
Total 112-3860-61840 CLAIMS-SIDE FUND Q HRA FEE:				1,189.46	1,189.46
112-3860-64990 EMPLOYEE BENEFITS CONSULTING					
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	36.29	36.29
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	314.55	314.55
TASC	IN1623248	ACA EMP REPORTING ADM FE	11/01/2019	63.60	63.60
Total 112-3860-64990 EMPLOYEE BENEFITS CONSULTING:				414.44	414.44
112-6600-64080 INSURANCE-LIABILITY					
VOGEL INSURANCE AGENCY	6102	ADD '04 RANGER - PARKS/CEM	11/01/2019	178.00	178.00
Total 112-6600-64080 INSURANCE-LIABILITY:				178.00	178.00
113-3900-61840 FLEX SPENDING					
ADVANTAGE ADMINISTRATORS	2019 10 31	PAYROLL DEDUCTION FLEX SP	10/31/2019	780.47	780.47
ADVANTAGE ADMINISTRATORS	2019 10 31	PAYROLL DEDUCTION FLEX SP	10/31/2019	780.47	780.47
Total 113-3900-61840 FLEX SPENDING:				1,560.94	1,560.94
122-5210-64132 TOURISM					
OELWEIN COMMUNITY PLAZA F 6		OELWEIN COMMUNITY PLAZA	10/28/2019	209.38	209.38
Total 122-5210-64132 TOURISM:				209.38	209.38
123-1100-67990 CAPITAL OUTLAY					
KELTEK INCORPORATED	26913A	WIRELESS MOBILE COMMAND	10/31/2019	19,800.00	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 123-1100-67990 CAPITAL OUTLAY:				19,800.00	.00
124-4100-65070 SUPPLIES					
CARDMEMBER SERVICES	8198 SM 2019	AMAZON - MOVIES	11/05/2019	131.78	131.78
STEWARTSCAPE INC	875	FALL CLEANUP	10/21/2019	700.00	.00
STEWARTSCAPE INC	875	FALL CLEANUP	10/21/2019	150.00	.00
Total 124-4100-65070 SUPPLIES:				981.78	131.78
136-4310-65073 TREES FOREVER					
CANNON'S GREENHOUSE	163967	TREES	10/23/2019	924.00	.00
PAUL MANSKE	4054	TREES - STREETS	10/23/2019	5,058.00	.00
Total 136-4310-65073 TREES FOREVER:				5,982.00	.00
160-1710-63310 VEHICLE					
ADVANCED AUTOMOTIVE INC	58000	'16 EQUINOX SERVICED	10/11/2019	22.62	.00
Total 160-1710-63310 VEHICLE:				22.62	.00
160-1710-63750 CELLULAR/PAGING					
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	21.48	.00
Total 160-1710-63750 CELLULAR/PAGING:				21.48	.00
160-1710-64080 INSURANCE-LIABILITY					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	37.76	.00
Total 160-1710-64080 INSURANCE-LIABILITY:				37.76	.00
160-5200-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	60.18	.00
Total 160-5200-63730 COMMUNICATIONS:				60.18	.00
160-5200-64010 AUDIT					
T P ANDERSON & COMPANY PC	37736	PREPARATION ANNUAL FINANC	10/31/2019	1,250.00	.00
Total 160-5200-64010 AUDIT:				1,250.00	.00
160-5200-64110 LEGAL EXPENSE					
DILLON LAW PC	5198	OCTOBER LEGAL SERVICE	10/30/2019	1,653.40	.00
Total 160-5200-64110 LEGAL EXPENSE:				1,653.40	.00
160-5200-64133 TOURISM					
ALLIANT ENERGY	8100421000 20	ELECTRIC SERVICE	11/07/2019	12.51	12.51
Total 160-5200-64133 TOURISM:				12.51	12.51
160-5200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303143284	OCT 14 MINUTES	10/19/2019	15.17	.00
OELWEIN PUBLISHING CO	303144276	PN - 10/31 ZONING BOARD MEE	10/25/2019	2.35	.00
Total 160-5200-64140 LEGAL PUBLICATION:				17.52	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
160-5200-65060 OFFICE SUPPLIES					
COPY SYSTEMS INC	IN359883	COPIER MAINT SUPPORT	11/15/2019	10.04	.00
Total 160-5200-65060 OFFICE SUPPLIES:				10.04	.00
160-5200-67900 ED INFRASTRUCTURE/PLANNING					
OELWEIN COMMUNITY PLAZA F 6		OELWEIN COMMUNITY PLAZA	10/28/2019	209.37	209.37
Total 160-5200-67900 ED INFRASTRUCTURE/PLANNING:				209.37	209.37
161-5225-64030 ADMINISTRATIVE COSTS					
UPPER EXPLORERLAND	FY20783	OCT 2019 ADM COSTS IRP	10/31/2019	1,268.05	.00
Total 161-5225-64030 ADMINISTRATIVE COSTS:				1,268.05	.00
161-5225-64907 REVOLVING FUNDS DISBURSED					
TRAVIS OR ERICA BUSHAW	2019 10	IRP LOAN PROCEEDS	10/29/2019	125,000.00	125,000.00
Total 161-5225-64907 REVOLVING FUNDS DISBURSED:				125,000.00	125,000.00
161-5225-68510 IRP LOAN 2					
USDA RURAL DEVELOPMENT	2019 10 08	IRP LOAN #2 PAYMENT 61-03	10/08/2019	21,225.00	21,225.00
Total 161-5225-68510 IRP LOAN 2:				21,225.00	21,225.00
305-2800-64950 CONTRACTS					
AECOM TECHNICAL SERVICES	2000283410	PAVING CONNECTOR TXWY TO	11/05/2019	4,671.00	.00
Total 305-2800-64950 CONTRACTS:				4,671.00	.00
307-4300-64950 CONTRACTS					
FEHR GRAHAM ENGINEERING	91913	Wings Park Trail Imp	10/31/2019	3,019.50	.00
Total 307-4300-64950 CONTRACTS:				3,019.50	.00
387-7550-67850 CONSTRUCTION					
FOX ENGINEERING ASSOCIATE	45189	OLD ROAD PAVING IMPROVEM	10/30/2019	2,993.90	.00
Total 387-7550-67850 CONSTRUCTION:				2,993.90	.00
387-7560-64070 CONTRACTS, ENGINEERING					
FOX ENGINEERING ASSOCIATE	45190	WINGS EAST PAVING IMP	10/30/2019	12,804.50	.00
Total 387-7560-64070 CONTRACTS, ENGINEERING:				12,804.50	.00
600-6200-61500 MEDICAL-HEALTH					
WELLMARK INC	192840008003	NOV 2019 HOSPITAL INSURAN	10/29/2019	6,325.70	6,325.70
WELLMARK INC	193150002103	DEC 2019 HOSPITAL INSURANC	11/18/2019	6,325.70	.00
Total 600-6200-61500 MEDICAL-HEALTH:				12,651.40	6,325.70
600-6200-61600 WORKMENS COMPENSATION					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	430.29	.00
Total 600-6200-61600 WORKMENS COMPENSATION:				430.29	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
600-6200-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2019 10 08	UNEMPLOYMENT	10/08/2019	399.37	399.37
Total 600-6200-61700 UNEMPLOYMENT:				399.37	399.37
600-6200-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2019 10 25	OCT 25 MEDIAL CLAIMS	10/25/2019	32.78	32.78
ADVANTAGE ADMINISTRATORS	2019 11 01	NOV 01 MEDIAL CLAIMS	11/01/2019	6.18	6.18
ADVANTAGE ADMINISTRATORS	2019 11 08	NOV 08 MEDIAL CLAIMS	11/08/2019	12.88	12.88
Total 600-6200-61840 CLAIMS-SIDE FUND:				51.84	51.84
600-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
BARB RIGDON	2019 10 18	IMFOA CONF - MILEAGE	10/18/2019	61.48	61.48
BARB RIGDON	2019 10 23	IA EMPLOY CONF - MILEAGE	10/23/2019	55.68	55.68
BARB RIGDON	2019 11 13	MILEAGE - WORK COMP TRAINI	11/13/2019	12.95	12.95
CARDMEMBER SERVICES	0060 BR 2019	IMFOA CONF - MEALS	11/05/2019	29.35	29.35
CARDMEMBER SERVICES	0060 BR 2019	IA EMPLOY CONF - MEALS & LO	11/05/2019	51.56	51.56
IOWA RURAL WATER ASSOC	2019 11	ANNUAL MEMBERSHIP DUES	11/20/2019	375.00	.00
Total 600-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				586.02	211.02
600-6200-63100 BUILDING					
IRVINE WATER COND AND PLU	350379	SERVICE CALL - FAUCET REPAI	11/05/2019	40.99	.00
LOCKSPERTS INC	K14255	VAULT DOOR MAINT	10/25/2019	263.33	263.33
Total 600-6200-63100 BUILDING:				304.32	263.33
600-6200-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	96.90	.00
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	60.18	.00
Total 600-6200-63730 COMMUNICATIONS:				157.08	.00
600-6200-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	60.27	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	72.93	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRICE SERVICE	11/05/2019	82.14	82.14
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	14.54	14.54
Total 600-6200-63810 UTILITIES:				229.88	96.68
600-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	37736	PREPARATION ANNUAL FINANC	10/31/2019	500.00	.00
Total 600-6200-64010 AUDIT:				500.00	.00
600-6200-64090 JANITORIAL					
HORAN CLEANING LLC	1170	MONTHLY CITY HALL CLEANIN	11/14/2019	60.00	.00
Total 600-6200-64090 JANITORIAL:				60.00	.00
600-6200-64110 LEGAL EXPENSE					
DILLON LAW PC	5198	OCTOBER LEGAL SERVICE	10/30/2019	2,066.75	.00
Total 600-6200-64110 LEGAL EXPENSE:				2,066.75	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
600-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303143284	OCT 14 MINUTES	10/19/2019	20.23	.00
OELWEIN PUBLISHING CO	303144276	PN - 10/31 ZONING BOARD MEE	10/25/2019	3.14	.00
Total 600-6200-64140 LEGAL PUBLICATION:				23.37	.00
600-6200-64182 WATER EXCISE TAX					
TREASURER STATE OF IOWA	1-33-809659 2	OCTOBER WET TAX	10/31/2019	4,305.00	4,305.00
Total 600-6200-64182 WATER EXCISE TAX:				4,305.00	4,305.00
600-6200-64990 EMPLOYEE BENEFIT CONSULTING					
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	60.49	60.49
Total 600-6200-64990 EMPLOYEE BENEFIT CONSULTING:				60.49	60.49
600-6200-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW80254	MICROSOFT OFFICE 365	11/05/2019	13.75	.00
BERGANKDV TECHNOLOGY &	CW80363	EMAIL SECURITY	11/05/2019	20.27	.00
COMPASS BUSINESS SOLUTIO	174937C	REMINDER NOTICES	11/12/2019	144.37	.00
COMPASS BUSINESS SOLUTIO	174938C	UTILITY BILLS	11/12/2019	180.64	.00
COPY SYSTEMS INC	IN359883	COPIER MAINT SUPPORT	11/15/2019	10.04	.00
FIDELITY BANK & TRUST	2019 10 31	PSN MONTHLY FEE-CR CARD/D	10/31/2019	27.45	27.45
STOREY KENWORTHY CORP	PINV731168	PAPER TOWELS	10/01/2019	24.08	.00
STOREY KENWORTHY CORP	PINV735047	IDEAL INK	10/11/2019	2.60	.00
STOREY KENWORTHY CORP	PINV737612	POPOP NOTES	10/21/2019	4.39	.00
STOREY KENWORTHY CORP	PINV740077	PAPER ROLLS - THERMAL/TAP	10/28/2019	3.64	.00
U S POST OFFICE	2019 10 31	NOVENBER WATER BILLS POS	10/31/2019	227.91	227.91
Total 600-6200-65060 OFFICE SUPPLIES:				659.14	255.36
600-8100-61990 EMPLOYEE PERSONNEL EXPENSE					
NORTHERN SAFETY CO INC	903707233	CLEANUP KITS	11/12/2019	11.49	.00
NORTHERN SAFETY CO INC	903707233	GLOVES	11/12/2019	47.90	.00
NORTHERN SAFETY CO INC	903707233	GLOVES	11/12/2019	20.14	.00
NORTHERN SAFETY CO INC	903707233	FREIGHT	11/12/2019	20.44	.00
Total 600-8100-61990 EMPLOYEE PERSONNEL EXPENSE:				99.97	.00
600-8100-63100 BUILDING					
JOHN DEERE FINANCIAL F.S.B.	2559336	HEATER	10/10/2019	22.95	22.95
Total 600-8100-63100 BUILDING:				22.95	22.95
600-8100-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	168.95	.00
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	38.98	.00
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	16.49	.00
Total 600-8100-63730 COMMUNICATIONS:				224.42	.00
600-8100-63810 UTILITIES					
ALLIANT ENERGY	4830253977 20	ELECTRIC SERVICE	11/08/2019	4,558.98	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	160.58	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	117.86	.00
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	79.95	79.95

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 600-8100-63810 UTILITIES:				4,917.37	79.95
600-8100-65041 EQUIPMENT					
ACE HARDWARE	RB82932	COMPRESSION SLEEVE/NUT	10/01/2019	1.56	.00
ACE HARDWARE	RB83343	PLUGS	10/07/2019	5.98	.00
USABLUEBOOK	050655	ADAPTERS	10/28/2019	162.29	.00
Total 600-8100-65041 EQUIPMENT:				169.83	.00
600-8100-65060 OFFICE SUPPLIES					
OELWEIN PUBLISHING CO	303137455	PN - WATER MAIN PROJECT	10/09/2019	23.62	.00
Total 600-8100-65060 OFFICE SUPPLIES:				23.62	.00
600-8100-65070 SUPPLIES					
ACE HARDWARE	RB84009	QUIKRETE	10/16/2019	6.99	.00
ACE HARDWARE	RB84435	SAW BLADE	10/22/2019	19.99	.00
ACE HARDWARE	RB84618	PIPE/PIPE CUTTING & THREADI	10/25/2019	17.98	.00
ACE HARDWARE	RB85047	CUTOFF WHEEL	10/31/2019	19.80	.00
ARNOLD MOTOR SUPPLY LLP	09NV025540	WIPERS	11/13/2019	17.98	.00
BARRON MOTOR SUPPLY	207468	SEALED BEAM/GROTE	11/01/2019	18.64	.00
CITY LAUNDERING CO	1503650	CLEANING SUPPLIES	10/28/2019	45.06	.00
CITY LAUNDERING CO	1507661	CLEANING SUPPLIES	11/11/2019	106.64	.00
HAWKINS INC	4611922	AZONE	11/07/2019	1,288.25	.00
JOHN DEERE FINANCIAL F.S.B.	2561363	ADAPTOR KIT	10/16/2019	149.99	149.99
LUMBER RIDGE HOME SOURC	A112713	2X4X10 LUMBER	10/07/2019	13.45	.00
NORTHERN SAFETY CO INC	903707233	FIRST AID KITS	11/12/2019	55.96	.00
TESTAMERICA LABORATORIES	3100021495	WATER SAMPLES	11/19/2019	105.00	.00
USABLUEBOOK	046909	FLAGS/SAMPLE/PAINT	10/23/2019	269.89	.00
Total 600-8100-65070 SUPPLIES:				2,135.62	149.99
640-8250-65041 EQUIPMENT					
MULGREW OIL CO	671795	SERVICE CALL - TOP SEAL CAP	10/22/2019	522.29	522.29
Total 640-8250-65041 EQUIPMENT:				522.29	522.29
670-8400-65060 OFFICE SUPPLIES					
COMPASS BUSINESS SOLUTIO	174937C	REMINDER NOTICES	11/12/2019	72.18	.00
COMPASS BUSINESS SOLUTIO	174938C	UTILITY BILLS	11/12/2019	90.32	.00
U S POST OFFICE	2019 10 31	NOVENBER WATER BILLS POS	10/31/2019	107.25	107.25
Total 670-8400-65060 OFFICE SUPPLIES:				269.75	107.25
670-8420-64950 BLACKHAWK CONTRACT					
BLACKHAWK WASTE DISPOSA	04-288213 201	MONTHLY GARBAGE/RECYCLI	10/28/2019	27,796.30	27,796.30
BLACKHAWK WASTE DISPOSA	04-288247 201	SEPT 2019 ASSISTED PICKUPS	10/28/2019	36.50	36.50
BLACKHAWK WASTE DISPOSA	04-288973 201	SEPT 2019 MULTI TOTES	10/28/2019	110.30	110.30
Total 670-8420-64950 BLACKHAWK CONTRACT:				27,943.10	27,943.10
671-8410-65060 OFFICE SUPPLIES					
COMPASS BUSINESS SOLUTIO	174937C	REMINDER NOTICES	11/12/2019	72.19	.00
COMPASS BUSINESS SOLUTIO	174938C	UTILITY BILLS	11/12/2019	90.32	.00
U S POST OFFICE	2019 10 31	NOVENBER WATER BILLS POS	10/31/2019	53.63	53.63

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 671-8410-65060 OFFICE SUPPLIES:				216.14	53.63
672-4310-64951 TREE REMOVAL					
MAURER TREE SERVICE LLC	1382	REMOVE TREES STREETS	11/14/2019	9,000.00	.00
Total 672-4310-64951 TREE REMOVAL:				9,000.00	.00
672-4310-65041 EQUIPMENT					
JOHN DEERE FINANCIAL F.S.B.	P43824	CHAIN - STIHL SAW	11/05/2019	20.95	20.95
JOHN DEERE FINANCIAL F.S.B.	P73868	CHAIN - STIHL SAW	11/05/2019	30.95	30.95
Total 672-4310-65041 EQUIPMENT:				51.90	51.90
672-4310-65070 SUPPLIES					
JOHN DEERE FINANCIAL F.S.B.	P43824	OIL	11/05/2019	26.96	26.96
Total 672-4310-65070 SUPPLIES:				26.96	26.96
680-8220-63730 COMMUNICATIONS					
CARDMEMBER SERVICES	3397 JR 2019 1	YESMUSIC - MONLY SUBSCRIP	11/05/2019	8.94	8.94
Total 680-8220-63730 COMMUNICATIONS:				8.94	8.94
680-8220-64090 JANITORIAL					
COVENANT MEDICAL CENTER I	2191031	SEPTEMBER JANITORIAL EXPE	10/18/2019	224.21	224.21
Total 680-8220-64090 JANITORIAL:				224.21	224.21
680-8220-64180 SALES TAX					
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2019	728.00	728.00
Total 680-8220-64180 SALES TAX:				728.00	728.00
680-8220-64950 CONTRACTS					
COVENANT MEDICAL CENTER I	2191031	SEPTEMBER WELLNESS EXPE	10/18/2019	10,820.72	10,820.72
Total 680-8220-64950 CONTRACTS:				10,820.72	10,820.72
680-8220-65060 OFFICE SUPPLIES					
FIDELITY BANK & TRUST	2019 10 31	WELLNESS CENTER MERCHAN	10/31/2019	103.98	103.98
FIDELITY BANK & TRUST	2019 10 31	WELLNESS TSYS FEES-ACH BI	10/31/2019	65.00	65.00
FIDELITY BANK & TRUST	2019 10 31	WELLNESS BANKCARD FEES	10/31/2019	116.58	116.58
Total 680-8220-65060 OFFICE SUPPLIES:				285.56	285.56
680-8220-65070 SUPPLIES					
FAREWAY STORES INC	587788	KLEENEX	10/15/2019	7.98	.00
Total 680-8220-65070 SUPPLIES:				7.98	.00
680-8220-65340 INCENTIVE PROGRAM					
KERNS COMPANY INC	138844	LANYARDS	11/11/2019	407.90	.00
Total 680-8220-65340 INCENTIVE PROGRAM:				407.90	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
680-8220-65350 AFTER SCHOOL PROGRAMS					
FAREWAY STORES INC	355429	SNACKS/JUICE - AFTERSCHOO	10/29/2019	47.92	.00
FAREWAY STORES INC	544905	JUICE	10/22/2019	11.96	.00
FAREWAY STORES INC	587788	JUICE	10/15/2019	5.98	.00
Total 680-8220-65350 AFTER SCHOOL PROGRAMS:				65.86	.00
700-6200-61500 MEDICAL-HEALTH					
WELLMARK INC	192840008003	NOV 2019 HOSPITAL INSURAN	10/29/2019	7,814.10	7,814.10
WELLMARK INC	193150002103	DEC 2019 HOSPITAL INSURANC	11/18/2019	7,814.10	.00
Total 700-6200-61500 MEDICAL-HEALTH:				15,628.20	7,814.10
700-6200-61600 WORKMENS COMPENSATION					
IMWCA	INV74804	WORKERS COMP PREM 19-20	11/01/2019	281.32	.00
Total 700-6200-61600 WORKMENS COMPENSATION:				281.32	.00
700-6200-61700 UNEMPLOYMENT					
IOWA WORKFORCE DEVELOP	2019 10 08	UNEMPLOYMENT	10/08/2019	178.99	178.99
Total 700-6200-61700 UNEMPLOYMENT:				178.99	178.99
700-6200-61840 CLAIMS-SIDE FUND					
ADVANTAGE ADMINISTRATORS	2019 10 25	OCT 25 MEDIAL CLAIMS	10/25/2019	13.26	13.26
ADVANTAGE ADMINISTRATORS	2019 11 01	NOV 01 MEDIAL CLAIMS	11/01/2019	48.63	48.63
ADVANTAGE ADMINISTRATORS	2019 11 08	NOV 08 MEDIAL CLAIMS	11/08/2019	14.87	14.87
Total 700-6200-61840 CLAIMS-SIDE FUND:				76.76	76.76
700-6200-61990 EMPLOYEE PERSONNEL EXPENSE					
BARB RIGDON	2019 10 18	IMFOA CONF - MILEAGE	10/18/2019	61.48	61.48
BARB RIGDON	2019 10 23	IA EMPLOY CONF - MILEAGE	10/23/2019	55.68	55.68
BARB RIGDON	2019 11 13	MILEAGE - WORK COMP TRAINI	11/13/2019	12.95	12.95
CARDMEMBER SERVICES	0060 BR 2019	IMFOA CONF - MEALS	11/05/2019	29.36	29.36
CARDMEMBER SERVICES	0060 BR 2019	IA EMPLOY CONF - MEALS & LO	11/05/2019	51.56	51.56
Total 700-6200-61990 EMPLOYEE PERSONNEL EXPENSE:				211.03	211.03
700-6200-63100 BUILDING					
IRVINE WATER COND AND PLU	350379	SERVICE CALL - FAUCET REPAI	11/05/2019	40.98	.00
LOCKSPERTS INC	K14255	VAULT DOOR MAINT	10/25/2019	263.33	263.33
Total 700-6200-63100 BUILDING:				304.31	263.33
700-6200-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	60.18	.00
Total 700-6200-63730 COMMUNICATIONS:				60.18	.00
700-6200-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	60.28	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	72.93	.00
EAGLE POINT ENERGY 5	OELWEIN 13	ELECTRICE SERVICE	11/05/2019	82.14	82.14
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	14.54	14.54

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 700-6200-63810 UTILITIES:				229.89	96.68
700-6200-64010 AUDIT					
T P ANDERSON & COMPANY PC	37736	PREPARATION ANNUAL FINANC	10/31/2019	500.00	.00
Total 700-6200-64010 AUDIT:				500.00	.00
700-6200-64090 JANITORIAL					
HORAN CLEANING LLC	1170	MONTHLY CITY HALL CLEANIN	11/14/2019	60.00	.00
Total 700-6200-64090 JANITORIAL:				60.00	.00
700-6200-64110 LEGAL EXPENSE					
DILLON LAW PC	5198	OCTOBER LEGAL SERVICE	10/30/2019	2,066.74	.00
Total 700-6200-64110 LEGAL EXPENSE:				2,066.74	.00
700-6200-64140 LEGAL PUBLICATION					
OELWEIN PUBLISHING CO	303143284	OCT 14 MINUTES	10/19/2019	20.23	.00
OELWEIN PUBLISHING CO	303144276	PN - 10/31 ZONING BOARD MEE	10/25/2019	3.14	.00
Total 700-6200-64140 LEGAL PUBLICATION:				23.37	.00
700-6200-64180 SALES TAX					
TREASURER STATE OF IOWA	1-33-000974 2	OCTOBER SALES TAX	10/31/2019	1,496.00	1,496.00
Total 700-6200-64180 SALES TAX:				1,496.00	1,496.00
700-6200-64990 EMPLOYEE BENEFIT CONSULTING					
GROUP SERVICES LLC	5893	OCT 2019 CONSULTING FEE	10/22/2019	48.39	48.39
Total 700-6200-64990 EMPLOYEE BENEFIT CONSULTING:				48.39	48.39
700-6200-65060 OFFICE SUPPLIES					
BERGANKDV TECHNOLOGY &	CW80254	MICROSOFT OFFICE 365	11/05/2019	13.75	.00
BERGANKDV TECHNOLOGY &	CW80363	EMAIL SECURITY	11/05/2019	20.26	.00
COMPASS BUSINESS SOLUTIO	174937C	REMINDER NOTICES	11/12/2019	192.50	.00
COMPASS BUSINESS SOLUTIO	174938C	UTILITY BILLS	11/12/2019	240.86	.00
COPY SYSTEMS INC	IN359883	COPIER MAINT SUPPORT	11/15/2019	10.04	.00
FIDELITY BANK & TRUST	2019 10 31	PSN MONTHLY FEE-CR CARD/D	10/31/2019	27.45	27.45
STOREY KENWORTHY CORP	PINV731168	PAPER TOWELS	10/01/2019	24.08	.00
STOREY KENWORTHY CORP	PINV735047	IDEAL INK	10/11/2019	2.59	.00
STOREY KENWORTHY CORP	PINV737612	POPOP NOTES	10/21/2019	4.39	.00
STOREY KENWORTHY CORP	PINV740077	PAPER ROLLS - THERMAL/TAP	10/28/2019	3.63	.00
U S POST OFFICE	2019 10 31	NOVENBER WATER BILLS POS	10/31/2019	281.53	281.53
Total 700-6200-65060 OFFICE SUPPLIES:				821.08	308.98
700-8310-63810 UTILITIES					
ALLIANT ENERGY	0106966292 20	ELECTRIC SERVICE	10/28/2019	478.48	478.48
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	53.53	.00
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	31.09	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	39.29	.00
Total 700-8310-63810 UTILITIES:				602.39	478.48

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
700-8310-65041 EQUIPMENT					
AUTOMATIC SYSTEMS CO	34250	SERVICE CALL 10/7 1ST AVE LI	10/31/2019	787.75	.00
Total 700-8310-65041 EQUIPMENT:				787.75	.00
700-8310-65070 SUPPLIES					
KENS ELECTRIC	300504	METAL HALIDE	10/30/2019	29.60	.00
NORTHERN SAFETY CO INC	903707233	FIRST AID KITS	11/12/2019	27.98	.00
USABLUBOOK	053638	LEL SENSOR GASALERMAX/HO	10/30/2019	306.54	.00
Total 700-8310-65070 SUPPLIES:				364.12	.00
700-8500-61990 EMPLOYEE PERSONNEL EXPENSE					
CARDMEMBER SERVICES	0201 VK 2019	ARBY'S - MEALS	11/05/2019	15.16	15.16
Total 700-8500-61990 EMPLOYEE PERSONNEL EXPENSE:				15.16	15.16
700-8500-63100 BUILDING					
ACE HARDWARE	RB82920	LIGHT BALLASTS	10/01/2019	54.98	.00
Total 700-8500-63100 BUILDING:				54.98	.00
700-8500-63730 COMMUNICATIONS					
MEDIACOM COMMUNICATIONS	0003535 2019	PHONE/INTERNET SERVICE	11/16/2019	94.01	.00
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	32.98	.00
US CELLULAR	453072630 201	CELLPHONE SERVICE	11/02/2019	16.49	.00
Total 700-8500-63730 COMMUNICATIONS:				143.48	.00
700-8500-63810 UTILITIES					
ALLIANT ENERGY	6455490000 20	ELECTRIC SERVICE	11/12/2019	5,781.00	.00
ALLIANT ENERGY	9707011000 20	GAS SERVICE	11/13/2019	321.72	.00
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	297.50	297.50
OELWEIN CITY WATER	2019 11	WATER/SEWER SERVICE	11/01/2019	131.35	131.35
Total 700-8500-63810 UTILITIES:				6,531.57	428.85
700-8500-65041 EQUIPMENT					
ACE HARDWARE	RB84823	WIRE/PLUG	10/28/2019	14.73	.00
AUTOMATIC SYSTEMS CO	34251	SERVICE CALL 10/21 WASTE T	10/31/2019	1,631.50	.00
CEDAR RAPIDS WINPUMP	355638 02	REPLACEMENT 6" BALL/6" BUN	11/11/2019	764.65	.00
ENGINEERED EQUIPMENT SOL	19-584	PUMP	11/19/2019	316.16	.00
GRAINGER	9333819937	SOLID STATE RELAY	10/24/2019	59.35	.00
GRAINGER	9355005753	SOLID STATE RELAY	11/13/2019	66.10	.00
MCMaster-CARR SUPPLY CO	19780201	RELAY	10/24/2019	28.43	.00
Total 700-8500-65041 EQUIPMENT:				2,880.92	.00
700-8500-65070 SUPPLIES					
CARDMEMBER SERVICES	0201 VK 2019	UPS - UNIVERSITY HYGIENIC L	11/05/2019	80.52	80.52
CITY LAUNDERING CO	1503649	CLEANING SUPPLIES	10/28/2019	101.35	.00
CITY LAUNDERING CO	1507660	CLEANING SUPPLIES	11/11/2019	42.16	.00
FAREWAY STORES INC	544508	dISTILLED WATER/ICE/tp	10/21/2019	49.17	.00
MULGREW OIL CO	683389	DIESEL FUEL - GENSET 59 WEL	11/07/2019	825.04	825.04
NCL OF WISCONSIN INC	431103	LAB SUPPLIES	11/06/2019	892.78	.00
STATE HYGIENIC LAB	175127	IOWA STANDARD DILUTION WE	10/31/2019	459.50	.00
TESTAMERICA LABORATORIES	23-2919996	WASTEWATER SAMPLES	10/25/2019	2,228.10	.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total 700-8500-65070 SUPPLIES:				4,678.62	905.56
Grand Totals:				456,239.05	280,638.36

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

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

Report Criteria:
Summary report

Check Number	Date	Payee	Amount
54170	10/29/2019	TIMOTHY WRIGHT	85.00
54171	10/29/2019	OELWEIN BOTTLE & CAN	18.75
54172	10/29/2019	VICTOR AKGUL	65.71
54173	10/29/2019	JAMMIE BEISELL	93.61
54174	10/29/2019	RANDY MCKINNY	105.02
54191	11/07/2019	COLE THOMPSON	72.45
54209	11/20/2019	ANDRINA OR MARK FOLEY	156.71
54210	11/20/2019	ASHLEY RECHKEMMER	156.78
54211	11/20/2019	JAMEY SAUNDERS	156.82
54212	11/20/2019	CHASITY GLASSMEYER	126.58
54213	11/20/2019	ASHLEY RESON	40.66
54214	11/20/2019	KODY ROBBINS	33.21
54215	11/20/2019	CHEYENNE OR DEIN GOSSE	131.81
Grand Totals:			<u>1,243.11</u>

Applicant License Application (BB0037433)

ITEM #3.

Name of Applicant: OELWEIN CHAMBER AND AREA
Name of Business (DBA): Oelwein Chamber & Area Development
Address of Premises: 25 W. Charles
City: Oelwein **County:** Fayette **Zip:** 50662
Business Phone: (319) 283-1105
Mailing Address: 25 W. Charles
City: Oelwein **State:** IA **Zip:** 50662

Contact Person

Name: Deb Howard
Phone: (319) 283-1105 **Email:** ocad@oelwein.com

Classification: Class B Beer (BB) (Includes Wine Coolers)

Term: 12 months

Effective Date: 12/01/2019

Expiration Date: 11/30/2020

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Status of Business

BusinessType: Privately Held Corporation
Corporate ID Number: XXXXXXXXXX **Federal Employer ID:** XXXXXXXXXX

Ownership

Debra Howard

First Name: Debra **Last Name:** Howard
City: Hazleton **State:** Iowa **Zip:** 50641
Position: Executive Director
% of Ownership: 0.00% **U.S. Citizen:** Yes

Jon King

First Name: Jon **Last Name:** King
City: Hazleton **State:** Iowa **Zip:** 50641
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Sarah Scheel

First Name: Sarah **Last Name:** Scheel
City: Oelwein **State:** Iowa **Zip:** 50662
Position: Vice President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Sandie Graf

First Name: Sandie

Last Name: Graf

City: Oelwein

State: Iowa

Zip: 50662

ITEM #3.

Position: Treasurer

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Founders Insurance Company</u>	
Policy Effective Date: <u>12/01/2019</u>	Policy Expiration <u>11/30/2020</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

DATE: November 21, 2019

TO: Dylan Mulfinger
 City Administrator
 City of Oelwein
 20 Second Avenue SW
 Oelwein, Iowa 50662

RE: Disinfection and 42 Well Improvements
 PROJECT No.: 3406-10B

DELIVERY: E-Mail

ITEMS: 1. Portzen Construction Pay Application #14

COMMENTS:

Enclosed is Portzen Construction's pay application No. 14 for the Disinfection and 42 Well Improvements project. We have reviewed this pay application along with the construction progress, and recommend that it be paid. Please review the pay request and if you have no questions, this pay application should be placed on the next council meeting agenda for approval. Once approved, please sign and return a copy to me via email. The table below provides a breakdown for purposes of SRF disbursements.

Pay Application	Pay Application Date	SRF Drinking Water Eligible	Non-Eligible	Total
1	10/26/2017	\$ 126,350.00	\$0	\$ 126,350.00
2	11/27/2017	\$ 88,877.12	\$0	\$ 88,877.12
3	1/5/2018	\$ 76,237.80	\$0	\$ 76,237.80
4	3/27/2018	\$ 29,298.95	\$0	\$ 29,298.95
5	8/31/2018	\$ 56,050.00	\$0	\$ 56,050.00
6	10/4/2018	\$ 70,841.50	\$0	\$ 70,841.50
7	12/3/2018	\$ 189,308.68	\$0	\$ 189,308.68
8	12/26/2018	\$ 40,606.84	\$0	\$ 40,606.84
9	2/15/2019	\$ 188,371.16	\$0	\$ 188,371.16
10	3/1/2019	\$ 29,230.40	\$0	\$ 29,230.40
11	3/29/2019	\$ 6,844.75	\$0	\$ 6,844.75
12	5/22/2019	\$ 142,150.10	\$ 10,000.00	\$ 152,150.10
13	7/16/2019	\$ 41,058.58	\$ 2,910.50	\$ 43,969.08
14	11/18/2019	\$ 28,024.05	\$ 19,000.00	\$ 47,024.05
Paid to Date		\$ 1,113,249.93	\$ 31,910.50	\$ 1,145,160.43

If you have any questions, please let me know. Thank you.



 Matthew S. Hawes, P.E.

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	'18					Jan 6, '19					
							T	W	T	F	S	S	M	T	W	T	
1	✓		Well 42	420 days?	Tue 1/29/19	Mon 9/7/20											
2	✓		Control Panel Delays	55 days	Tue 1/29/19	Mon 4/15/19											
3	✓		Control Panel Install	15 days	Tue 4/16/19	Mon 5/6/19	2										
4	✓		Well Start Up	1 day	Tue 5/7/19	Tue 5/7/19	3										
5	✓		Chemical Feed Start Up	2 days	Wed 5/8/19	Thu 5/9/19	4										
6	✓		Controls Start Up	2 days	Fri 5/10/19	Mon 5/13/19	5										
7	✓		Replace damaged control pieces	1 day	Mon 7/22/19	Mon 7/22/19											
8	✓		Install Site Glass on Bulk Tank	1 day	Tue 7/23/19	Tue 7/23/19	7										
9	✓		Generator Start Up	1 day	Tue 7/23/19	Tue 7/23/19	7										
10	✓		Site Concrete	6 days	Tue 4/16/19	Tue 4/23/19	2										
11	✓		Site Grading	3 days	Mon 4/29/19	Wed 5/1/19											
12	✓		Seeding	1 day	Thu 5/2/19	Thu 5/2/19	11										
13	✓		Turn Over 42 Well building	1 day	Wed 7/24/19	Wed 7/24/19	9										
14			Well 80	23 days	Mon 10/14/19	Wed 11/13/19											
15			Chemical Feed Install	5 days	Mon 10/14/19	Fri 10/18/19											
16			Mechanical	5 days	Mon 10/21/19	Fri 10/25/19	15										
17			Electrical	10 days	Mon 10/28/19	Fri 11/8/19	16										
18			Well Start Up	1 day	Wed 11/13/19	Wed 11/13/19											
19			Well 59	5 days	Mon 11/11/19	Fri 11/15/19											
20			Electrical	5 days	Mon 11/11/19	Fri 11/15/19	17										
21	✓		RAW Pump Station	2 days	Mon 4/29/19	Tue 4/30/19											
22	✓		Electrical	2 days	Mon 4/29/19	Tue 4/30/19											

Project: Oelwein Schedule 9-5-17
Date: Tue 11/5/19

Task		External Milestone		Manual Summary Rollup	
Split		Inactive Task		Manual Summary	
Milestone		Inactive Milestone		Start-only	
Summary		Inactive Summary		Finish-only	
Project Summary		Manual Task		Deadline	
External Tasks		Duration-only		Progress	

Oelwein Disinfection & 42 Well Improvements
Portzen Construction, Inc.

Date: 10/25/19

Pay App: #14

Completed Work

The work at the 42 well is complete other than a few punch list items. The work at the Raw Pump station is complete. The analyzer at the main office is installed. The mechanical work at the 80 well is complete minus the chemical feed tubing. Electrical work and the tubing will be completed the week of 11/4.

Future Work

Electrical work and the tubing will be completed the week of 11/4. I am still waiting for an answer on the boring work at the 59.

Stored Material Summary

Contractor's Application

		Arrived Nov. 2017	Arrived Dec 17	Arrived March 18	Arrived May 18	Arrived Nov 18	Arrived Nov 18				
For (Contract): Disinfection & 42 Well Improvements - Oelwein, Iowa Portzen Construction							Application Number: #14				
Application Period: 10/1/19 to 10/31/19							Application Date: 10/25/2019				
Bid Item No.	A Supplier Invoice No.	B Submittal No. (with Specification Section No.)	C Storage Location	C Description of Materials or Equipment Stored	D Stored Previously		E Amount Stored this Month (\$)	Subtotal Amount Completed and Stored to Date (D + E)	F Incorporated in Work		G Materials Remaining in Storage (\$) (D + E - F)
					Date Placed into Storage (Month/Year)	Amount (\$)			Date (Month/Year)	Amount (\$)	
42 Well Site											
	01128666		Installed	Well Casing	Nov. 2017	\$30,358.86		\$30,358.86	Dec. 2017	\$30,358.86	\$0.00
	01128721		Installed	Well Casing	Nov. 2017	\$1,766.00		\$1,766.00	Dec. 2017	\$1,766.00	\$0.00
	17-24		Installed	Steel Lintels	Nov. 2017	\$3,930.00		\$3,930.00	Sep. 2018	\$3,930.00	\$0.00
	5218420		K&W	Switch Gear	Dec. 2017	\$4,545.00		\$4,545.00	Feb. 2019	\$4,545.00	\$0.00
	33840S		K&W	Controls	Nov. 2018	\$68,800.00		\$68,800.00	Feb. 2019	\$68,800.00	\$0.00
	S009918106.003		K&W	Light Fixtures	Nov. 2018	\$441.60		\$441.60	Feb. 2019	\$441.60	\$0.00
	S009918106.001		K&W	Light Fixtures	Nov. 2018	\$1,269.40		\$1,269.40	Feb. 2019	\$1,269.40	\$0.00
			Stored Location: KW Electric Inc 1127 Lincoln Street Cedar Falls, Iowa 50613								
	10006102		Installed	FRP Grating - Embeds	March 2018	\$422.00		\$422.00	Aug. 2018	\$422.00	\$0.00
	10007616		Installed	FRP Grating - Sheets	March 2018	\$3,919.00		\$3,919.00	Jan. 19	\$3,919.00	\$0.00
	18426		Installed	FRP Doors, Frames, & Hardware	May 2018	\$5,805.00		\$5,805.00	Jan. 19	\$5,805.00	\$0.00
	18428		Installed	FRP Doors, Frames, & Hardware	May 2018	\$2,170.00		\$2,170.00	Jan. 19	\$2,170.00	\$0.00
	S013194085.002		Portzen	Plumbing Fixtures	Dec. 2018	\$18,494.00		\$18,494.00	6/2019	\$18,494.00	\$0.00
			Stored Location: Portzen Construction Inc. 205 Stone Valley Drive Dubuque, IA 52003								
	0040756-IN		Onsite	Chemical Feed Systems	March 2018	\$17,259.00		\$17,259.00	Jan. 19	\$17,259.00	\$0.00
			Stored Location: Onsite								
Totals						\$159,179.86	\$0.00	\$159,179.86		\$159,179.86	\$0.00

American Iron and Steel Materials Spreadsheet with de Minimus Items

Iowa Department of Natural Resources - May 2014

Based on EPA Memorandum (4/15/2014): De Minimus Waiver of Section 436 of P.L. 113-76, Consolidated Appropriation Acts (CAA), 2014

Project:	Oelwein Disinfection & 42 Well Improvements				
Contractor:	Portzen Construction	Submitted By:	Joe Klein		
Date:	4-30-19	Final De Minimus List	<input type="checkbox"/>		
Total Materials Cost:	\$45,3661.02	Total Amount Covered Under de Minimus Waiver	\$551.90	Percent (must be 5% or less of total materials cost)	1.2%

*Covered Products include: Lined or unlined pipes or fittings; manhole covers; municipal castings; pipe clamps and restraints; valves; structural steel; hydrants, tanks; flanges; reinforced precast concrete; construction materials.

**Incidental items are miscellaneous, generally low-cost items, often procured in bulk, such as washers, screws, fasteners, small amounts of wire, etc.

	Covered Products*	Description if Not Included in Covered Products	Date Purchased	Dollar Amount Covered Products	Dollar Amount Incidentals	Documentation Received	Incidental**
1	Lined/unlined pipes or fittings	DI MEGALUGS, 10" MJ, ELBOWS, CAPS	9-26-17	\$5,495.20		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Valves	GATE VALVES, VALVE BOX ADPT	9-26-17	\$1,485.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Lined/unlined pipes or fittings	10" BJRJ/DI SST N&B & RODS	10-19-17	\$480.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Structural steel	FAB BLACK REBAR	10-26-17	\$616.27		<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Structural steel	LINTELS	11-17-17	\$3,930.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Lined/unlined pipes or fittings	WELL CASING	9-29-17	\$32,124.86		<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Construction materials	JOIST HANGERS	10-2-18	\$9.52		<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Construction materials	TAPCONS	10-2-18		\$47.99	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Structural steel	FAB BLACK REBAR	10-26-17	\$616.27		<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Construction materials	ANCHOR BOLTS	9-13-18		\$19.92	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	Construction materials	NAILS	9-13-18		\$30.99	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	Construction materials	TAPCONS	9-13-18		\$78.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	Construction materials	JOIST HANGERS	10-1-18	\$52.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Construction materials	NAILS	10-1-18		\$375.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Choose an item.					<input type="checkbox"/>	<input type="checkbox"/>
16	Choose an item.					<input type="checkbox"/>	<input type="checkbox"/>



Contractor's Application for Payment No. 14

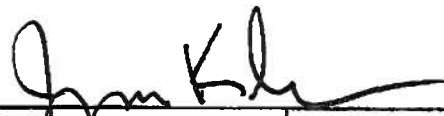
Application Period: 10/31/2019		Application Date: 11/18/2019	
To (Owner): City of Oelwein, Oelwein, Iowa	From Portzen Construction, Inc. 205 Stone Valley Drive (Contractor): Dubuque, Iowa 52003	Via (Engineer): FOX Engineering 414 South 17th Street, Suite 107 Ames, Iowa 50010	
Project: Disinfection and 42 Well Improvements	Contract:		
Owner's Contract No.: 3406-10B.440	Contractor's Project No.: #17-24	Engineer's Project No.: 3406-10B	

Application For Payment
Change Order Summary


Approved Change Orders		
Number	Additions	Deductions
CO#1	\$19,379.00	
CO#2	\$5,072.00	
TOTALS	\$19,379.00 \$24,451	
NET CHANGE BY CHANGE ORDERS	\$19,379.00 \$24,451 -MSH(FOX)	

1. ORIGINAL CONTRACT PRICE	\$ 1,215,800.00
2. Net change by Change Orders	\$ 24,451.00
3. Current Contract Price (Line 1 + 2)	\$ 1,239,451.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	\$ 1,205,432.04
5. RETAINAGE:	
a. 5% X \$1,205,432 Work Completed	\$ 60,271.61
b. 5% X Stored Material	\$
c. Total Retainage (Line 5.a + Line 5.b)	\$ 60,271.61
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$ 1,145,160.43
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 1,098,136.38
8. AMOUNT DUE THIS APPLICATION	\$ 47,024.05
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	\$ 94,298.57

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: 
By: Jayme Kinesner, Controller Date: 11/18/2019

Payment of: \$ 47,024.05
(Line 8 or other - attach explanation of the other amount)

is recommended by:  11/21/2019
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding or Financing Entity (if applicable) _____ (Date)

PROJECT: #17-24
Oelwein - 42 Well Site

APPLICATION #: 14
DATE OF APPLICATION: 11/18/2019
PERIOD THRU: 10/31/2019
PROJECT #s: #17-24

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
01	General Requirements								
02	Bonds	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$14,000.00	100%	\$0.00	
03	Mobilization	\$55,949.00	\$54,500.00	\$1,449.00	\$0.00	\$55,949.00	100%	\$0.00	
04	Project Management	\$26,000.00	\$25,500.00	\$500.00	\$0.00	\$26,000.00	100%	\$0.00	
05	Temporary Fence	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100%	\$0.00	
06	Dumpster & Port-a-Potty Rental	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100%	\$0.00	
07	Project Sign	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	100%	\$0.00	
08	Temporary Utilities	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100%	\$0.00	
09	Surveying	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100%	\$0.00	
10	Safety	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	100%	\$0.00	
11	Daily Cleaning	\$3,200.00	\$2,950.00	\$100.00	\$0.00	\$3,050.00	95%	\$150.00	
12	Final Cleaning	\$2,500.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00	50%	\$1,250.00	
13	Equipment Rental	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100%	\$0.00	
14	Sitework								
15	Selective Demo	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100%	\$0.00	
16	Site Demo	\$57,000.00	\$57,000.00	\$0.00	\$0.00	\$57,000.00	100%	\$0.00	
17	Seeding & Erosion Control	\$5,400.00	\$5,400.00	\$0.00	\$0.00	\$5,400.00	100%	\$0.00	
18	Water Main	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100%	\$0.00	
19	Sanitary	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00	100%	\$0.00	
20	Paving	\$31,500.00	\$31,500.00	\$0.00	\$0.00	\$31,500.00	100%	\$0.00	
21	Subbase	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100%	\$0.00	
22	Earthwork	\$30,500.00	\$30,500.00	\$0.00	\$0.00	\$30,500.00	100%	\$0.00	
23	Concrete								
24	Building Concrete	\$24,500.00	\$24,500.00	\$0.00	\$0.00	\$24,500.00	100%	\$0.00	
25	Masonry								
26	Masonry	\$51,500.00	\$51,500.00	\$0.00	\$0.00	\$51,500.00	100%	\$0.00	
27	Metal								
28	Metal Fabrications	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$4,500.00	100%	\$0.00	
29	Carpentry								
	SUB-TOTALS	\$356,049.00	\$351,350.00	\$3,299.00	\$0.00	\$354,649.00	99%	\$1,400.00	

CONTINUATION PAGE

PROJECT: #17-24
Oelwein - 42 Well Site

APPLICATION #: 14
DATE OF APPLICATION: 11/18/2019
PERIOD THRU: 10/31/2019
PROJECT #s: #17-24

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)	H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
30	Rough Carpentry	\$12,500.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00	100%	\$0.00	
31	Wood Trusses	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100%	\$0.00	
32	Fiberglass Grates	\$5,100.00	\$5,100.00	\$0.00	\$0.00	\$5,100.00	100%	\$0.00	
33	Thermal								
34	Building Insulation	\$4,300.00	\$4,300.00	\$0.00	\$0.00	\$4,300.00	100%	\$0.00	
35	Roofing & Sheet Metal	\$23,400.00	\$23,400.00	\$0.00	\$0.00	\$23,400.00	100%	\$0.00	
36	Caulking	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100%	\$0.00	
37	Doors								
38	Doors, Frames, Hardware	\$8,500.00	\$8,500.00	\$0.00	\$0.00	\$8,500.00	100%	\$0.00	
39	Aluminum & Glazing	\$11,500.00	\$11,500.00	\$0.00	\$0.00	\$11,500.00	100%	\$0.00	
40	Finishes								
41	GWB	\$3,100.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	100%	\$0.00	
42	Painting	\$20,000.00	\$17,500.00	\$0.00	\$0.00	\$17,500.00	88%	\$2,500.00	
43	Specialties								
44	Signage	\$3,000.00	\$1,500.00	\$1,000.00	\$0.00	\$2,500.00	83%	\$500.00	
45	Mis. Specialties	\$1,500.00	\$750.00	\$500.00	\$0.00	\$1,250.00	83%	\$250.00	
46	Equipment								
47	Casing Materials	\$90,000.00	\$90,000.00	\$0.00	\$0.00	\$90,000.00	100%	\$0.00	
48	Casing Labor	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$14,000.00	100%	\$0.00	
49	Drill/Cleanout	\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	100%	\$0.00	
50	Test Pump	\$21,000.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00	100%	\$0.00	
51	Televise	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100%	\$0.00	
52	Disinfection	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	100%	\$0.00	
53	Pump/Motor-Mtis	\$54,000.00	\$54,000.00	\$0.00	\$0.00	\$54,000.00	100%	\$0.00	
54	Pump/Motor-Labor	\$17,000.00	\$17,000.00	\$0.00	\$0.00	\$17,000.00	100%	\$0.00	
55	Drop Pipe & Labor	\$27,000.00	\$27,000.00	\$0.00	\$0.00	\$27,000.00	100%	\$0.00	
56	Chemical Feed System	\$18,000.00	\$8,629.50	\$8,629.50	\$0.00	\$17,259.00	96%	\$741.00	
57	Mechanical								
58	Plumbing & Process	\$90,500.00	\$76,994.04	\$7,000.00	\$0.00	\$83,994.04	93%	\$6,505.96	
	SUB-TOTALS	\$827,449.00	\$795,123.54	\$20,428.50	\$0.00	\$815,552.04	99%	\$11,896.96	

CONTINUATION PAGE

PROJECT: #17-24
Oelwein - 42 Well Site

APPLICATION #: 14
DATE OF APPLICATION: 11/18/2019
PERIOD THRU: 10/31/2019
PROJECT #s: #17-24

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
60	Insulation	\$5,600.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	71%	\$1,600.00	
61	Electrical								
62	General Conditions	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00	100%	\$0.00	
63	Branch Conduit & Wire	\$11,700.00	\$11,560.00	\$0.00	\$0.00	\$11,560.00	99%	\$140.00	
64	Feeder Conduit & Wire	\$19,951.00	\$19,951.00	\$0.00	\$0.00	\$19,951.00	100%	\$0.00	
65	Devices	\$1,400.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	100%	\$0.00	
66	Light Fixtures	\$3,800.00	\$3,800.00	\$0.00	\$0.00	\$3,800.00	100%	\$0.00	
67	Switchgear	\$10,200.00	\$10,200.00	\$0.00	\$0.00	\$10,200.00	100%	\$0.00	
68	Automation	\$163,610.00	\$138,300.00	\$10,000.00	\$0.00	\$148,300.00	91%	\$15,310.00	
69	Generator-Complete	\$104,700.00	\$97,000.00	\$7,700.00	\$0.00	\$104,700.00	100%	\$0.00	
70	Raw Waste Water Pump Station	\$33,590.00	\$13,590.00	\$20,000.00	\$0.00	\$33,590.00	100%	\$0.00	
71	CO#1								
72	-Over Excavation	\$9,361.00	\$9,361.00	\$0.00	\$0.00	\$9,361.00	100%	\$0.00	
73	-Well casing adjust	(\$3,456.00)	(\$3,456.00)	\$0.00	\$0.00	(\$3,456.00)	100%	\$0.00	
74	-Radiant heater	\$872.00	\$872.00	\$0.00	\$0.00	\$872.00	100%	\$0.00	
75	-Chlorine Analyzer	\$9,574.00	\$9,574.00	\$0.00	\$0.00	\$9,574.00	100%	\$0.00	
76	-Sewer Pipe	\$1,476.00	\$1,476.00	\$0.00	\$0.00	\$1,476.00	100%	\$0.00	
77	-Paint	(\$1,250.00)	(\$1,250.00)	\$0.00	\$0.00	(\$1,250.00)	100%	\$0.00	
78	-Test Pump	\$4,853.00	\$4,853.00	\$0.00	\$0.00	\$4,853.00	100%	\$0.00	
79	-Well Pump	(\$2,051.00)	(\$2,051.00)	\$0.00	\$0.00	(\$2,051.00)	100%	\$0.00	
80	CO#2 Boring	\$5,072.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,072.00	
TOTALS		\$1,239,451.00	\$1,147,303.54	\$58,128.50	\$0.00	\$1,205,432.04	97%	\$34,018.96	

ORDINANCE NO. _____

AN ORDINANCE DELETING SECTION 22-101

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, be amended by deleting Section 22-101 Parking Vehicles on Alternate Sides of Streets After Snowstorm in its entirety.

Section 2. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This Ordinance Shall become effective upon its passage.

First reading – November 12, 2019
Second reading –
Third reading –

Passed and adopted by the City Council of the City of Oelwein, Iowa, this _____ day of _____, 2019.

Peggy Sherrets, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2019.

Dylan Mulfinger, City Administrator

First Reading on November 12, 2019: It was moved by Milks and seconded by Christensen that the Ordinance as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Derifield
Milks
Weber
Cantrell
Fisk
Christensen

Second Reading on _____ It was moved by _____ and seconded by _____ that the Ordinance as read be adopted (or to suspend the rules), and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Derifield
Milks
M Weber
Cantrell
Fisk
Christensen

Third Reading on _____ It was moved by _____ and seconded by _____ that the Ordinance as read be adopted (or to suspend the rules) and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Derifield
Milks
M Weber
Cantrell
Fisk
Christensen

RESOLUTION _____

A RESOLUTION OF THE CITY OF OELWEIN, IOWA
ADOPTING POLICIES COMPLIANT TO THE
2019 CDBG GRANT FOR WATER/SEWER IMPROVEMENTS

WHEREAS, the City of Oelwein was awarded Community Development Block Grant funds from the Iowa Economic Development Authority and;

WHEREAS, the City of Oelwein wishes to comply with all State and Federal regulations in connection with the grant award, and;

WHEREAS, the City of Oelwein acknowledges that the below mentioned policies are part of the regulations;

NOW, THEREFORE, BE IT RESOLVED, that the City of Oelwein adopt the following policies and authorize the Mayor to sign and the City Administrator to attest:

1. Code of Conduct
2. Procurement Policy
3. Equal Opportunity Policy Statement
4. Excessive Force
5. Residential Antidisplacement and Relocation Assistance Plan
6. Affirmative Action Plan
7. Affirmative Fair Housing Policy

Passed, approved and adopted this _____ day of _____, 2019.

Peggy Sherrets, Mayor

ATTEST:

Dylan Mulfinger, City Manager

Policies for Adoption as required by CDBG rules

1. **Code of Conduct** – basically states that if you have a conflict of interest in the award of any contract under this grant, you will remove yourself from voting on the award.
2. **Procurement Policy**- states that you will procure for services, construction, and supplies in the manner set forth in this policy. Most likely you are operating this way now.
3. **RARA** – states that we will, to the best of our ability, not relocate any persons in connection with this grant.
4. **Equal Opportunity Policy Statement** – states that you do not discriminate in your hiring practices.
5. **Excessive Force** – states that you will not use excessive force to bar anyone from peacefully protesting.
6. **Affirmative Action Program** – states that you will not discriminate in your hiring practices and that none of your contractors will either. Specific contract language will be included in each of their contracts.
7. **Affirmative Fair Housing Policy** – states that you will do all you can to further fair housing and that you won't discriminate.

CODE OF CONDUCT

PURPOSE

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 2 CFR Part 200.318 and other applicable federal and state standards, regulations, and laws.

APPLICATION

This Code of Conduct applies to all officers, employees, or agents of the City of Oelwein engaged in the award or administration of contracts supported by federal grant funds.

REQUIREMENTS

No officer, employee, or agent of the City of Oelwein shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
- b. Any member of his/her immediate family;
- c. His/her partner; or

An organization which employs or is about to employ any of the above; or, has a financial or other interest in the firm selected for award.

The City of Oelwein officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

FRAUD, WASTE AND ABUSE

The City of Oelwein has zero tolerance for the commission or concealment of acts of fraud, waste, or abuse. All officers, employees, or agents shall notify the City of Oelwein of suspected actions. Allegations of such acts will be investigated and pursued to their logical conclusion, including legal action where warranted. Concerns may be reported to the City of Oelwein, 20 2nd Avenue SW, Oelwein, IA 50662 or 319-283-5440.

REMEDIES

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against the City of Oelwein's officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents.

Passed and adopted this _____ day of _____, 2019

Peggy Sherrets, Mayor

ATTEST:

Dylan Mulfinger, City Manager

PROCUREMENT POLICY

ITEM #6.

PURPOSE

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, construction, and services are obtained efficiently and economically and in compliance with applicable federal law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

APPLICATION

This policy applies to the procurement of all supplies, equipment, construction, and services of and for the City of Oelwein related to the implementation and administration of the CDBG award. All procurement will be done in accordance with 2CFR Part 200 and Appendix II to Part 200.

POLICY

GENERAL PROCUREMENT PRACTICES

The City of Oelwein will adhere to the following general procurement practices: document procurement standards; maintain oversight of contractors to ensure performance in accord with standards; avoid acquisition of unnecessary or duplicative items; encourage procurement or use of shared goods and services; use Federal excess and surplus property when feasible; encourage value-engineering clauses in construction contracts; award contracts only to responsible contractors; limit use of time and materials contracting; and use good administrative judgment to settle all contractual and administrative issues.

COMPETITION

The City of Oelwein will provide full and open competition; prohibit use of state or local geographical preferences; develop written procedures for procurement transactions to ensure competition is not restricted; and ensure that pre-qualified lists are current.

FIVE METHODS OF PROCUREMENT

Procurement under grants shall be made by one of the following methods, as described herein: (a) micro-purchase; (b) small purchase procedures; (c) sealed bids (formal advertising); (d) competitive proposals; (e) noncompetitive proposals.

- A. Micro-purchase includes the acquisition of supplies or services that do not exceed \$3,000 (or \$2,000 for acquisitions for construction subject to Davis-Bacon Act)
- B. Small purchase procedures are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in aggregate not more than \$150,000. If small purchase procedures are used for a procurement under a grant, price or rate quotations (minimum of 2) shall be obtained from an adequate number of qualified sources.
- C. In sealed bids (formal advertising), sealed bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all of the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the required method for procuring construction.
 1. In order for formal advertising to be feasible, appropriate conditions must be present, including, at a minimum, the following:
 - a) A complete, adequate and realistic specification or purchase description is available.
 - b) Two or more responsible bidders are willing and able to compete effectively for the City of Oelwein business; and
 - c) The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can be made principally on the basis of price.

2. When sealed bids are used for a procurement

- a) A sufficient time prior to the date set for opening of bids, bids shall be solicited (publicly and from an adequate number of known suppliers.
 - b) The invitation for bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation for bids.
 - c) All bids shall be opened publicly at the time and place stated in the invitation for bids.
 - d) A firm-fixed-price contract award shall be made by written notice to that responsible bidder whose bid, conforming to the invitation for bids, is lowest. Where specified in the bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine low bid when prior experience of the City of Oelwein indicates that such discounts are generally taken.
 - e) Any or all bids may be rejected if there are sound documented business reasons in the best interest of the program.
- D. Procurement by competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursable type contract is awarded, as appropriate. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids. If the competitive proposals method is used for a procurement under a grant, the following requirements apply:
1. Requests for Proposals shall be publicized (publicly advertised) and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be honored to the maximum extent practical.
 2. Requests for Proposals shall be solicited from an adequate number of qualified sources.
 3. The City of Oelwein shall have a method for conducting evaluations of the proposals received and for selecting awardees.
 4. Awards will be made to the responsible offeror whose proposal will be most advantageous to the procuring party, with price (other than architectural/engineering) and other factors considered. Unsuccessful offerors will be promptly notified in writing.
 5. The City of Oelwein should use competitive proposal procedures for qualification-based procurement of architectural/engineering (A/E) professional services whereby competitor's qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in the procurement of A/E professional services. It cannot be used to procure other types of services (e.g., administration professional services) even though A/E firms are a potential source to perform the proposed effort.
- E. Noncompetitive proposals is procurement through solicitation of a proposal from only one source, or after solicitation from a number of sources, competition is determined inadequate. Noncompetitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids (formal advertising), or competitive proposals. Circumstances under which a contract may be awarded by noncompetitive proposals are limited to the following:
1. The item is available from only a single source;
 2. After solicitation of a number of sources, competition is determined inadequate;
 3. A public exigency or emergency exists when the urgency for the requirement will not permit a delay incident to competitive solicitation; and

- 4. The awarding agency (IEDA) authorizes noncompetitive proposals. (Sole source procurements for supplies, equipment, construction, and services valued at \$25,000 or more must have prior approval of the Iowa Economic Development Authority).

Sole or single source procurement is unusual and the circumstances and rationale for its use must be fully documented. Additionally, IEDA must approve in advance sole or single source procurement for contracts or purchases valued at \$25,000 or more.

- F. The City of Oelwein will provide, to the greatest extent possible, that contracts be awarded to qualified small and minority firms, women business enterprises, and labor surplus area firms whenever they are potential sources.
- G. Any other method of procurement must have prior approval of the Iowa Economic Development Authority.

RECYCLED MATERIALS

The City of Oelwein will procure items with recycled content following the requirements of Code of Iowa chapter 8A.315-317 and Iowa Administrative Code chapter 11-117.6(5) — Recycled Product and Content.

BID LANGUAGE - PROCUREMENT OF RECOVERED MATERIALS

Recipients shall include in all request for proposals and bid documents the following language.
“The contractor agrees to comply with all the requirements of Code of Iowa chapter 8A.315-317 and Iowa Administrative Code chapter 11-117.6(5) — Recycled Product and Content.”

CONTRACT PRICING

- A. The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.
- B. The City of Oelwein shall perform some form of cost/price analysis for every procurement action, including modifications, amendments or change orders.

PROCUREMENT RECORDS

The City of Oelwein shall maintain records sufficient to detail the significant history of a procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. The City of Oelwein shall make technical specifications and procurement documents available for review upon request.

BONDING REQUIREMENTS

Bonding requirements for construction or facility improvement contracts must meet the federal minimum requirements or receive a determination that the federal interest is adequately protected.

Passed and adopted this _____ day of _____, 2019

 Peggy Sherrets, Mayor

ATTEST:

 Dylan Mulfinger, City Manager

EQUAL OPPORTUNITY POLICY STATEMENT

DATE: _____

It is the policy of the City of Oelwein to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped and to administer its programs in a manner that does not discriminate against any person because of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

The Mayor has ultimate responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the Mayor's responsibility. The Mayor will review all policies and procedures as they affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes.

The right of appeal and recourse is guaranteed by the City of Oelwein. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administered by the City of Oelwein because of race, creed, color, religion, sex, national origin, age, disability, political affiliation, sexual orientation, or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by Dylan Mulfinger, City Manager, who can be contacted at City of Oelwein, 20 2nd Avenue SW, Oelwein, IA 50662 and 319-283-5440.

This Equal Opportunity Policy of the City of Oelwein shall be posted in conspicuous places within the facility, distributed to all employees, contractors and to the persons of all advisory and policymaking groups.

Peggy Sherrets, City of Oelwein Mayor

POLICY ON THE PROHIBITION OF THE USE OF EXCESSIVE FORCE

WHEREAS, the City of Oelwein has received federal funding through the Community Development Block Grant (CDBG) program; and,

WHEREAS, Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990 requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient’s jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

WHEREAS, all recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration; and

WHEREAS, the City of Oelwein endorses a policy prohibiting the use of excessive force and will inform all law enforcement agencies within its jurisdiction of this policy,

NOW, THEREFORE, BE IT RESOLVED, the City of Oelwein hereby prohibits any law enforcement agency operating within its jurisdiction from using excessive force against any individuals engaged in nonviolent civil rights demonstrations. In addition, the City of Oelwein agrees to enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration. The City of Oelwein further pledges enforcement of this policy within its jurisdiction and encourages any individual or group who feels that the City of Oelwein has not complied with this policy to file a complaint.

Information and assistance relative to excessive force complaints shall be provided by Dylan Mulfinger, City Manager, who can be contacted at City of Oelwein, 20 2nd Avenue SW, Oelwein, IA 50662 and 319-283-5440.

Adopted by the City of Oelwein this _____ day of _____, 2019

Signed: _____
Peggy Sherrets, Mayor

This Residential Anti-displacement and Relocation Assistance Plan (RARAP) is prepared by the City of Oelwein in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹, UDAG and/or HOME-assisted projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the City of Oelwein will take the following steps to minimize the direct and indirect displacement of persons from their homes: *(The steps provided below are examples only, each jurisdiction must determine the actions it will take based on local needs and priorities.)*

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are “lower-income dwelling units” (as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

The City of Oelwein will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the [CDBG and/or HOME] Program[s], move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The City of Oelwein will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the [CDBG and/or HOME] Program[s] in accordance with 24 CFR 42.375.

Before entering into a contract committing the City of Oelwein to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of Oelwein will make public by

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

publication in a newspaper of general circulation and submit to HUD [the State, under the State and/or HOME Program(s)] the following information in writing:

ITEM #6.

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. NOTE: See also 24 CFR 42.375(d).
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the City of Oelwein will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the City of Oelwein may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The City of Oelwein (319-283-5440), is responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period.

The City of Oelwein (319-283-5440), is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted by the City of Oelwein this _____ day of _____, 2019

Signed:

Peggy Sherrets, Mayor

Attest: Dylan Mulfinger, City Manager

**CITY OF OELWEIN, IOWA
AFFIRMATIVE ACTION PLAN**

PURPOSE: This plan is designed to assure compliance with Title VI of the Civil Rights Act of 1964; Title VIII of the Civil Rights Act of 1968; Section 109, Housing & Community Development Act of 1974; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Americans with Disabilities Act; Executive Orders 11063 and 11246 and all other applicable federal, state and local laws particularly the Iowa Civil Rights Act of 1965; Iowa Code Section 19B.7, and Iowa Code Chapter 216.

I. GENERAL

- A. City of Oelwein
20 2nd Avenue SW
Oelwein, IA 50662
- B. The total population of the City of Oelwein is 6,415 (2010 Census); (Included in this total are 105 minority persons, which constitutes 1.6% of the total population.)
- C. The City of Oelwein is a local governmental entity.
- D. The City of Oelwein does not operate any branch offices.
- E. Total employment of the City of Oelwein is currently: 93-persons, with 38-full-time, 55-part-time

II. POLICY

- A. We recognize that we are morally and legally committed to nondiscrimination in employment. Any person who applies for employment will not be discriminated against because of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.
- B. This program is designed and will be utilized to correct the efforts of systemic discrimination relative to female and minority employment. The employment policies and practices of the undersigned are to recruit and to hire employees without discrimination, and to treat them equally with respect to compensation and opportunities for advancement. However, we realize the inequities associated with employment upgrading, contracting and subcontracting for minorities and will direct our efforts to correcting any deficiencies to the maximum extent possible.
- C. We submit this program to assure compliance with Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Iowa Civil Rights Act of 1965, and their amendments; Executive Order 11246 and/or other subsequent orders that may pertain to this program of equal employment opportunity and merit employment policies, fully realizing that our qualifications and/or merit systems should be reevaluated and revised, if necessary.
- D. We agree to assert leadership within the City of Oelwein, and to put forth the maximum effort possible to achieve full employment and utilization of the capabilities and productivity of all our citizens without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

III. AFFIRMATIVE ACTIONS

A. Recruitment

1. The City of Oelwein will recruit on the basis of qualifications and shall assure prospective employees for permanent employment or for filling of temporary vacancies that they will be given fair and impartial consideration without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.
2. The City of Oelwein will recruit qualified minority and female applicants for all job categories with particular emphasis in occupations at the higher levels of skill and responsibilities by utilizing, as appropriate, the following courses of action:
 - a. Maintain a file composed of (a) minority and female applicants who are qualified for any position, and (b) minority and female applicants whose qualifications have not been established; and to which file all job openings will be referred prior to consulting other recruitment sources.
 - b. Use the phrase, An Equal Opportunity Employer, in all printed or published, radio or television advertising relating to employment.
 - c. Utilize the "Job Bank" computer relay system of the Iowa Employment Security Commission which flashes job openings daily in this reasonable referral area.
 - d. Encourage employee referral of minority and female applicants.

B. Training and Development

1. The City of Oelwein shall work to assure that all employees are provided equal opportunities for on-the-job training, attendance at universities or other training institutions at the expense of the City of Oelwein and/or with released time for attendance and for the development of their skills as city employees without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.
2. The Equal Employment Opportunity Officer will encourage all women, minorities and disadvantaged employees to increase their skills and job potentials through participation in training and education programs offered by the city and by other institutions and organizations in cooperation with the city.

C. Transfer, Layoff, Demotion, Termination or Recall

1. The City of Oelwein shall work to assure all employees equal and fair treatment in the areas of transfer, demotion, layoff, termination or recall without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.
2. The proposed transfer, layoff, demotion, termination or recall of any employee of the city will be monitored and agreed on by the Equal Employment Opportunity Officer to assure that the proposed action is taken without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

D. Conditions of Work and Related Benefits

1. The City of Oelwein assures that all employees will be treated fairly and equally, and judged only on merit and seniority in the areas of promotion, pay and compensation without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

2. The City of Oelwein assures that all employees will be treated fairly and equally in the area of labor relations, work assignments, use of facilities and opportunities to serve on committees or decision-making bodies, without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.
3. The City of Oelwein assures that all employees will be treated fairly and equally in the areas of leave policies and fringe benefits without regard to race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.
4. The City of Oelwein assures that there will be no disparity in the compensation received by employees for performing equivalent work.

IV. CONTRACTS

It is the policy of the City of Oelwein to require all contractors, subcontractors, suppliers and vendors who do business with the city to take whatever affirmative actions are necessary to assure equal employment opportunities in all aspects of their employment practices and policies irrespective of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

All contractors, subcontractors, vendors, and suppliers who have contracts of \$10,000 or more, shall, in the contract documents:

1. Assure non-discriminatory recruiting
2. Assure non-discriminatory hiring
3. Assure maximum use of apprenticeship and other training to help equalize opportunity for minority persons
4. Assure non-discriminatory placement and promotion
5. Assure non-discriminatory pay, other compensation and working conditions
6. Assure non-discriminatory demotion, layoff, or termination

All contractors, subcontractors, vendors, and suppliers who have contracts of \$100,000 or more, shall develop and submit to the City of Oelwein a copy of a written affirmative action program for approval.

In order to assure contractor's compliance with equal opportunity requirements, the City of Oelwein shall evaluate progress made by the contractor under his affirmative action program and will observe the contractor's performance on a continuing basis. Where deficiencies are found to exist, reasonable efforts shall be made to secure compliance through conciliation and persuasion. The contractor will be required to make a specific commitment, in writing, to correct any such deficiencies, including precise action and dates for completion.

V. EQUAL OPPORTUNITY OFFICER

- A. The Equal Employment Officer for this agency shall be the duly elected Mayor. The Mayor has the power to delegate such duties, and may, from time to time, do so.
- B. The EEO Officer shall be responsible for interpreting, initiating and justifying the activities in this program as they relate to policies and affirmative actions, including contract compliance.
- C. We submit this program to assure compliance with:
 1. The Civil Rights Act - Title VI of the Civil Rights Act of 1964
 2. The Fair Housing Act - Title VIII of the Civil Rights Act of 1968
 3. Section 109, Housing and Community Development Act of 1974

4. Executive Orders 11625, 12432, 12138 and OMB Circular A-102, Attachment O, Paragraph 9(a)
5. Section 3 of the Housing and Urban Development Act of 1968, as amended
6. Section 504 of the Rehabilitation Act of 1973, as amended
7. Age Discrimination Act of 1975, as amended
8. Americans with Disability Act (ADA)
9. Executive Order 11063, as amended by Executive Order 12259
10. Executive Order 11246
11. Prohibition of the Use of Excessive Force
12. Iowa Civil Rights Act of 1965
13. Iowa Code Section 19B.7
14. Iowa Code chapter 216

PASSED, APPROVED AND ADOPTED THIS _____ day of _____, 2019

Peggy Sherrets, Mayor

ATTEST: Dylan Mulfinger, City Manager

AFFIRMATIVE FAIR HOUSING POLICY

This notice is published pursuant to the requirements of Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance, and with Title VIII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in the provision of housing because of race, color, creed, religion, sex, national origin, disability or familial status.

The City of Oelwein, Iowa advises the public that it will administer its assisted programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing and the provision of brokerage services.

The City of Oelwein shall assist individuals who believe they have been subject to discrimination in housing through the resources of the Iowa Civil Rights Commission or the U.S. Department of Housing and Urban Development.

The City of Oelwein has designated the following (person or office) as the contact to coordinate efforts to comply with this policy. Inquiries should be directed to:

- NAME:** Dylan Mulfinger, City Manager
- OFFICE:** City of Oelwein
- ADDRESS:** 20 2nd Avenue SW
- CITY/STATE/ZIP CODE:** Oelwein, IA 50662
- PHONE NUMBER:** 319-283-5440
- HOURS:** Monday, Tuesday, Thursday and Friday from 8:30 am to 4:30 pm and Wednesday from 8:30-Noon



EQUAL HOUSING OPPORTUNITY

Date: _____

Peggy Sherrets, Mayor

A 56 Dylan Mulfinger, City Manager

RESOLUTION NO. _____

The CITY COUNCIL of OELWEIN, IOWA AUTHORIZES the DEVELOPMENT AND IMPLEMENTATION OF A HOME REHABILITATION REVOLVING LOAN FUND PROGRAM and the EXPENDITURE OF FUNDS to be allocated to the program operations and development.

WHEREAS, the Oelwein City Council approves Upper Explorerland Regional Planning Commission to develop and manage the Home Rehabilitation Revolving Loan Fund Program within the city limits of Oelwein.

WHEREAS, the City of Oelwein, Iowa recognizes the benefits that would result from the approval of the Home Rehabilitation Revolving Loan Fund Program.

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

1. The City supports and endorses development of the Home Rehabilitation Revolving Loan Fund Program
2. The City authorizes the expenditure of \$125,000 for program purposes and ongoing operations and management
3. The City authorizes UERPC to develop and implement the program on behalf of the City of Oelwein.
4. The City approves the expenditure of \$4,150 for the program development fee payable to Upper Explorerland Regional Planning Commission payable upon receipt of proposal.

Passed and approved this ____ day of November 2019.

Peggy Sherrets, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2019.

Dylan Mulfinger, City Administrator



November 2019

City of Oelwein Housing Rehabilitation Revolving Loan Fund



*An overview of the proposed
Housing Rehabilitation RLF Program*

Prepared by: Katie Nolte
Housing Department Head

Upper Explorerland
Regional Planning
Commission

134 West Greene Street,
Postville, Iowa 52162

(563)-864-7551
knolte@uperc.org

PROGRAM OVERVIEW

The City of Oelwein is proposing to invest an initial \$125,000 over a two-year period to fund a new Home Rehabilitation Revolving Loan Fund (RLF) Program. The purpose of the program will be to improve residential neighborhoods housing condition through providing low interest loans to low- and moderate-income residents to complete rehabilitation on their homes.

The City of Oelwein contributes annually to the Northeast Iowa Regional Housing Trust Fund (NEIRHTF) allowing residents meeting income eligibility to access funding in the form of grants and low or no interest loans to address their housing rehabilitation needs. The NEIRHTF leverages local match dollars with grants dollars to serve households falling at or below 80% of the Median Family Income (MFI) for Fayette County. The intent of this program is to expand on existing efforts by offering the same opportunities to residents across a broader range of socio-economic statuses. Residents with up to 150% of the MFI for Fayette County will be eligible for funding.

The entire community benefits when everyone has stable, decent, and affordable housing. The benefits of a stable and well maintained housing stock within a community can be seen by:

- Businesses that require a stable workforce and workforce housing;
- Neighborhoods that have been devastated by a foreclosure, vacant properties, and/or homeowners lacking funds to adequately maintain their homes; and
- Working families that need decent affordable housing and basic economic security

Establishing a dedicated and ongoing local revenue stream, gives both stability and flexibility, that is key to continuing to successfully grow a community and meet the housing needs of its current and future residents. By self-funding the program the city and its residents have greater flexibility and can tailor the program to the exact needs of the community.

GOVERNANCE

The Housing Rehabilitation Program will be governed by the Oelwein Housing Board. The committee is appointed by the council and is composed of XX members representative of the community. The committee will include at least one council member (and no more than two), the city administrator, a local lender, a local realtor, and two community members at large.

ADMINISTRATION

The City of Oelwein will contract with UERPC to develop the program and all related materials and marketing and provide ongoing administration of the program. Details of the roles and responsibilities will be laid out in an annual management contract and administrative plan.

PROGRAM FUNDING

The City of Oelwein will invest an initial \$125,000 for a two-year period to fund the Home Rehabilitation Revolving Loan Fund Program. All recaptured funds (principal, interest, late charges, and fees, as well as interest earned on the undesignated portion of the RLF account) shall be retained by the RLF for future loans and administrative expenses.

Upper Explorerland Regional Planning Commission (UERPC)/Housing Inc. will service loans made from the RLF. Reasonable efforts will be made to collect on all delinquent loans. UERPC will provide the Housing Committee with a list of past due accounts on a quarterly basis along with a summary of collection efforts. The committee has the authority to take further action when all standard means of collection have been exhausted.

Funds will be held in a bank locally (Freedom) by the City of Oelwein. UERPC will issue payments through the account directly to contractors.

ELIGIBILITY

The Home Rehabilitation Program includes two tracks. Unique eligibility criteria and project requirements established for each. The two tracks are:

- 1) Owner-Occupied Housing Rehabilitation projects will focus on deferred maintenance, lack of maintenance, and deteriorating conditions due to wear and tear.
- 2) Residential Rental Housing loans will be focused on bringing existing units into compliance with local rental code and assuring low income residents have access to safe, sanitary, affordable housing.

Owner-Occupied Rehabilitation Projects:

To determine initial eligibility, a household's gross income may not exceed 150% of the Median Family Income (MFI) of Fayette County for their household size as determined by the US Department of Housing and Urban Development (HUD) or IFA LHTF limits. Verification of income is required. As of June 1, 2019, the income limits by household size are:

	1	2	3	4	5	6	7	8
50%								
80%								
100%								
120%								
150%								
180%								

Additional eligibly criteria:

- The homeowner must occupy and have title to the home
- Property taxes and insurance must be current
- The home must be free and clear of all liens except for first and/or second mortgages. Special circumstances will be considered on a case-by-case basis

Rental Housing Rehabilitation Projects:

Rental unit owners are eligible to apply for loan funding for projects remedy a current violation of city code. Projects will also be considered for rental units to address deferred maintenance and general property conditions when the landlord agrees to the following conditions:

- The loan will not result in an increase in rent to current tenants for the life of the loan
- Rent for the unit receiving assistance will remain within HUD's Fair Market Rent guidelines for a period of 5 years from the date the loan is approved
- If assistance is provided for a multi-unit dwelling, at least one of every four units will be occupied by a tenant with an income at or below 80% of the MFI for Fayette County for a period of 10 years post project completion. When there are only two units, one unit will be required to meet the above criteria.

First preference will be given to units within primarily residential neighborhoods.

ELIGIBLE PROJECTS

The mission of the proposed program is to improve the structural integrity of housing units in the City of Oelwein through repair and rehabilitation of existing homes. All projects must be located within the city limits of Oelwein to be eligible for funding.

Rehabilitation is not remodeling. Remodeling is for convenience or cosmetic purposes. Rehabilitation is defined as improvements to address deferred maintenance, structural issues, aging components (heating, cooling, water, etc), and issues resulting from wear and tear. No Housing Rehabilitation Program funds shall be utilized for a new addition or new building expansion, unless approved by the Housing Committee and necessary for the express purpose of code compliance or accommodation based on the American Disabilities Act (ADA) Accessibility Guidelines. Projects falling outside these guidelines while still meeting the integrity and intent of the program will be considered on case-by-case basis.



November 2019

City of Oelwein Housing Rehabilitation Revolving Loan Fund



*Housing Rehabilitation RLF
Administration & Technical Services*

Prepared by: Katie Nolte
Housing Department Head

Upper Explorerland
Regional Planning
Commission

134 West Greene Street,
Postville, Iowa 52162

(563)-864-7551
knolte@uperc.org

UPERPC ORGANIZATIONAL INFORMATION

AGENCY: Upper Explorerland Regional Planning Commission
 (UERPC) ADDRESS: 134 West Greene St, Postville, Iowa 52162

TELEPHONE: (563)-382-6171
 EMAIL: knolte@ueprc.org
 WEBSITE: www.uerpc.org

Upper Explorerland Regional Planning Commission (UERPC) is a council of governments that delivers a wide range of customized planning, advisory and resource development services to the incorporated and unincorporated areas of Allamakee, Clayton, Fayette, Howard and Winneshiek Counties in Northeast Iowa. The Commission was formed in 1972 by the cities and counties in the region under Iowa Code Chapter 28H. Since that time, UERPC has successfully obtained over \$247 million in grant funds for the area in housing, planning, and community and economic development.

UERPC's mission is to provide our cities and counties with creative and practical solutions and services at the most reasonable cost possible to enable local governments to efficiently and effectively meet their goals and objectives. The goal of the Commission can be summarized by the text in Chapter 28H: "The Commission shall be the coordinating body for all units of government in the service area, an organization directed toward challenging problems of mutual interest and concern and providing a platform of information and coordination towards the solution of these problems."

UERPC is managed by Executive Director Rachelle Howe and governed by a board of directors' representative of the five-county region. Board members include:

Board Member:	Affiliation:	Board Member:	Affiliation:
Larry Schellhammer*	Allamakee County Sup.	Mark Bohle	Cresco Mayor
Mary Koopman*	Allamakee County Res	Pat Murray*	Howard County Sup.
Jack Knight	Allamakee County - USDA	Mark Kuhn*	Winneshiek County Sup.
Dan Canton	Monona City Administrator	Alison Holten	Winneshiek County Res.
Patti Ruff	Clayton Co. Zoning	Michael Klimesh	Spillville Mayor
Ray Peterson*	Clayton County Sup.	Nina Taylor*	Winneshiek County Res.
Bonnie Basemann	Marquette Clerk	Dean Thompson	Winneshiek County Sup.
Marty Stanbrough*	Fayette County Sup.		
Roger Arthur	Fayette County		
Leon Griebenow	Fayette County Res.		
Sue Updegraff	Fayette County Res.		
Peg Sherrets	Oelwein Mayor		

*Executive Board Members

UERPC Housing Department:

The UERPC Housing Department has secured \$3,225,063 in CDBG Owner Occupied Housing funds, \$2,676,000 in HOME funds since 2012 and in 2018 was awarded \$733,700 from the Federal Home Loan Bank for housing rehabilitation. UERPC currently has 7 active owners occupied CDBG Programs, two IFA first time homebuyer programs, and the FHLB Rehabilitation program. In addition, UERPC and the Housing Department also have management contracts with Housing Inc to manage the Northeast Iowa Regional Housing Trust Fund Program, Revolving Loan Fund, and two apartment complexes owned by the organization. The Regional Housing Authority Housing Choice Voucher Program is also managed through the Housing Office. The Regional Housing Authority administers over 400 rental assistance vouchers over the counties of Allamakee, Clayton, Fayette, Howard, and Winneshiek.

The UERPC Housing team has extensive experience in developing, administering, and managing housing rehabilitation programs. All staff are certified Lead Sampling Technicians with formal training in performing housing inspections. The staff have proven track record of success with grant writing, program development, marketing, and providing administrative and technical services for all types of housing projects.

ADMINISTRATIVE & TECHNICAL SERVICES PROPOSAL

HOME REHABILITATION RLF PROGRAM DEVELOPMENT

Initial Program Development, Setup, and Marketing	\$4,150.00
<i>(Includes staff time, travel, indirect costs, and materials)</i>	

The scope of service encompasses overall program development & coordination (e.g. establishing financial accounting documents and systems, program materials, guidelines, and all related materials and marketing)

- Work with the City and Board to develop programmatic needs and details of program operation resulting in a formalized document detailing all program information
- Development of materials including all application materials and guideline documents
- Assisting with writing relevant ordinances and resolutions as required
- Advertising and marketing (general information, development of marketing materials, public outreach)
- Facilitating community input needed (if requested) and holding information sessions
- Attending Housing Committee Meeting and providing quarterly reporting on program activity

HOME REHABILITATION RLF PROGRAM ADMINISTRATION & TECHNICAL SERVICES

Program Management & Technical Services-Per project	\$775.00
<i>(10 projects = \$7750)</i>	
Loan servicing & client support post project closeout	\$200.00
<i>(10 projects = \$2,000)</i>	
PER FUNDED PROJECT TOTAL	\$975.00

- Internal monitoring and oversight of funded program activities
- Processing of individual applications for assistance
- Income eligibility determination and verification of applicants
- Serving as point of contact for interested applicants and others interested in the program
- Initial meeting with homeowner to determine feasibility and eligibility of proposed project
- Vetting contractors and bids
- Final inspection to determine work is completed and release and satisfaction
- Preparation of all construction contractors and requests for payments for contractors
- Issuing payments to contractors
- Preparation of loan documents, verifications, and filing deed restrictions
- Collection of payments and notification for late delinquent payment

RESOLUTION NO. _____

The CITY COUNCIL of OELWEIN, IOWA AUTHORIZING the SUBMISSION of a HOME APPLICATION to the IOWA FINANCE AUTHORITY and the EXPENDITURE OF FUNDS to be applied to LOCAL MATCH for a HOME Application

WHEREAS, the Oelwein City Council approved the submittal of a HOME Fund grant application to the Iowa Finance Authority by Upper Explorerland Regional Planning Commission for 5 homebuyers in the city limits of Oelwein.

WHEREAS, the Iowa Finance Authority is requesting cities provide funds for local effort and authorize such expenditure, pending approval of the application, and

WHEREAS, the City of Oelwein, Iowa recognizes the benefits that would result from the approval of a HOME Fund grant application.

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

- 1. The City supports and endorses this HOME application; and
- 2. The City authorizes the expenditure of \$3,000/home for a total match of \$15,000.
- 3. The City authorizes UERPC to submit this application.
- 4. The City approves the expenditure of \$1,500.00 for the grant writing fee payable upon submission of the grant application.

These funds will be applied to the HOME Fund grant application pending approval of the application.

Passed and approved this ____ day of November 2019.

Peggy Sherrets, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2019.

Dylan Mulfinger, City Administrator



APPENDIX A

TIP SHEET HOMEBUYER SUBRECIPIENT

- There are several allowable types of homebuyer assistance activities: (1) rehabilitation in support of homeownership; (2) acquisition assistance such as mortgage buy-down and/or down payment and closing costs; and (3) general homebuyer assistance - a combination of the first two types.

Activity Requirements

- Only first-time homebuyers are eligible for homebuyer assistance activities. First-time homebuyers must meet the HUD definition.

HUD's definition of First-Time Homebuyer - An individual or an individual and his or her spouse who have not owned a home during the three-year period before the purchase of a home with HOME assistance, except that an individual who is a displaced homemaker or single parent may not be excluded from consideration as a first-time homebuyer on the basis that the individual, while a homemaker, owned a home with his or her spouse or resided in a home owned by a spouse; and an individual may not be excluded from consideration on the basis that the individual owns or owned, as a principal residence during the three-year period before purchase of a home with HOME assistance, a dwelling unit whose structure is (1) not permanently affixed to a permanent foundation in accordance with local or other applicable regulations, or (2) not in compliance with state, local or model building codes and cannot be brought into compliance with such codes for less than the cost of constructing a permanent structure.

- Only households whose gross annual incomes are at or below 80% of the area median income can participate in (benefit from) a homebuyer activity. A list of area income levels is available at IFA's HOME web page.
- For home ownership assistance, the initial purchase price for newly constructed units or the after rehabilitation value for rehabilitated units shall not exceed 95% of the median purchase price as established by HUD mortgage limits for the same type of single-family housing in the area Single Family Mortgage Limits under Section 203(b) of the National Housing Act established in February 2008.
- The maximum per unit HOME program subsidy for homeownership activities involving rehabilitation is \$37,500 (inclusive of all costs). The maximum per unit HOME subsidy for acquisition assistance is \$35,000.
- Homebuyer assistance programs shall be designed to provide gap financing. The HOME program shall provide the least amount of assistance necessary to make individual projects affordable to the homebuyer.
- All HOME funded homebuyer assistance activities will need to require the beneficiaries of their program to use a principal mortgage loan product that meets the following criteria:
 - a) With the exception of Habitat for Humanity principal loan products, the principal mortgage loan must be the only repayable loan in all individual homeownership assistance projects.



- b) The HOME assistance may be recorded in junior position to the principal mortgage loan, but must be recorded in senior position to any and all other funding in all homebuyer assistance projects. Recipients of HOME homebuyer assistance activities must maintain their assistance security agreements in the above stated recording position throughout the applicable period of affordability and will not be allowed to subordinate recording position to any other forms of assistance, such as home equity loans.
- c) Any mortgage lending entity's principal mortgage loan products may be used provided they meet all of the following requirements.
1. Loan interest rates may be no higher than four percentage points above the federal prime interest rate at the time of loan closing; and Upon completion, all dwellings rehabilitated as part of a homeownership assistance activity must conform to Iowa's Minimum Housing Rehabilitation Standards (applicable to all communities with populations of less than 15,000 absent of such standards or codes).
 2. Loan terms will include an 80% loan-to-value ratio or higher; and
 3. No less than a 15-year, fully amortized, fixed rate mortgage must be used; and
 4. No adjustable rate mortgage or balloon payment types of mortgages will be allowed.
- d) Recipients are encouraged (not required) to have the beneficiaries of their homeownership assistance activity utilize a principal mortgage loan product offered by one of the following: Iowa Finance Authority; USDA-Rural Development; Federal Home Loan; HUD (including FHA and VA); Habitat for Humanity; Fannie May; or Freddie Mac.
- Assisted units must remain affordable through recapture provisions for a specific time period: 5 years for projects receiving up to \$15,000 in HOME assistance; 10 years for projects receiving \$15,000 to \$40,000 in HOME assistance; and 15 years for projects receiving over \$40,000 in HOME assistance. IFA requires recapture over resale, allowing the homeowner to recapture any initial out-of-pocket investment before the recipient recaptures any HOME investment. IFA's preferred method of recapture is a receding forgivable loan. Recaptured funds must be based on the net proceeds of the subsequent sale. Resale provisions do apply to development subsidies. The IFA will determine the applicability of recapture provisions or resale provisions.
 - All newly constructed single family housing shall be constructed in accordance with any locally adopted and enforced building codes, standards and ordinances. In the absence of locally adopted and enforced building codes, the requirements of the Iowa State Building Code shall apply.
 - All single-family housing involving rehabilitation shall be rehabilitated in accordance with any locally adopted and enforced building or housing codes, standards and ordinances. In the absence of locally adopted and enforced building or housing codes, the requirements of the most current version of Iowa's Minimum Housing Rehabilitation Standards shall apply (all communities with populations of 15,000 or less).

CONTRACT FOR SERVICES BETWEEN
UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION
AND THE CITY OF OELWEIN

ITEM #9.

CDBG-WATER/SEWER PROJECT
#19-WS-032

THIS CONTRACT entered into by and between the Upper Explorerland Regional Planning Commission (UERPC) (hereinafter called ADMINISTRATOR) and the City of Oelwein for the purpose of carrying out the Scope of Services and Terms in any Exhibit A as described below.

SECTION 1. Scope of Services

The Administrator shall provide and perform the necessary services required to carry out the Contract as set out in the Scope of Services attached herewith.

SECTION 2. Time of Performance

The services of the Administrator shall commence on November 25, 2019 and shall terminate upon project completion to include the submission of final documents and/or reports. Project completion as set forth is located in the Iowa Economic Development Authority (IEDA) contract #19-WS-032.

SECTION 3. Method of Payment

Total payment to the Administrator for the Water/Sewer grant shall not exceed \$25,000, the amount identified as administration in the project budget of the grant program.

Payment shall be due upon receipt of a monthly invoice for services completed. Formal accounting records are maintained to support the expenses incurred and are based on the Administrator's established cost allocation plan approved annually by the Upper Explorerland Regional Planning Commission's Board of Commissioners.

After the first draw, recipients must draw at least once every six months for each activity including administration. Failure to draw every six months may result in termination of your IEDA contract. IEDA recipient contracts will be set to end after three years. In the majority of cases, contract amendments for time extensions will not be allowed.

It is the responsibility of the City of Oelwein to meet the match requirement (either cash or in-kind) as specified in IEDA contract #19-WS-032.

In the event the project needs to be extended beyond the identified project completion date as indicated in contract #19-WS-032, additional administrative fees to complete the extended Scope of Services may be required. These fees will be negotiated with the City of Oelwein within 30 days of the project completion date set forth in contract #19-WS-032 and an Addendum to this Contract will be executed for the additional fees upon mutual agreement of both parties. UERPC will invoice the City of Oelwein an hourly rate between \$60 - \$65 to be negotiated at the time of occurrence. Travel and any other direct charges related to the additional meetings will also be invoiced.

SECTION 4. Personnel

The Administrator represents that it has, or will acquire, all personnel necessary in performing the services under this Contract.

SECTION 5. Property

The Administrator shall be free to acquire or use its own existing property, real or personal, as it deems necessary in the performance of work under this Contract.

SECTION 6. Services to be Furnished to the Administrator

All reports, data, maps or other public documents and information necessary to the performance of work under this Contract shall be made available to the Administrator.

SECTION 7. Records Retention and Availability

The Administrator and the City of Oelwein must maintain all required records for five years after final payments are made and all other pending matters are closed.

At any time during normal business hours and as frequently as is deemed necessary, the Administrator shall make available to the City of Oelwein, the Iowa Economic Development Authority, the State Auditor, the General Accounting Office, and the Department of Housing and Urban Development, for their examination, all of its records pertaining to all matters covered by this contract and permit these agencies to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment, and all other matters covered by this contract.

SECTION 8. Civil Rights and Other Regulations

In connection with carrying out this Contract, the City of Oelwein and the Administrator agree to comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964 (P.L. 88-352).
States that no person may be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, or national origin.
- Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended.
- Federal Executive Order 11063, as amended by Executive Order 12259.
Equal Opportunity Housing
- Iowa Civil Rights Act of 1965.
This Act mirrors the Federal Civil Rights Act.
- Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309).
Provides that no person shall be excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, national origin, sex, age, or handicap under any program or activity funded in part or in whole under Title I of the Act.
- The Age Discrimination Act of 1975, as amended (42 U.S.C. 1601 et seq.)
Provides that no person on the basis of age, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving Federal financial assistance.

- Section 504 of the Rehabilitation Act of 1973, as amended (P.L. 93-112, 29 U.S.C. 794).
Provides that no otherwise qualified individual shall solely by reason of his/her handicap be excluded from participation in, be denied the benefits of, or be discriminated against under any program or activity receiving Federal financial assistance.
- Americans with Disabilities Act (P.L. 101-336, 42 U.S.C. 12101-12213)
Provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.
- Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).
The purpose of section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be directed to low and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.

SECTION 9. Restriction on Lobbying

We certify, to the best of our knowledge and belief, that:

- i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a Member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.
- iii. The Recipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure."

Lead-Safe Housing Regulations (As Applicable)

24 CFR Part 35 et al.

Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Properties and Housing Receiving Federal Assistance, Final Rule.

Recycled Materials

The contractor agrees to comply with all the requirements of Code of Iowa chapter 8A.315-317 and Iowa Administrative Code chapter 11-117.6(5) — Recycled Product and Content.

All Contracts In Excess of \$10,000

In addition to the preceding provisions, all contracts in excess of \$10,000 must include the following language, pursuant to Federal Executive Order 11246 and 11375:

"During the performance of this contract, the administrator agrees as follows:

- (1) The administrator will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The administrator will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The administrator agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The administrator will, in all solicitations or advertisements for employees placed by or on behalf of the administrator, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (3) The administrator will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the administrator's commitments under Section 202 of the Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The administrator will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The administrator will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the administrator's non-compliance with the nondiscrimination clause of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the administrator may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No.

11246 of September 24, 1965, and such other sanctions may be imposed and remedies in
as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or
order of the Secretary of Labor, or as otherwise provided by law.

ITEM #9.

- (7) The administrator will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each sub administrator or vendor. The administrator will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the administrator becomes involved in, or is threatened with, litigation with a sub administrator or vendor as a result of such direction by the contracting agency, the administrator may request the United States to enter into such litigation to protect the interests of the United States."

All Contracts in Excess of \$100,000

In addition to the preceding provisions, contracts in excess of \$100,000 shall require compliance with the following laws and regulations:

Section 306 of the Clean Air Acts (42 U.S.C. 1857(h)).

Section 508 of the Clean Water Act (33 U.S.C. 1368).

Executive Order 11738. *Providing administration of the Clean Air and Water Acts*

Clean Air and Water Acts - required clauses:

This clause is required in all third-party contracts involving projects subject to the Clean Air Act (42 U.S.C. 1857 et seq.), the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), and the regulations of the Environmental Protection Agency with respect to 40 CFR Part 15, as amended. It should also be mentioned in the bid document.

During the performance of this contract, the administrator agrees as follows:

- (1) The administrator will certify that any facility to be utilized in the performance of any nonexempt contract or subcontract is not listed on the Excluded Party Listing System pursuant to 40 CFR 32.
- (2) The administrator agrees to comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 U.S.C. 1857c-8) and Section 308 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1318) relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder.
- (3) The administrator agrees that as a condition for the award of the contract, prompt notice will be given of any notification received from the Director, Office of Federal Activities, Environmental Protection Agency, indicating that a facility utilized or to be utilized for the contract is under consideration to be listed on the Excluded Party Listing System.
- (4) The administrator agrees that it will include or cause to be included the criteria and requirements in Paragraph (1) through (4) of this section in every nonexempt subcontract and require every subadministrator to take such action as the Government may direct as a means of enforcing such provisions.

All Construction Contracts in Excess of \$2,000

In addition to the preceding provisions, all construction contracts in excess of \$2,000 must include the Federal Labor Standards Provisions (verbatim) found in Appendix Two under Required Contract Provisions. (Housing rehabilitation contracts of less than 8 units are excluded from this requirement.)

Federal Labor Standards Provisions (verbatim) found in Appendix 2, including:

- Davis-Bacon and Related Acts
- Contract Work Hours and Safety Standard Act
- Copeland Anti-kickback Act

Housing and Urban Development Act of 1968-Section 3 Clause

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

SECTION 10. Termination

Either party may terminate this Contract in whole or part, in writing, if the other party substantially fails to fulfill its obligations under this contract through no fault of the terminating party. However, no such termination may be affected unless the other party is given: 1) not less than ten (10) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate; and 2) and opportunity for consultation with the terminating party before termination. The method of final payment would be determined by actual costs associated with the project up to date of termination.

This Contract will be subject to renegotiation in the case of: 1) increased or decreased volume of services; 2) changes required by federal or state laws or regulations; 3) changes required by the City of Oelwein and/or Administrator; 4) monies available affecting the substance of this Contract.

Parties to this Contract must concur to revisions of this contract by an addendum signed by the authorized representatives of both parties.

Failure to comply with any part of this Contract may be considered cause for revision, suspension, or termination. If the City of Oelwein finds it necessary to terminate this contract prior to the expiration date of this Contract, for reasons other than non-performance by the Administrator, actual approved costs incurred by the Administrator may be reimbursed in an amount determined by mutual agreement of both parties. The City of Oelwein reserves the right to cancel any agreement in whole or in part without penalty due to failure of the Administrator to comply with terms, conditions, and specifications of this Contract.

PASSED and APPROVED

Upper Explorerland Regional Planning Commission

City of Oelwein

Date

Date

Rachelle Howe, Executive Director

Peggy Sherrets, Mayor

ATTEST: Diana Johnson, Economic Development
Department Head

ATTEST: Dylan Mulfinger, City Manager

SCOPE OF SERVICES

The Upper Explorerland Regional Planning Commission shall assist in compliance with Iowa Economic Development Authority (IEDA) and other federal requirements; maintenance of required records and documents; and other required actions not specifically listed, but requested by the local government, including but not limited to the following activities:

GENERAL ACTIVITIES

Program Setup

- Meet with the grantee to review and assure understanding of terms and conditions of grant agreement with IEDA
- Set up a model for program schedule, assuring compliance with time limitations of grant contract
- Prepare and forward press releases and/or stories concerning the grant
- Maintain and promote performance standards in areas such as housing, minority participation, services to low incomes, that will help the grantee secure future grants

PROGRAM ADMINISTRATION

A. Capital Improvement Activities

- Assist engineers and architects in acquiring IEDA required contract documents, including wage determinations, etc.
- Check bid documents for IEDA compliance
- Check contracts for IEDA compliance
- Send documents to IEDA for project and contractor clearances
- Conduct on-site employee interviews
- Provide required posters and monitor posting
- Monitor subcontractor compliance with IEDA regulations
- Assist contractors in execution of IEDA required documents and assurances
- Promote and document efforts at minority participation
- Assist in monitoring and clearing change orders
- Assist in close-out

B. Record Keeping

- Assist in setting up spreadsheets for grant funds
- Assist in setting up filing system for program information maintenance
- Regularly monitor records
- Assist in executing budget amendments
- Assist in preparing drawdown forms, authorizing and making disbursements
- Assist in meeting with IEDA officials during site visits
- Assist in preparing quarterly, annual, and Grantee Performance Reports as needed
- Assist in final close-out and final audit requirements

C. Citizen Participation

- Prepare and forward all press releases, notices, etc. as required by IEDA
- Assist in processing all citizen complaints, proposals, etc.
- Assist citizens and citizen groups in participation activities as directed by the grantee

PROJECT DELIVERY

- Assure environmental compliance for all phases of grant
- Monitor payrolls for Davis-Bacon compliance

The above outline is generally specific, but some areas may have more detailed requirements implied, but not listed.

Upper Explorerland Regional Planning Commission will assist the grantee with these requirements unless special requests are made to the Executive Director or governing body of the grantee.

Levy Authority Summary

Local Government Name: OELWEIN
 Local Government Number: 33G316

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
OELWEIN #2 URBAN RENEWAL	33004	8
OELWEIN JAMES DEVELOPMENT URBAN RENEWAL	33009	1
OELWEIN CENTRAL URBAN RENEWAL	33012	1

TIF Debt Outstanding: 12,221,619

TIF Sp. Rev. Fund Cash Balance as of 07-01-2018: 0 0 **Amount of 07-01-2018 Cash Balance Restricted for LMI**

TIF Revenue: 320,501
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 320,501

Rebate Expenditures: 60,874
 Non-Rebate Expenditures: 71,905
 Returned to County Treasurer: 0
Total Expenditures: 132,779

TIF Sp. Rev. Fund Cash Balance as of 06-30-2019: 187,722 0 **Amount of 06-30-2019 Cash Balance Restricted for LMI**

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 11,901,118

Urban Renewal Area Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL
 UR Area Number: 33004
 UR Area Creation Date: 11/1991
 UR Area Purpose: see attached plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
OELWEIN CITY/OELWEIN SCH/OELWEIN UR2 TIF INCREM	33108	33109	0
OELWEIN CITY AG/OELWEIN SCH/OELWEIN UR2 TIF INCREM	33110	33111	0
JEFFERSON TWP/OELWEIN SCH/OELWEIN UR2 TIF INCREM	33112	33113	0
OELWEIN CITY/OELWEIN SCH/CITY LAUNDERING/OELWEIN UR2 TIF INCREM.	33193	33194	0
OELWEIN CITY/OELWEIN SCH/BLESSINGS/OELWEIN UR2 TIF INCREM.	33195	33196	0
OELWEIN CITY/OELWEIN SCH/FORSYTH/OELWEIN UR2 TIF INCREM.	33197	33198	1,423,239
OELWEIN CITY/OELWEIN SCH/DEAN'S HONDA/OELWEIN UR2 TIF INCREM.	33221	33222	428,449
OELWEIN CITY/OELWEIN SCH/EAST PENN/OELWEIN UR2 TIF INCREM.	33227	33228	5,710,086

Urban Renewal Area Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	196,540	1,049,760	7,788,860	12,092,700	0	-3,704	21,322,614	0	21,322,614
Taxable	107,011	583,885	7,009,974	10,883,430	0	-3,704	18,736,882	0	18,736,882
Homestead Credits									9

TIF Sp. Rev. Fund Cash Balance as of 07-01-2018: **0** **0** **Amount of 07-01-2018 Cash Balance Restricted for LMI**

TIF Revenue:	248,596
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	248,596

Rebate Expenditures:	60,874
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	60,874

TIF Sp. Rev. Fund Cash Balance as of 06-30-2019: **187,722** **0** **Amount of 06-30-2019 Cash Balance Restricted for LMI**

Projects For OELWEIN #2 URBAN RENEWAL

Forsyth Management Co., LLC

Description:	New building
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Midwest Motorcycles Inc/Deans Honda

Description:	New building
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

East Penn Manufacturing

Description:	Land Aquisition/New Building
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Boulders Inn

Description:	New building
Classification:	Commercial - hotels and conference centers
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For OELWEIN #2 URBAN RENEWAL

Forsyth Management Company, LLC

Debt/Obligation Type:	Rebates
Principal:	511,014
Interest:	0
Total:	511,014
Annual Appropriation?:	Yes
Date Incurred:	06/27/2011
FY of Last Payment:	2024

Motorcycles Midwest, Inc./Deans Honda

Debt/Obligation Type:	Rebates
Principal:	103,315
Interest:	0
Total:	103,315
Annual Appropriation?:	Yes
Date Incurred:	12/23/2013
FY of Last Payment:	2023

East Penn Manufacturing Co

Debt/Obligation Type:	Rebates
Principal:	3,340,000
Interest:	0
Total:	3,340,000
Annual Appropriation?:	Yes
Date Incurred:	10/26/2015
FY of Last Payment:	2039

2016A GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	4,300,000
Interest:	911,910
Total:	5,211,910
Annual Appropriation?:	Yes
Date Incurred:	01/25/2016
FY of Last Payment:	2028

2016B GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	710,000
Interest:	67,875
Total:	777,875
Annual Appropriation?:	No
Date Incurred:	09/22/2016
FY of Last Payment:	2029

2016C GO Bond

ITEM #11.

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	0
Interest:	12,661
Total:	12,661
Annual Appropriation?:	Yes
Date Incurred:	09/22/2016
FY of Last Payment:	2020

Boulders Inn

Debt/Obligation Type:	Rebates
Principal:	395,000
Interest:	0
Total:	395,000
Annual Appropriation?:	Yes
Date Incurred:	05/30/2017
FY of Last Payment:	2030

Water Fund Loan

Debt/Obligation Type:	Internal Loans
Principal:	382,770
Interest:	0
Total:	382,770
Annual Appropriation?:	No
Date Incurred:	12/01/2016
FY of Last Payment:	2030

2016C GO Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	18,205
Interest:	0
Total:	18,205
Annual Appropriation?:	Yes
Date Incurred:	09/22/2016
FY of Last Payment:	2020

Water Fund Loan

Debt/Obligation Type:	Internal Loans
Principal:	207,527
Interest:	0
Total:	207,527
Annual Appropriation?:	No
Date Incurred:	12/01/2018
FY of Last Payment:	2030

Rebates For OELWEIN #2 URBAN RENEWAL

1007 Industrial Park Dr.

TIF Expenditure Amount:	46,789
Rebate Paid To:	Forsythe Management Co.
Tied To Debt:	Forsyth Management Company, LLC
Tied To Project:	Forsyth Management Co., LLC
Projected Final FY of Rebate:	2024

2645 S Frederick Ave

TIF Expenditure Amount:	14,085
Rebate Paid To:	Motorcycles Widwest/Deans Honda
Tied To Debt:	Motorcycles Midwest, Inc./Deans Honda
Tied To Project:	Midwest Motorcycles Inc/Deans Honda
Projected Final FY of Rebate:	2023

Jobs For OELWEIN #2 URBAN RENEWAL

Project:	East Penn Manufacturing
Company Name:	East Penn Manufacturing
Date Agreement Began:	05/17/2017
Date Agreement Ends:	06/30/2039
Number of Jobs Created or Retained:	350
Total Annual Wages of Required Jobs:	0
Total Estimated Private Capital Investment:	65,000,000
Total Estimated Cost of Public Infrastructure:	4,500,000

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 33109
 TIF Taxing District Base Year: 1990
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	636,100	5,753,320	3,542,210	0	-3,704	10,126,384	0	10,126,384
Taxable	0	353,803	5,177,988	3,187,989	0	-3,704	8,872,362	0	8,872,362
Homestead Credits									6

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	3,741,586	6,388,502	0	6,388,502	210,025

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY AG/OELWEIN SCH/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 33111
 TIF Taxing District Base Year: 1990
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	196,540	0	0	0	0	0	196,540	0	196,540
Taxable	107,011	0	0	0	0	0	107,011	0	107,011
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	107,854	88,686	0	88,686	1,950

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: JEFFERSON TWP/OELWEIN SCH/OELWEIN UR2 TIF INCREM
 TIF Taxing District Inc. Number: 33113
 TIF Taxing District Base Year: 1990
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	413,660	305,290	0	0	0	718,950	0	718,950
Taxable	0	230,082	274,761	0	0	0	504,843	0	504,843
Homestead Credits									3

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	278,660	440,290	0	440,290	9,917

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/CITY LAUNDERING/OELWEIN UR2 TIF INCREM.
 TIF Taxing District Inc. Number: 33194
 TIF Taxing District Base Year: 2004
 FY TIF Revenue First Received: 2008
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2014

	UR Designation
Slum	02/1991
Blighted	02/1991
Economic Development	02/1991

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,201,300	0	0	0	1,201,300	0	1,201,300
Taxable	0	0	1,081,170	0	0	0	1,081,170	0	1,081,170
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	971,850	229,450	0	229,450	7,543

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/BLESSINGS/OELWEIN UR2 TIF INCREM.
 TIF Taxing District Inc. Number: 33196
 TIF Taxing District Base Year: 2008
 FY TIF Revenue First Received: 2011
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2017

	UR Designation
Slum	02/1991
Blighted	02/1991
Economic Development	02/1991

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	448,850	0	0	448,850	0	448,850
Taxable	0	0	0	403,965	0	0	403,965	0	403,965
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	426,070	22,780	0	22,780	749

FY 2019 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN #2 URBAN RENEWAL (33004)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/FORSYTH/OELWEIN UR2 TIF INCREM.
 TIF Taxing District Inc. Number: 33198
 TIF Taxing District Base Year: 2011
 FY TIF Revenue First Received: 2014
 Subject to a Statutory end date? No

	UR Designation
Slum	02/1991
Blighted	02/1991
Economic Development	02/1991

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	1,757,100	0	0	1,757,100	0	1,757,100
Taxable	0	0	0	1,581,390	0	0	1,581,390	0	1,581,390
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	16,420	1,581,390	1,423,239	158,151	5,199

FY 2019 TIF Revenue Received: 46,789

TIF Taxing District Data Collection

Local Government Name:	OELWEIN (33G316)	
Urban Renewal Area:	OELWEIN #2 URBAN RENEWAL (33004)	
TIF Taxing District Name:	OELWEIN CITY/OELWEIN SCH/DEAN'S HONDA/OELWEIN UR2 TIF INCREM.	
TIF Taxing District Inc. Number:	33222	
TIF Taxing District Base Year:	2014	UR Designation
FY TIF Revenue First Received:	2017	Slum No
Subject to a Statutory end date?	No	Blighted No
		Economic Development No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	528,950	0	0	0	528,950	0	528,950
Taxable	0	0	476,055	0	0	0	476,055	0	476,055
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	36,360	476,055	428,449	47,606	1,565

FY 2019 TIF Revenue Received: 14,085

TIF Taxing District Data Collection

Local Government Name:	OELWEIN (33G316)	
Urban Renewal Area:	OELWEIN #2 URBAN RENEWAL (33004)	
TIF Taxing District Name:	OELWEIN CITY/OELWEIN SCH/EAST PENN/OELWEIN UR2 TIF INCREM.	
TIF Taxing District Inc. Number:	33228	
TIF Taxing District Base Year:	2016	UR Designation
FY TIF Revenue First Received:	2019	Slum No
Subject to a Statutory end date?	No	Blighted No
		Economic Development No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	6,344,540	0	0	6,344,540	0	6,344,540
Taxable	0	0	0	5,710,086	0	0	5,710,086	0	5,710,086
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	108,170	5,710,086	5,710,086	0	0

FY 2019 TIF Revenue Received: 187,722

Urban Renewal Area Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN JAMES DEVELOPMENT URBAN RENEWAL
 UR Area Number: 33009

UR Area Creation Date: 11/2001

UR Area Purpose: See attached plan

Tax Districts within this Urban Renewal Area

Base No.	Increment No.	Increment Value Used
33165	33166	0

OELWEIN CITY/OELWEIN SCH/OELWEIN JAMES DEV UR TIF INCREM

Urban Renewal Area Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	1,564,000	0	1,564,000
Taxable	0	0	0	0	0	0	1,231,651	0	1,231,651
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2018: 0 **Amount of 07-01-2018 Cash Balance Restricted for LMI** 0

TIF Revenue: 0
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 0

Rebate Expenditures: 0
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2019: 0 **Amount of 06-30-2019 Cash Balance Restricted for LMI** 0

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN JAMES DEVELOPMENT URBAN RENEWAL (33009)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/OELWEIN JAMES DEV UR TIF INCREM
 TIF Taxing District Inc. Number: 33166
 TIF Taxing District Base Year: 2000
 FY TIF Revenue First Received: 2005
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2014

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2001

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	1,564,000	0	1,564,000
Taxable	0	0	0	0	0	0	1,231,651	0	1,231,651
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	1,750	1,231,651	0	1,231,651	40,491

FY 2019 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN CENTRAL URBAN RENEWAL
 UR Area Number: 33012

UR Area Creation Date: 04/2005

UR Area Purpose: see attached plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
OELWEIN CITY/OELWEIN SCH/OELWEIN CENTRAL UR INCREM	33173	33174	2,191,744

Urban Renewal Area Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	708,330	15,186,609	1,136,560	0	-3,704	17,964,460	0	17,964,460
Taxable	0	393,976	13,667,949	1,022,904	0	-3,704	15,818,746	0	15,818,746
Homestead Credits									6

TIF Sp. Rev. Fund Cash Balance as of 07-01-2018: 0 0 **Amount of 07-01-2018 Cash Balance Restricted for LMI**

TIF Revenue:	71,905
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	71,905

Rebate Expenditures:	0
Non-Rebate Expenditures:	71,905
Returned to County Treasurer:	0
Total Expenditures:	71,905

TIF Sp. Rev. Fund Cash Balance as of 06-30-2019: 0 0 **Amount of 06-30-2019 Cash Balance Restricted for LMI**

Projects For OELWEIN CENTRAL URBAN RENEWAL

Downtown Streetscape

Description:	revitalization of the downtown
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Performance Rehab

Description:	remodel building at new location
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

Downtown Improvements Grant

Description:	expand, improve building, renovate 2nd story housing Mixed use property (ie: a significant portion is residential and significant portion is commercial)
Classification:	
Physically Complete:	No
Payments Complete:	No

Debts/Obligations For OELWEIN CENTRAL URBAN RENEWAL

2011 GO Bonds

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,006,342
Interest:	0
Total:	1,006,342
Annual Appropriation?:	No
Date Incurred:	04/11/2005
FY of Last Payment:	2022

Peformance Rehab

Debt/Obligation Type:	Rebates
Principal:	30,000
Interest:	0
Total:	30,000
Annual Appropriation?:	Yes
Date Incurred:	07/11/2017
FY of Last Payment:	2024

LOST Transfer Downtown Businesses

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0
Total:	75,000
Annual Appropriation?:	Yes
Date Incurred:	09/10/2018
FY of Last Payment:	2024

LOST Transfer Downtown Business Grant

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0
Total:	75,000
Annual Appropriation?:	Yes
Date Incurred:	11/26/2018
FY of Last Payment:	2025

LOST Transfer Downtown Business Grant

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0
Total:	75,000
Annual Appropriation?:	Yes
Date Incurred:	11/12/2019
FY of Last Payment:	2026

Non-Rebates For OELWEIN CENTRAL URBAN RENEWAL

TIF Expenditure Amount:	71,905
Tied To Debt:	2011 GO Bonds
Tied To Project:	Downtown Streetscape

TIF Taxing District Data Collection

Local Government Name: OELWEIN (33G316)
 Urban Renewal Area: OELWEIN CENTRAL URBAN RENEWAL (33012)
 TIF Taxing District Name: OELWEIN CITY/OELWEIN SCH/OELWEIN CENTRAL UR INCREM
 TIF Taxing District Inc. Number: 33174
 TIF Taxing District Base Year: 2004
 FY TIF Revenue First Received: 2009
 Subject to a Statutory end date? No

	UR Designation
Slum	03/2005
Blighted	03/2005
Economic Development	No

TIF Taxing District Value by Class - 1/1/2017 for FY 2019

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	708,330	15,186,609	1,136,560	0	-3,704	17,964,460	0	17,964,460
Taxable	0	393,976	13,667,949	1,022,904	0	-3,704	15,818,746	0	15,818,746
Homestead Credits									6

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2019	15,776,420	2,191,744	2,191,744	0	0

FY 2019 TIF Revenue Received: 71,905

Date of Issuance: September 11, 2019	Effective Date: October 31, 2019
Owner: City of Oelwein	Owner's Contract No.:
Contractor: Blacktop Service Company	Contractor's Project No.:
Engineer: FOX Engineering	Engineer's Project No.: 1022-19A.660
Project: Oelwein 2019 Seal Coat Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

1. *Bid item No. 7.01 – Bituminous Seal Coat, Single Pass, 3/8" Cover Aggregate:* This quantity is being changed from 33,498 SY to **33,579 SY which increased the bid item by \$231.66.** City Staff eliminated seal coat from certain roadway sections. In addition, the City has added double seal coat on certain roadway sections. See attachments for quantities:

- NE Seal Coat Area bid tabulations
- NW Seal Coat bid tabulations

2. *Bid Item No. 7.02 – Cold Patch Pavement:* The city will allow the Contractor to utilize Hot Mix Asphalt (HMA) in lieu of Cold Mix Patch. The revised depth of the proposed patches shall be 3 inches vs 4 inches. Field measures patches at a 3 inch depth is estimated to 150 tons of HMA per the plan quantities. The quantity is being changed from 150 tons (estimated) to **163.36 tons which increased the bid item by \$4,118.75.** The City Staff determined additional patching of pavement was necessary prior to sealcoating.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 169,047.78</u>	Original Contract Times: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0: <u>\$ 0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
Contract Price prior to this Change Order: <u>\$ 169,047.78</u>	Contract Times prior to this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
Increase of this Change Order: <u>\$4,350.41</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
Contract Price incorporating this Change Order: <u>\$ 173,398.19</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: 
Engineer (if required)

By: _____
Owner (Authorized

By: _____
Contractor (Authorized

Title: PROS MANAGER

Title: _____

Title: _____

Date: 10.31.2019

Date: _____

Date: _____

NE SEALCOAT AREA

REF NO.	STREET LOCATION	SEAL COAT LIMITS	NOTE	PATCH SIZE	PATCH AREA (SY)	SEAL COAT SIZE (ft x ft)	LIGHT TRAFFIC SEAL COAT AREA (SY)	DOUBLE SEAL COAT AREA (SY)	NOTE TO CITY
1	3rd Ave NE	9th St Intersection	Patch	3' x 3'	1.0				
2	4th Ave NE	6th St NE to 9th St NE	Patch & Sealcoat			22 x 1,400	3,422.2	3,422.2	
3	8th St NE	3rd Ave NE to 4th Ave NE	Patch & Sealcoat			25 x 280	777.8	777.8	
4	7th St NE	3rd Ave NE to 4th Ave NE	Patch & Sealcoat			20 x 280	622.2	622.2	
5	6th St NE	6th Ave Intersection	Patch	15' x 25'	41.7				
6	6th Ave NE	North of 6th St NE	Patch & Sealcoat	20' x 45'	100.0				
7	7th Ave NE	House No. 625-707	Patch & Sealcoat			32 x 250	888.9		
8	3rd St NE	2nd Ave NE to 4th Ave NE	Patch & Sealcoat			30 x 600	2,000.0		
9	5th St NE	Fredrick (10 Block) to 1st Ave NE	Patch & Sealcoat			30 x 310	1,033.3		
10	5th St NE	2nd Ave NE to 4th Ave NE	Patch & Sealcoat	10' x 30'	33.3	30 x 270	900.0		
11	3rd Ave NE	4th St NE to Lincoln DR	Patch & Sealcoat			20 x 670	1,488.9		
12	4th Ave NE	5th St NE to Lincoln DR	Patch & Sealcoat			20 x 350	777.8		
13	6th Ave NE	1st St to 2nd St	Grade & Sealcoat			20 x 500	1,111.1	1,111.1	
14	2nd St NE	500 block - south side middle of block	Patch	5' x 30'	16.7				
15	6th St NE	8th Ave NE west to corporate limits	Patch & Sealcoat			22 x 370	904.4	904.4	Additional 70-ft x 22-ft Seal Coat
TOTALS:					31.2		13,926.7	6,837.8	

NW SEALCOAT AREA

REF NO.	STREET LOCATION	SEAL COAT LIMITS	NOTE	PATCH SIZE	PATCH AREA (SY)	SEAL COAT SIZE (ft x ft)	LIGHT TRAFFIC SEAL COAT AREA (SY)	DOUBLE SEAL COAT AREA (SY)	NOTE TO CITY
1	2nd St NW	6th Ave NW to 8th Ave NW	Patch & Sealcoat			25 x 704	1,955.6	1,955.6	
2	10th Ave NW	West Charles to 2nd St NW	Patch & Sealcoat			25 x 925	2,569.4		Remove from Project
3	11th Ave NW	West Charles to 2nd St NW	Patch & Sealcoat			15 x 925	1,541.7		
4	12th Ave NW	West Charles to 2nd St NW	Patch & Sealcoat			25 x 925	2,569.4		Remove from Project
5	1st St NW	5th Ave NW to 8th Ave NW	Patch & Sealcoat			25 x 1,263	3,508.3		
6	4th St NW	Intersection of 4th Ave NW	Patch	3' x 20'	6.7				
7	4th St NW	Intersection of 4th Ave NW	Patch	4' x 4'	1.8				
8	4th St NW	Intersection of 4th Ave NW	Patch	4' x 4'	1.8				
9	4th St NW	Fredrick to 1st Ave NW	Patch & Sealcoat			26 x 560	1,617.8		
10	6th St NW	200 Block	Patch & Sealcoat	2 tons		32 x 320	1,137.8		
11	1st Ave NW	7th St NW Intersection	Patch	30' x 30'	100.0				
TOTALS:					17.9		8,143.3	1,955.6	



Contractor's Application for Payment No. 1

Application Period:		Application Date:
To (Owner): City of Oelwein	From (Contractor): Blacktop Service Company	Via (Engineer): FOX Engineering
Project: Oelwein 2019 Seal Coat Improvements	Contract:	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 1022-19A

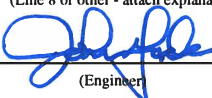
**Application For Payment
Change Order Summary**

Approved Change Orders				
Number	Additions	Deductions		
Change Order No 1	\$4,350.41		1. ORIGINAL CONTRACT PRICE.....	\$ 169,047.78
			2. Net change by Change Orders.....	\$ 4,350.41
			3. Current Contract Price (Line 1 ± 2).....	\$ 173,398.19
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ 173,398.19
			5. RETAINAGE:	
			a. 5% X \$173,398.19 Work Completed.....	\$ 8,669.91
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 8,669.91
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 164,728.28
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
			8. AMOUNT DUE THIS APPLICATION.....	\$ 164,728.28
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ 4,319.50
TOTALS	\$4,350.41			
NET CHANGE BY CHANGE ORDERS	\$4,350.41			

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature
 By: _____ Date: _____

Payment of: \$ 164,728.28
 (Line 8 or other - attach explanation of the other amount)

is recommended by:  10.31.2019
 (Engineer) (Date)

Payment of: \$ 164,728.28
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Oelwein 2019 Seal Coat Improvements							Application Number: 1				
Application Period:							Application Date:				
A					B	C	D	E	F		
Item		Contract Information			Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)	
Bid Item No.	Description	Item Quantity	Units	Unit Price							Total Value of Item (\$)
1.01	MOBILIZATION	1	LS	\$15,000.00	\$15,000.00	1	\$15,000.00	\$15,000.00	100.0%		
1.02	TRAFFIC CONTROL	1	LS	\$12,000.00	\$12,000.00	1	\$12,000.00	\$12,000.00	100.0%		
7.01	BITUMINOUS SEAL COAT, SINGLE PASS, 3/8" COVER AGGREGATE	33,498	SY	\$2.86	\$95,804.28	33,579	\$96,035.94	\$96,035.94	100.2%	-\$231.66	
7.02	COLD PATCH PAVEMENT	150	TON	\$308.29	\$46,243.50	163.36	\$50,362.25	\$50,362.25	108.9%	-\$4,118.75	
Totals					\$169,047.78		\$173,398.19		\$173,398.19	102.6%	-\$4,350.41



Contractor's Application for Payment No. 2

Application Period:		Application Date:
To (Owner): City of Oelwein	From (Contractor): Blacktop Service Company	Via (Engineer): FOX Engineering
Project: Oelwein 2019 Seal Coat Improvements	Contract:	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 1022-19A

**Application For Payment
Change Order Summary**

Approved Change Orders				
Number	Additions	Deductions		
Change Order No 1	\$4,350.41		1. ORIGINAL CONTRACT PRICE	\$ \$169,047.78
			2. Net change by Change Orders	\$ \$4,350.41
			3. Current Contract Price (Line 1 ± 2)	\$ \$173,398.19
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ \$173,398.19
			5. RETAINAGE:	
			a. X \$173,398.19 Work Completed.....	\$
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$ \$173,398.19
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ \$164,728.28
			8. AMOUNT DUE THIS APPLICATION	\$ \$8,669.91
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ \$0.00
TOTALS	\$4,350.41			
NET CHANGE BY CHANGE ORDERS	\$4,350.41			

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

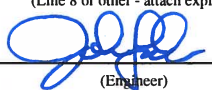
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: _____ Date: _____

Payment of: \$ **\$8,669.91**
(Line 8 or other - attach explanation of the other amount)

is recommended by:  **10.31.2019**
(Engineer) (Date)

Payment of: \$ **\$8,669.91**
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Oelwein 2019 Seal Coat Improvements							Application Number: 2				
Application Period:							Application Date:				
A					B	C	D	E		F	
Item		Contract Information			Total Value of Item (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price							
1.01	MOBILIZATION	1	LS	\$15,000.00	\$15,000.00	1	\$15,000.00		\$15,000.00	100.0%	
1.02	TRAFFIC CONTROL	1	LS	\$12,000.00	\$12,000.00	1	\$12,000.00		\$12,000.00	100.0%	
7.01	BITUMINOUS SEAL COAT, SINGLE PASS, 3/8" COVER AGGREGATE	33,498	SY	\$2.86	\$95,804.28	33,579	\$96,035.94		\$96,035.94	100.2%	-\$231.66
7.02	COLD PATCH PAVEMENT	150	TON	\$308.29	\$46,243.50	163.36	\$50,362.25		\$50,362.25	108.9%	-\$4,118.75
CO#1	Change Order No. 1 (Adjustment of Quantities)	1	LF	\$4,350.41	\$4,350.41						\$4,350.41
Totals									\$173,398.19	100.0%	\$0.00

October 31, 2019

City of Oelwein
Attn: Mayor & City Council
20 2nd Avenue S.W.
Oelwein, Iowa 50662

RE: **Oelwein 2019 Seal Coat Improvements**
Engineering Recommendation for Completion
Fox Ref No. 1022-19A.600

Dear Mayor and City Council,

Blacktop Services (Contractor) has satisfactorily completed in general compliance with the terms, conditions, and stipulations of said Contract for the Oelwein 2019 Seal Coat Improvements, dated September 10, 2019. FOX has included the following for Council approval:

1. **Change Order No. 1** adjusts the estimated bid quantities based on as-built measurements. City Staff eliminated some seal coat streets, added some seal coat streets, extended some seal coat streets, and double seal coated some streets. In addition, more pavement patches and associated tonnage was required prior to seal coating. (See Change Order No. 1 for details).
2. **Progress Payment No. 1** releases all payment except the 5% retainage.
3. **Engineer's Statement of Final Completion**
4. **Progress Payment No. 2** assumes approval of Change Order 1 and release of 5% retainage after 30 days after acceptance of the project.

The Original Contract Price was \$169,047.78. There was one (1) change order totaling an increase of \$4,350.41 (2.5% of the bid). The total amount due to the Contractor for the fulfillment of said Contract is **\$173,398.19**. The final work was completed (seal coat installed) on October 19, 2019.

FOX Engineering recommends the Council accept the Certificate of Final Completion for the Oelwein 2019 Seal Coat Improvements.

If you find the documents to be acceptable, please sign three copies of each of the change order and progress payment documents. Please keep one copy for your records and distribute the others to Blacktop Service Company and FOX Engineering.

After acceptance of Final Completion by resolution of the City Council, the City shall hold Pay Request No. 2 for at least 30 days prior to payment to Blacktop Services Company.

It has been a pleasure working on this project. FOX Engineering appreciates the work and our continued partnership with The City of Oelwein.

Sincerely,
FOX Engineering Associates, Inc.

John Gade

John Gade, P.E.
Project Manager

Enclosures: *Change Order No. 1*
 Pay Application No. 1
 Engineering Statement of Final Completion
 Progress Payment No. 2

CC: *Blacktop Services Company*

Date of Issuance: September 11, 2019	Effective Date: October 31, 2019
Owner: City of Oelwein	Owner's Contract No.:
Contractor: Blacktop Service Company	Contractor's Project No.:
Engineer: FOX Engineering	Engineer's Project No.: 1022-19A.660
Project: Oelwein 2019 Seal Coat Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

1. *Bid item No. 7.01 – Bituminous Seal Coat, Single Pass, 3/8" Cover Aggregate:* This quantity is being changed from 33,498 SY to **33,579 SY which increased the bid item by \$231.66.** City Staff eliminated seal coat from certain roadway sections. In addition, the City has added double seal coat on certain roadway sections. See attachments for quantities:

- NE Seal Coat Area bid tabulations
- NW Seal Coat bid tabulations

2. *Bid Item No. 7.02 – Cold Patch Pavement:* The city will allow the Contractor to utilize Hot Mix Asphalt (HMA) in lieu of Cold Mix Patch. The revised depth of the proposed patches shall be 3 inches vs 4 inches. Field measures patches at a 3 inch depth is estimated to 150 tons of HMA per the plan quantities. The quantity is being changed from 150 tons (estimated) to **163.36 tons which increased the bid item by \$4,118.75.** The City Staff determined additional patching of pavement was necessary prior to sealcoating.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 169,047.78</u>	Original Contract Times: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0: <u>\$ 0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
Contract Price prior to this Change Order: <u>\$ 169,047.78</u>	Contract Times prior to this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
Increase of this Change Order: <u>\$4,350.41</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>
Contract Price incorporating this Change Order: <u>\$ 173,398.19</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>November 1, 2019</u>

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: 
Engineer (if required)

By: _____
Owner (Authorized

By: _____
Contractor (Authorized

Title: PROS MANAGER

Title: _____

Title: _____

Date: 10.31.2019

Date: _____

Date: _____

NE SEALCOAT AREA

REF NO.	STREET LOCATION	SEAL COAT LIMITS	NOTE	PATCH SIZE	PATCH AREA (SY)	SEAL COAT SIZE (ft x ft)		LIGHT TRAFFIC SEAL COAT AREA (SY)	DOUBLE SEAL COAT AREA (SY)	NOTE TO CITY
1	3rd Ave NE	9th St Intersection	Patch	3' x 3'	1.0					
2	4th Ave NE	6th St NE to 9th St NE	Patch & Sealcoat			22	x 1,400	3,422.2	3,422.2	
3	8th St NE	3rd Ave NE to 4th Ave NE	Patch & Sealcoat			25	x 280	777.8	777.8	
4	7th St NE	3rd Ave NE to 4th Ave NE	Patch & Sealcoat			20	x 280	622.2	622.2	
5	6th St NE	6th Ave Intersection	Patch	15' x 25'	41.7					
6	6th Ave NE	North of 6th St NE	Patch & Sealcoat	20' x 45'	100.0					
7	7th Ave NE	House No. 625-707	Patch & Sealcoat			32	x 250	888.9		
8	3rd St NE	2nd Ave NE to 4th Ave NE	Patch & Sealcoat			30	x 600	2,000.0		
9	5th St NE	Fredrick (10 Block) to 1st Ave NE	Patch & Sealcoat			30	x 310	1,033.3		
10	5th St NE	2nd Ave NE to 4th Ave NE	Patch & Sealcoat	10' x 30'	33.3	30	x 270	900.0		
11	3rd Ave NE	4th St NE to Lincoln DR	Patch & Sealcoat			20	x 670	1,488.9		
12	4th Ave NE	5th St NE to Lincoln DR	Patch & Sealcoat			20	x 350	777.8		
13	6th Ave NE	1st St to 2nd St	Grade & Sealcoat			20	x 500	1,111.1	1,111.1	
14	2nd St NE	500 block - south side middle of block	Patch	5' x 30'	16.7					
15	6th St NE	8th Ave NE west to corporate limits	Patch & Sealcoat			22	x 370	904.4	904.4	Additional 70-ft x 22-ft Seal Coat
TOTALS:					31.2			13,926.7	6,837.8	

NW SEALCOAT AREA

REF NO.	STREET LOCATION	SEAL COAT LIMITS	NOTE	PATCH SIZE	PATCH AREA (SY)	SEAL COAT SIZE (ft x ft)	LIGHT TRAFFIC SEAL COAT AREA (SY)	DOUBLE SEAL COAT AREA (SY)	NOTE TO CITY
1	2nd St NW	6th Ave NW to 8th Ave NW	Patch & Sealcoat			25 x 704	1,955.6	1,955.6	
2	10th Ave NW	West Charles to 2nd St NW	Patch & Sealcoat			25 x 925	2,569.4		Remove from Project
3	11th Ave NW	West Charles to 2nd St NW	Patch & Sealcoat			15 x 925	1,541.7		
4	12th Ave NW	West Charles to 2nd St NW	Patch & Sealcoat			25 x 925	2,569.4		Remove from Project
5	1st St NW	5th Ave NW to 8th Ave NW	Patch & Sealcoat			25 x 1,263	3,508.3		
6	4th St NW	Intersection of 4th Ave NW	Patch	3' x 20'	6.7				
7	4th St NW	Intersection of 4th Ave NW	Patch	4' x 4'	1.8				
8	4th St NW	Intersection of 4th Ave NW	Patch	4' x 4'	1.8				
9	4th St NW	Fredrick to 1st Ave NW	Patch & Sealcoat			26 x 560	1,617.8		
10	6th St NW	200 Block	Patch & Sealcoat	2 tons		32 x 320	1,137.8		
11	1st Ave NW	7th St NW Intersection	Patch	30' x 30'	100.0				
TOTALS:					17.9		8,143.3	1,955.6	



Contractor's Application for Payment No. 1

Application Period:		Application Date:
To (Owner): City of Oelwein	From (Contractor): Blacktop Service Company	Via (Engineer): FOX Engineering
Project: Oelwein 2019 Seal Coat Improvements	Contract:	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 1022-19A

**Application For Payment
Change Order Summary**

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	
Number	Additions	Deductions		\$
Change Order No 1	\$4,350.41		2. Net change by Change Orders.....	\$ 4,350.41
			3. Current Contract Price (Line 1 ± 2).....	\$ 173,398.19
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ 173,398.19
			5. RETAINAGE:	
			a. 5% X \$173,398.19 Work Completed.....	\$ 8,669.91
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 8,669.91
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 164,728.28
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
			8. AMOUNT DUE THIS APPLICATION.....	\$ 164,728.28
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ 4,319.50
TOTALS	\$4,350.41			
NET CHANGE BY CHANGE ORDERS	\$4,350.41			

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

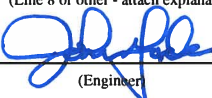
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: _____ Date: _____

Payment of: \$ 164,728.28
(Line 8 or other - attach explanation of the other amount)

is recommended by:  10.31.2019
(Engineer) (Date)

Payment of: \$ 164,728.28
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

Engineer's Statement of Completion

Project: Oelwein 2019 Seal Coat Improvements	Date of Contract: 9/10/2019
Owner: City of Oelwein	Owner's Contract No.:
Engineer: FOX Engineering	Engineer's Project No.: 1022-19A
Contractor: Blacktop Services Company	

I hereby state that the construction of **Oelwein 2019 Seal Coat Improvements** by a Contract dated September 10, 2019 has been satisfactorily completed in general compliance with the terms, conditions, and stipulations of said Contract.

The work was completed on October 19, 2019. The Contract completion date is November 1, 2019.

I further state that the total amount due to the Contractor for the fulfillment of said Contract is **\$173,398.19.**

The derivation of this total amount is the Original Contract Price of \$169,047.78 plus one change order to adjust final bid quantities in the amount of \$4,350.41 for a total project cost of \$173,398.19.

Ninety-five percent (95%) of the total amount due to the Contractor should be paid after the acceptance of the construction by resolution of the City Council. The remaining five percent (5%) shall then be paid no sooner than thirty (30) days following formal acceptance of the construction by the City Council provided that no unpaid claims exist in connection with this Contract. The Contractor will receive interest on any unpaid balance at the maximum legal rate from and after thirty (30) days following acceptance of the project by the City Council.

Signed:

FOX Engineering Associates

By: 

Iowa Registration No.: 16015

Date: 10.31.2019

FOX PN: 1022-19A.600

Accepted by:

Owner: _____

Resolution: _____

Date: _____

Signed: _____

Title: _____

Attest: _____

Distribution:

- Engineer
- Contractor
- Owner



City of Oelwein
Park & Recreation Monthly Meeting
November 18th, 2019
5:15 PM
Location: City Hall

Call to order @ 5:14 by Gearhart

1. Roll Call – Berryman, Burkhart, Cantrell, Gearhart, Johnson, Jorgensen, Meska, Stasi, Stewart, Taylor
2. Attending- Berryman, Burkhart, Cantrell, Gearhart, Johnson, Jorgenson, Meska, Stasi, Taylor
3. Absent- Stewart
4. Approval of the October 21st, 2019 minutes Meska motioned, Jorgenson 2nd, all aye
5. Dog Park Addition Presentation
Blake Thom's, Tyler Hosto and James Moses gave a senior seminar project presentation to the board about constructing two benches for the dog park. They gave a handout showing the layout of the two composite benches, where they would like to install them in the dog park and a timeline. Berryman told the boys he was impressed with their presentation. Taylor motioned, Berryman 2nd, all aye
6. Tree Board Update
Johnson stated that on October 31st that the Tee Board travelled to Cedar Falls to accept their volunteer award from Governor Kim Reynolds at the UNI campus. Johnson stated that he submitted the Arbor Day application for the Tree City Award for 2019 and submitted the Trees Forever grant for the next fiscal cycle. Johnson stated that the Tree Board planted 54 trees that they received from Trees Forever October 24th. The trees came from a \$5000 grant from Trees Forever to plant the trees in the street boulevard to replaced dead and dying ash trees and increase the urban tree canopy.
7. Trails Committee Update
Johnson stated that at Wings Park, the new bridge arrived on Tuesday October 22nd on a semi-trailer. Contractors are making progress with the trail extension at Wings Park as the bridge foundations are completed. Contractors are backfilling and placing erosion stone back around the area around foundations. The trails committee met the first week of November as we discussed future extensions, the current project and the Friends of the Trails progress. Engineer Jon Biederman attended this meeting as well and gave the committee his updates. Bridgework is being completed at Wings Park as they set the bridge on Saturday November 9th. The concrete trail has been poured from the pool bridge up to 50' from the bridge and have approximately 40' on the east side of the bridge completed as well.
8. Parks Report
Johnson explained that he had park employees finished work at the pool this season by wrapping the diving boards to protect them over the winter months. Tim Ledesma was

busy grinding stumps in the various parks from trees they took down the past season. In October, the park employees finished winterizing the campground by blowing out the water lines and painting the shower house floors with an epoxy paint. The park employees also finished painting the exterior of the shower house as well. Another bench was installed at the dog park inside the gated area to give patrons a place to sit while watching their dogs. The cemetery crew finished pouring foundations, pulling the forms and placing black dirt around the foundations. The cemetery employees were been busy chopping leaves, picking up garbage cans, bringing out grave heaters and propane trailers and installing t posts along the roads for snow removal purposes. Purchased new tires for the 2305 tractor as the old tire where worn.

Perkins and Johnson have been busy wrapping up some final tasks outside like cleaning the trails one last time as the weather has turned quick on us this year. They prepared the snow removal equipment so they are ready for the upcoming season. The employees brought all the mowers to the park maintenance shop to go over for the end of the season. Johnson reported that they received a \$5,000 grant from the RJ McElroy trust for umbrellas for the aquatic center. The money will be used to purchase slide top shade structure and some new umbrellas for the guard stands. Johnson reported that the school is starting the north Woodlawn entrance sign, as they had to purchase some equipment to make the long arching profile. Johnson stated that he raised the funds to pay for this sign and a new entrance sign. Johnson stated that the contractor started spading trees from the tree nursery to new locations this week.

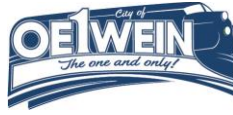
9. Recreation Report

Burkhart stated that on Saturday they held the turkey shootout with 16 in attendance. They gave out gift cards and prizes for the event. Burkhart stated they held the weigh in for the hold the stuffing contest today so people can keep their weight the same over the holidays. Burkhart stated that they would not be open on Thanksgiving. Dodgeball concluded last week and volleyball is ongoing. Equipment was ordered for the wellness center – an elliptical, recumbent, and stair machine. Burkhart stated some cubbies where going to be built for a senior seminar project for the wellness center. Cold weather has increased attendance at the center adding more 6-month memberships where added.

10. Board Member Updates – None

11. Adjourn Jorgenson motioned at 5:43, Stasi 2nd, all aye

12. Next Meeting Monday January 20th 5:15 @ City Hall



To: Mayor and City Council

From: Dylan Mulfinger

Subject: City Council Housing Committee Minutes

Date: 11/18/2019

Present: Warren Fisk, LouAnn Milks, Dylan Mulfinger, Jay Shekleton, Brett DeVore

Also Present: Katie Nolte Upper Explorerland Housing Department Head

Nolte presented options for council to start a revolving loan fund for housing in Oelwein. The Council has made \$125,000 available for three years to work on housing. The initial proposal would run all of the operations through Upper Explorerland and would still provide council with the final approval of all of the projects.

DeVore felt that the program was needed for owner occupied homes.

Fisk wanted to make sure that the program helped houses that were in good shape and just needed some work to continue to provide a good place to live in Oelwein.

Milks felt that the program should be presented to council at the next meeting so that they will get an idea of what the committee was working on.

Shekleton presented ideas about 50 foot lot homes and what can be done in Oelwein.

Fisk was skeptical that anyone would build on a 50 foot lot, but hopes that someone could find a way to make it work.



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 11/25/2019

Consent Agenda

1. Consideration of a motion approving November 12, 2019 Council Minutes
2. Claims Resolution in the amount of \$457,482.16
3. Consideration of a motion approving Class 'B' Beer Permit Renewal for Oelwein Chamber and Area Development
4. Consideration of Pay Request No. 14 to Portzen Construction in the amount of \$47,024.05 for work completed on Disinfection and 42 Well Improvements project

Ordinances

5. Consideration of an Ordinance Deleting Section 22-101 - Second Reading
 - Staff continues to work with council on cleaning up the code for the city. This code section contains language about alternative parking in a snow emergency. This section does not work with the newest ordinance and requires removal. The City Administrator recommends approval of the first reading.

Resolutions

6. Consideration of a Resolution of the City of Oelwein, Iowa Adopting Policies Compliant to the 2019 CDBG Grant for Water/Sewer Improvements
 - These policies are required for the city to accept funds from CDBG for the water infrastructure project. The City Administrator recommends approving this resolution.
7. Consideration of a Resolution of the City Council of Oelwein, Iowa Authorizing the Development and Implementation of a Home Rehabilitation Revolving Loan Fund Program and the Expenditure of Funds to be allocated to the program operations and development
 - The Oelwein housing committee has worked with staff and Upper Explorerland to develop a program that provides low interest loans to homeowners to repair and rehabilitate their homes. This program will start with \$125,000 in local option sales tax dollars that council has already allocated. This program will have final approval from City Council. The City Administrator recommends approving this program and carefully reviewing it within one year.



8. Consideration of a Resolution of the City Council of Oelwein, Iowa Authorizing the Submission of a Home Application to the Iowa Finance Authority and the Expenditure of Funds to be applied to Local Match for a Home Application

- There are several allowable types of homebuyer assistance activities: (1) rehabilitation in support of homeownership; (2) acquisition assistance such as mortgage buy-down and/or down payment and closing costs; and (3) general homebuyer assistance - a combination of the first two types. This program will require a match from the city which can be provided using local option sales tax. This program is a similar program to what the city is using now to rehabilitate homes.

Motions

9. Consideration of a motion authorizing signatures on Contract for Services between Upper Explorerland Regional Planning Commission and the City of Oelwein

- This contract is to help administer the CDBG grant that the city was awarded. The City Administrator recommends approving the contract.

10. Consideration of a motion setting December 23, 2019 at 6:00 p.m. for Public Hearing on Oelwein Street Department Building Addition and Rehabilitation Project

- The city is required to have a public hearing on this project. The City Administrator recommends setting a public hearing.

11. Consideration of a motion approving Urban Renewal Report re: Fiscal Year 2018-2019 TIF Debt Outstanding

- This report is put together by our Deputy Clerk Barb Rigdon. Please refer all questions to Barb.

Oelwein Public Library Minutes November 12, 2019

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, November 12, 2019 at 5:30 p.m. at the library.

Present: Gilson, Berryman, Macken

Absent: Ingersoll, Kerns, Mars

There was not a quorum present.

Correspondences: none

Trustee Training: The library provides access to current local and regional news sources.

Director's Report:

- Wreath making workshop Saturday, November 23 at 10:00 led by ISU Extension.
- The graphic novel collection has been expanded.
- The fountain pump is not working and that model has been discontinued. StewartScapes will replace the pump at no cost.

Friend's Report:

- The Book and Bake Sale brought in \$1558.
- The Chocolate Fest will be on Valentine's Day. Craft beer sampling will be offered.
- The Christmas Tree will be decorated December 2.

Bills were signed.

FY2021 Budget: Salaries were adjusted to 2.75% increase per city agreement.

Accreditation: The mission statement, goals, and objectives ideas were discussed.

Capital Improvement Plan: Items to consider will be the addition of a study room and painting the exterior steel beams.

Carpet Bids: Two of the three carpet bids have been received.

Policy Review: Accepting the changes to the policy on Staff Responsibilities will be postponed until a quorum is present.

Respectfully submitted,
Susan Macken



Water & Sewer Collection Department Monthly Report
October 2019

Department News

#42 well project underway.

Monthly Activities

Pumped **17,032,000** gallons of water from the wells.
Completed **75** work orders from City Hall.
Performed **103** locates marking location of city water, sewer, storm sewers and electrical.
Collected **3** water meter readings from walking routes.
Delivered **25** red door tags giving the final notice of impending shut down of services.
Shut down **12** services for nonpayment.
Took **8** Bacteria tests of the water system – All passed.
Monthly safety check lists and departmental safety meeting completed.
Responded to **1** sewer backup call. **1** homeowner and **0** City sewer surcharge issues.
Daily water rounds consisting of chlorine residual testing, well and lift station checks.

Nonscheduled Work Performed

Bypass sewer on 5th Ave NE due to high flow
Dig and repair water main break 100 Block 9th Ave SE
Work on plant drain check valves
Check valves leading to the 42 well
Dig and repair curb stop 21 5th Ave SE
Dig and repair curb stop 310 1st Ave NW
Repair back shop heater exhaust pipe
Dig and repair curb box 615 1st Street NE
Dig and repair valve on 12th Ave SW
Dig and repair main break 4th Street and 5th Ave SE

Scheduled Work Performed

Start 42 well
Por concrete driveway that was removed to facilitate curb stop repair
Bi annual hydrant flushing

Up Coming Projects

42 well completion



Street Department
October 2019

Department News

Road and alley repairs

Monthly Activities

Safety Meeting, Street Sweeping, Push up brush & leaf piles.
Record Underground Storage Tank "UST" information. "City Fuel Station"

Nonscheduled Work Performed

Dug 1 Graves. 0 Tree removals.
Cleaned up rock runoff from alleys
Perform abatement 23 6th Ave NE

Scheduled Work Performed

Put out barricades
Ditch mowing
Repair and replace signs
Trim trees
Haul asphalt from LL Pelling in Marion
Clean catch basins
Repair previous water cuts
Fill potholes
Replace several downtown handicap signs
Install drainage tile on 8th Ave NE
Pour new intake on 2nd Ave SE
Preparing snow plows and sanders
Mix sand/salt for road treatment
Sweep screenings from seal coat roads

Up Coming Projects

Replace walk in doors at Street shop
Road repairs



Street Department
October 2019

Department News

Road and alley repairs

Monthly Activities

Safety Meeting, Street Sweeping, Push up brush & leaf piles.
Record Underground Storage Tank "UST" information. "City Fuel Station"

Nonscheduled Work Performed

Dug 1 Graves. 0 Tree removals.
Cleaned up rock runoff from alleys
Perform abatement 23 6th Ave NE

Scheduled Work Performed

Put out barricades
Ditch mowing
Repair and replace signs
Trim trees
Haul asphalt from LL Pelling in Marion
Clean catch basins
Repair previous water cuts
Fill potholes
Replace several downtown handicap signs
Install drainage tile on 8th Ave NE
Pour new intake on 2nd Ave SE
Preparing snow plows and sanders
Mix sand/salt for road treatment
Sweep screenings from seal coat roads

Up Coming Projects

Replace walk in doors at Street shop
Road repairs



Wastewater Department
October 2019

Department News

Passed annual whole effluent toxicity test

Monthly Activities

Treated **46,600,000** gallons of waste water
Largest daily flow was **1,610,000** gallons.
Average daily flow was **3,760,000** gallons.
Applied **152,500** gallons of Biosolids to the reed beds
Achieved a **97.7 %** Biochemical Oxygen Demand removal
Achieved a **94.7 %** Total Suspended Solids removal
Analyzed **474** wastewater samples in the cities state certified laboratory
36 samples submitted to Test America for testing.
Monthly safety check lists and departmental safety meeting completed.
Completed and submitted state Monthly Operating Report and the five industrial reports.
Daily collection of samples, performance of tests, calculate and record analysis results.

Nonscheduled Work Performed

Ken's Electric was here to check the compressors in the geo unit.
Meeting with DCW to discuss a solution to their discharge issue

Scheduled Work Performed

Decant water off storage tank.
Record temperatures and calibrate various lab equipment.
Perform preventative maintenance on all the various blowers, pumps, and process equipment.
Continue extra sampling required by permit to look for a constituent released in our effluent.
Attend City wide safety meeting.
Attended IRWA two day class in Dubuque.
Collected required number of samples for E. coli testing.

Up Coming Projects

Remove UV modules from service and replace recirculation pump in module number 1A
Replace check valve balls and gaskets in plant drain dry well
Clean out reed bed number one and two