

**CITY OF MARSHALLTOWN**  
**COUNCIL AGENDA**  
**CITY HALL COUNCIL CHAMBERS**  
**10 W STATE STREET**  
**APRIL 8, 2019, 5:30 PM**

**A. NOTICE TO PUBLIC**

The Mayor and City Council welcome comment from the public during discussion of any of the agenda items. You are required to step to the microphone, state your name and address for the record and to limit the time used to present your remarks 3 minutes or less in order that others may be given the opportunity to speak. All speakers shall speak clearly and direct their comments to the Mayor and City Council and not to any Councilor specifically. It is at the discretion of the Mayor and Council to respond to specific questions and comments or to have staff respond during the meeting.

**B. CALL TO ORDER**

Mayor Joel T.S. Greer

**C. PLEDGE OF ALLEGIANCE**

**D. ROLL CALL**

Cahill, Gowdy, Hoop, Isom, Lamer, Martin, Wirin.

**E. MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS**

1. HUD Lead Based Paint Hazard Reduction & Healthy Homes Grant Presentation

**F. CONSENT AGENDA**

1. Approve March 25, 2019, Council Minutes And Bill List In The Amount Of \$1,323,154.13

Documents:

[2019-03-25\\_Council-minutes.pdf](#)  
[2019-04-08\\_BillList.pdf](#)

2. Receipt Of Building Permit Report, February 2019

Documents:

[0219.pdf](#)

3. Boards & Commissions- Appointments And Reappointments::

Appoint:

Cindy Brodin: Parks and Recreation Advisory Board

Amber Danielson: Board of Adjustment

Reappoint:

Marla Grabenbauer, Merrill Price and Robert Forbes: Solid Waste Commission.

Matt Tullis and Jeffrey Sogge: Parks and Recreation Advisory.  
Tammie Engle, David G. Schulze, Kellissa Thurston and Robert Wenner: Board of Adjustment

Documents:

[2019-04-08\\_Solid Waste Commission Roster.pdf](#)  
[2019-04-08\\_PR Adv Board Roster.pdf](#)  
[BOA\\_BoardsRoster.pdf](#)

4. Approve February 2019 Monthly Financial Statements

Documents:

[February 2019 Financials Memo.pdf](#)  
[February 2019 Financial Statements.pdf](#)

5. Resolution 2019-058 Approving School Resource Officer Agreement With Marshalltown Community School District

Documents:

[2019 SRO Agreement Council Version DRAFT.pdf](#)  
[MPD SRO Agreement with MCSD Memo.pdf](#)  
[RES MHS LIAISON OFFICER 28D 2019 through 2022.pdf](#)

6. RESOLUTION 2019-059 AUTHORIZING THE REBUILD OF THE 18TH AVENUE STORMWATER LIFT STATION PUMP FOR THE WPCP DEPARTMENT, FROM ELECTRIC PUMP FOR THE PRICE OF \$55,858.69

Documents:

[repair resolution.pdf](#)  
[Electric Pump03282019145045\\_001.pdf](#)  
[18th Av. Pump Memo.pdf](#)

7. RESOLUTION 2019-060 AUTHORIZING TUCKPOINTING OF THE SLUDGE PUMPING BUILDING FOR THE WPCP DEPARTMENT, FROM PAJIC TUCK POINTING LLC FOR THE PRICE OF \$46,290.00

Documents:

[repair resolution.\(2\).pdf](#)  
[Pajic03282019144635\\_001.pdf](#)  
[Tuckpointing Pajic Memo.pdf](#)

8. RESOLUTION 2019-061 APPROVING AN ELECTRIC LINE EASEMENT WITH INTERSTATE POWER AND LIGHT COMPANY

Documents:

**G. MOTIONS**

1. Alcohol Transfer And Premise Update Request - April 20 Event At Central Iowa Fair, Premise Update For The Central Iowa Fair And Transfer For Midnight Ballroom

Documents:

[04-08-2019\\_area map transfer alcohol\\_Midnight Ballroom and Central Iowa Fair Premise Update.pdf](#)

2. Approve New Tobacco License For Goldenland Asian Grocery Store, 11 E State Street, April 9, 2019, Through June 30, 2019.

Documents:

[04-08-2019\\_tobacco\\_Goldenland Grocery 11 E Main St.pdf](#)

**H. RESOLUTIONS**

1. RESOLUTION 2019-062 APPROVING A 28E COOPERATIVE AGREEMENT BETWEEN THE CITY OF MARSHALLTOWN, IOWA AND THE MARSHALLTOWN YMCA-YWCA FOR THE CONTINUED OPERATIONS OF THE AQUATIC CENTER

Documents:

[Res for Y Pool Agreement.pdf](#)  
[FINAL.City.Y.Agreement for Aquatic Center.pdf](#)

2. RESOLUTION 2019-067 APPROVING THE MARSHALLTOWN MUNICIPAL AIRPORT STATE GENERAL AVIATION VERTICAL INFRASTRUCTURE PROGRAM (GAVI) GRANT ASSISTANCE APPLICATION

Documents:

[Airport - GAVI grant app.pdf](#)  
[Airport GAVI04032019103032\\_001.pdf](#)

3. RESOLUTION 2019-068 ADOPTING GUIDELINES FOR SMALL CELL FACILITIES

Documents:

[Packet - Res and Small Cell Design Guidelines.pdf](#)

4. RESOLUTION 2019-063 APPROVING CONTRACT CHANGE ORDER #2 FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 FOR CONSTRUCTION MANAGEMENT SERVICES FROM STORY CONSTRUCTION AN INCREASE OF \$224,955.76

Documents:

[STORY.pdf](#)  
[Story CO APR04012019142104\\_001.pdf](#)

5. PUBLIC SAFETY BUILDING CONTRACT CHANGE ORDERS

1. RESOLUTION 2019-064 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#9-2 FLOOR COVERINGS FOR ALLIED CONSTRUCTION SERVICES, INC. AN INCREASE OF \$2,215.00

Documents:

[Allied Construction Services.pdf](#)  
[April Allied03282019084331\\_001.pdf](#)

2. RESOLUTION 2019-065 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#6-1 GENERAL SUPPLIES FOR GARLING CONSTRUCTION AN INCREASE OF \$1,589.36

Documents:

[Garling CO.pdf](#)  
[April Garling03282019084909\\_001.pdf](#)

3. RESOLUTION 2019-066 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#26-1 ELECTRICAL COMMUNICATIONS & SECURITY FOR DEVRIES ELECTRIC AN INCREASE OF \$20,499.20

Documents:

[Devries CO.pdf](#)  
[April DeVries03282019085331\\_001.pdf](#)

I. ORDINANCES

1. Motion To Reconsider Third Reading Of ORDINANCE #14980 APPROVING CHANGES TO THE MARSHALLTOWN ZONING ORDINANCE OF 2010, REGARDING CHAPTER 29 TABLE OF PERMITTED AND SPECIAL USES FOR COMMERCIAL & INDUSTRIAL DISTRICTS

If Motion To Reconsider Passes, The Council Will Consider:  
ORDINANCE #14980 APPROVING CHANGES TO THE  
MARSHALLTOWN ZONING ORDINANCE OF 2010,  
REGARDING CHAPTER 29 TABLE OF PERMITTED AND  
SPECIAL USES FOR COMMERCIAL & INDUSTRIAL  
DISTRICTS, THIRD READING

Documents:

J. **DISCUSSION**

1. Request To Restrict Parking On E Main Street, Easterly Of 8th Avenue, Marshalltown Company

Documents:

[Marshalltown Company Main Street Parking Request Letter.pdf](#)

2. Police & Fire Building Cost Update

Documents:

[Police Fire Building Budget Update Memo April 2019.pdf](#)  
[Costs for Police and Fire Building through April 9 2019 for Council.pdf](#)

K. **PUBLIC COMMENT**

Members of the public may make comments on any item which was not on the agenda during this time. The speaker shall approach the microphone, and state his or her name and address. Comments shall be limited to three minutes, unless a longer comment is authorized by the Mayor. The speaker shall direct comments to the Mayor and to the Council as a whole. The Mayor and Councilors shall not engage in discussion or debate on items raised by members of the public, and no action may be taken on items raised in public comments in order to comply with open meetings laws.

L. **ADJOURN**

Please visit the City's website for the complete agenda packet and to subscribe to agenda notices and department news. [www.marshalltown-ia.gov](http://www.marshalltown-ia.gov)

Council Proceedings  
March 25, 2019

Mayor Greer called the meeting to order at 5:30 PM, March 25, 2019, in the Council Chambers at 10 W State Street and led the pledge of allegiance. Roll call- Present: Cahill, Hoop, Lamer, Martin and Wirin. Wirin and Martin actively participated via speakerphone. Absent: Gowdy and Isom. WPCP Plant operator Randy Daniel was recognized for forty years of service.

**CONSENT AGENDA:**

Lamer moved to adopt the consent agenda: Approve Council Minutes, 3/11/2019, And Bill List \$1,528,867.35; Receipt Of Civil Service Commission New Hire Lists: Transit Operator and Transit Mechanic; Appoint Michele Buzbee To Plan Zoning Commission, Term Expires: 4-1-2022; Approve Renewal Tree Trimmer License: Cody's Tree Service LLC; RESOLUTION 2019-052 APPROVING A CONTRACT FOR TRANSIT SERVICES BETWEEN THE CITY OF MARSHALLTOWN, IOWA TRANSIT DEPARTMENT AND THE IOWA DEPARTMENT OF HUMAN SERVICES; Approve Alcohol License Renewals - May Renewal; The Spot, The Perfect Setting, Tremont on Main, Mi Ranchito Mexican Grill & Seafood, Zenos Pizza; second by Cahill. Motion carried 5-0.

**MOTIONS**

Martin moved to approve the following alcohol permits and transfers: Hall of Fame Concession, Class BB, 807 S 6th St - six month, with transfer the Class B License to the shed at the west end with Class C at the concessions for an event during May 10-14, 2019, and approval of a Class C license for the May 10-14 event and for Wandering Creek Golf Course, Class C, 2436 233rd Street, second by Lamer. Motion carried 5-0.

**RESOLUTIONS**

Cahill moved to adopt RESOLUTION 2019-053 APPROVING FEES AT THE MARSHALLTOWN COMPOST FACILITY BY THE CITY OF MARSHALLTOWN, IOWA, second by Lamer. Public Works Director Nickel announced the compost opens April 1 and all incoming bags will cost \$1 to be dropped off regardless of where they were purchased. Resolution adopted 5-0.

Lamer moved to adopt RESOLUTION 2019-054 ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT FOR THE MANHOLE AND POINT REPAIR PROJECT IN THE CITY OF MARSHALLTOWN, IOWA BEING PROJECT NO. 59016002 IN THE AMOUNT OF \$3,848,272.45, second by Martin. Public Works Director Nickel recommended acceptance of Con-Struct Inc's base bid without alternates. This large project is estimated to be complete by November 2020. Resolution adopted 5-0.

Wirin moved to adopt RESOLUTION 2019-055 APPROVING PURCHASE OF FIREARMS SIMULATOR TRAINING EQUIPMENT FOR USE IN THE POLICE DEPARTMENT, second by Cahill. Chief Tupper recommended the purchase for officer safety. A portion of the \$76,860 cost will be paid by the remaining balance of the furniture and fixture balance, about \$40,000, with the remaining balance paid from the bond. Resolution adopted 5-0.

Lamer moved to adopt RESOLUTION 2019-056 APPROVING A CONTRIBUTION OF \$5,000 TO THE MARSHALLTOWN 4TH OF JULY FIREWORKS CELEBRATION, second by Martin. Resolution adopted 5-0.

**ORDINANCES:**

**PUBLIC HEARING**

Mayor Greer opened the public hearing at 5:50 PM for the proposed changes to the Zoning Ordinance of 2010. There were no public comments either for or against the proposal. Three written comments were received and made part of the agenda packet. Mayor Greer declared the public hearing closed at 5.52 PM.

Martin moved to table the item until the next meeting, second by Wirin. Motion failed, 2-3 with Hoop, Lamer and Cahill dissenting.

Lamer moved to adopt the third reading of ORDINANCE #14980 APPROVING CHANGES TO THE MARSHALLTOWN ZONING ORDINANCE OF 2010, REGARDING CHAPTER 29 TABLE OF PERMITTED AND SPECIAL USES FOR COMMERCIAL & INDUSTRIAL DISTRICTS as amended, without external storage, second by Wirin. The council heard from members of the public and the U-Haul representative. Third reading failed 3-2, Hoop and Lamer dissenting. The city attorney clarified an ordinance requires four votes to pass, not a majority of those in attendance. Lamer requested the item be placed on the agenda for reconsideration on April 8.

**PUBLIC HEARING**

Mayor Greer opened the public hearing at 5:59 PM for changes to the Zoning Ordinance of 2010, regarding Chapter 19 and rezoning an area on the west side of N 3<sup>rd</sup> Avenue, from 108-114 N 3<sup>rd</sup>

Avenue.. There were no written comments either for or against the proposal. Gary Thompson, 601 E Main Street, inquired whether public use of an alley as a drive was allowable. Spohnheimer recommended the rezoning, as it is consistent with the Highway 14 Study. Mayor Greer declared the public hearing closed at 6:06 PM.

Cahill moved to adopt the Ordinance and the third reading of ORDINANCE #14981 APPROVING CHANGES TO THE MARSHALLTOWN ZONING ORDINANCE OF 2010, REGARDING CHAPTER 19 TN TRADITIONAL NEIGHBORHOOD DISTRICT AND REZONING THE PROPERTIES AT 108, 110, 112, AND 114 N 3RD AVENUE IN MARSHALLTOWN FROM R-4 MEDIUM DENSITY RESIDENTIAL TO TRADITIONAL NEIGHBORHOOD, second by Wirin. Third reading and Ordinance adopted 7-0.

**DISCUSSION**

There were no items for discussion.

**PUBLIC COMMENT:**

Anna Wolvers, 2013 Thomas Drive, thanked all that assisted with the drive to help the flood victims and thanked Mr Hoop for fixing her potholes. Library Director Sarah Rosenblum invited the public to the events at the library this weekend. Gary Thompson suggest moving the street address for the new public safety building from 909 S 2nd Street to 911 S 2nd Street. Mark Eaton asked why older YouTube videos of city council meetings were removed from the IVCD web storage.

**ADJOURNED:**

Meeting adjourned at 6:12 PM

Respectfully submitted,

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

ATTEST:

\_\_\_\_\_  
Joel T.S. Greer, Mayor

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

BILL LIST – APRIL 8, 2019

**Advertising**

T-R/21 1,859.04

**Buildings/Improvements**

BLACK.HAWK.ROOF/1 69,589.01  
 Century.Laundry/1 1,446.50  
 DeVries.Electri/1 50,363.30  
 Garling.Constr/1 30,480.25  
 Heartland.Finsh/1 5,611.27  
 Hilsabeck.Schac/1 5,652.98  
 Story.Constr/1 44,253.59  
 TONY.S.PLUMB/1 5,622.10

**Consulting & Professional Fees**

AMERICAN.LEGAL./4 7,015.00  
 Bernie.Lowe/2 32.76  
 Bernie.Lowe.Asc/1 334.25  
 Eide.Bailly.LLP/1 1,300.00  
 Grimes.Buck.Sch/5 8,490.00  
 HDR.Engrg/1 1,660.60  
 Howard.R.Green/1 1,874.00  
 Lynch.Dallas.PC/9 5,528.02  
 Total.Adm.Svc/1 1,938.90

**Contracts**

Aramark.Unfrm/3 73.55  
 ARL/1 4,333.33  
 BDH/8 5,925.50  
 Central.Ia.Fair/1 5,000.00  
 Dillingham,D/1 550.00  
 Dolash,D/1 2,450.00  
 Fisher.Comm.Ctr/1 6,396.66  
 HESSENIUS,R/1 449.19  
 Ia.Dept.Justice/2 159.40  
 Iowa.One.Call/2 160.70  
 Koch.Office/1 23.87  
 Marsh.Co.Landfi/1 19.25  
 Marshall.Co.Att/2 159.40  
 MarshalltownCBD/1 6,500.00  
 Mendoza,C/1 610.00  
 MMIT.INC/1 109.96  
 Pena,M/1 440.00  
 Premier.Equip/6 138.35  
 Region.6.Planng/1 576.00  
 Sanchez,G/1 250.00  
 Schendel.Pest.C/1 60.00  
 Servicemaster/1 1,000.00  
 SmartProcureInc/1 3,000.00  
 Sotelo,O/1 2,537.62  
 Stone.Sanit/6 853.26  
 TOP.NOTCH.TREE./1 104,866.38  
 Woody,W/1 303.88  
 YanezFuentes,V/1 72.11  
 Young,G/9 18,304.58  
 Ziegler/4 5,644.02

**Debt Service**

CRBT/2 8,707.57

**Equipment**

BDH/2 14,533.16

**Land & Improvements**

CarranzaAmbrizB/1 100.00  
 Diaz,Maria/1 110.00  
 HESSENIUS,R/1 220.81  
 Nunez,J/1 100.00  
 Sharp.Trust/1 100.00  
 Sotelo,O/1 442.38  
 Woody,W/1 66.12  
 YanezFuentes,V/1 187.89

**Medical**

Bernie.Lowe/2 369.97  
 HARTFORD.ACCTS/1 6,565.40  
 Medtrak.Service/2 685.80  
 Occ.Med.Plus/1 143.00  
 Philip.Ascherman/1 130.00  
 Wellmark.Inc./1 57,354.50

**Payroll.Deductions**

American.Educa./1 64.41  
 AXA/1 425.00  
 Collection.Svs./5 1,391.56  
 Colonial.Life/1 522.21  
 Fidelity.Securi/2 413.30  
 I.R.S./6 74,627.89  
 IA.Treasurer/3 16,625.00  
 ICMA.457/11 10,323.30  
 IUPAT.PPME/1 975.39  
 Meskwaki Nation/1 300.34  
 PettyCash/1 200.00  
 Teamsters238/2 1,664.08  
 Texas.Child.Sup/2 252.57  
 TotalAdmin.Serv/5 8,807.44

**Payroll.Net**

Payroll/1 269,257.61

**Refund/Reimbursed**

Bartles,K/1 50.00  
 Chavarria,L/1 1,965.04  
 Estate.DSmith/1 277.26  
 GOODING.B/1 785.31  
 Ibarra,J/1 105.00  
 Lares,R/1 45.00  
 Mendoza,L/1 60.00  
 Ramirez,E/1 105.00

**Rents/Leases**

GarwinTrust/1 86.00  
 Ackley.Housing/9 1,679.00  
 ALCALA,R/1 194.00  
 AMES,STEVEN/22 5,848.00  
 Arlington.Inves/1 277.00  
 Barnes,L/1 275.00  
 BJ&J.LLC/2 379.00  
 BLOOD,A/1 529.00  
 Borota,K/1 347.00  
 BOULDER.COOP.HS/1 289.00  
 Brodin,C/1 182.00  
 BROWN,B/1 47.00  
 Brown,WS/1 460.00  
 Carbajal,S/1 322.00  
 CedarRapidsHsg/1 637.00  
 Chadderdon,A/1 322.00  
 Charlier,Q/1 148.00  
 CHOATE,A/1 400.00  
 CIRSI/6 739.00  
 CLAWSON,J/1 310.00  
 CMHC.INVEST/1 294.00  
 CROSSER,R/1 132.00  
 Eakin,R/1 236.00  
 ECKLOR,S/3 788.00  
 Elwayne.Inc./2 642.00  
 Etter, W/1 482.00  
 Eubanks,C/3 829.00  
 Farrell.Propert/7 2,028.00  
 FISCHELS,R/2 392.00  
 Frese.Propts/4 1,030.00  
 FRIEND,T/1 244.00  
 Friendly.Valley/3 388.00  
 Gonzales,G/1 331.00

BILL LIST – APRIL 8, 2019

|                   |          |
|-------------------|----------|
| Grant.Park.LLC/21 | 4,423.00 |
| Gray,D/1          | 251.00   |
| Hala,J/5          | 1,988.00 |
| HARRIS,T/1        | 324.00   |
| Hartema.Enterp/1  | 522.00   |
| Hatch,J/1         | 475.00   |
| Hatch,R/2         | 777.00   |
| HAVELKA,B/1       | 500.00   |
| HESSENIUS,R/2     | 724.00   |
| Hilltop.Village/7 | 1,143.00 |
| HOULIHAN,D/1      | 11.00    |
| HOVERSTEN,R/1     | 900.00   |
| Hsg.Auth.CookCo/1 | 632.00   |
| Hsg.Auth.Joliet/2 | 2,578.00 |
| Hsg.St.Cloud/1    | 1,117.00 |
| HUBBARD.MAPLE/2   | 370.00   |
| Jared,S/2         | 413.00   |
| JB.I.COOP.Assn/3  | 656.00   |
| Judge,M/8         | 1,796.00 |
| Landherr,J/1      | 415.00   |
| LAWSON,R/2        | 346.00   |
| Lawthers.Prop.M/2 | 1,035.00 |
| LL.Enterprises/1  | 217.00   |
| Lodge.Ind/1       | 483.00   |
| LUENSE,B/3        | 949.00   |
| MATNEY,L/1        | 264.00   |
| Mtwn/Westown/15   | 3,236.00 |
| MURPHY,P/1        | 184.00   |
| Natl.Mngmt.Corp/2 | 823.00   |
| NAUGHTON,R/1      | 825.00   |
| North.Tama.Hsg/3  | 454.00   |
| Oakland.Prop/1    | 115.00   |
| Oetker,D/3        | 534.00   |
| Palisade.Holdng/1 | 208.00   |
| Park.Elms,LLC/4   | 1,025.00 |
| Polley,M/1        | 234.00   |
| Premier.RE.Mgmt/2 | 896.00   |
| PYLE,D/2          | 552.00   |
| R.E.P.Corp/1      | 268.00   |
| RA.Rental.Prop/1  | 364.00   |
| RD.Toledo,LLP/1   | 536.00   |
| Ream,AJ/1         | 464.00   |
| Reed,T/10         | 3,420.00 |
| River.Birch/3     | 933.00   |
| River.Oaks/5      | 1,868.00 |
| S.E.Invst/2       | 606.00   |
| SanchesGalleg,J/1 | 471.00   |
| Schmidt,M/1       | 241.00   |
| SCOTT,L/1         | 384.00   |
| SESKER,R/1        | 192.00   |
| Specht,D/1        | 330.00   |
| Specht,G/1        | 468.00   |
| Squire,B/1        | 234.00   |
| Steelsmith,G/4    | 750.00   |
| Sunrise.Apt/2     | 160.00   |
| Switzer,T/1       | 187.00   |
| Tallcorn.Tower/14 | 3,701.00 |
| TAYLOR,M/1        | 203.00   |
| Titus,T/1         | 314.00   |
| TOWN.APARTMENT/4  | 451.00   |
| TREVRON,LLC/1     | 332.00   |
| Troutner,T/1      | 172.00   |
| TTL.C.Hsg/1       | 228.00   |
| VEST,L/1          | 329.00   |
| WARREN,C/1        | 216.00   |
| Weatherly.Erin/2  | 640.00   |
| Welter,T/1        | 550.00   |
| ZMOLEK,M/1        | 263.00   |

|                        |            |
|------------------------|------------|
| <b>Service/Repairs</b> |            |
| AMERICAN.LEGAL./2      | 191.00     |
| Aponte,M/1             | 27.00      |
| A-Tec.Recycling/3      | 296.48     |
| BolarGillTree/3        | 1,025.00   |
| Brant,B/1              | 4.00       |
| C.H.McGuiness/1        | 12,700.00  |
| CedarRapidsHsg/1       | 39.39      |
| Century.Link/29        | 690.00     |
| Devig,T/13             | 1,157.25   |
| Dillingham,D/1         | 150.00     |
| Dolash,D/1             | 150.00     |
| Gonzalez,V/1           | 10.00      |
| Hach.Co/1              | 576.75     |
| Hartwig.Plmbg/1        | 243.00     |
| HESSENIUS,R/1          | 150.00     |
| Hsg.Auth.CookCo/1      | 34.58      |
| Hsg.Auth.Joliet/1      | 72.62      |
| Hsg.St.Cloud/1         | 37.08      |
| I.C.A.P./3             | 222,896.30 |
| IMFOA/1                | 50.00      |
| JOHNSON,C/1            | 46.00      |
| Kapaun.Brown/1         | 2,181.32   |
| KROENER,L/1            | 50.00      |
| Landon.Landon/1        | 60.00      |
| Ledford,M/6            | 3,035.00   |
| Marshall.Co.Tax/23     | 5,173.00   |
| McAtee.Tire/3          | 178.90     |
| Mendoza,C/1            | 150.00     |
| Moran-Million,J/1      | 25.00      |
| Mtwn.Wtrwrks/3         | 8,361.18   |
| Pena,M/1               | 150.00     |
| Racom.Corp/5           | 729.54     |
| Sanchez,G/1            | 150.00     |
| Scroggins,J/1          | 100.00     |
| Sotelo,O/1             | 150.00     |
| TOP.NOTCH.TREE./3      | 2,700.00   |
| WICKHAM,M/1            | 360.00     |
| Woody,W/1              | 150.00     |
| YanezFuentes,V/1       | 150.00     |
| <b>Supplies/Parts</b>  |            |
| Adland.Engrvg/1        | 25.00      |
| Airgas.U.S.A./1        | 163.97     |
| Arnold.Motor.Su/8      | 303.73     |
| Browns.Shoe.Fit/1      | 157.50     |
| CDW.Governmnt/1        | 2,905.15   |
| Cessford.Constr/3      | 9,571.88   |
| City.Grinnell.H/1      | 78.00      |
| Cntrl.IA.Distr/2       | 1,199.20   |
| Cntrl.Office/2         | 50.34      |
| Dave.Wright.Bui/1      | 26.71      |
| Deluxe.Business/1      | 91.56      |
| Electric.Pump/1        | 500.10     |
| Fastenal.Co/4          | 236.20     |
| Forterra.Pipe/1        | 1,008.00   |
| Galls.LLC/1            | 54.99      |
| GREAZEL,L/1            | 45.00      |
| Hartwig.Plmbg/1        | 12.36      |
| Jensen.Inc/3           | 16.03      |
| Keystone.Lab/2         | 164.20     |
| Kieslers/1             | 105.00     |
| Lift.U/2               | 1,279.60   |
| LTron.Corp/4           | 1,532.87   |
| McAtee.Tire/2          | 544.46     |
| Menards/7              | 89.20      |
| Midland.Scienti/5      | 1,140.59   |
| Minuteman/2            | 73.40      |

BILL LIST – APRIL 8, 2019

|                        |                     |
|------------------------|---------------------|
| Murphy.Tractor./2      | 996.36              |
| Napa.Auto/1            | 19.30               |
| Oreilly.Automot/4      | 243.23              |
| Racom.Corp/3           | 18,077.75           |
| Road.Machinery/1       | 996.27              |
| Spahn.Rose.Lmbr/1      | 9.78                |
| Sub.City/1             | 75.75               |
| Verizon.Wireles/1      | 756.70              |
| Witmer.Public.S/1      | 13.99               |
| WW.Grainger/3          | 285.84              |
| <b>Travel/Training</b> |                     |
| Baldazo,A/1            | 82.52               |
| FirefighterBook/1      | 861.12              |
| Gratopp,K/1            | 489.50              |
| Tejada,J/1             | 22.89               |
| <b>Utilities</b>       |                     |
| AlliantEnergy/63       | 42,482.33           |
| I.R.U.A./1             | 148.92              |
| WoodRiver.Enrgy/3      | 5,782.56            |
| <b>Total/720</b>       | <b>1,323,154.13</b> |

BUILDING REPORT FOR THE MONTH OF FEBRUARY 2019

MARSHALLTOWN

IOWA

## MARSHALLTOWN

— I O W A —

[illegible]

## Building Division Improvement Value & Fee Summary - Feb. 2019

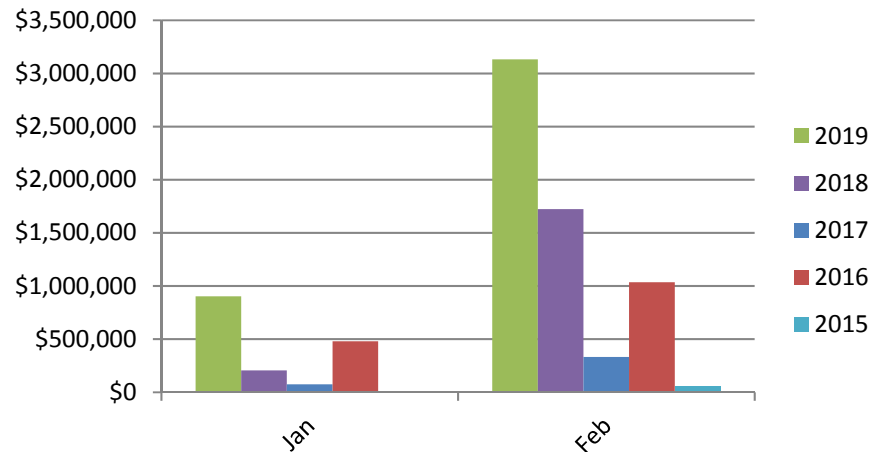
### Total Improvement Value Comparison

|      | Jan       | Feb         | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD         |
|------|-----------|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------------|
| 2019 | \$903,000 | \$3,132,000 |     |     |     |     |     |     |     |     |     |     | \$4,035,000 |
| 2018 | \$205,000 | \$1,722,000 |     |     |     |     |     |     |     |     |     |     | \$1,927,000 |
| 2017 | \$74,000  | \$331,000   |     |     |     |     |     |     |     |     |     |     | \$405,000   |
| 2016 | \$479,000 | \$1,034,000 |     |     |     |     |     |     |     |     |     |     | \$1,513,000 |
| 2015 | \$0       | \$57,000    |     |     |     |     |     |     |     |     |     |     | \$57,000    |

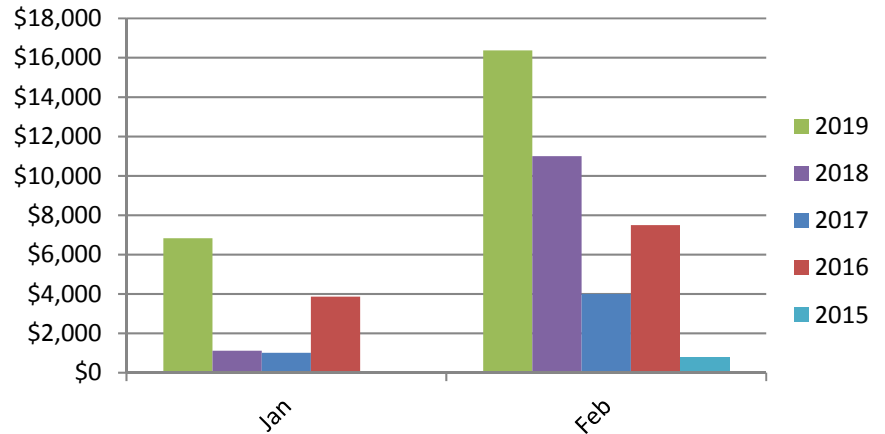
### Total Fees Received Comparison

|      | Jan     | Feb      | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD      |
|------|---------|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|----------|
| 2019 | \$6,828 | \$16,366 |     |     |     |     |     |     |     |     |     |     | \$23,194 |
| 2018 | \$1,114 | \$10,996 |     |     |     |     |     |     |     |     |     |     | \$12,110 |
| 2017 | \$1,006 | \$3,995  |     |     |     |     |     |     |     |     |     |     | \$5,001  |
| 2016 | \$3,860 | \$7,490  |     |     |     |     |     |     |     |     |     |     | \$11,350 |
| 2015 | \$0     | \$762    |     |     |     |     |     |     |     |     |     |     | \$762    |

### Total Improvement Value Comparison



### Total Fees Received Comparison





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## Board and Commission Roster

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### Solid Waste Commission

Department: Mayor

Dept. Phone: (641) 754-5712

*City has two City Council Members serving on their executive board and three public members on the board. 28E Agreement. (Updated Jan 25, 2019, per Don Ballalatak)*

| <u>Term End<br/>Date</u> | <u>Member Contact Information</u>                                       |                |                                                                                          |
|--------------------------|-------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------|
| 9/11/2023                | <b>Robert Forbes</b><br>505 South 13th Street<br>Marshalltown, IA 50158 | (641) 753-1039 | Need email<br><br>Appointed:                                                             |
| 12/31/2021               | <b>Mike Gowdy</b><br>404 W Meadow Ln<br>Marshalltown, IA 50158          | (641) 751-3708 | hawk1_1951@yahoo.com<br><i>City Council Representative</i><br>Appointed:                 |
| 3/1/2018                 | <b>Marla Grabenbauer</b><br>118 W Main St<br>Marshalltown, IA 50158     | (641) 752-3122 | marlas_212@yahoo.com<br><i>replaces John Cooper</i><br>Appointed: 10/24/2016             |
| 12/31/2019               | <b>Leon Lamer</b><br>503 S 12th Street<br>Marshalltown, IA 50158        | (641) 753-8959 | leonlamer43@mediacombb.net<br><i>City Council Representative</i><br>Appointed: 3/27/2017 |
| 9/11/2019                | <b>Merrill Price</b><br>103 Santa Barbara<br>Marshalltown, IA 50158     | (641) 753-3631 | MPIowa36@outlook.com<br><i>Public Representative (1 of 3)</i><br>Appointed: 8/25/2014    |

### State of Iowa gender equality statistics

|                     |   |        |
|---------------------|---|--------|
| Males - Count / %   | 4 | 80.00% |
| Females - Count / % | 1 | 20.00% |
| Total Members       | 5 |        |

Tuesday, April 02, 2019



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## Board and Commission Roster

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### Park & Rec Advisory Committee

Department: Parks  
Dept. Phone: (641) 754-5715

*Sec 2.201 - SEVEN MEMBERS*

| <u>Term End<br/>Date</u> | <u>Member Contact Information</u>                                          |                                  |                                                                                |
|--------------------------|----------------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------------------|
| <b>1/1/2020</b>          | <b>Kim Barnes</b><br>618 4th St<br>Marshalltown, IA 50158                  | (641) 754-4007<br>(641) 485-8369 | kim.barnes@lennoxind.com<br><i>reappointed 1/8/2018</i><br>Appointed: 1/1/2018 |
| <b>1/1/2021</b>          | <b>Cindy Brodin</b><br>2013 Bailey Drive<br>Marshalltown, IA 50158         | (641) 691-1183                   | cindybrodin@gmail.com<br><br>Appointed:                                        |
| <b>1/1/2020</b>          | <b>Nicholas Salasek</b><br>2565 Underwood Avenue<br>Marshalltown, IA 50158 | (641) 750-6177                   | salasekn@gmail.com<br><br>Appointed: <i>Veteran</i>                            |
| <b>1/1/2021</b>          | <b>Jeffrey Sogge</b><br>2018 Campbell Drive<br>Marshalltown, IA 50158      | (641) 751-0943<br>(641) 752-6701 | jsogge@cgaconsultants.com<br><br>Appointed:                                    |
| <b>1/1/2021</b>          | <b>Steve Storjohann</b><br><br>Marshalltown, IA 50158                      | (641) 485-1102                   | astorjohann48@yahoo.com<br><br>Appointed: <i>Veteran</i>                       |
| <b>1/1/2020</b>          | <b>Justin Strom</b><br>402 Brentwood Road<br>Marshalltown, IA 50158        | (641) 752-6701<br>(319) 330-0303 | jstrom@cgaconsultants.com<br><i>replaced Tim Bell</i><br>Appointed: 1/8/2018   |
| <b>1/1/2021</b>          | <b>Matt Tullis</b><br><br>Marshalltown, IA 50158                           | (641) 485-8410<br>(641) 754-1000 | mtullis@marshalltown.k12.ia.us<br><br>Appointed:                               |

Wednesday, April 03, 2019

State of Iowa gender equality statistics

|                     |   |        |
|---------------------|---|--------|
| Males - Count / %   | 5 | 71.43% |
| Females - Count / % | 2 | 28.57% |
| Total Members       | 7 |        |



## Board and Commission Roster

### Board of Adjustment

Department: Housing

Dept. Phone: (641) 754-5756

*The Board of Adjustment is a quasi-judicial board that acts similar to a judge and has the authority to allow use of zoned property for a non-conforming use or extension of a non-conforming use as provided in the Zoning Ordinance. If an applicant disagrees with the Board's decision on the Variance, Special Use or Appeals, they would appeal to the Court system. The Board of Adjustment meets the 3rd Tuesday of each month at 5:00 PM. Five members are appointed by the Mayor, with five-year terms.*

| <u>Term End</u><br><u>Date</u> | <u>Member Contact Information</u>           |                |                                          |
|--------------------------------|---------------------------------------------|----------------|------------------------------------------|
| 4/1/2024                       | <b>Amber Danielson</b>                      |                | Need email                               |
|                                | Marshalltown, IA 50158                      |                | Appointed:                               |
| 4/1/2022                       | <b>Tammie Engle</b>                         | (641) 750-4460 | tammiefred@gmail.com                     |
|                                | 506 Arlington Dr<br>Marshalltown, IA 50158  |                | Appointed:                               |
| 4/1/2023                       | <b>David G. Schulze</b>                     | (641) 751-9910 | schulzedd@teamtsp.com                    |
|                                | 306 S 17th Avenue<br>Marshalltown, IA 50158 | (641) 752-3930 | Appointed:                               |
| 4/1/2022                       | <b>Kellissa Thurston</b>                    | (641) 751-8284 | thurston.kelli@gmail.com                 |
|                                | 102 W South St<br>Marshalltown, IA 50158    |                | replaces D Eaton<br>Appointed: 8/10/2015 |
| 4/1/2024                       | <b>Robert Wenner</b>                        | (641) 752-3302 | bob50158@gmail.com                       |
|                                | 1109 Prairie Lane<br>Marshalltown, IA 50158 | (641) 485-0827 | Appointed: 2/9/2015                      |

### State of Iowa gender equality statistics

|                     |   |        |
|---------------------|---|--------|
| Males - Count / %   | 2 | 40.00% |
| Females - Count / % | 3 | 60.00% |
| Total Members       | 5 |        |

Friday, April 05, 2019

# MARSHALLTOWN

— I O W A —

Joel Greer, Mayor  
Jessica Kinser, Administrator  
Diana Steiner, Finance Director  
24 North Center Street  
Marshalltown, IA 50158-4911  
Tel - (641) 754-5760  
Fax - (641) 754-5781

## FINANCE DEPARTMENT

April 3, 2019

To: Mayor Joel Greer  
Members of the City Council

From: Diana Steiner, Finance Director

Re: February Monthly Financial Statements

Policy Issue: N/A.

**Recommendation:** Staff recommends approving the February 2019 monthly financial statements.

**Background:** The Finance department has prepared and reconciled the February 2019 financial statements for your review. The attached reports include the following:

- Fund Balance Report, which includes the beginning balance at 6/30/18, the year-to-date revenues and expenses for 8 months and the ending fund cash balance.
- Cash & Investments Report, which includes current balances and interest rates for all city investments.
- Monthly Budget Report, which reflects monthly and year-to-date revenues and expenses by each fund and then in summary. If the YTD Activity amount is less than the YTD Budget amount, it will show as unfavorable for revenues and favorable for expenses.

Items of interest this month:

\*The Police & Fire Building expenses in fund 354 were \$420,072.

\*Tornado related expenses in funds 145, 146, 147 were \$32,934.

**Budget Impact:** N/A

**Attachment:** February 2019 Financial Statements

**cc:** Jessica Kinser, City Administrator

# MARSHALLTOWN

IOWA

## FUND BALANCE REPORT AS OF 02/28/19

| Fund                                  | Beginning Balance | Total Revenues | Total Expenses | Ending Balance |
|---------------------------------------|-------------------|----------------|----------------|----------------|
| 001 - GENERAL FUND                    | 1,556,085.70      | 8,193,461.78   | 9,699,986.66   | 49,560.82      |
| 010 - CASH FLOW RESERVE FUND          | 2,086,100.92      | 200,138.35     | -              | 2,286,239.27   |
| 030 - CAPITAL RESERVE                 | 224,801.61        | 379,813.14     | 573,512.03     | 31,102.72      |
| 031 - CAPITAL RSRV-BLDG MAINT         | 440,029.28        | 5,713.05       | 158,174.65     | 287,567.68     |
| 032 - CIP LARGE VEHICLE/EQUIPMENT     | 106,000.00        | 106,000.00     | -              | 212,000.00     |
| 050 - COLISEUM ACTIVITY FUND          | -                 | -              | -              | -              |
| 110 - ROAD USE TAX                    | 4,534,210.54      | 2,546,293.53   | 1,145,530.85   | 5,934,973.22   |
| 112 - EMPLOYEE BENEFITS FUND          | 2,443,812.88      | 1,429,621.02   | 1,164,507.29   | 2,708,926.61   |
| 117 - POLICE/FIRE RETIREMENT          | 423,994.86        | 677,137.63     | 558,206.61     | 542,925.88     |
| 119 - EMERGENCY FUND                  | -                 | 128,257.42     | 125,681.70     | 2,575.72       |
| 121 - LOCAL OPTION SALES TAX          | 4,084,222.31      | 2,237,246.77   | 1,554,987.47   | 4,766,481.61   |
| 125 - TAX INCREMENT FINANCING         | 500,738.78        | 514,668.47     | 275,936.72     | 739,470.53     |
| 130 - CITY TORT LIABILITY             | 71,645.60         | 34,367.00      | 11,530.78      | 94,481.82      |
| 132 - GRANTS-STATE/LOCAL AGENCIES     | (5,261.13)        | 175,803.34     | 53,802.00      | 116,740.21     |
| 140 - PARK & REC DONATION FUND        | 67,724.68         | 17,868.29      | 9,984.61       | 75,608.36      |
| 141 - MTOWN TENNIS ASSOC              | 1,685.91          | 23.80          | -              | 1,709.71       |
| 142 - SOFTBALL ASSOCIATION FUND       | 1,020.65          | 13,235.48      | 12,292.81      | 1,963.32       |
| 144 - LIVE HEALTHY IOWA               | 1,434.31          | 15.90          | 309.76         | 1,140.45       |
| 145 - TORNADO GENERAL                 | -                 | 2,852,929.04   | 2,145,998.48   | 706,930.56     |
| 146 - FEMA VALOR                      | -                 | -              | 65,660.75      | (65,660.75)    |
| 147 - FEMA DEMO                       | -                 | 10,000.00      | 68,082.31      | (58,082.31)    |
| 150 - COPS FAST GRANTS                | (3,749.78)        | 28,774.25      | 47,059.70      | (22,035.23)    |
| 151 - DEPT OF JUSTICE GRANTS          | (685.68)          | 23,205.50      | 22,172.22      | 347.60         |
| 152 - POLICE UNDESIGNATED GRANTS      | (3,264.76)        | 55,312.88      | 79,768.67      | (27,720.55)    |
| 153 - POLICE DEPT DONATION FUND       | 151,172.19        | 56,525.24      | 114,520.67     | 93,176.76      |
| 156 - FIRE DEPT DONATION FUND         | 16,896.39         | 213.19         | 10,047.22      | 7,062.36       |
| 157 - FIRE DEPT GRANTS                | 4,608.45          | 65.21          | -              | 4,673.66       |
| 160 - ECONOMIC DEVELOPMENT GIFT       | 50,000.17         | 707.53         | -              | 50,707.70      |
| 161 - SURETY DEPOSITS/SUBDIVIDER      | 10,431.31         | 147.61         | -              | 10,578.92      |
| 170 - LIBRARY DONATION FUND           | 97,429.97         | 22,089.55      | 18,358.62      | 101,160.90     |
| 177 - SEIZED ASSETS (POLICE)          | 40,445.23         | 12,986.67      | 9,868.09       | 43,563.81      |
| 179 - OTHER COMM AND ECON DEVELOPMENT | 155,352.52        | 13,621.31      | 39,470.23      | 129,503.60     |
| 180 - HOUSING GRANTS                  | 16,123.55         | 10,102.36      | -              | 26,225.91      |
| 183 - FY 08 EDI (ECON DEV INCENTIVE)  | (12,189.25)       | -              | 640.00         | (12,829.25)    |
| 184 - VOUCHERS - 002, 003             | 83,916.62         | 910,841.58     | 855,005.25     | 139,752.95     |
| 189 - #6 HUD LEAD GRANT               | -                 | -              | -              | -              |
| 190 - 911 SURCHARGE                   | 464.27            | 47,035.11      | 47,499.38      | -              |
| 200 - GO BONDS DEBT FUND              | 86,909.39         | 1,730,320.31   | 415,485.50     | 1,401,744.20   |

| Fund                                             | Beginning Balance | Total Revenues | Total Expenses | Ending Balance |
|--------------------------------------------------|-------------------|----------------|----------------|----------------|
| 300 - CIP COLLECTION FUND                        | 169,223.58        | 322,984.88     | 345,286.29     | 146,922.17     |
| 310 - FEDERAL STREET GRANTS                      | (66,984.26)       | 92,578.80      | 25,594.54      | -              |
| 311 - RISE STREET GRANTS                         | (98,178.29)       | 98,178.29      | -              | -              |
| 312 - AIRPORT PROJECT FUND                       | (123,355.17)      | 124,986.90     | 23,767.15      | (22,135.42)    |
| 320 - SPECIAL ASSESSMENT PROJECTS                | (38,528.95)       | 14,333.00      | -              | (24,195.95)    |
| 340 - BIKE PATH PROJECT FUND                     | (225,706.49)      | 60,901.42      | 259,464.52     | (424,269.59)   |
| 341 - TREES FOREVER PROJECT                      | 2,196.27          | 5,452.28       | 2,927.50       | 4,721.05       |
| 350 - GO BONDS CAPITAL PROJECTS                  | 8,498.01          | 120.26         | -              | 8,618.27       |
| 354 - POLICE & FIRE STATIONS                     | 11,912,130.55     | 145,279.89     | 7,362,163.91   | 4,695,246.53   |
| 355 - 2015 GO BONDS (D&D)                        | 112,035.15        | 486,408.42     | 650.00         | 597,793.57     |
| 356 - 2016 BONDS - STREET PROJECTS               | -                 | 12,532.40      | 12,532.40      | -              |
| 357 - 2018 CY STREET PROJECTS                    | (14.91)           | -              | 5,000.00       | (5,014.91)     |
| 381 - 2019 CY STREET, SIDEWALK, PARKING PROJECTS | -                 | 2,434,183.75   | 66,585.00      | 2,367,598.75   |
| 382 - PUBLIC WORKS FACILITY                      | -                 | -              | -              | -              |
| 383 - COLISEUM REMODEL                           | -                 | 360,324.12     | 12,432.00      | 347,892.12     |
| 392 - TIF DISTRICT III CAP PROJECTS              | (8,017.10)        | -              | -              | (8,017.10)     |
| 393 - TIF DISTRICT IV CAP PROJECTS               | -                 | -              | 10,050.00      | (10,050.00)    |
| 395 - ECONOMIC DEVELOPMENT PROJECT FUND          | -                 | 35.95          | 88,517.00      | (88,481.05)    |
| 610 - WATER POLLUTION CONTROL                    | 5,778.00          | 2,220,176.53   | 2,223,271.39   | 2,683.14       |
| 611 - WPCP REVENUE                               | 10,296,770.66     | 5,502,297.86   | 2,214,327.06   | 13,584,741.46  |
| 612 - WPCP REVENUE BOND FUND                     | (31.52)           | -              | 6,150.00       | (6,181.52)     |
| 614 - WPCP CAPITAL IMPROVEMENT RSRV              | 1,020,098.91      | 14,435.15      | -              | 1,034,534.06   |
| 615 - WPCP PLANT & IMPROVEMENTS                  | -                 | -              | 150.00         | (150.00)       |
| 616 - SANITARY SEWER REHAB PROJECT               | -                 | -              | 63,623.66      | (63,623.66)    |
| 617 - SANITARY SEWER NEW CONSTRUCTN              | 89,981.26         | 5,525.25       | -              | 95,506.51      |
| 618 - TORNADO-WPCP                               | -                 | -              | 4,402.42       | (4,402.42)     |
| 690 - TRANSIT OPERATING                          | 126,125.70        | 783,026.44     | 833,776.95     | 75,375.19      |
| 740 - STORM SEWER UTILITY                        | 1,891,776.85      | 952,331.16     | 297,927.34     | 2,546,180.67   |
| 741 - 2016 GO STORM WATER PROJ                   | 1,561,196.20      | 22,178.89      | 139,652.56     | 1,443,722.53   |
| 742 - TORNADO - STORM/SEWER                      | -                 | -              | 4,140.06       | (4,140.06)     |
| 750 - COMPOSTING FACILITY                        | 181,573.75        | 34,818.76      | 39,060.33      | 177,332.18     |
| 751 - TORNADO - COMPOST                          | -                 | -              | 463,058.08     | (463,058.08)   |
| 760 - P&R CONCESSIONS ENTERPRISE                 | (13,460.81)       | 21,365.73      | 28,349.10      | (20,444.18)    |
| 881 - OCCUPATIONAL INSURANCE ESCROW              | 84,635.27         | 88,135.38      | 121,386.38     | 51,384.27      |
| 884 - GROUP HEALTH INSURANCE ESCROW              | 2,369,657.85      | 1,891,873.95   | 1,925,303.71   | 2,336,228.09   |
| 886 - WORKMAN'S COMP DEDUCTIBLE FUND             | 37,367.51         | 526.00         | 504.42         | 37,389.09      |
| 910 - POLICE PENSION - T & A                     | -                 | 5,602.50       | 7,173.12       | (1,570.62)     |
| 913 - 911 COMMISSION                             | (26,445.05)       | 488,701.62     | 681,738.01     | (219,481.44)   |
| 951 - SALES TAX REIMBURSEMENT                    | (2,113.56)        | 2,291.91       | 4,054.74       | (3,876.39)     |
| 952 - SURETY BONDS/DEPOSITS                      | 2,018.60          | 528.38         | -              | 2,546.98       |
| 953 - IA STATE SLEUTH USR GRP                    | 14,971.67         | -              | -              | 14,971.67      |
| TOTAL                                            | 46,515,307.17     | 38,626,658.18  | 36,557,100.67  | 48,584,864.68  |

| Account                                           | Name                                                     | Ending Balance       | Interest Rate |
|---------------------------------------------------|----------------------------------------------------------|----------------------|---------------|
| <b>BalObject: 0110 - US Bank Acct</b>             |                                                          |                      |               |
| <a href="#">999.0110.000</a>                      | CASH US BANK                                             | 40,727.58            | 0.00          |
|                                                   | <b>Total BalObject: 0110 - US Bank Acct:</b>             | <b>40,727.58</b>     |               |
| <b>BalObject: 0111 - UB&amp;T Operating</b>       |                                                          |                      |               |
| <a href="#">999.0111.000</a>                      | UB&T Operating                                           | 10,588,930.31        | 2.77          |
|                                                   | <b>Total BalObject: 0111 - UB&amp;T Operating:</b>       | <b>10,588,930.31</b> |               |
| <b>BalObject: 0112 - UB&amp;T AP</b>              |                                                          |                      |               |
| <a href="#">999.0112.000</a>                      | UB&T AP                                                  | 11,861.40            | 2.77          |
|                                                   | <b>Total BalObject: 0112 - UB&amp;T AP:</b>              | <b>11,861.40</b>     |               |
| <b>BalObject: 0113 - UB&amp;T Payroll</b>         |                                                          |                      |               |
| <a href="#">999.0113.000</a>                      | UB&T Payroll                                             | 41,317.97            | 2.77          |
|                                                   | <b>Total BalObject: 0113 - UB&amp;T Payroll:</b>         | <b>41,317.97</b>     |               |
| <b>BalObject: 0114 - UB&amp;T Dev Inspections</b> |                                                          |                      |               |
| <a href="#">999.0114.000</a>                      | UB&T Dev Inspections                                     | 31,247.50            | 2.77          |
|                                                   | <b>Total BalObject: 0114 - UB&amp;T Dev Inspections:</b> | <b>31,247.50</b>     |               |
| <b>BalObject: 0115 - UB&amp;T HUD Admin</b>       |                                                          |                      |               |
| <a href="#">999.0115.000</a>                      | UB&T HUD Admin                                           | 223,990.19           | 2.77          |
|                                                   | <b>Total BalObject: 0115 - UB&amp;T HUD Admin:</b>       | <b>223,990.19</b>    |               |
| <b>BalObject: 0116 - UB&amp;T HUD HAP</b>         |                                                          |                      |               |
| <a href="#">999.0116.000</a>                      | UB&T HUD HAP                                             | 28,354.17            | 2.77          |
|                                                   | <b>Total BalObject: 0116 - UB&amp;T HUD HAP:</b>         | <b>28,354.17</b>     |               |
| <b>BalObject: 0117 - UB&amp;T Police</b>          |                                                          |                      |               |
| <a href="#">999.0117.000</a>                      | UB&T Police                                              | 17,222.44            | 2.77          |
|                                                   | <b>Total BalObject: 0117 - UB&amp;T Police:</b>          | <b>17,222.44</b>     |               |
| <b>BalObject: 0120 - PETTY CASH</b>               |                                                          |                      |               |
| <a href="#">610.0120.000</a>                      | PETTY CASH                                               | 200.00               | 0.00          |
|                                                   | <b>Total BalObject: 0120 - PETTY CASH:</b>               | <b>200.00</b>        |               |
| <b>BalObject: 0122 - PETTY CASH-CITY CLERK</b>    |                                                          |                      |               |
| <a href="#">001.0122.000</a>                      | PETTY CASH-CITY CLERK                                    | 200.00               | 0.00          |
|                                                   | <b>Total BalObject: 0122 - PETTY CASH-CITY CLERK:</b>    | <b>200.00</b>        |               |
| <b>BalObject: 0123 - PETTY CASH-LIBRARY</b>       |                                                          |                      |               |
| <a href="#">001.0123.000</a>                      | PETTY CASH-LIBRARY                                       | 100.00               | 0.00          |
|                                                   | <b>Total BalObject: 0123 - PETTY CASH-LIBRARY:</b>       | <b>100.00</b>        |               |
| <b>BalObject: 0125 - PETTY CASH-PARK</b>          |                                                          |                      |               |
| <a href="#">001.0125.000</a>                      | PETTY CASH-PARK                                          | 200.00               | 0.00          |
|                                                   | <b>Total BalObject: 0125 - PETTY CASH-PARK:</b>          | <b>200.00</b>        |               |
| <b>BalObject: 0130 - CASH HELD BY INSUR ADMI</b>  |                                                          |                      |               |
| <a href="#">885.0130.000</a>                      | CASH HELD BY INSUR ADMI                                  | 1.00                 | 0.00          |
|                                                   | <b>Total BalObject: 0130 - CASH HELD BY INSUR ADMI:</b>  | <b>1.00</b>          |               |

**BalObject: 0216 - GREAT WESTERN BANK MM**

|                                                       |                       |                     |      |
|-------------------------------------------------------|-----------------------|---------------------|------|
| <a href="#">354.0216.000</a>                          | GREAT WESTERN BANK MM | 3,682,010.40        | 2.48 |
| <a href="#">381.0216.000</a>                          | GREAT WESTERN BANK MM | 67,598.75           | 2.48 |
| <a href="#">741.0216.000</a>                          | GREAT WESTERN BANK MM | 1,443,722.53        | 2.48 |
| <a href="#">999.0216.000</a>                          | GREAT WESTERN BANK MM | 3,961,433.52        | 2.48 |
| <b>Total BalObject: 0216 - GREAT WESTERN BANK MM:</b> |                       | <b>9,154,765.20</b> |      |

**BalObject: 0217 - GREAT WESTERN BANK MM #2**

|                                                          |                          |                     |      |
|----------------------------------------------------------|--------------------------|---------------------|------|
| <a href="#">999.0217.000</a>                             | GREAT WESTERN BANK MM #2 | 5,046,029.43        | 2.51 |
| <b>Total BalObject: 0217 - GREAT WESTERN BANK MM #2:</b> |                          | <b>5,046,029.43</b> |      |

**BalObject: 0240 - MIDWEST ONE CD (91-365 DAYS)**

|                                                              |                              |                     |              |
|--------------------------------------------------------------|------------------------------|---------------------|--------------|
| <a href="#">121.0240.000</a>                                 | MIDWEST ONE CD (91-365 DAYS) | 1,000,000.00        | 2.52 -- 2.70 |
| <a href="#">381.0240.000</a>                                 | MIDWEST ONE CD (91-365 DAYS) | 2,300,000.00        | 2.60         |
| <a href="#">611.0240.000</a>                                 | MIDWEST ONE CD (91-365 DAYS) | 500,000.00          | 2.65         |
| <a href="#">884.0240.000</a>                                 | MIDWEST ONE CD (91-365 DAYS) | 1,000,000.00        | 2.62 -- 2.70 |
| <a href="#">999.0240.000</a>                                 | MIDWEST ONE CD (91-365 DAYS) | 2,000,000.00        | 2.70 -- 2.76 |
| <b>Total BalObject: 0240 - MIDWEST ONE CD (91-365 DAYS):</b> |                              | <b>6,800,000.00</b> |              |

**BalObject: 0243 - GNB CD (91-364 DYS)**

|                                                     |                      |                     |      |
|-----------------------------------------------------|----------------------|---------------------|------|
| <a href="#">354.0243.000</a>                        | GNB CD (91-364 DAYS) | 1,000,000.00        | 2.60 |
| <a href="#">611.0243.000</a>                        | GNB CD (91-364 DAYS) | 508,745.81          | 2.15 |
| <b>Total BalObject: 0243 - GNB CD (91-364 DYS):</b> |                      | <b>1,508,745.81</b> |      |

**BalObject: 0252 - GNB 365 INV**

|                                             |                   |                     |              |
|---------------------------------------------|-------------------|---------------------|--------------|
| <a href="#">010.0252.000</a>                | GNB CD (365 DAYS) | 500,000.00          | 2.72         |
| <a href="#">121.0252.000</a>                | GNB CD (365 DAYS) | 500,000.00          | 2.82         |
| <a href="#">999.0252.000</a>                | GNB CD (365 DAYS) | 4,523,167.68        | 2.15 -- 2.72 |
| <b>Total BalObject: 0252 - GNB 365 INV:</b> |                   | <b>5,523,167.68</b> |              |

**BalObject: 0262 - GREAT WESTERN BANK (> 1 YR CD)**

|                                                                   |                            |                     |              |
|-------------------------------------------------------------------|----------------------------|---------------------|--------------|
| <a href="#">611.0262.000</a>                                      | GREAT WESTRN CD (365 DAYS) | 500,000.00          | 2.41         |
| <a href="#">884.0262.000</a>                                      | GREAT WESTRN CD (365 DAYS) | 500,000.00          | 2.52         |
| <a href="#">999.0262.000</a>                                      | GREAT WESTRN CD (365 DAYS) | 3,000,000.00        | 2.21 -- 2.52 |
| <b>Total BalObject: 0262 - GREAT WESTERN BANK (&gt; 1 YR CD):</b> |                            | <b>4,000,000.00</b> |              |

**BalObject: 0265 - IPAIT CD (365)**

|                                                |                     |                   |      |
|------------------------------------------------|---------------------|-------------------|------|
| <a href="#">999.0265.000</a>                   | IPAIT CD (365 DAYS) | 500,000.00        | 2.80 |
| <b>Total BalObject: 0265 - IPAIT CD (365):</b> |                     | <b>500,000.00</b> |      |

**BalObject: 0266 - CENTRAL STATE BANK CD (> 1 YR)**

|                                                                   |                               |                     |              |
|-------------------------------------------------------------------|-------------------------------|---------------------|--------------|
| <a href="#">010.0266.000</a>                                      | CENTRAL STATE BANK (365 DAYS) | 506,679.45          | 2.65         |
| <a href="#">121.0266.000</a>                                      | CENTRAL STATE BANK (365 DAYS) | 506,166.85          | 2.46         |
| <a href="#">999.0266.000</a>                                      | CENTRAL STATE BANK (365 DAYS) | 2,026,187.53        | 2.46 -- 2.70 |
| <b>Total BalObject: 0266 - CENTRAL STATE BANK CD (&gt; 1 YR):</b> |                               | <b>3,039,033.83</b> |              |

**BalObject: 0267 - FARMERS CD (> 1 YR)**

|                                                        |                             |                     |              |
|--------------------------------------------------------|-----------------------------|---------------------|--------------|
| <a href="#">611.0267.000</a>                           | FRMRS SVGS BK CD (365)      | 500,000.00          | 2.83         |
| <a href="#">884.0267.000</a>                           | FRMRS SVGS BK CD (365 DAYS) | 501,150.68          | 2.84         |
| <a href="#">999.0267.000</a>                           | FRMRS SVGS BK CD (365 DAYS) | 1,004,623.06        | 2.83 -- 2.84 |
| <b>Total BalObject: 0267 - FARMERS CD (&gt; 1 YR):</b> |                             | <b>2,005,773.74</b> |              |

**BalObject: 0999 - POOLED CASH**

|                                           |             |                  |      |
|-------------------------------------------|-------------|------------------|------|
| <a href="#">999.0999.000</a>              | POOLED CASH | 22,996.43        | 0.00 |
| <b>Total BalObject: 0999 POOLED CASH:</b> |             | <b>22,996.43</b> |      |

**TOTAL :** **48,584,864.68**



City of Marshalltown, IA

# Monthly Budget Report - Marshalltown

## Group Summary

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                        | February<br>Activity | YTD<br>Budget      | YTD<br>Activity      | Variance<br>Favorable<br>(Unfavorable) | Total Budget       |
|-------------------------------------------------------|----------------------|--------------------|----------------------|----------------------------------------|--------------------|
| <b>Fund: 001 - GENERAL FUND</b>                       |                      |                    |                      |                                        |                    |
| Revenue                                               | 137,365.62           | 10,128,993.44      | 8,193,461.78         | -1,935,531.66                          | 15,194,506.00      |
| Expense                                               | 1,021,322.20         | 10,127,878.96      | 9,699,986.66         | 427,892.30                             | 15,194,506.00      |
| <b>Total Fund: 001 - GENERAL FUND:</b>                | <b>-883,956.58</b>   | <b>1,114.48</b>    | <b>-1,506,524.88</b> | <b>-1,507,639.36</b>                   | <b>0.00</b>        |
| <b>Fund: 010 - CASH FLOW RESERVE FUND</b>             |                      |                    |                      |                                        |                    |
| Revenue                                               | 19,690.41            | 116,455.28         | 200,138.35           | 83,683.07                              | 174,683.00         |
| <b>Total Fund: 010 - CASH FLOW RESERVE FUND:</b>      | <b>19,690.41</b>     | <b>116,455.28</b>  | <b>200,138.35</b>    | <b>83,683.07</b>                       | <b>174,683.00</b>  |
| <b>Fund: 030 - CAPITAL RESERVE</b>                    |                      |                    |                      |                                        |                    |
| Revenue                                               | 10,553.05            | 430,113.92         | 379,813.14           | -50,300.78                             | 645,429.00         |
| Expense                                               | 2,869.00             | 429,848.72         | 573,512.03           | -143,663.31                            | 644,929.00         |
| <b>Total Fund: 030 - CAPITAL RESERVE:</b>             | <b>7,684.05</b>      | <b>265.20</b>      | <b>-193,698.89</b>   | <b>-193,964.09</b>                     | <b>500.00</b>      |
| <b>Fund: 031 - CAPITAL RSRV-BLDG MAINT</b>            |                      |                    |                      |                                        |                    |
| Revenue                                               | 654.21               | 2,000.00           | 5,713.05             | 3,713.05                               | 3,000.00           |
| Expense                                               | 0.00                 | 0.00               | 158,174.65           | -158,174.65                            | 0.00               |
| <b>Total Fund: 031 - CAPITAL RSRV-BLDG MAINT:</b>     | <b>654.21</b>        | <b>2,000.00</b>    | <b>-152,461.60</b>   | <b>-154,461.60</b>                     | <b>3,000.00</b>    |
| <b>Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT</b>        |                      |                    |                      |                                        |                    |
| Revenue                                               | 0.00                 | 70,666.64          | 106,000.00           | 35,333.36                              | 106,000.00         |
| <b>Total Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT:</b> | <b>0.00</b>          | <b>70,666.64</b>   | <b>106,000.00</b>    | <b>35,333.36</b>                       | <b>106,000.00</b>  |
| <b>Fund: 050 - COLISEUM ACTIVITY FUND</b>             |                      |                    |                      |                                        |                    |
| Revenue                                               | 0.00                 | 26,846.56          | 0.00                 | -26,846.56                             | 40,270.00          |
| Expense                                               | 0.00                 | 26,841.60          | 0.00                 | 26,841.60                              | 40,270.00          |
| <b>Total Fund: 050 - COLISEUM ACTIVITY FUND:</b>      | <b>0.00</b>          | <b>4.96</b>        | <b>0.00</b>          | <b>-4.96</b>                           | <b>0.00</b>        |
| <b>Fund: 110 - ROAD USE TAX</b>                       |                      |                    |                      |                                        |                    |
| Revenue                                               | 297,916.41           | 2,266,666.64       | 2,546,293.53         | 279,626.89                             | 3,400,000.00       |
| Expense                                               | 74,063.62            | 2,785,441.04       | 1,145,530.85         | 1,639,910.19                           | 4,178,967.00       |
| <b>Total Fund: 110 - ROAD USE TAX:</b>                | <b>223,852.79</b>    | <b>-518,774.40</b> | <b>1,400,762.68</b>  | <b>1,919,537.08</b>                    | <b>-778,967.00</b> |
| <b>Fund: 112 - EMPLOYEE BENEFITS FUND</b>             |                      |                    |                      |                                        |                    |
| Revenue                                               | 16,559.87            | 1,742,586.56       | 1,429,621.02         | -312,965.54                            | 2,613,880.00       |
| Expense                                               | 0.00                 | 1,687,603.20       | 1,164,507.29         | 523,095.91                             | 2,531,406.00       |
| <b>Total Fund: 112 - EMPLOYEE BENEFITS FUND:</b>      | <b>16,559.87</b>     | <b>54,983.36</b>   | <b>265,113.73</b>    | <b>210,130.37</b>                      | <b>82,474.00</b>   |
| <b>Fund: 117 - POLICE/FIRE RETIREMENT</b>             |                      |                    |                      |                                        |                    |
| Revenue                                               | 9,028.02             | 815,558.56         | 677,137.63           | -138,420.93                            | 1,223,338.00       |
| Expense                                               | 0.00                 | 793,574.08         | 558,206.61           | 235,367.47                             | 1,190,365.00       |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                         | February<br>Activity | YTD<br>Budget      | YTD<br>Activity   | Variance<br>Favorable<br>(Unfavorable) | Total Budget       |
|--------------------------------------------------------|----------------------|--------------------|-------------------|----------------------------------------|--------------------|
| <b>Total Fund: 117 - POLICE/FIRE RETIREMENT:</b>       | <b>9,028.02</b>      | <b>21,984.48</b>   | <b>118,931.02</b> | <b>96,946.54</b>                       | <b>32,973.00</b>   |
| <b>Fund: 119 - EMERGENCY FUND</b>                      |                      |                    |                   |                                        |                    |
| Revenue                                                | 1,476.98             | 154,987.92         | 128,257.42        | -26,730.50                             | 232,482.00         |
| Expense                                                | 0.00                 | 154,988.00         | 125,681.70        | 29,306.30                              | 232,482.00         |
| <b>Total Fund: 119 - EMERGENCY FUND:</b>               | <b>1,476.98</b>      | <b>-0.08</b>       | <b>2,575.72</b>   | <b>2,575.80</b>                        | <b>0.00</b>        |
| <b>Fund: 121 - LOCAL OPTION SALES TAX</b>              |                      |                    |                   |                                        |                    |
| Revenue                                                | 249,391.49           | 2,096,666.64       | 2,237,246.77      | 140,580.13                             | 3,145,000.00       |
| Expense                                                | 11,968.18            | 2,409,423.36       | 1,554,987.47      | 854,435.89                             | 3,614,290.00       |
| <b>Total Fund: 121 - LOCAL OPTION SALES TAX:</b>       | <b>237,423.31</b>    | <b>-312,756.72</b> | <b>682,259.30</b> | <b>995,016.02</b>                      | <b>-469,290.00</b> |
| <b>Fund: 125 - TAX INCREMENT FINANCING</b>             |                      |                    |                   |                                        |                    |
| Revenue                                                | 10,194.90            | 561,765.92         | 514,668.47        | -47,097.45                             | 842,649.00         |
| Expense                                                | 0.00                 | 562,799.84         | 275,936.72        | 286,863.12                             | 844,200.00         |
| <b>Total Fund: 125 - TAX INCREMENT FINANCING:</b>      | <b>10,194.90</b>     | <b>-1,033.92</b>   | <b>238,731.75</b> | <b>239,765.67</b>                      | <b>-1,551.00</b>   |
| <b>Fund: 130 - CITY TORT LIABILITY</b>                 |                      |                    |                   |                                        |                    |
| Revenue                                                | 2,081.32             | 666.64             | 34,367.00         | 33,700.36                              | 1,000.00           |
| Expense                                                | 0.00                 | 9,999.92           | 11,530.78         | -1,530.86                              | 15,000.00          |
| <b>Total Fund: 130 - CITY TORT LIABILITY:</b>          | <b>2,081.32</b>      | <b>-9,333.28</b>   | <b>22,836.22</b>  | <b>32,169.50</b>                       | <b>-14,000.00</b>  |
| <b>Fund: 132 - GRANTS-STATE/LOCAL AGENCIES</b>         |                      |                    |                   |                                        |                    |
| Revenue                                                | 265.58               | 133.28             | 175,803.34        | 175,670.06                             | 200.00             |
| Expense                                                | 0.00                 | 0.00               | 53,802.00         | -53,802.00                             | 0.00               |
| <b>Total Fund: 132 - GRANTS-STATE/LOCAL AGENCIES:</b>  | <b>265.58</b>        | <b>133.28</b>      | <b>122,001.34</b> | <b>121,868.06</b>                      | <b>200.00</b>      |
| <b>Fund: 140 - PARK &amp; REC DONATION FUND</b>        |                      |                    |                   |                                        |                    |
| Revenue                                                | 1,108.62             | 3,866.64           | 17,868.29         | 14,001.65                              | 5,800.00           |
| Expense                                                | 15.00                | 3,266.56           | 9,984.61          | -6,718.05                              | 4,900.00           |
| <b>Total Fund: 140 - PARK &amp; REC DONATION FUND:</b> | <b>1,093.62</b>      | <b>600.08</b>      | <b>7,883.68</b>   | <b>7,283.60</b>                        | <b>900.00</b>      |
| <b>Fund: 141 - MTOWN TENNIS ASSOC</b>                  |                      |                    |                   |                                        |                    |
| Revenue                                                | 3.89                 | 0.00               | 23.80             | 23.80                                  | 0.00               |
| <b>Total Fund: 141 - MTOWN TENNIS ASSOC:</b>           | <b>3.89</b>          | <b>0.00</b>        | <b>23.80</b>      | <b>23.80</b>                           | <b>0.00</b>        |
| <b>Fund: 142 - SOFTBALL ASSOCIATION FUND</b>           |                      |                    |                   |                                        |                    |
| Revenue                                                | 5,004.47             | 19,546.80          | 13,235.48         | -6,311.32                              | 29,332.00          |
| Expense                                                | 366.81               | 19,535.92          | 12,292.81         | 7,243.11                               | 29,332.00          |
| <b>Total Fund: 142 - SOFTBALL ASSOCIATION FUND:</b>    | <b>4,637.66</b>      | <b>10.88</b>       | <b>942.67</b>     | <b>931.79</b>                          | <b>0.00</b>        |
| <b>Fund: 144 - LIVE HEALTHY IOWA</b>                   |                      |                    |                   |                                        |                    |
| Revenue                                                | 2.59                 | 4,266.64           | 15.90             | -4,250.74                              | 6,400.00           |
| Expense                                                | 0.00                 | 5,033.36           | 309.76            | 4,723.60                               | 7,551.00           |
| <b>Total Fund: 144 - LIVE HEALTHY IOWA :</b>           | <b>2.59</b>          | <b>-766.72</b>     | <b>-293.86</b>    | <b>472.86</b>                          | <b>-1,151.00</b>   |
| <b>Fund: 145 - TORNADO GENERAL</b>                     |                      |                    |                   |                                        |                    |
| Revenue                                                | 0.00                 | 0.00               | 2,852,929.04      | 2,852,929.04                           | 0.00               |
| Expense                                                | 16,151.93            | 0.00               | 2,145,998.48      | -2,145,998.48                          | 0.00               |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                       | February Activity | YTD Budget       | YTD Activity      | Variance Favorable (Unfavorable) | Total Budget     |
|------------------------------------------------------|-------------------|------------------|-------------------|----------------------------------|------------------|
| <b>Total Fund: 145 - TORNADO GENERAL:</b>            | <b>-16,151.93</b> | <b>0.00</b>      | <b>706,930.56</b> | <b>706,930.56</b>                | <b>0.00</b>      |
| <b>Fund: 146 - FEMA VALOR</b>                        |                   |                  |                   |                                  |                  |
| Expense                                              | 16,598.66         | 0.00             | 65,660.75         | -65,660.75                       | 0.00             |
| <b>Total Fund: 146 - FEMA VALOR:</b>                 | <b>16,598.66</b>  | <b>0.00</b>      | <b>65,660.75</b>  | <b>-65,660.75</b>                | <b>0.00</b>      |
| <b>Fund: 147 - FEMA DEMO</b>                         |                   |                  |                   |                                  |                  |
| Revenue                                              | 0.00              | 0.00             | 10,000.00         | 10,000.00                        | 0.00             |
| Expense                                              | 183.87            | 0.00             | 68,082.31         | -68,082.31                       | 0.00             |
| <b>Total Fund: 147 - FEMA DEMO:</b>                  | <b>-183.87</b>    | <b>0.00</b>      | <b>-58,082.31</b> | <b>-58,082.31</b>                | <b>0.00</b>      |
| <b>Fund: 150 - COPS FAST GRANTS</b>                  |                   |                  |                   |                                  |                  |
| Revenue                                              | 3,849.39          | 32,921.44        | 28,774.25         | -4,147.19                        | 49,402.00        |
| Expense                                              | 7,845.36          | 32,921.28        | 47,059.70         | -14,138.42                       | 49,402.00        |
| <b>Total Fund: 150 - COPS FAST GRANTS:</b>           | <b>-3,995.97</b>  | <b>0.16</b>      | <b>-18,285.45</b> | <b>-18,285.61</b>                | <b>0.00</b>      |
| <b>Fund: 151 - DEPT OF JUSTICE GRANTS</b>            |                   |                  |                   |                                  |                  |
| Revenue                                              | 0.00              | 15,333.28        | 23,205.50         | 7,872.22                         | 23,000.00        |
| Expense                                              | 0.00              | 15,333.28        | 22,172.22         | -6,838.94                        | 23,000.00        |
| <b>Total Fund: 151 - DEPT OF JUSTICE GRANTS:</b>     | <b>0.00</b>       | <b>0.00</b>      | <b>1,033.28</b>   | <b>1,033.28</b>                  | <b>0.00</b>      |
| <b>Fund: 152 - POLICE UNDESIGNATED GRANTS</b>        |                   |                  |                   |                                  |                  |
| Revenue                                              | 19,532.60         | 61,010.88        | 55,312.88         | -5,698.00                        | 91,553.00        |
| Expense                                              | 15,259.99         | 61,017.36        | 79,768.67         | -18,751.31                       | 91,553.00        |
| <b>Total Fund: 152 - POLICE UNDESIGNATED GRANTS:</b> | <b>4,272.61</b>   | <b>-6.48</b>     | <b>-24,455.79</b> | <b>-24,449.31</b>                | <b>0.00</b>      |
| <b>Fund: 153 - POLICE DEPT DONATION FUND</b>         |                   |                  |                   |                                  |                  |
| Revenue                                              | 211.97            | 1,799.92         | 56,525.24         | 54,725.32                        | 2,700.00         |
| Expense                                              | 0.00              | 6,298.16         | 114,520.67        | -108,222.51                      | 9,450.00         |
| <b>Total Fund: 153 - POLICE DEPT DONATION FUND:</b>  | <b>211.97</b>     | <b>-4,498.24</b> | <b>-57,995.43</b> | <b>-53,497.19</b>                | <b>-6,750.00</b> |
| <b>Fund: 156 - FIRE DEPT DONATION FUND</b>           |                   |                  |                   |                                  |                  |
| Revenue                                              | 16.07             | 3,333.28         | 213.19            | -3,120.09                        | 5,000.00         |
| Expense                                              | 0.00              | 3,333.28         | 10,047.22         | -6,713.94                        | 5,000.00         |
| <b>Total Fund: 156 - FIRE DEPT DONATION FUND:</b>    | <b>16.07</b>      | <b>0.00</b>      | <b>-9,834.03</b>  | <b>-9,834.03</b>                 | <b>0.00</b>      |
| <b>Fund: 157 - FIRE DEPT GRANTS</b>                  |                   |                  |                   |                                  |                  |
| Revenue                                              | 10.63             | 0.00             | 65.21             | 65.21                            | 0.00             |
| <b>Total Fund: 157 - FIRE DEPT GRANTS:</b>           | <b>10.63</b>      | <b>0.00</b>      | <b>65.21</b>      | <b>65.21</b>                     | <b>0.00</b>      |
| <b>Fund: 160 - ECONOMIC DEVELOPMENT GIFT</b>         |                   |                  |                   |                                  |                  |
| Revenue                                              | 115.36            | 233.28           | 707.53            | 474.25                           | 350.00           |
| <b>Total Fund: 160 - ECONOMIC DEVELOPMENT GIFT:</b>  | <b>115.36</b>     | <b>233.28</b>    | <b>707.53</b>     | <b>474.25</b>                    | <b>350.00</b>    |
| <b>Fund: 161 - SURETY DEPOSITS/SUBDIVIDER</b>        |                   |                  |                   |                                  |                  |
| Revenue                                              | 24.07             | 46.64            | 147.61            | 100.97                           | 70.00            |
| <b>Total Fund: 161 - SURETY DEPOSITS/SUBDIVIDER:</b> | <b>24.07</b>      | <b>46.64</b>     | <b>147.61</b>     | <b>100.97</b>                    | <b>70.00</b>     |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                            | February Activity | YTD Budget         | YTD Activity        | Variance Favorable (Unfavorable) | Total Budget       |
|-----------------------------------------------------------|-------------------|--------------------|---------------------|----------------------------------|--------------------|
| <b>Fund: 170 - LIBRARY DONATION FUND</b>                  |                   |                    |                     |                                  |                    |
| Revenue                                                   | 1,247.98          | 13,749.92          | 22,089.55           | 8,339.63                         | 20,625.00          |
| Expense                                                   | 1,030.33          | 21,733.20          | 18,358.62           | 3,374.58                         | 32,600.00          |
| <b>Total Fund: 170 - LIBRARY DONATION FUND:</b>           | <b>217.65</b>     | <b>-7,983.28</b>   | <b>3,730.93</b>     | <b>11,714.21</b>                 | <b>-11,975.00</b>  |
| <b>Fund: 177 - SEIZED ASSETS (POLICE)</b>                 |                   |                    |                     |                                  |                    |
| Revenue                                                   | -1,664.37         | 2,415.84           | 12,986.67           | 10,570.83                        | 3,625.00           |
| Expense                                                   | 120.00            | 1,999.92           | 9,868.09            | -7,868.17                        | 3,000.00           |
| <b>Total Fund: 177 - SEIZED ASSETS (POLICE):</b>          | <b>-1,784.37</b>  | <b>415.92</b>      | <b>3,118.58</b>     | <b>2,702.66</b>                  | <b>625.00</b>      |
| <b>Fund: 179 - OTHER COMM AND ECON DEVELOPMENT</b>        |                   |                    |                     |                                  |                    |
| Revenue                                                   | 1,769.62          | 0.00               | 13,621.31           | 13,621.31                        | 0.00               |
| Expense                                                   | 1,371.29          | 51,043.52          | 39,470.23           | 11,573.29                        | 76,582.00          |
| <b>Total Fund: 179 - OTHER COMM AND ECON DEVELOPMENT:</b> | <b>398.33</b>     | <b>-51,043.52</b>  | <b>-25,848.92</b>   | <b>25,194.60</b>                 | <b>-76,582.00</b>  |
| <b>Fund: 180 - HOUSING GRANTS</b>                         |                   |                    |                     |                                  |                    |
| Revenue                                                   | 59.66             | 0.00               | 10,102.36           | 10,102.36                        | 0.00               |
| Expense                                                   | 0.00              | 1,379.76           | 0.00                | 1,379.76                         | 2,070.00           |
| <b>Total Fund: 180 - HOUSING GRANTS:</b>                  | <b>59.66</b>      | <b>-1,379.76</b>   | <b>10,102.36</b>    | <b>11,482.12</b>                 | <b>-2,070.00</b>   |
| <b>Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE)</b>         |                   |                    |                     |                                  |                    |
| Expense                                                   | 0.00              | 0.00               | 640.00              | -640.00                          | 0.00               |
| <b>Total Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE):</b>  | <b>0.00</b>       | <b>0.00</b>        | <b>640.00</b>       | <b>-640.00</b>                   | <b>0.00</b>        |
| <b>Fund: 184 - VOUCHERS - 002, 003</b>                    |                   |                    |                     |                                  |                    |
| Revenue                                                   | 108,785.79        | 915,086.32         | 910,841.58          | -4,244.74                        | 1,372,630.00       |
| Expense                                                   | 98,711.20         | 962,707.28         | 855,005.25          | 107,702.03                       | 1,444,155.00       |
| <b>Total Fund: 184 - VOUCHERS - 002, 003:</b>             | <b>10,074.59</b>  | <b>-47,620.96</b>  | <b>55,836.33</b>    | <b>103,457.29</b>                | <b>-71,525.00</b>  |
| <b>Fund: 190 - 911 SURCHARGE</b>                          |                   |                    |                     |                                  |                    |
| Revenue                                                   | 0.00              | 0.00               | 47,035.11           | 47,035.11                        | 0.00               |
| Expense                                                   | 46,502.48         | 0.00               | 47,499.38           | -47,499.38                       | 0.00               |
| <b>Total Fund: 190 - 911 SURCHARGE:</b>                   | <b>-46,502.48</b> | <b>0.00</b>        | <b>-464.27</b>      | <b>-464.27</b>                   | <b>0.00</b>        |
| <b>Fund: 200 - GO BONDS DEBT FUND</b>                     |                   |                    |                     |                                  |                    |
| Revenue                                                   | 8,015.04          | 2,779,667.76       | 1,730,320.31        | -1,049,347.45                    | 4,169,648.00       |
| Expense                                                   | 0.00              | 2,742,186.56       | 415,485.50          | 2,326,701.06                     | 4,113,282.00       |
| <b>Total Fund: 200 - GO BONDS DEBT FUND:</b>              | <b>8,015.04</b>   | <b>37,481.20</b>   | <b>1,314,834.81</b> | <b>1,277,353.61</b>              | <b>56,366.00</b>   |
| <b>Fund: 300 - CIP COLLECTION FUND</b>                    |                   |                    |                     |                                  |                    |
| Revenue                                                   | 4,026.71          | 389,137.20         | 322,984.88          | -66,152.32                       | 583,706.00         |
| Expense                                                   | 0.00              | 500,619.28         | 345,286.29          | 155,332.99                       | 750,929.00         |
| <b>Total Fund: 300 - CIP COLLECTION FUND:</b>             | <b>4,026.71</b>   | <b>-111,482.08</b> | <b>-22,301.41</b>   | <b>89,180.67</b>                 | <b>-167,223.00</b> |
| <b>Fund: 310 - FEDERAL STREET GRANTS</b>                  |                   |                    |                     |                                  |                    |
| Revenue                                                   | 0.00              | 333,333.28         | 92,578.80           | -240,754.48                      | 500,000.00         |
| Expense                                                   | 0.00              | 333,333.28         | 25,594.54           | 307,738.74                       | 500,000.00         |
| <b>Total Fund: 310 - FEDERAL STREET GRANTS:</b>           | <b>0.00</b>       | <b>0.00</b>        | <b>66,984.26</b>    | <b>66,984.26</b>                 | <b>0.00</b>        |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                              | February Activity  | YTD Budget           | YTD Activity         | Variance Favorable (Unfavorable) | Total Budget         |
|-------------------------------------------------------------|--------------------|----------------------|----------------------|----------------------------------|----------------------|
| <b>Fund: 311 - RISE STREET GRANTS</b>                       |                    |                      |                      |                                  |                      |
| Revenue                                                     | 0.00               | 0.00                 | 98,178.29            | 98,178.29                        | 0.00                 |
| <b>Total Fund: 311 - RISE STREET GRANTS:</b>                | <b>0.00</b>        | <b>0.00</b>          | <b>98,178.29</b>     | <b>98,178.29</b>                 | <b>0.00</b>          |
| <b>Fund: 312 - AIRPORT PROJECT FUND</b>                     |                    |                      |                      |                                  |                      |
| Revenue                                                     | 0.00               | 30,000.00            | 124,986.90           | 94,986.90                        | 45,000.00            |
| Expense                                                     | 0.00               | 30,000.00            | 23,767.15            | 6,232.85                         | 45,000.00            |
| <b>Total Fund: 312 - AIRPORT PROJECT FUND:</b>              | <b>0.00</b>        | <b>0.00</b>          | <b>101,219.75</b>    | <b>101,219.75</b>                | <b>0.00</b>          |
| <b>Fund: 320 - SPECIAL ASSESSMENT PROJECTS</b>              |                    |                      |                      |                                  |                      |
| Revenue                                                     | 1,161.00           | 6,666.56             | 14,333.00            | 7,666.44                         | 10,000.00            |
| <b>Total Fund: 320 - SPECIAL ASSESSMENT PROJECTS:</b>       | <b>1,161.00</b>    | <b>6,666.56</b>      | <b>14,333.00</b>     | <b>7,666.44</b>                  | <b>10,000.00</b>     |
| <b>Fund: 340 - BIKE PATH PROJECT FUND</b>                   |                    |                      |                      |                                  |                      |
| Revenue                                                     | 0.00               | 0.00                 | 60,901.42            | 60,901.42                        | 0.00                 |
| Expense                                                     | 223.40             | 0.00                 | 259,464.52           | -259,464.52                      | 0.00                 |
| <b>Total Fund: 340 - BIKE PATH PROJECT FUND:</b>            | <b>-223.40</b>     | <b>0.00</b>          | <b>-198,563.10</b>   | <b>-198,563.10</b>               | <b>0.00</b>          |
| <b>Fund: 341 - TREES FOREVER PROJECT</b>                    |                    |                      |                      |                                  |                      |
| Revenue                                                     | 135.74             | 2,000.00             | 5,452.28             | 3,452.28                         | 3,000.00             |
| Expense                                                     | 0.00               | 2,000.00             | 2,927.50             | -927.50                          | 3,000.00             |
| <b>Total Fund: 341 - TREES FOREVER PROJECT:</b>             | <b>135.74</b>      | <b>0.00</b>          | <b>2,524.78</b>      | <b>2,524.78</b>                  | <b>0.00</b>          |
| <b>Fund: 350 - GO BONDS CAPITAL PROJECTS</b>                |                    |                      |                      |                                  |                      |
| Revenue                                                     | 19.61              | 0.00                 | 120.26               | 120.26                           | 0.00                 |
| <b>Total Fund: 350 - GO BONDS CAPITAL PROJECTS:</b>         | <b>19.61</b>       | <b>0.00</b>          | <b>120.26</b>        | <b>120.26</b>                    | <b>0.00</b>          |
| <b>Fund: 354 - POLICE &amp; FIRE STATIONS</b>               |                    |                      |                      |                                  |                      |
| Revenue                                                     | 6,782.52           | 13,328.00            | 145,279.89           | 131,951.89                       | 20,000.00            |
| Expense                                                     | 420,071.99         | 4,492,873.12         | 7,362,163.91         | -2,869,290.79                    | 6,742,000.00         |
| <b>Total Fund: 354 - POLICE &amp; FIRE STATIONS:</b>        | <b>-413,289.47</b> | <b>-4,479,545.12</b> | <b>-7,216,884.02</b> | <b>-2,737,338.90</b>             | <b>-6,722,000.00</b> |
| <b>Fund: 355 - 2015 GO BONDS (D&amp;D)</b>                  |                    |                      |                      |                                  |                      |
| Revenue                                                     | 1,359.96           | 333.28               | 486,408.42           | 486,075.14                       | 500.00               |
| Expense                                                     | 0.00               | 33,333.28            | 650.00               | 32,683.28                        | 50,000.00            |
| <b>Total Fund: 355 - 2015 GO BONDS (D&amp;D):</b>           | <b>1,359.96</b>    | <b>-33,000.00</b>    | <b>485,758.42</b>    | <b>518,758.42</b>                | <b>-49,500.00</b>    |
| <b>Fund: 356 - 2016 BONDS - STREET PROJECTS</b>             |                    |                      |                      |                                  |                      |
| Revenue                                                     | 0.00               | 0.00                 | 12,532.40            | 12,532.40                        | 0.00                 |
| Expense                                                     | 0.00               | 0.00                 | 12,532.40            | -12,532.40                       | 0.00                 |
| <b>Total Fund: 356 - 2016 BONDS - STREET PROJECTS:</b>      | <b>0.00</b>        | <b>0.00</b>          | <b>0.00</b>          | <b>0.00</b>                      | <b>0.00</b>          |
| <b>Fund: 357 - 2018 CY STREET PROJECTS</b>                  |                    |                      |                      |                                  |                      |
| Revenue                                                     | 0.00               | 666,400.00           | 0.00                 | -666,400.00                      | 1,000,000.00         |
| Expense                                                     | 0.00               | 666,400.00           | 5,000.00             | 661,400.00                       | 1,000,000.00         |
| <b>Total Fund: 357 - 2018 CY STREET PROJECTS:</b>           | <b>0.00</b>        | <b>0.00</b>          | <b>-5,000.00</b>     | <b>-5,000.00</b>                 | <b>0.00</b>          |
| <b>Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS</b> |                    |                      |                      |                                  |                      |
| Revenue                                                     | 123.97             | 0.00                 | 2,434,183.75         | 2,434,183.75                     | 0.00                 |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                                     | February<br>Activity | YTD<br>Budget        | YTD<br>Activity     | Variance<br>Favorable<br>(Unfavorable) | Total Budget         |
|--------------------------------------------------------------------|----------------------|----------------------|---------------------|----------------------------------------|----------------------|
| Expense                                                            | 0.00                 | 0.00                 | 66,585.00           | -66,585.00                             | 0.00                 |
| <b>Total Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS:</b> | <b>123.97</b>        | <b>0.00</b>          | <b>2,367,598.75</b> | <b>2,367,598.75</b>                    | <b>0.00</b>          |
| <b>Fund: 383 - COLISEUM REMODEL</b>                                |                      |                      |                     |                                        |                      |
| Revenue                                                            | 791.44               | 0.00                 | 360,324.12          | 360,324.12                             | 0.00                 |
| Expense                                                            | 0.00                 | 0.00                 | 12,432.00           | -12,432.00                             | 0.00                 |
| <b>Total Fund: 383 - COLISEUM REMODEL:</b>                         | <b>791.44</b>        | <b>0.00</b>          | <b>347,892.12</b>   | <b>347,892.12</b>                      | <b>0.00</b>          |
| <b>Fund: 392 - TIF DISTRICT III CAP PROJECTS</b>                   |                      |                      |                     |                                        |                      |
| Revenue                                                            | 0.00                 | 16.64                | 0.00                | -16.64                                 | 25.00                |
| Expense                                                            | -2,558.75            | 0.00                 | 0.00                | 0.00                                   | 0.00                 |
| <b>Total Fund: 392 - TIF DISTRICT III CAP PROJECTS:</b>            | <b>2,558.75</b>      | <b>16.64</b>         | <b>0.00</b>         | <b>-16.64</b>                          | <b>25.00</b>         |
| <b>Fund: 393 - TIF DISTRICT IV CAP PROJECTS</b>                    |                      |                      |                     |                                        |                      |
| Revenue                                                            | 0.00                 | 108,789.76           | 0.00                | -108,789.76                            | 163,250.00           |
| Expense                                                            | 3,500.00             | 108,789.76           | 10,050.00           | 98,739.76                              | 163,250.00           |
| <b>Total Fund: 393 - TIF DISTRICT IV CAP PROJECTS:</b>             | <b>-3,500.00</b>     | <b>0.00</b>          | <b>-10,050.00</b>   | <b>-10,050.00</b>                      | <b>0.00</b>          |
| <b>Fund: 395 - ECONOMIC DEVELOPMENT PROJECT FUND</b>               |                      |                      |                     |                                        |                      |
| Revenue                                                            | 0.00                 | 0.00                 | 35.95               | 35.95                                  | 0.00                 |
| Expense                                                            | 0.00                 | 0.00                 | 88,517.00           | -88,517.00                             | 0.00                 |
| <b>Total Fund: 395 - ECONOMIC DEVELOPMENT PROJECT FUND:</b>        | <b>0.00</b>          | <b>0.00</b>          | <b>-88,481.05</b>   | <b>-88,481.05</b>                      | <b>0.00</b>          |
| <b>Fund: 610 - WATER POLLUTION CONTROL</b>                         |                      |                      |                     |                                        |                      |
| Revenue                                                            | 221,569.43           | 0.00                 | 2,220,176.53        | 2,220,176.53                           | 0.00                 |
| Expense                                                            | 221,983.23           | 4,371,894.24         | 2,223,271.39        | 2,148,622.85                           | 6,558,474.00         |
| <b>Total Fund: 610 - WATER POLLUTION CONTROL:</b>                  | <b>-413.80</b>       | <b>-4,371,894.24</b> | <b>-3,094.86</b>    | <b>4,368,799.38</b>                    | <b>-6,558,474.00</b> |
| <b>Fund: 611 - WPCP REVENUE</b>                                    |                      |                      |                     |                                        |                      |
| Revenue                                                            | 508,630.65           | 4,921,930.32         | 5,502,297.86        | 580,367.54                             | 7,382,896.00         |
| Expense                                                            | 221,569.43           | 0.00                 | 2,214,327.06        | -2,214,327.06                          | 0.00                 |
| <b>Total Fund: 611 - WPCP REVENUE:</b>                             | <b>287,061.22</b>    | <b>4,921,930.32</b>  | <b>3,287,970.80</b> | <b>-1,633,959.52</b>                   | <b>7,382,896.00</b>  |
| <b>Fund: 612 - WPCP REVENUE BOND FUND</b>                          |                      |                      |                     |                                        |                      |
| Expense                                                            | 6,150.00             | 0.00                 | 6,150.00            | -6,150.00                              | 0.00                 |
| <b>Total Fund: 612 - WPCP REVENUE BOND FUND:</b>                   | <b>6,150.00</b>      | <b>0.00</b>          | <b>6,150.00</b>     | <b>-6,150.00</b>                       | <b>0.00</b>          |
| <b>Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV</b>                   |                      |                      |                     |                                        |                      |
| Revenue                                                            | 2,353.53             | 3,333.28             | 14,435.15           | 11,101.87                              | 5,000.00             |
| <b>Total Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV:</b>            | <b>2,353.53</b>      | <b>3,333.28</b>      | <b>14,435.15</b>    | <b>11,101.87</b>                       | <b>5,000.00</b>      |
| <b>Fund: 615 - WPCP PLANT &amp; IMPROVEMENTS</b>                   |                      |                      |                     |                                        |                      |
| Expense                                                            | 0.00                 | 0.00                 | 150.00              | -150.00                                | 0.00                 |
| <b>Total Fund: 615 - WPCP PLANT &amp; IMPROVEMENTS:</b>            | <b>0.00</b>          | <b>0.00</b>          | <b>150.00</b>       | <b>-150.00</b>                         | <b>0.00</b>          |
| <b>Fund: 616 - SANITARY SEWER REHAB PROJECT</b>                    |                      |                      |                     |                                        |                      |
| Revenue                                                            | 0.00                 | 2,213,333.28         | 0.00                | -2,213,333.28                          | 3,320,000.00         |
| Expense                                                            | 0.00                 | 1,799,306.64         | 63,623.66           | 1,735,682.98                           | 2,700,000.00         |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                           | February Activity | YTD Budget        | YTD Activity       | Variance Favorable (Unfavorable) | Total Budget       |
|----------------------------------------------------------|-------------------|-------------------|--------------------|----------------------------------|--------------------|
| <b>Total Fund: 616 - SANITARY SEWER REHAB PROJECT:</b>   | <b>0.00</b>       | <b>414,026.64</b> | <b>-63,623.66</b>  | <b>-477,650.30</b>               | <b>620,000.00</b>  |
| <b>Fund: 617 - SANITARY SEWER NEW CONSTRUCTN</b>         |                   |                   |                    |                                  |                    |
| Revenue                                                  | 3,222.00          | 9,333.28          | 5,525.25           | -3,808.03                        | 14,000.00          |
| <b>Total Fund: 617 - SANITARY SEWER NEW CONSTRUCTN:</b>  | <b>3,222.00</b>   | <b>9,333.28</b>   | <b>5,525.25</b>    | <b>-3,808.03</b>                 | <b>14,000.00</b>   |
| <b>Fund: 618 - TORNADO-WPCP</b>                          |                   |                   |                    |                                  |                    |
| Expense                                                  | 0.00              | 0.00              | 4,402.42           | -4,402.42                        | 0.00               |
| <b>Total Fund: 618 - TORNADO-WPCP:</b>                   | <b>0.00</b>       | <b>0.00</b>       | <b>4,402.42</b>    | <b>-4,402.42</b>                 | <b>0.00</b>        |
| <b>Fund: 690 - TRANSIT OPERATING</b>                     |                   |                   |                    |                                  |                    |
| Revenue                                                  | 92,116.24         | 735,819.04        | 783,026.44         | 47,207.40                        | 1,103,881.00       |
| Expense                                                  | 47,551.30         | 773,577.52        | 833,776.95         | -60,199.43                       | 1,160,585.00       |
| <b>Total Fund: 690 - TRANSIT OPERATING:</b>              | <b>44,564.94</b>  | <b>-37,758.48</b> | <b>-50,750.51</b>  | <b>-12,992.03</b>                | <b>-56,704.00</b>  |
| <b>Fund: 740 - STORM SEWER UTILITY</b>                   |                   |                   |                    |                                  |                    |
| Revenue                                                  | 133,988.58        | 991,333.28        | 952,331.16         | -39,002.12                       | 1,487,000.00       |
| Expense                                                  | 21,083.19         | 542,313.04        | 297,927.34         | 244,385.70                       | 813,631.00         |
| <b>Total Fund: 740 - STORM SEWER UTILITY:</b>            | <b>112,905.39</b> | <b>449,020.24</b> | <b>654,403.82</b>  | <b>205,383.58</b>                | <b>673,369.00</b>  |
| <b>Fund: 741 - 2016 GO STORM WATER PROJ</b>              |                   |                   |                    |                                  |                    |
| Revenue                                                  | 2,647.63          | 1,502,000.00      | 22,178.89          | -1,479,821.11                    | 2,253,000.00       |
| Expense                                                  | 4,700.29          | 1,069,572.00      | 139,652.56         | 929,919.44                       | 1,605,000.00       |
| <b>Total Fund: 741 - 2016 GO STORM WATER PROJ:</b>       | <b>-2,052.66</b>  | <b>432,428.00</b> | <b>-117,473.67</b> | <b>-549,901.67</b>               | <b>648,000.00</b>  |
| <b>Fund: 742 - TORNADO - STORM/SEWER</b>                 |                   |                   |                    |                                  |                    |
| Expense                                                  | 0.00              | 0.00              | 4,140.06           | -4,140.06                        | 0.00               |
| <b>Total Fund: 742 - TORNADO - STORM/SEWER:</b>          | <b>0.00</b>       | <b>0.00</b>       | <b>4,140.06</b>    | <b>-4,140.06</b>                 | <b>0.00</b>        |
| <b>Fund: 750 - COMPOSTING FACILITY</b>                   |                   |                   |                    |                                  |                    |
| Revenue                                                  | 468.43            | 45,939.12         | 34,818.76          | -11,120.36                       | 68,909.00          |
| Expense                                                  | 606.67            | 141,102.08        | 39,060.33          | 102,041.75                       | 211,677.00         |
| <b>Total Fund: 750 - COMPOSTING FACILITY:</b>            | <b>-138.24</b>    | <b>-95,162.96</b> | <b>-4,241.57</b>   | <b>90,921.39</b>                 | <b>-142,768.00</b> |
| <b>Fund: 751 - TORNADO - COMPOST</b>                     |                   |                   |                    |                                  |                    |
| Expense                                                  | 0.00              | 0.00              | 463,058.08         | -463,058.08                      | 0.00               |
| <b>Total Fund: 751 - TORNADO - COMPOST:</b>              | <b>0.00</b>       | <b>0.00</b>       | <b>463,058.08</b>  | <b>-463,058.08</b>               | <b>0.00</b>        |
| <b>Fund: 760 - P&amp;R CONCESSIONS ENTERPRISE</b>        |                   |                   |                    |                                  |                    |
| Revenue                                                  | 0.00              | 25,333.28         | 21,365.73          | -3,967.55                        | 38,000.00          |
| Expense                                                  | 0.00              | 27,211.12         | 28,349.10          | -1,137.98                        | 40,825.00          |
| <b>Total Fund: 760 - P&amp;R CONCESSIONS ENTERPRISE:</b> | <b>0.00</b>       | <b>-1,877.84</b>  | <b>-6,983.37</b>   | <b>-5,105.53</b>                 | <b>-2,825.00</b>   |
| <b>Fund: 881 - OCCUPATIONAL INSURANCE ESCROW</b>         |                   |                   |                    |                                  |                    |
| Revenue                                                  | 10,381.00         | 0.00              | 88,135.38          | 88,135.38                        | 0.00               |
| Expense                                                  | 1,741.72          | 0.00              | 121,386.38         | -121,386.38                      | 0.00               |
| <b>Total Fund: 881 - OCCUPATIONAL INSURANCE ESCROW:</b>  | <b>8,639.28</b>   | <b>0.00</b>       | <b>-33,251.00</b>  | <b>-33,251.00</b>                | <b>0.00</b>        |

## Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/28/2019

| Account Typ...                                           | February<br>Activity | YTD<br>Budget        | YTD<br>Activity     | Variance<br>Favorable<br>(Unfavorable) | Total Budget         |
|----------------------------------------------------------|----------------------|----------------------|---------------------|----------------------------------------|----------------------|
| <b>Fund: 884 - GROUP HEALTH INSURANCE ESCROW</b>         |                      |                      |                     |                                        |                      |
| Revenue                                                  | 237,906.94           | 0.00                 | 1,891,873.95        | 1,891,873.95                           | 0.00                 |
| Expense                                                  | 98,794.55            | 0.00                 | 1,925,303.71        | -1,925,303.71                          | 0.00                 |
| <b>Total Fund: 884 - GROUP HEALTH INSURANCE ESCROW:</b>  | <b>139,112.39</b>    | <b>0.00</b>          | <b>-33,429.76</b>   | <b>-33,429.76</b>                      | <b>0.00</b>          |
| <b>Fund: 886 - WORKMAN'S COMP DEDUCTIBLE FUND</b>        |                      |                      |                     |                                        |                      |
| Revenue                                                  | 85.06                | 0.00                 | 526.00              | 526.00                                 | 0.00                 |
| Expense                                                  | 69.28                | 0.00                 | 504.42              | -504.42                                | 0.00                 |
| <b>Total Fund: 886 - WORKMAN'S COMP DEDUCTIBLE FUND:</b> | <b>15.78</b>         | <b>0.00</b>          | <b>21.58</b>        | <b>21.58</b>                           | <b>0.00</b>          |
| <b>Fund: 910 - POLICE PENSION - T &amp; A</b>            |                      |                      |                     |                                        |                      |
| Revenue                                                  | 0.00                 | 0.00                 | 5,602.50            | 5,602.50                               | 0.00                 |
| Expense                                                  | 785.31               | 0.00                 | 7,173.12            | -7,173.12                              | 0.00                 |
| <b>Total Fund: 910 - POLICE PENSION - T &amp; A:</b>     | <b>-785.31</b>       | <b>0.00</b>          | <b>-1,570.62</b>    | <b>-1,570.62</b>                       | <b>0.00</b>          |
| <b>Fund: 913 - 911 COMMISION</b>                         |                      |                      |                     |                                        |                      |
| Revenue                                                  | 0.00                 | 0.00                 | 488,701.62          | 488,701.62                             | 0.00                 |
| Expense                                                  | 71,491.14            | 0.00                 | 681,738.01          | -681,738.01                            | 0.00                 |
| <b>Total Fund: 913 - 911 COMMISION:</b>                  | <b>-71,491.14</b>    | <b>0.00</b>          | <b>-193,036.39</b>  | <b>-193,036.39</b>                     | <b>0.00</b>          |
| <b>Report Total:</b>                                     | <b>-301,100.99</b>   | <b>-3,542,767.28</b> | <b>2,070,791.96</b> | <b>5,613,559.24</b>                    | <b>-5,321,924.00</b> |

## Fund Summary

| Fund                             | February<br>Activity | YTD<br>Budget | YTD<br>Activity | Variance<br>Favorable<br>(Unfavorable) | Total Budget |
|----------------------------------|----------------------|---------------|-----------------|----------------------------------------|--------------|
| 001 - GENERAL FUND               | -883,956.58          | 1,114.48      | -1,506,524.88   | -1,507,639.36                          | 0.00         |
| 010 - CASH FLOW RESERVE FUND     | 19,690.41            | 116,455.28    | 200,138.35      | 83,683.07                              | 174,683.00   |
| 030 - CAPITAL RESERVE            | 7,684.05             | 265.20        | -193,698.89     | -193,964.09                            | 500.00       |
| 031 - CAPITAL RSRV-BLDG MAINT    | 654.21               | 2,000.00      | -152,461.60     | -154,461.60                            | 3,000.00     |
| 032 - CIP LARGE VEHICLE/EQUIPMI  | 0.00                 | 70,666.64     | 106,000.00      | 35,333.36                              | 106,000.00   |
| 050 - COLISEUM ACTIVITY FUND     | 0.00                 | 4.96          | 0.00            | -4.96                                  | 0.00         |
| 110 - ROAD USE TAX               | 223,852.79           | -518,774.40   | 1,400,762.68    | 1,919,537.08                           | -778,967.00  |
| 112 - EMPLOYEE BENEFITS FUND     | 16,559.87            | 54,983.36     | 265,113.73      | 210,130.37                             | 82,474.00    |
| 117 - POLICE/FIRE RETIREMENT     | 9,028.02             | 21,984.48     | 118,931.02      | 96,946.54                              | 32,973.00    |
| 119 - EMERGENCY FUND             | 1,476.98             | -0.08         | 2,575.72        | 2,575.80                               | 0.00         |
| 121 - LOCAL OPTION SALES TAX     | 237,423.31           | -312,756.72   | 682,259.30      | 995,016.02                             | -469,290.00  |
| 125 - TAX INCREMENT FINANCING    | 10,194.90            | -1,033.92     | 238,731.75      | 239,765.67                             | -1,551.00    |
| 130 - CITY TORT LIABILITY        | 2,081.32             | -9,333.28     | 22,836.22       | 32,169.50                              | -14,000.00   |
| 132 - GRANTS-STATE/LOCAL AGEN    | 265.58               | 133.28        | 122,001.34      | 121,868.06                             | 200.00       |
| 140 - PARK & REC DONATION FUNI   | 1,093.62             | 600.08        | 7,883.68        | 7,283.60                               | 900.00       |
| 141 - MTOWN TENNIS ASSOC         | 3.89                 | 0.00          | 23.80           | 23.80                                  | 0.00         |
| 142 - SOFTBALL ASSOCIATION FUN   | 4,637.66             | 10.88         | 942.67          | 931.79                                 | 0.00         |
| 144 - LIVE HEALTHY IOWA          | 2.59                 | -766.72       | -293.86         | 472.86                                 | -1,151.00    |
| 145 - TORNADO GENERAL            | -16,151.93           | 0.00          | 706,930.56      | 706,930.56                             | 0.00         |
| 146 - FEMA VALOR                 | -16,598.66           | 0.00          | -65,660.75      | -65,660.75                             | 0.00         |
| 147 - FEMA DEMO                  | -183.87              | 0.00          | -58,082.31      | -58,082.31                             | 0.00         |
| 150 - COPS FAST GRANTS           | -3,995.97            | 0.16          | -18,285.45      | -18,285.61                             | 0.00         |
| 151 - DEPT OF JUSTICE GRANTS     | 0.00                 | 0.00          | 1,033.28        | 1,033.28                               | 0.00         |
| 152 - POLICE UNDESIGNATED GRAI   | 4,272.61             | -6.48         | -24,455.79      | -24,449.31                             | 0.00         |
| 153 - POLICE DEPT DONATION FUN   | 211.97               | -4,498.24     | -57,995.43      | -53,497.19                             | -6,750.00    |
| 156 - FIRE DEPT DONATION FUND    | 16.07                | 0.00          | -9,834.03       | -9,834.03                              | 0.00         |
| 157 - FIRE DEPT GRANTS           | 10.63                | 0.00          | 65.21           | 65.21                                  | 0.00         |
| 160 - ECONOMIC DEVELOPMENT G     | 115.36               | 233.28        | 707.53          | 474.25                                 | 350.00       |
| 161 - SURETY DEPOSITS/SUBDIVIDI  | 24.07                | 46.64         | 147.61          | 100.97                                 | 70.00        |
| 170 - LIBRARY DONATION FUND      | 217.65               | -7,983.28     | 3,730.93        | 11,714.21                              | -11,975.00   |
| 177 - SEIZED ASSETS (POLICE)     | -1,784.37            | 415.92        | 3,118.58        | 2,702.66                               | 625.00       |
| 179 - OTHER COMM AND ECON DE     | 398.33               | -51,043.52    | -25,848.92      | 25,194.60                              | -76,582.00   |
| 180 - HOUSING GRANTS             | 59.66                | -1,379.76     | 10,102.36       | 11,482.12                              | -2,070.00    |
| 183 - FY 08 EDI (ECON DEV INCENT | 0.00                 | 0.00          | -640.00         | -640.00                                | 0.00         |
| 184 - VOUCHERS - 002, 003        | 10,074.59            | -47,620.96    | 55,836.33       | 103,457.29                             | -71,525.00   |
| 190 - 911 SURCHARGE              | -46,502.48           | 0.00          | -464.27         | -464.27                                | 0.00         |
| 200 - GO BONDS DEBT FUND         | 8,015.04             | 37,481.20     | 1,314,834.81    | 1,277,353.61                           | 56,366.00    |
| 300 - CIP COLLECTION FUND        | 4,026.71             | -111,482.08   | -22,301.41      | 89,180.67                              | -167,223.00  |
| 310 - FEDERAL STREET GRANTS      | 0.00                 | 0.00          | 66,984.26       | 66,984.26                              | 0.00         |
| 311 - RISE STREET GRANTS         | 0.00                 | 0.00          | 98,178.29       | 98,178.29                              | 0.00         |

**Monthly Budget Report - Marshalltown**
**For Fiscal: Current Period Ending: 02/28/2019**

|                                    |                    |                      |                     |                     |                      |
|------------------------------------|--------------------|----------------------|---------------------|---------------------|----------------------|
| 312 - AIRPORT PROJECT FUND         | 0.00               | 0.00                 | 101,219.75          | 101,219.75          | 0.00                 |
| 320 - SPECIAL ASSESSMENT PROJEC    | 1,161.00           | 6,666.56             | 14,333.00           | 7,666.44            | 10,000.00            |
| 340 - BIKE PATH PROJECT FUND       | -223.40            | 0.00                 | -198,563.10         | -198,563.10         | 0.00                 |
| 341 - TREES FOREVER PROJECT        | 135.74             | 0.00                 | 2,524.78            | 2,524.78            | 0.00                 |
| 350 - GO BONDS CAPITAL PROJECT     | 19.61              | 0.00                 | 120.26              | 120.26              | 0.00                 |
| 354 - POLICE & FIRE STATIONS       | -413,289.47        | -4,479,545.12        | -7,216,884.02       | -2,737,338.90       | -6,722,000.00        |
| 355 - 2015 GO BONDS (D&D)          | 1,359.96           | -33,000.00           | 485,758.42          | 518,758.42          | -49,500.00           |
| 356 - 2016 BONDS - STREET PROJEC   | 0.00               | 0.00                 | 0.00                | 0.00                | 0.00                 |
| 357 - 2018 CY STREET PROJECTS      | 0.00               | 0.00                 | -5,000.00           | -5,000.00           | 0.00                 |
| 381 - 2019 CY STREET, SIDEWALK, P  | 123.97             | 0.00                 | 2,367,598.75        | 2,367,598.75        | 0.00                 |
| 383 - COLISEUM REMODEL             | 791.44             | 0.00                 | 347,892.12          | 347,892.12          | 0.00                 |
| 392 - TIF DISTRICT III CAP PROJECT | 2,558.75           | 16.64                | 0.00                | -16.64              | 25.00                |
| 393 - TIF DISTRICT IV CAP PROJECT  | -3,500.00          | 0.00                 | -10,050.00          | -10,050.00          | 0.00                 |
| 395 - ECONOMIC DEVELOPMENT P       | 0.00               | 0.00                 | -88,481.05          | -88,481.05          | 0.00                 |
| 610 - WATER POLLUTION CONTROL      | -413.80            | -4,371,894.24        | -3,094.86           | 4,368,799.38        | -6,558,474.00        |
| 611 - WPCP REVENUE                 | 287,061.22         | 4,921,930.32         | 3,287,970.80        | -1,633,959.52       | 7,382,896.00         |
| 612 - WPCP REVENUE BOND FUND       | -6,150.00          | 0.00                 | -6,150.00           | -6,150.00           | 0.00                 |
| 614 - WPCP CAPITAL IMPROVEMENT     | 2,353.53           | 3,333.28             | 14,435.15           | 11,101.87           | 5,000.00             |
| 615 - WPCP PLANT & IMPROVEMENT     | 0.00               | 0.00                 | -150.00             | -150.00             | 0.00                 |
| 616 - SANITARY SEWER REHAB PRC     | 0.00               | 414,026.64           | -63,623.66          | -477,650.30         | 620,000.00           |
| 617 - SANITARY SEWER NEW CON       | 3,222.00           | 9,333.28             | 5,525.25            | -3,808.03           | 14,000.00            |
| 618 - TORNADO-WPCP                 | 0.00               | 0.00                 | -4,402.42           | -4,402.42           | 0.00                 |
| 690 - TRANSIT OPERATING            | 44,564.94          | -37,758.48           | -50,750.51          | -12,992.03          | -56,704.00           |
| 740 - STORM SEWER UTILITY          | 112,905.39         | 449,020.24           | 654,403.82          | 205,383.58          | 673,369.00           |
| 741 - 2016 GO STORM WATER PRC      | -2,052.66          | 432,428.00           | -117,473.67         | -549,901.67         | 648,000.00           |
| 742 - TORNADO - STORM/SEWER        | 0.00               | 0.00                 | -4,140.06           | -4,140.06           | 0.00                 |
| 750 - COMPOSTING FACILITY          | -138.24            | -95,162.96           | -4,241.57           | 90,921.39           | -142,768.00          |
| 751 - TORNADO - COMPOST            | 0.00               | 0.00                 | -463,058.08         | -463,058.08         | 0.00                 |
| 760 - P&R CONCESSIONS ENTERPR      | 0.00               | -1,877.84            | -6,983.37           | -5,105.53           | -2,825.00            |
| 881 - OCCUPATIONAL INSURANCE       | 8,639.28           | 0.00                 | -33,251.00          | -33,251.00          | 0.00                 |
| 884 - GROUP HEALTH INSURANCE I     | 139,112.39         | 0.00                 | -33,429.76          | -33,429.76          | 0.00                 |
| 886 - WORKMAN'S COMP DEDUCT        | 15.78              | 0.00                 | 21.58               | 21.58               | 0.00                 |
| 910 - POLICE PENSION - T & A       | -785.31            | 0.00                 | -1,570.62           | -1,570.62           | 0.00                 |
| 913 - 911 COMMISSION               | -71,491.14         | 0.00                 | -193,036.39         | -193,036.39         | 0.00                 |
| <b>Report Total:</b>               | <b>-301,100.99</b> | <b>-3,542,767.28</b> | <b>2,070,791.96</b> | <b>5,613,559.24</b> | <b>-5,321,924.00</b> |



the City of  
**Marshalltown**  
**POLICE DEPARTMENT**

James L. Lowrance, Mayor  
Jessica Kinser, City Administrator  
Michael W. Tupper, Chief of Police  
22 North Center Street  
Marshalltown, IA 50158-4911  
Tel - (641) 754-5725  
Fax - (641) 752-1211

26 March 2019

Dr. Theron Schutte, Superintendent  
Marshalltown Community School District  
1002 South 3<sup>rd</sup> Avenue  
Marshalltown, Iowa 50158

RE: Memorandum of Agreement, School Resource Officer

Dear Dr. Schutte,

The City is proposing a renewal of the 28D Agreement regarding support of a City police officer in a liaison position at the Marshalltown High School (MHS). The City is proposing a three-year agreement.

It is the desire and intent of the City that the School Resource Office program be continued as it has in the past. The District and the City share salary costs, benefit costs and incidental expenses (uniform maintenance, overtime, training, vehicle maintenance and fuel) of the police officer assigned to MHS as a School Resource Officer. It is agreed the police officer shall at all times, and for all purposes, remain an employee of the City. Subject to District approval and input, the City will select the police officer to be assigned to the MHS School Resource Officer position. The District will be invited to participate in the selection process.

The District agrees to pay the City \$55,000 during FY 2019-2020 for the services of a School Resource Officer. The District agrees to pay the City \$55,000 during FY 2020-2021 for the services of a School Resource Officer. The District agrees to pay the City \$55,000 during FY 2021-2022 for the services of a School Resource Officer. These costs are based on the expenses associated with the assignment of Officer Rod Whitmore to the School Resource Officer position. The City and the District agree to re-examine these costs should a different police department employee be placed into this position. The City will bill the school district monthly for these expenses.

This agreement will be in effect for the 2019-2020, 2020-2021 and 2021-2022 school years. Either party may withdraw from this agreement by providing written notice 30 days in advance of the intent to terminate this agreement. This agreement will automatically renew for a successive two-year period. This renewal is subject to the parties agreeing to any changes in the agreement desired by either party or required because of any changes in state law (Chapter 28D of the Code of Iowa) governing the interchange of government.

If the foregoing is in accord with your understanding, please so indicate by signing below in the space provided for that purpose and returning the enclosed copy of this letter to us.

Sincerely,



Michael Tupper  
Chief of Police



Mike Gowdy, Joel Greer, Al Hoop, Leon Lamer,  
Bill Martin, Robert Schubert, Bethany Wirin

2019

RE: Memorandum of Agreement, School Resource Officer

AGREED TO AND ACCEPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
By: Joel T.S. Greer, Mayor  
City of Marshalltown

\_\_\_\_\_  
By: Dr. Theron Schutte, Superintendent  
Marshalltown Community School District

\_\_\_\_\_  
Attest: Shari L. Coughenour, CMC  
City Clerk



## POLICE DEPARTMENT

Joel Greer, Mayor  
Jessica Kinser, City Administrator  
Michael W. Tupper, Chief of Police  
22 North Center Street  
Marshalltown, IA 50158-4911  
Tel - (641) 754-5725  
Fax - (641) 752-1211

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TO: Mayor Joel Greer  
Members of the City Council  
Jessica Kinser, City Administrator

FROM: Michael W. Tupper  
Chief of Police

DATE: 3 April 2019

RE: School Resource Officer Agreement

**Policy Issue:** City policy requires governing body approval of agreements.

**Recommendation:** Staff recommends Council approve, and authorize the Mayor to sign, the attached three-year agreement with the Marshalltown School District for School Resource Officer services at Marshalltown High School.

**Background:** The police department has a longstanding agreement with the Marshalltown School District for School Resource Officer services. The current agreement expires on June 30, 2019. A new, three-year agreement has been proposed. If approved the new agreement will commence on July 1, 2019 and expire on June 30, 2022.

**Budget Impact:** The Marshalltown Community School District will pay the City of Marshalltown \$55,000.00 per fiscal year for School Resource Officer services.

**Attachment:** School Resource Officer Agreement

RESOLUTION APPROVING 28D AGREEMENT BETWEEN THE CITY OF  
MARSHALLTOWN AND THE MARSHALLTOWN COMMUNITY SCHOOL DISTRICT TO  
SUPPORT A LIAISON POLICE OFFICER AT MARSHALLTOWN HIGH SCHOOL FOR  
SCHOOL YEARS 2019-2020, 2020-2021 AND 2021-2022

WHEREAS there is herewith submitted to the City Council of Marshalltown, Iowa, (City) a proposed agreement by and between the City of Marshalltown, Iowa, and the Marshalltown Community School District (District) to Support a Liaison Police Officer at Marshalltown High School; and

WHEREAS it is the desire and intent of the District and the City that the program be continued as it has been in the past, with the District and City sharing salary costs and relevant expenses (uniform maintenance, overtime, vehicle maintenance and fuel, and training) of the police officer assigned to MHS, such expenses to be reimbursed by the District to the City on a monthly basis; and

WHEREAS it is declared that the District's share of expenses will be \$55,000 per fiscal year for the 2019-2020, 2020-2021 and 2021-2022 school years; and

WHEREAS, the Council has fully examined the agreement and has found it to be in the best interests of the City of Marshalltown, Iowa and that it should now be approved and accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF MARSHALLTOWN, IOWA:

Section 1. That the agreement by and between the City of Marshalltown, Iowa and the Marshalltown Community School District to Support a Liaison Police Officer at the Marshalltown High School, is hereby fully approved in all respects and particulars and the Mayor and City Clerk are hereby authorized and directed to execute same for and on behalf of said City.

Passed this 8<sup>th</sup> day of April 2019, and signed this \_\_\_\_\_ day of April 2019.

CITY OF MARSHALLTOWN, IOWA

\_\_\_\_\_  
Joel T.S Greer, Mayor  
ATTEST:

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

**RESOLUTION AUTHORIZING THE REBUILD OF THE 18<sup>TH</sup> AVENUE  
STORMWATER LIFT STATION PUMP FOR THE WPCP DEPARTMENT, FROM  
ELECTRIC PUMP FOR THE PRICE OF \$55,858.69**

WHEREAS Electric Pump submitted a price of \$55,858.69, and

WHEREAS acceptance of this amount is in the best interest of the City of Marshalltown.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MARSHALLTOWN,  
IOWA:

Section 1. That the City of Marshalltown accepts the amount from Electric Pump for said pump  
in the amount of \$55,858.69

Section 2. The Council of the City of Marshalltown is hereby authorized to enter into agreements  
on behalf of the City of Marshalltown to repair said pump at the above referenced price and  
conditions.

Passed this 8<sup>th</sup> day of April, 2019, and signed this 8th day of April, 2019.

CITY OF MARSHALLTOWN, IOWA

\_\_\_\_\_  
Joel Greer, Mayor

ATTEST:

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

# REQUISITION



Requisition #: 00846

Date: 03/27/2019

Vendor #: 102200

**ISSUED TO:** ELECTRIC PUMP  
4280 N E 14TH STREET  
DES MOINES, IA 50313-2604

**SHIP TO:** WPCP- City of Marshalltown  
1001 Woodland St  
Marshalltown, IA 50158

| ITEM                                                                                 | UNITS DESCRIPTION                    | PROJECT # | PRICE GL ACCOUNT NUMBER | AMOUNT                     |
|--------------------------------------------------------------------------------------|--------------------------------------|-----------|-------------------------|----------------------------|
| 1                                                                                    | 0 Rebuild 18th Ave. SW LS Flygt Pump |           | 0.00 740.8065.5765.000  | 55,858.69                  |
| <b>Detailed Description:</b><br>Rebuild 18th Ave. Stormwater Lift Station Flygt Pump |                                      |           |                         |                            |
| <b>Authorized By:</b> _____                                                          |                                      |           |                         | <b>SUBTOTAL:</b> 55,858.69 |
|                                                                                      |                                      |           |                         | <b>TOTAL TAX:</b> 0.00     |
|                                                                                      |                                      |           |                         | <b>SHIPPING:</b> 0.00      |
|                                                                                      |                                      |           |                         | <b>TOTAL</b> 55,858.69     |

stormwater lift station pump rebuild

The City of Marshalltown, IA  
Joel T.S. Greer, Mayor  
Jessica Kinser, City Administrator  
Bob Ranson, Superintendent WPC  
1001 Woodland Street  
Marshalltown, IA 50158-1810  
Tel - (641) 754-5709  
Fax - (641) 754-5741  
Email - branson@marshalltown-ia.gov



MEMORANDUM

Date: April 2, 2019

To: Mayor, City Council, City Administrator, Public Works Director, and City Clerk

From: Bob Ranson, Superintendent WPCP

Re: 18<sup>th</sup> Avenue Storm Water Lift Station Pump Rebuild

**Policy Issue:** City policy requires Governing Body approval for services greater than \$45,000.00.

**Recommendation:** Staff recommends approving.

**Background:** 18<sup>th</sup> Avenue Storm Water Pumping Station Pump #1 is in need of major rebuild. This is one of three pumps at the 18<sup>th</sup> Avenue Storm Water Lift Station. This storm water station services a large portion of the NE quarter of Marshalltown and also assists in controlling the water level in the 18<sup>th</sup> Avenue wetlands.

**Budget Impact:** The Capital Improvements Program has sufficient funds budgeted for this project.

**Attachment:** Electric Pump Repair Quote

CITY COUNCIL: Sue Cahill, Mike Gowdy, Al Hoop,  
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Reese Wirin

September 10, 1994

**RESOLUTION AUTHORIZING TUCKPOINTING OF THE SLUDGE PUMPING  
BUILDING FOR THE WPCP DEPARTMENT, FROM PAJIC TUCK POINTING LLC  
FOR THE PRICE OF \$46,290.00**

WHEREAS Pajic Tuck Pointing LLC submitted a price of \$46,290.00, and

WHEREAS acceptance of this amount is in the best interest of the City of Marshalltown.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MARSHALLTOWN,  
IOWA:

Section 1. That the City of Marshalltown accepts the amount from Pajic Tuck Pointing LLC for said project in the amount of \$46,290.00

Section 2. The Council of the City of Marshalltown is hereby authorized to enter into agreements on behalf of the City of Marshalltown to repair said building at the above referenced price and conditions.

Passed this 8<sup>th</sup> day of April, 2019, and signed this 8th day of April, 2019.

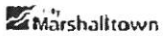
CITY OF MARSHALLTOWN, IOWA

\_\_\_\_\_  
Joel Greer, Mayor

ATTEST:

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

# REQUISITION



Requisition #: 00845

Date: 03/27/2019

Vendor #: 120056

**ISSUED TO:** PAJIC TUCK POINTING LLC  
2901 SARATOGA RD  
WATERLOO, IA 50702

**SHIP TO:** WPCP- City of Marshalltown  
1001 Woodland St  
Marshalltown, IA 50158

| ITEM | UNITS DESCRIPTION                    | PROJECT # | PRICE GL ACCOUNT NUMBER | AMOUNT    |
|------|--------------------------------------|-----------|-------------------------|-----------|
| 1    | 0 Tuckpointng - Sludge Pumping Bldg. |           | 0.00 610.8015.5410.000  | 14,450.00 |
| 2    | 0 Tuckpointng - Digester #1          |           | 0.00 610.8015.5410.000  | 10,950.00 |
| 3    | 0 Tuckpointng - Digester #2          |           | 0.00 610.8015.5410.000  | 11,550.00 |
| 4    | 0 Tuckpointng - Lab                  |           | 0.00 610.8015.5410.000  | 9,340.00  |

**Detailed Description:**

Tuckpointing Services for Sludge Pumping Building, Digester #1, Digester #2, Lab

Authorized By: \_\_\_\_\_

|                   |           |
|-------------------|-----------|
| <b>SUBTOTAL:</b>  | 46,290.00 |
| <b>TOTAL TAX:</b> | 0.00      |
| <b>SHIPPING:</b>  | 0.00      |
| <b>TOTAL</b>      | 46,290.00 |

WPC Tuckpointing

The City of Marshalltown, IA  
Joel T.S. Greer, Mayor  
Jessica Kinser, City Administrator  
Bob Ranson, Superintendent WPC  
1001 Woodland Street  
Marshalltown, IA 50158-1810  
Tel - (641) 754-5709  
Fax - (641) 754-5741  
Email - branson@marshalltown-ia.gov



MEMORANDUM

Date: April 2, 2019

To: Mayor, City Council, City Administrator, Public Works Director, and City Clerk

From: Bob Ranson, Superintendent WPCP

Re: WPCP Tuckpointing Service

**Policy Issue:** City policy requires Governing Body approval for services greater than \$45,000.00.

**Recommendation:** Staff recommends approving.

**Background:** The Sludge Pumping Building, Digesters #1 & #2, and The Laboratory Building are in need of preventative maintenance tuckpointing. Pajic Tuckpointing LLC presented the lowest quote and has done several projects for WPC and Public Works in the past. They have proven to do quality work at a reasonable price.

**Budget Impact:** The Capital Improvements Program has sufficient funds budgeted for this project.

**Attachment:** Pajic Tuckpointing LLC Quote

CITY COUNCIL: Sue Cahill, Mike Gowdy, Al Hoop,  
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Reese Wirin

September 10, 1994

**RESOLUTION APPROVING AN ELECTRIC LINE EASEMENT WITH INTERSTATE POWER  
AND LIGHT COMPANY**

WHEREAS, the City of Marshalltown, which owns Parcel 8418-26-101-003, near North Center Street, has been approached to grant an easement to Interstate Power and Light Company, dba Alliant Energy, to install a Utility Pole and an Underground Electrical Line through a 25 foot area near North Center Street; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, the easement for the Utility Pole and Underground Electric Line is hereby approved.

Passed this 8<sup>th</sup> day of April 2019 and signed this \_\_\_ day of April 2019.

CITY OF MARSHALLTOWN, IOWA

---

Joel T.S. Greer, Mayor

ATTEST:

---

Shari L. Coughenour, CMC, City Clerk

Prepared by: Mary Fredericks Interstate Power and Light Company – PO Box 351 – Cedar Rapids, IA 52406 (319) 786- 4046  
Return to: Mary Fredericks Interstate Power and Light Company – PO Box 351 – Cedar Rapids, IA 52406 (319) 786-4046

SPACE ABOVE THIS LINE FOR RECORDER

## ELECTRIC LINE EASEMENT

For and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, \_\_\_\_\_ City of Marshalltown \_\_\_\_\_ ("Grantor(s)"),  
**ADDRESS:** 24 N Center Street, Marshalltown, IA 50158 do(es) hereby warrant and convey unto Interstate Power and Light Company, an Iowa Corporation, its successor and assigns, ("Grantee") a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, operate, repair, patrol and remove an underground electric and telecommunications line or lines, consisting of wires, transformers, switches and other necessary fixtures, appurtenances and equipment, (including associated surface mounted equipment) and construction (collectively, the "Line" or "Lines") for transmitting electricity, communications and all corporate purposes of Grantee together with the power to extend to any other party the right to use, jointly with the Grantee, pursuant to the provisions hereof, upon, over, under, and across the following described lands located in the County of Marshall, and the State of Iowa:

**SEE EXHIBIT "A" attached on pg. 3**

together with all the rights and privileges for the full enjoyment or use thereof for the aforesaid purpose.

Grantor(s) agrees that it will not construct or place any buildings, structures, plants, or other obstructions within the easement areas shown on page 3 of this agreement.

Grantor(s) also conveys the right and privilege to trim, cut down or control the growth of any trees or other vegetation on said described land and such other trees and vegetation adjacent thereto as in the judgment of the Grantee may interfere with construction, reconstruction, maintenance, operation, repair, use of the Line or Lines.

Grantee, its contractor or agent, may enter said premises for the purpose of making surveys and preliminary estimates immediately upon the execution of this easement.

The Grantor(s) also grants to the Grantee the right of ingress and egress to the Line or Lines, under lands now owned by the Grantor(s), for the purpose of constructing, reconstructing, maintaining, operating, patrolling, repairing and removing the Line or Lines, and the Grantee agrees to pay to the Grantor(s) or its tenants all damages done to the lands (except the cutting and trimming of trees or other vegetation), fences, livestock or crops of the Grantor(s) or its tenants, by the Grantee or its employees while constructing, reconstructing, maintaining, operating, patrolling, repairing or removing the Line or Lines.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**GRANTOR(S):** City of Marshalltown

By: \_\_\_\_\_  
Joel Greer, Mayor

**ALL PURPOSE ACKNOWLEDGMENT**

STATE OF Iowa )

COUNTY OF Marshall ) ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, AD. 20\_\_\_\_\_, before me,  
the undersigned, a Notary Public in and for said State, personally  
appeared

\_\_\_\_\_ Joel Greer \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ to me personally known

or \_\_\_\_\_ provided to me on the basis of satisfactory  
evidence

to be the persons(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the  
same in his/her/their authorized capacity(ies), and that by  
his/her/their signature(s) on the instrument the person(s), or the  
entity upon behalf of which the person(s) acted, executed the  
instrument.

NOTARY SEAL \_\_\_\_\_  
(Sign in Ink)

\_\_\_\_\_  
(Print/type name)

Notary Public in and for the State of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**CAPACITY CLAIMED BY SIGNER**

\_\_\_\_\_ INDIVIDUAL  
X \_\_\_\_\_ CORPORATE  
Title(s) of Corporate Officers(s):  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ N/A  
\_\_\_\_\_ Corporate Seal is affixed  
\_\_\_\_\_ No Corporate Seal procured

\_\_\_\_\_ PARTNER(s)  
\_\_\_\_\_ Limited Partnership  
\_\_\_\_\_ General Partnership

\_\_\_\_\_ ATTORNEY-IN-FACT  
\_\_\_\_\_ EXECUTOR(s),  
\_\_\_\_\_ ADMINISTRATOR(s),  
\_\_\_\_\_ or TRUSTEE(s):  
\_\_\_\_\_ GUARDIAN(s)  
\_\_\_\_\_ or CONSERVATOR(s)  
\_\_\_\_\_ OTHER  
\_\_\_\_\_  
\_\_\_\_\_

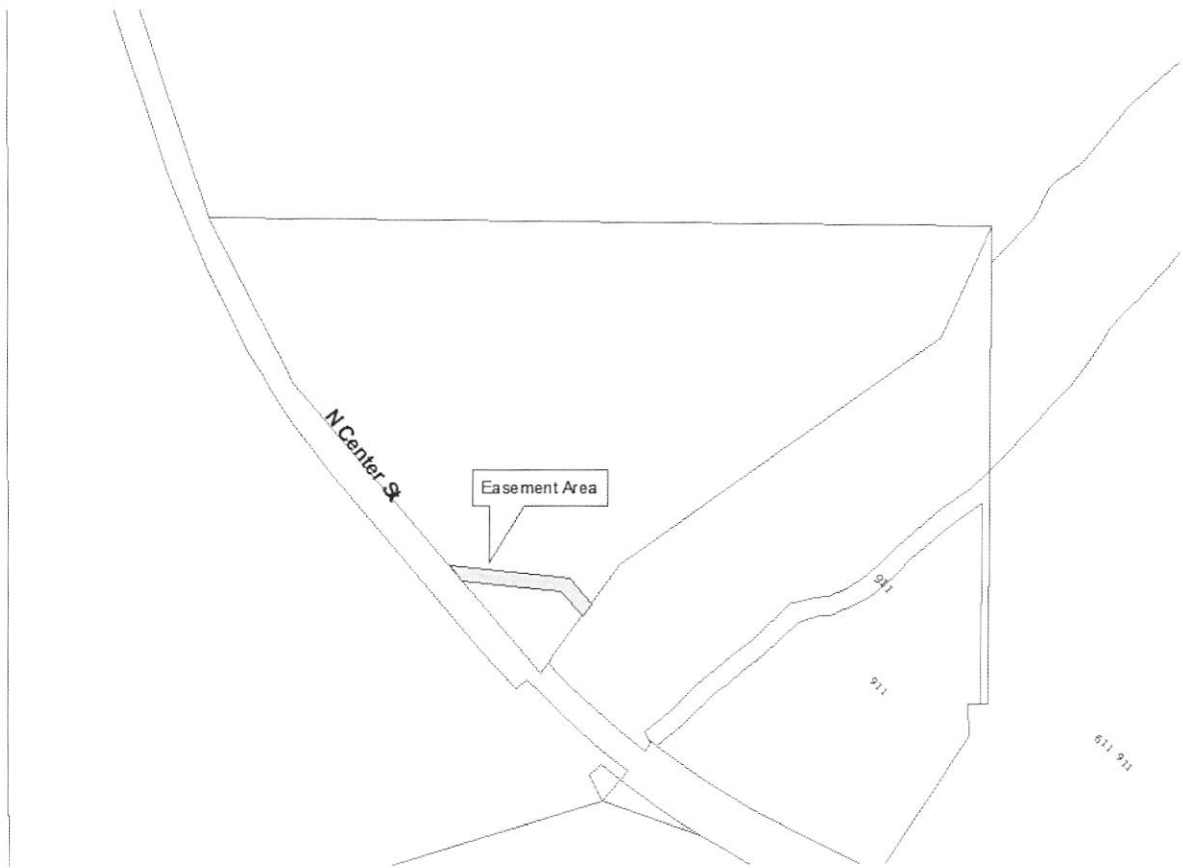
**SIGNER IS REPRESENTING:**

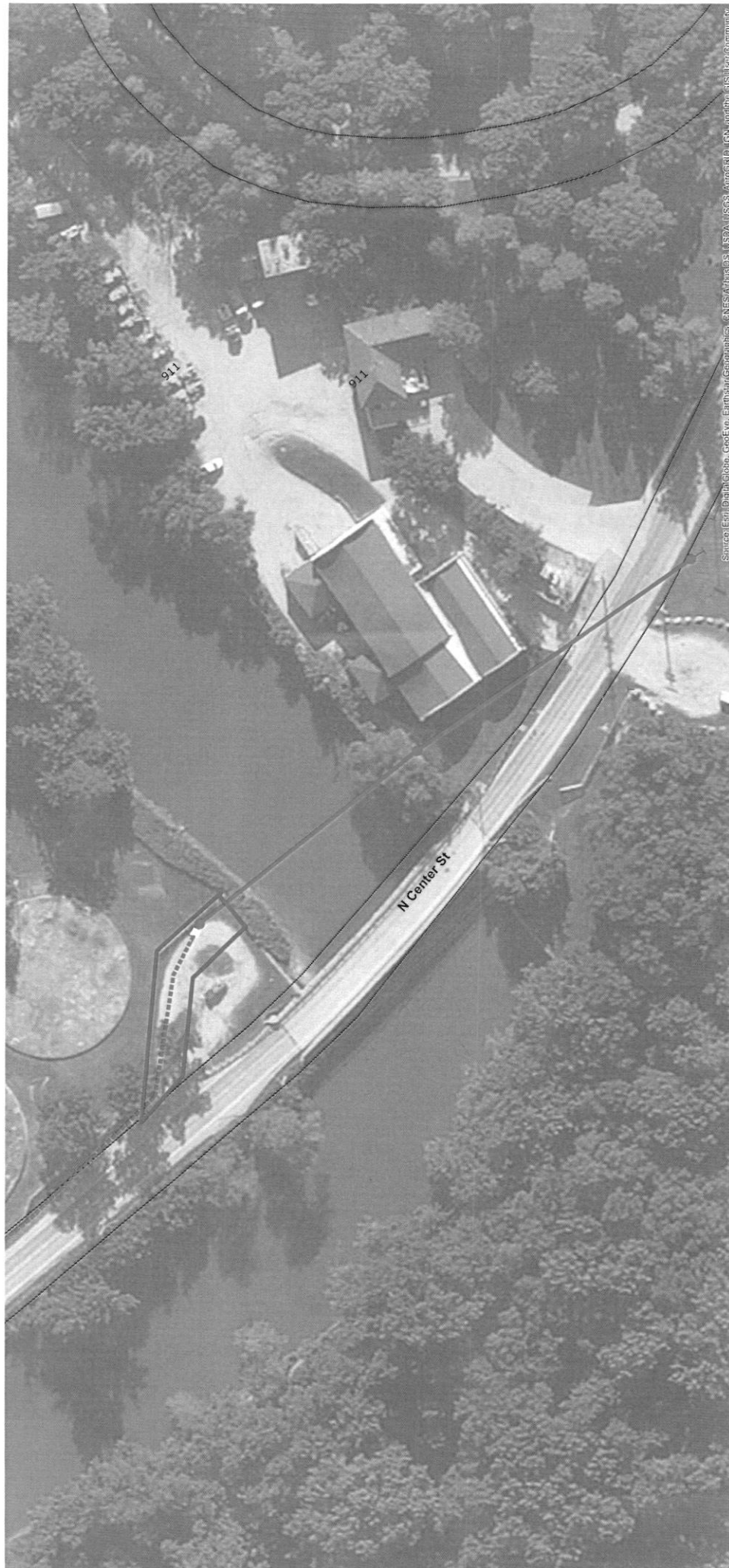
List name(s) of persons(s) or entity(ies):

\_\_\_\_\_ City of Marshalltown \_\_\_\_\_  
\_\_\_\_\_

### EXHIBIT "A"

The easement area being 12.5 feet each side of the centerline of the facilities on the property described in Bk.144, Pg. 623, in the Marshall County Recorder's Office, part of the NW ¼ of the NW ¼ of Section 26, Township 84 North, Range 18 West of the 5<sup>th</sup> P.M., locally known as parcel 8418-26-101-003.





Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Layout #1  
Current Layout

RACETRACK PITS

TO RACETRACK

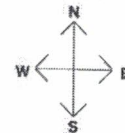
CAMPING

CAMPING

HORSE  
WATER

HORSE  
BARN

Water



PAVILION

ACTIVITY BLDG

Plenic  
Shelter

ARENA

4-H EXHIBIT BLDG

Outside Arena

OFFICE

Horse  
shoe area

PARKING

PARKING

S1

←-----TO 12th Avenue

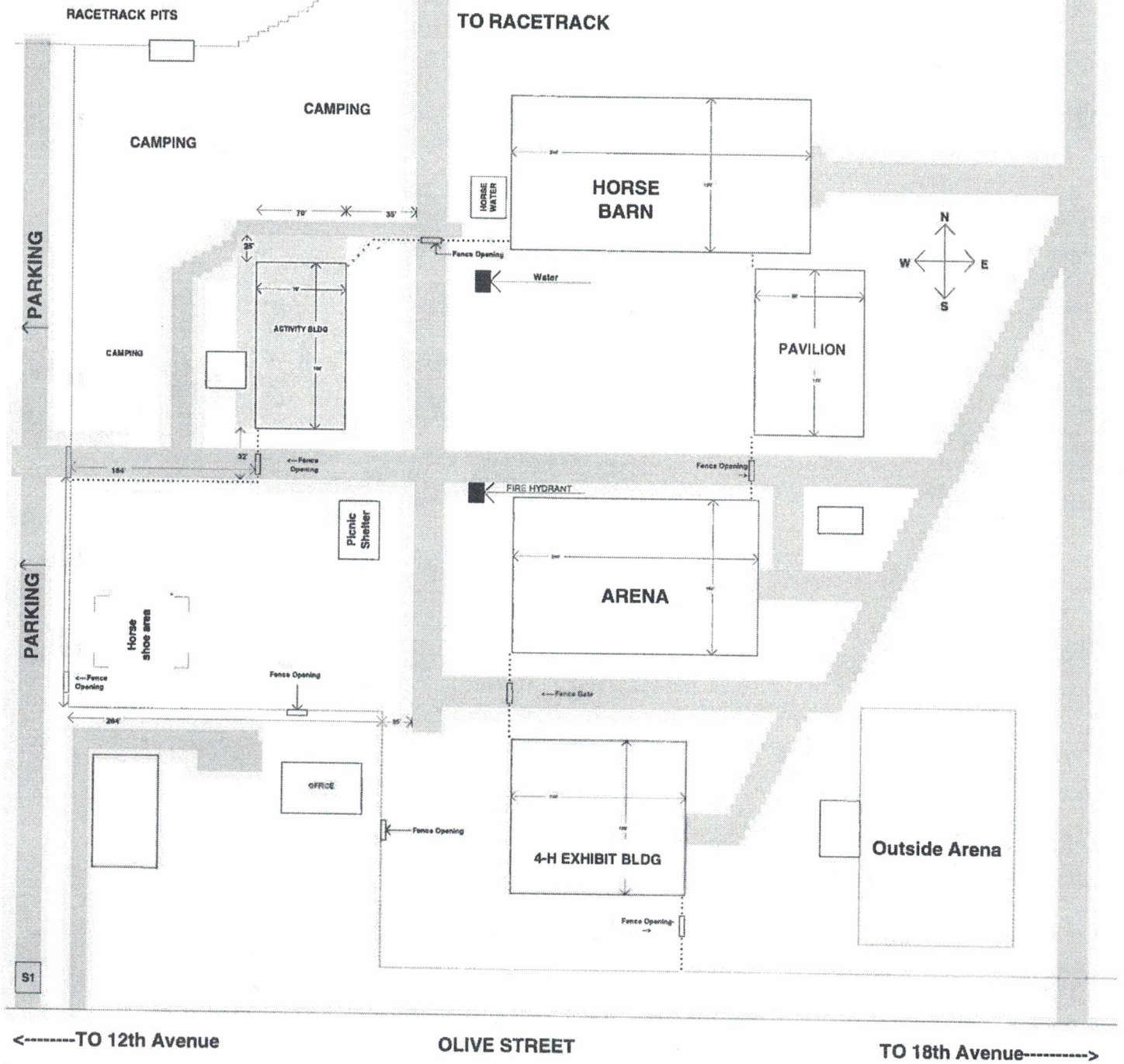
OLIVE STREET

TO 18th Avenue----->

- <--- Symbol for outside service area fencing
- Symbol for Opening in Permanent Fence
- <--- Symbol for Permanent Fence
- Symbol for Opening in Temporary Fence

April 20<sup>th</sup> - Mexican Rodeo  
Midnight Ballroom Lic- License Transfer.  
Luisa Ortega 641-751-0067

**Layout #2**  
**Central Iowa Fair Temporary Move for**  
**Mexican Rodeos**



- ..... <--Symbol for outside service area fencing
- <--Symbol for Opening in Permanent Fence
- <--Symbol for Permanent Fence
- <--Symbol for Opening in Temporary Fence

**Instructions on the reverse side**

For period (MM/DD/YYYY) 04 / 01 / 2019 through June 30, 2019

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA Goldenland Asian Grocery Store  
Physical Location Address 11 E state st City Marshalltown IA ZIP 50158  
Mailing Address 11 E state st City Marshalltown IA State IA ZIP 50158  
Business Phone Number 641-328-1012

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP \_\_\_\_\_

Mailing Address 11 E state st City Marshalltown State IA ZIP 50158

Phone Number 641-328-1012 Fax Number 641-328-1012 Email gl2010cum@gmail.com

**Retail Information:**

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☒ No ☐

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐  
Grocery store ☒ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐  
Has vending machine that assembles cigarettes ☐ Other ☒

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Win Kyaw

Signature \_\_\_\_\_

Date 04-01-2019

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \$25
- Fill in the date the permit was approved by the council or board: 4-8-19
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: Marshalltown
- New ☒ Renewal ☐

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**RESOLUTION APPROVING A 28E COOPERATIVE AGREEMENT BETWEEN  
THE CITY OF MARSHALLTOWN, IOWA AND THE MARSHALLTOWN YMCA-  
YWCA FOR THE CONTINUED OPERATIONS OF THE AQUATIC CENTER**

**WHEREAS**, the City of Marshalltown and the Marshalltown YMCA-YWCA have had agreements for the construction, maintenance and operations of the outdoor Aquatic Center extending back to 2001; and

**WHEREAS**, the decision by the City of Marshalltown to operate the Aquatic Center for 2019 and beyond changed the context of some of the existing agreements; and

**WHEREAS**, both the City of Marshalltown and the Marshalltown YMCA-YWCA had an interest in setting forth a new agreement to better define the current relationship of the two entities related to the continued operations of an aquatic center;

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA**, that the attached agreement for the continued operations of the Aquatic Center is hereby approved.

Passed this 8<sup>th</sup> day of April, 2019, and signed this \_\_\_\_ day of April, 2019.

CITY OF MARSHALLTOWN, IOWA

\_\_\_\_\_  
Joel T.S. Greer, Mayor

ATTEST:

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

=====

28E COOPERATIVE AGREEMENT BETWEEN  
THE CITY OF MARSHALLTOWN, IOWA AND  
THE MARSHALLTOWN YMCA-YWCA

=====

WHEREAS, the parties have previously entered into a 28E Cooperative Agreement to provide for the construction and operation of a modern outdoor aquatic facility which is owned by the City of Marshalltown upon real estate owned by the Marshalltown YMCA-YWCA, and

WHEREAS, the parties believe said Agreement should be modified as provided herein,

It is therefore Agreed as follows:

ARTICLE 1 – LEGAL STATUS AND PURPOSE

1. This Cooperation Agreement is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the City of Marshalltown, a Municipal Corporation of the State of Iowa, and the Marshalltown YMCA-YWCA, a non-profit organization in the State of Iowa, and collectively.
2. This Agreement is entered into pursuant to the authority of Chapter 28E of the Code of Iowa, and all acts amendatory thereto.
3. The purpose of this Agreement is to amend prior Agreements and provide for the continued planning, maintenance and continued operations of the outdoor aquatic center located on the real estate described herein.
4. In consideration of the foregoing, the mutual covenants contained in this agreement for the continued operation of a City owned aquatic center located on Y-owned property and other good and valuable consideration (the receipt, adequacy and sufficiency of which are hereby acknowledged by the Parties by their execution of it) the Parties agree as follows:

ARTICLE 2 – DEFINITIONS

For the purpose of this Agreement, the following terms in quotations have the following meanings:

1. “Agreement” means this 28E Cooperation Agreement.
2. “City” means the City of Marshalltown, a municipal corporation, of the State of Iowa.
3. “Commencement date” means the date when the term begins, which date shall be the date of this Agreement.

4. “Contractors” means the persons, companies or other entities hired to design, construct, manage or operate the Facility or anyone acting by or on behalf of such persons, companies or other entities, including without limitation, a construction manager, architects, engineers, consultants, managers, concessions, custodians and all persons or entities providing maintenances, repair or other general operational services for the Facility.
5. “Event of default” means an event of default as set forth in Article 11.
6. “Facility” means the outdoor aquatic swimming pool that consists of but is not limited to the following amenities: swimming vessel, deck area, water slide, drop slide, bathhouse, filter building, storage building(s), shelter house and miscellaneous deck equipment.
7. “Operational budget” means wages and benefits for part time staff (pool supervisors, cashiers, and lifeguards), clothing (uniforms for staff), physicals or immunizations for staff, consumable supplies to operate the center daily covered in the city budget under operating supplies, building & grounds and contract maintenance line items.
8. “Parties” means the City and the Y.
9. “Steering Committee” means seven people, of which three will represent the City (the city administrator, the parks and recreation director, and a third person appointed by the mayor), three will represent the Y (CEO, CVO, and designee of the Board), and the seventh will be selected by the other six.
10. “Term” means the term of this Agreement as set forth in Article 4.
11. “Y” means the Marshalltown Young Men’s Christian Association-YWCA, a non-profit organization in the State of Iowa.

### ARTICLE 3 – CONSTRUCTION OF AGREEMENT

Unless the context of this Agreement clearly requires otherwise:

1. References to the plural include the singular and vice-versa.
2. References to any Party include such Party’s successors and assigns but, if applicable, only if such successors and assigns are permitted by this Agreement.
3. References to one gender include all genders.
4. “Including” is not limiting.
5. “Or” has the inclusive meaning represented by the phrase “and/or.”

6. The words “hereof”, “herein”, “hereby”, “hereunder” and similar terms in this Agreement refer to this Agreement as a whole and not to any particular provision of this Agreement.
7. Article and clause references are to this Agreement unless otherwise specified.
8. Reference to any agreement (including this Agreement), document or instrument means such agreement, document or instrument as amended or modified and in effect from time to time in accordance with its terms and, if applicable, the terms of this Agreement.

#### ARTICLE 4 – DURATION OF AGREEMENT

The Term of this Agreement shall correspond to the existing Lease Agreement dated June 9, 2003, between the parties which has a termination date of June 9, 2044. It is the intention of the Parties as of the date of this Agreement to, and it is anticipated that the Parties will, either extend the Term on mutually agreeable terms and conditions or otherwise continue a cooperative arrangement with the respect of the Facility following the expiration of the Term.

#### ARTICLE 5 – GENERAL TERMS OF AGREEMENT

The facility shall be open to the public without regard to race, creed, color, sex, sexual orientation, gender identity, national origin, religion, ancestry or disability, consistent with other public facilities and in accordance with the adopted policies and procedures for the facility.

#### ARTICLE 6 – ACQUISITION, CONSTRUCTION AND OWNERSHIP

1. The Facility is constructed on the following leased premises:

Parcel lying partially in Lot 1, 2 and 3 Progress Second Addition to Marshall, Lot 2 of Lot 5 NW $\frac{1}{4}$ SW $\frac{1}{4}$ , Lot 6 NW $\frac{1}{4}$ SW $\frac{1}{4}$ , Vacated alley lying between Lots 2 of 5 and 2 of 6, Minetar’s Subdivision of Lot 7 NW $\frac{1}{4}$ SW $\frac{1}{4}$  vacated South Third Street, Vacated Player Street, and Lots 3, 4, 5, 6 and 7 Kirby’s Subdivision of Lot 8 NW $\frac{1}{4}$ SW $\frac{1}{4}$  all in Section 35, T834N, R18 W of the 5<sup>th</sup> P.M., with Metes and Bounds description as: Beginning at the Westerly Corner of Lot 3 Progress Second Addition to Marshall, Marshall County, Iowa; thence N33°21’54”E204.51’ along the Easterly Line of Lot 1 said Progress Second Addition; thence, Northeasterly 138.35’ along a 1812.95 radius curve concaved to the Northwest, curve having a chord bearing and distance of N31°03’53”E138.32’; thence, N67°08’00”E103.31’ (recorded as S67°40’09”W103.22’); thence, Northeasterly 13.89’ along a 328.10’ Radius curve concaved to the Southeast, curve having a chord bearing and distance of N68°20’46”E13.89’; the aforesaid all being along the Southeasterly Line of Lot 1 Progress Second Addition to Marshall; thence S38°52’43”E105.41’; thence S0°36’02”E145.00’; thence S26°03’28”W 36.18’; thence S0°36’02”E90.00’; thence S30°20’15”W134.65’; thence S89°58’38”W209.56’; thence N27°04’20”W147.44’ to the point of beginning, parcel contains 2.64 acres.

2. The Y shall lease to the City for the sum of One Dollar (\$1.00) said property for the facility, which lease shall be through June 9, 2044, or until the facility earlier ceases to operate as an aquatic center.

3. The City shall own and operate the facility.
4. The Y shall provide shared parking with a minimum of 86 spaces for the Facility of which 4 spaces shall meet ADA accessibility requirements. The City shall contribute 10 percent to the Y's annual parking lot maintenance costs, both parties understanding and contemplating these costs will fluctuate based upon circumstance and necessity. The City shall notify the Y of any large event at the Facility well in advance. The City will not add or alter any temporary or permanent signage without prior Y approval.

#### ARTICLE 7 - MAINTENANCE OF THE FACILITY

1. During the term of this Agreement, the City shall be responsible for the capital upkeep of the Facility, including, but not limited to, renovations, additions, major capital replacement and ongoing structural maintenance. Examples of capital repairs could be replacement of impellers in pumps, replacement of electric motor or contracting for repairs, repair or replacement of valves in piping, repairs or replacement to chlorinator and automatic chemical feeder.
2. During the term of this Agreement, the City shall preserve and maintain the Facility in good repair and working order, and shall keep the Facility in safe and sanitary condition.
3. The City shall provide the following turf maintenance: mow and bag grass on a weekly or as needed basis, edge the concrete pool deck on an as needed basis, regulate the irrigation system as needed, regulate the use of the turf areas by patrons, and remove any litter from the planted landscape areas daily.

#### ARTICLE 8 – MODIFICATION, TERMINATION, AND RESOTRATION

1. This Agreement may be modified or terminated upon mutual written consent of the Parties.
2. Upon termination of this Agreement, the City shall have the first right of refusal to purchase the leased land from the Y should the Y decide to sell the property. An independent appraiser agreed upon by the two organizations would determine the fair market price. The City's first right of refusal shall immediately self-terminate upon expiration or other termination of this agreement and/or such time as the Facility is no longer an operating aquatic center.
3. When the City ceases to operate the facility, the City shall within a reasonable amount of time repair and restore the site to its original condition of a bare lot green space.

#### ARTICLE 9 - ASSIGNMENT OR TRANSFER OF RIGHTS

1. No Party may assign or transfer any of its rights or obligations under this Agreement without prior written consent of the other Party.
2. All provisions of this Agreement are binding upon, inure to the benefit of and are enforceable by or against the Parties and their respective successors and assigns.

#### ARTICLE 10 - DAMAGE, DESTRUCTION AND CONDEMNATION OF THE FACILITY

1. If prior to the termination of this Agreement, the Facility or any portion is destroyed, in whole or in part, or is damaged by fire or other casualty, the Parties will cause the net proceeds of any property insurance claim to be applied to the prompt repair, restoration, modification or improvement of the Facility. Any balance of the net proceeds remaining after such work has been completed shall be paid to the City. For purposes of this Article, the term "net proceeds" shall mean the amount remaining from the gross proceeds of any insurance claim award after deducting all expenses including attorneys' fees incurred in the collection of such claim or award.
2. If the net proceeds are insufficient to pay in full the cost of any repair, restoration, modification or improvement referred to in this Article, then the City shall complete such repair, restoration, modification or improvement, and any costs in excess of the amount of the net proceeds shall be paid by the City.

#### ARTICLE 11 – INSURANCE

Both the Y and the City shall maintain all of the following insurance coverage during the term of the Agreement:

- a. Comprehensive General Liability \$1,000,000 per occurrence/\$5,000,000 umbrella
- b. Auto Liability \$1,000,000
- c. Worker's Compensation as required by law
- d. Professional Liability for Errors and Omissions \$1,000,000

Each entity will furnish the other satisfactory proof of such insurance and the coverages and other requirements by May 15 of each year.

#### ARTICLE 12 - DEFAULT

1. For purposes of this Agreement, "event of default" under this Agreement, and the terms "event of default: and "default" shall mean failure of either Party to observe and perform any covenant, condition or agreement on its part to be observed or performed for a period of thirty (30) days after written notice, specifying such failure and requesting that it be remedied, is given by the other Party, unless such notifying Party shall agree in writing to an extension of such time prior to its expiration. However, if the failure stated in the notice cannot be corrected within the applicable period, the notifying Party shall not unreasonably withhold its consent to an extension of such time of corrective action is instituted by the notified Party within the applicable period and diligently pursued until the default is corrected.
2. Whenever any event of default under this Agreement occurs and is continuing, the non-defaulting Party has the right at its sole option without any further notice or demand to resolve the matter by mediation or arbitration, pursuant to Article 13 of this Agreement.

#### ARTICLE 13 - REMEDIES

1. No remedy conferred upon or reserved to a Party is intended to be exclusive, and every such remedy shall be cumulative and shall be in addition to every other remedy given

under this Agreement now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power. However, before a Party may litigate a dispute under this Agreement, mediation or arbitration pursuant to Article 13 of this Agreement must be undertaken. Articles 11 and 12 of this Agreement shall survive the dissolution of this Agreement.

#### ARTICLE 14 - ALTERNATIVE DISPUTE RESOLUTION

The Steering Committee shall be empowered to resolve disputes arising under this Agreement. A decision of the Steering Committee will be binding so long as this Agreement remains in force. In the unlikely event that the Steering Committee is unable to resolve a dispute, then parties will arbitrate or mediate the dispute instead of resorting to litigation in court. Mediation will be non-binding unless it results in a settlement. Arbitration will be by an agreed upon arbitrator, or of no arbitrator can be agreed upon, by a 3-arbitrator panel with each party choosing one arbitrator and with the two chosen arbitrators choosing the third arbitrator.

#### ARTICLE 15 - FORCE MAJEURE

If by reason of force majeure (as defined below) a Party is unable, in whole or in part, to carry out its obligations as contained herein, such Party shall not be deemed in default during the continuance of such inability. For purposes of this Article, the term "force majeure" shall mean the following: acts of God, strikes, lockouts or other industrial disturbances, acts of public enemies, orders or restraints of any kind of the government of the United States of America or of the State of Iowa or any of their political subdivisions, departments or agencies, or any civil or military authority, insurrections, riots, landslides, earthquakes, fires, storms, droughts, floods, explosions or any other cause or event not reasonable within the control of the Party.

#### ARTICLE 16 - ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties pertaining to the subject matter hereof and supersedes all prior agreements, letters of intent, understandings, negotiations and discussions of the Parties, whether oral or written.

#### ARTICLE 17 - FAILURE OR DELAY

No failure on the part of any Party to exercise and no delay in exercising any right, power, or privilege hereunder operates as a waiver thereof; nor does any single partial exercise of any right, power or privilege hereunder preclude any other or further exercise thereof, or the exercise of any other right, power or privilege. No notice to or demand on any Party in any case entitles such Party to any other or further notice or demand in similar or other circumstances.

#### ARTICLE 18 - FURTHER ASSURANCES

The Parties will execute and deliver such further documents and do such further acts and things as may be required to carry out the intent and purpose of this Agreement.

#### ARTICLE 19 - GOVERNING LAW

This Agreement and the rights and obligations of the Parties hereunder are to be governed by and construed and interpreted in accordance with the laws of the State of Iowa applicable to contracts made and to be performed wholly within Iowa, without regard to choice or conflict of laws rules.

#### ARTICLE 20 - NOTICES

All notices, consents, requests, demands and other communications hereunder are to be in writing, and are deemed to have been duly given or made: (1) when delivered in person; (2) three days after deposited in the United States Mail, first class postage prepaid; (3) in the case telegraph or overnight courier services, one business day after delivery to the telegraph company or overnight courier service with payment provided or (4) in the case of telex or telecopy or fax, when sent, verification received; in each case addresses as follows:

|                                                                                                                                                          |                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>If to the City:</u><br>City of Marshalltown<br>24 North Center Street<br>Marshalltown, IA 50158-4911<br>ATTN: City Administrator<br>FAX: 641-754-5717 | <u>If to the Y:</u><br>Marshalltown YMCA-YWCA<br>705 South Center Street<br>Marshalltown, IA 50158<br>ATTN: Executive Director<br>FAX: 641-752-3324 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|

or to such other address as any Party may designate by notice to the other Party in accordance with the terms of this Article.

#### ARTICLE 21 - SEVERABILITY

Any provision of this Agreement which is prohibited, unenforceable or not authorized in any jurisdiction is, as to such jurisdiction, ineffective to the extent of any such prohibition, unenforceability or non-authorization without invalidating the remaining provisions hereof, or affecting the validity, enforceability or legality of such provision in any other jurisdiction, unless the ineffectiveness if such provision would result in such a material change as to cause completion of the transactions contemplated hereby to be unreasonable.

#### ARTICLE 22 - THIRD-PARTY BENEFICIARY

This Agreement is solely for the benefit of the Parties and their respective successors and permitted assigns, and no other Person has any right, benefit, priority or interest under or because of the existence of this Agreement.

#### ARTICLE 23 - FILING

This Agreement, when executed, shall be filed with the Secretary of State and filed and recorded with the Marshall County Recorder, to become effective as provided by Section 28E.8 of the Code of Iowa.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF MARSHALLTOWN, IOWA  
A Municipal Corporation

---

Joel T.S. Greer, Mayor

ATTEST:

---

Shari L. Coughenour, City Clerk

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

MARSHALLTOWN YOUNG MEN'S  
CHRISTIAN ASSOCIATION-YWCA  
A Non-Profit Corporation

---

President

ATTEST:

---

Secretary

RESOLUTION APPROVING THE MARSHALLTOWN MUNICIPAL AIRPORT  
STATE GENERAL AVIATION VERTICAL INFRASTRUCTURE PROGRAM (GAVI)  
GRANT ASSISTANCE APPLICATION WITH TOTAL PROJECT COST BEING \$150,000.00

WHEREAS, there is herewith submitted to the City Council of Marshalltown, Iowa, a proposed MARSHALLTOWN MUNICIPAL AIRPORT STATE GENERAL AVIATION VERTICAL INFRASTRUCTURE PROGRAM (GAVI) PROGRAM GRANT APPLICATION.

WHEREAS, the Council has fully examined same and has found same to be in the best interests of the CITY OF MARSHALLTOWN, IOWA and that same should now be approved and accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF MARSHALLTOWN, IOWA:

Section 1. That the State General Aviation Vertical Infrastructure Program is hereby fully approved in all respects and particulars and the Mayor and City Clerk are hereby authorized and directed to execute same for and on behalf of said City.

Passed this 8<sup>th</sup> day of April, 2019, and signed this \_\_\_\_\_ day of April, 2019.

CITY OF MARSHALLTOWN

---

Joel Greer, Mayor

ATTEST:

---

Shari L. Coughenour, City Clerk

## AIRPORT STATE FUNDING APPLICATION CHECKLIST

Fiscal Year 2020

Please attach the following documents with your application.

- ☒ Airport State Funding Application Checklist
- ☒ Project data sheet, including a detailed cost breakdown. Use one for each project.
- ☒ City/Sponsor resolution that endorses the project and certifies availability of matching funds.
- ☒ Five-Year Capital Improvement Program (CIP)
- ☒ Verification that project is identified in a current airport layout plan (ALP) on file with the Iowa Department of Transportation's Office of Aviation (when applying for new construction of buildings or airfield expansion).
- ☐ Pavement maintenance program (verify the use of the pavement maintenance program provided by the Iowa DOT or similar program when applying for pavement preservation or reconstruction).
- ☐ Verification that you have an airport security plan on file with the Iowa DOT's Office of Aviation (when applying for airport security projects).
- ☒ Protective land use zoning and/or planning (please answer the following).

|                                                           |                                         |                              |                             |                                  |
|-----------------------------------------------------------|-----------------------------------------|------------------------------|-----------------------------|----------------------------------|
| Height zoning                                             | <input checked="" type="checkbox"/> Yes | Date adopted <u>12-27-06</u> | <input type="checkbox"/> No | <input type="checkbox"/> Pending |
| Land use planning/zoning                                  | <input checked="" type="checkbox"/> Yes | Date adopted <u>3-18-96</u>  | <input type="checkbox"/> No | <input type="checkbox"/> Pending |
| Comprehensive plan adopted with airport land use included | <input type="checkbox"/> Yes            |                              | <input type="checkbox"/> No | <input type="checkbox"/> Pending |
| Other (please explain)                                    | <hr/>                                   |                              |                             |                                  |
- ☒ Provide verification that you have either updated the [www.basedaircraft.com](http://www.basedaircraft.com) website or submitted based aircraft N - numbers to the Iowa DOT's Office of Aviation.
- ☒ Minority Impact Statement (Iowa DOT Form 1051010).

Send **one signed** copy of the application materials to the address listed below.

Please mail, fax, or email the signed application to:

Attn.: Program Manager  
Office of Aviation  
Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010

E-mail: [Shane.Wright@iowadot.us](mailto:Shane.Wright@iowadot.us)  
Phone: 515-239-1048  
FAX: 515-233-7983



**AIRPORT STATE FUNDING APPLICATION**  
Fiscal Year 2020

Airport Name: Marshalltown Municipal

Airport Sponsor Name: City of Marshalltown

Contact Person: Justin Nickel Title: Public Works Director

Address: 24 North Center Street; PO Box 757

City: Marshalltown State: IA ZIP Code: 50158

Daytime Phone: 641-754-5734 E-mail: jnickel@ci.marshalltown.ia.us

FAX: 641-754-5717

| <b>Project Description:</b> If applying for more than one project, list in order of priority. A separate project application data sheet is needed for each project. | <b>Project Type</b> | <b>Total Project Amount</b> | <b>State Amount Requested</b> | <b>Percent State Share</b> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------------|-------------------------------|----------------------------|
| Terminal Building Improvements                                                                                                                                      | GAVI                | \$1,050,000.00              | \$150,000.00                  | 15%                        |
| Terminal and Hangar Site Improvements                                                                                                                               | AIP                 | \$400,000.00                | \$320,000.00                  | 80%                        |
|                                                                                                                                                                     |                     |                             |                               |                            |
|                                                                                                                                                                     |                     |                             |                               |                            |
|                                                                                                                                                                     |                     |                             |                               |                            |

|                                                                                    |                                                       |
|------------------------------------------------------------------------------------|-------------------------------------------------------|
| <b>Windsocks:</b> Orders may be placed using this form or by calling 515-239-1468. | Indicate quantity needed.                             |
|                                                                                    | _____ 18" x 96"                      _____ 36" x 144" |

The sponsor certifies that the information contained in this application is accurate and complete to the best of his/her knowledge.

|                                                  |       |
|--------------------------------------------------|-------|
| _____                                            | Mayor |
| Signature of Authorized Sponsor's Representative | Title |

|            |             |
|------------|-------------|
| Joel Greer | Date: _____ |
| Typed Name |             |

Please mail, FAX, or e-mail the signed application to:

Attn.: Program Manager  
Office of Aviation  
Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010

E-mail: [Shane.Wright@iowadot.us](mailto:Shane.Wright@iowadot.us)  
Phone: 515-239-1048  
FAX: 515-233-7983

## AIRPORT STATE FUNDING APPLICATION PROJECT DATA SHEET

Fiscal year 2020

Submit a separate data sheet for each project.

| <b>Airport</b>                                                                           | Marshalltown Municipal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Date</b> | April 2, 2019           |  |        |            |                    |                |      |             |              |     |                       |              |     |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|--|--------|------------|--------------------|----------------|------|-------------|--------------|-----|-----------------------|--------------|-----|
| <b>Project type</b><br>(Check one only.)                                                 | <input type="checkbox"/> Airport Improvement Program (AIP)<br><input type="checkbox"/> Commercial Service Vertical Infrastructure (CSVI)<br><input checked="" type="checkbox"/> General Aviation Vertical Infrastructure (GAVI)                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| <b>Project description</b>                                                               | This project constructs a terminal building onto a planned FAA FY 20 100' x 120' hangar. This proposed terminal building will replace the existing aging terminal building at the airport. This proposed state terminal building project will be combined with an FAA storage hangar project capable of storing frequent large itinerant aircraft. This project will allow the airport to update its terminal building and allow the airport to store large itinerant aircraft.                                                                                                                                                                                                 |             |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| <b>Engineering firm (If unknown, write unknown.)</b>                                     | Clapsaddle-Garber Associates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| <b>Shown on current Airport Layout Plan (ALP)</b>                                        | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |             | <b>Current ALP date</b> |  |        |            |                    |                |      |             |              |     |                       |              |     |
| <b>Sketch</b>                                                                            | Attach separate sketch from ALP if applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| <b>Project justification</b><br>(Include detailed information and data to support need.) | The existing terminal building was built in the 1980's and attached to the older existing 80' x 80' maintenance hangar that is being replaced with Federal Funding. The existing terminal building is deteriorating and is in need of major repair. The existing terminal building will also be impacted by the replacement of the adjacent maintenance hangar of the building. Providing a new terminal building will allow the City the opportunity to make an impression on new business and people who enter the community thru the airport.                                                                                                                                |             |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| <b>Detailed cost estimate</b> (Attach separate sheet if necessary.)                      | See Attached Estimate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
|                                                                                          | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 30%; text-align: center;">Amount</th> <th style="width: 30%; text-align: center;">Percentage</th> </tr> </thead> <tbody> <tr> <td>Total project cost</td> <td style="text-align: center;">\$1,050,000.00</td> <td style="text-align: center;">100%</td> </tr> <tr> <td>Local share</td> <td style="text-align: center;">\$900,000.00</td> <td style="text-align: center;">85%</td> </tr> <tr> <td>Requested state share</td> <td style="text-align: center;">\$150,000.00</td> <td style="text-align: center;">15%</td> </tr> </tbody> </table> |             |                         |  | Amount | Percentage | Total project cost | \$1,050,000.00 | 100% | Local share | \$900,000.00 | 85% | Requested state share | \$150,000.00 | 15% |
|                                                                                          | Amount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Percentage  |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| Total project cost                                                                       | \$1,050,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 100%        |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| Local share                                                                              | \$900,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 85%         |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |
| Requested state share                                                                    | \$150,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 15%         |                         |  |        |            |                    |                |      |             |              |     |                       |              |     |

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager  
Office of Aviation  
Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010

Email: [Shane.Wright@iowadot.us](mailto:Shane.Wright@iowadot.us)  
Phone: 515-239-1048  
Fax: 515-233-7983

**Five Year Capital Improvement Program**  
**Marshalltown Municipal Airport**  
Opinion of Probable Costs

**Terminal Building Improvements**  
SFY 2020 - State Fiscal Year Starting July 1, 2019

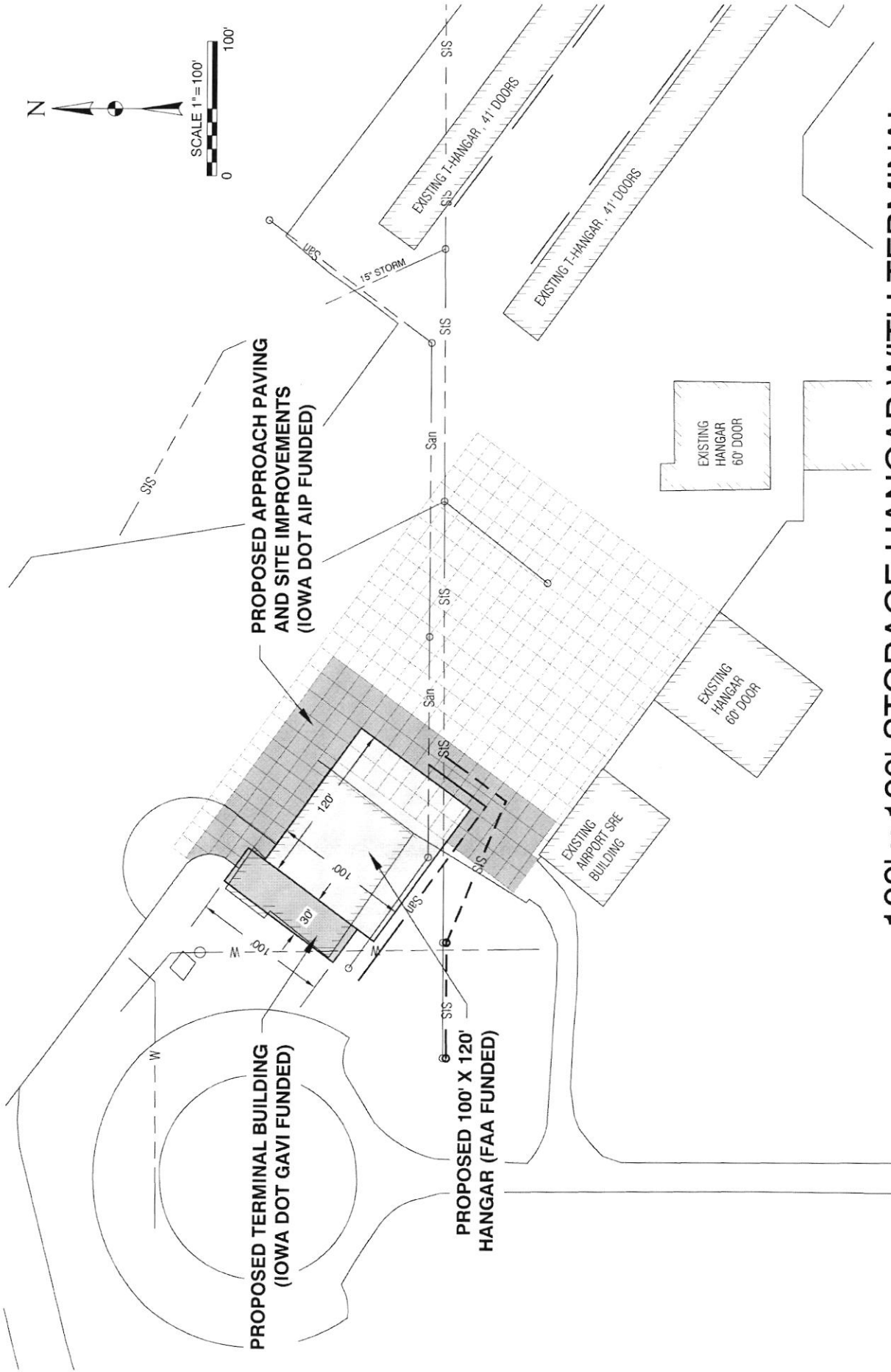
| <i>Item<br/>No.</i> | <i>Description</i>                                          | <i>Quantity</i> | <i>Units</i> | <i>Unit<br/>Cost</i> | <i>Total<br/>Cost</i> |
|---------------------|-------------------------------------------------------------|-----------------|--------------|----------------------|-----------------------|
| 1.                  | Traffic Control and Mobilization                            | 1               | LS           | \$60,000.00          | \$60,000.00           |
| 2.                  | Unclassified Excavation                                     | 200             | CY           | \$20.00              | \$4,000.00            |
| 3.                  | Pavement Removal                                            | 0               | SY           | \$10.00              | \$0.00                |
| 4.                  | Building Demolition                                         | 0               | LS           | \$12,500.00          | \$0.00                |
| 5.                  | Utility Removals and Connections (Sanitary and Storm)       | 0               | LS           | \$0.00               | \$0.00                |
| 6.                  | Subgrade Preparation, 12"                                   | 340             | SY           | \$5.00               | \$1,700.00            |
| 7.                  | Modified Subbase, 6"                                        | 340             | SY           | \$9.00               | \$3,060.00            |
| 8.                  | Pavement, PCC, 6"                                           | 0               | SY           | \$55.00              | \$0.00                |
| 9.                  | Subdrain, 4"                                                | 0               | LF           | \$0.00               | \$0.00                |
| 10.                 | Storm Sewer, Trenched, 8" HDPE                              | 0               | LF           | \$30.00              | \$0.00                |
| 11.                 | Storm Sewer, Trenched, 18" RCP                              | 0               | LF           | \$60.00              | \$0.00                |
| 12.                 | Storm Sewer Manhole, SW-401, 48" Dia                        | 0               | EA           | \$5,000.00           | \$0.00                |
| 13.                 | Downspout Connections                                       | 0               | EA           | \$500.00             | \$0.00                |
| 14.                 | Sanitary Sewer Gravity Main, Trenched, 8" PVC, SDR 26       | 0               | LF           | \$60.00              | \$0.00                |
| 15.                 | Sanitary Manhole, Type SW-301, 48" Dia.                     | 0               | EA           | \$6,000.00           | \$0.00                |
| 16.                 | Seeding, Fertilizing and Mulching                           | 0               | LS           | \$7,500.00           | \$0.00                |
| 17.                 | Rolled Erosion Control Product                              | 0               | SQ           | \$15.00              | \$0.00                |
| 18.                 | Silt Fence                                                  | 0               | LF           | \$5.00               | \$0.00                |
| 19.                 | Pavement Markings                                           | 0               | LS           | \$0.00               | \$0.00                |
| 20.                 | Pavement, PCC, 6" Floor                                     | 340             | SY           | \$55.00              | \$18,700.00           |
| 21.                 | Concrete Stoop                                              | 2               | EA           | \$1,500.00           | \$3,000.00            |
| 22.                 | Complete 100'x120' Hangar Building                          | 0               | LS           | \$0.00               | \$0.00                |
| 23.                 | Complete 30'x100' Terminal Building                         | 1               | LS           | \$600,000.00         | \$600,000.00          |
| 24.                 | Miscellaneous                                               | 25%             |              | \$179,540.00         | \$179,540.00          |
| 25.                 | Preliminary Design and Grant Admin                          |                 |              | \$75,000.00          | \$75,000.00           |
| 26.                 | Final Design, Bid Letting, Construction Admin & Grant Admin |                 |              | \$75,000.00          | \$75,000.00           |
| 27.                 | Electrical and Gas Utility Extensions                       |                 |              | \$15,000.00          | \$15,000.00           |
| 28.                 | Concept Development and Rendering                           |                 |              | \$15,000.00          | \$15,000.00           |
| 29.                 | Watermain                                                   |                 |              | \$0.00               | \$0.00                |

**TOTAL ESTIMATED FY 20 PROJECT COST     \$1,050,000.00**

IDOT GAVI Share (Terminal Building)     \$150,000.00  
Local Share (Terminal Building)     \$900,000.00  
**\$1,050,000.00**



SCALE 1" = 100'  
0 100'



# 100' x 120' STORAGE HANGAR WITH TERMINAL BUILDING IMPROVEMENTS MARSHALLTOWN MUNICIPAL AIRPORT

Clapsaddle-Garber Associates, Inc.  
16 East Main Street  
Marshalltown, Iowa 50158  
Ph 641-752-6701  
www.cgaconsultants.com



**Five Year Capital Improvement Program**  
**Marshalltown Municipal Airport**  
Opinion of Probable Costs

**Terminal and Hangar Site Improvements**  
SFY 2020 - State Fiscal Year Starting July 1, 2019

| <i>Item<br/>No.</i> | <i>Description</i>                                          | <i>Quantity</i> | <i>Units</i> | <i>Unit<br/>Cost</i> | <i>Total<br/>Cost</i> |
|---------------------|-------------------------------------------------------------|-----------------|--------------|----------------------|-----------------------|
| 1.                  | Traffic Control and Mobilization                            | 1               | LS           | \$10,000.00          | \$10,000.00           |
| 2.                  | Unclassified Excavation                                     | 500             | CY           | \$20.00              | \$10,000.00           |
| 3.                  | Pavement Removal                                            | 1,700           | SY           | \$10.00              | \$17,000.00           |
| 4.                  | Building Demolition                                         | 1               | LS           | \$50,000.00          | \$50,000.00           |
| 5.                  | Utility Removals and Connections (Sanitary and Storm)       | 0               | LS           | \$0.00               | \$0.00                |
| 6.                  | Subgrade Preparation, 12"                                   | 1,700           | SY           | \$5.00               | \$8,500.00            |
| 7.                  | Modified Subbase, 6"                                        | 1,700           | SY           | \$9.00               | \$15,300.00           |
| 8.                  | Pavement, PCC, 6"                                           | 1,650           | SY           | \$55.00              | \$90,750.00           |
| 9.                  | Subdrain, 4"                                                | 0               | LF           | \$0.00               | \$0.00                |
| 10.                 | Storm Sewer, Trenched, 8" HDPE                              | 300             | LF           | \$30.00              | \$9,000.00            |
| 11.                 | Storm Sewer, Trenched, 18" RCP                              | 260             | LF           | \$60.00              | \$15,600.00           |
| 12.                 | Storm Sewer Manhole, SW-401, 48" Dia                        | 4               | EA           | \$5,000.00           | \$20,000.00           |
| 13.                 | Downspout Connections                                       | 8               | EA           | \$500.00             | \$4,000.00            |
| 14.                 | Sanitary Sewer Gravity Main, Trenched, 8" PVC, SDR 26       | 220             | LF           | \$60.00              | \$13,200.00           |
| 15.                 | Sanitary Manhole, Type SW-301, 48" Dia.                     | 3               | EA           | \$6,000.00           | \$18,000.00           |
| 16.                 | Seeding, Fertilizing and Mulching                           | 1               | LS           | \$7,500.00           | \$7,500.00            |
| 17.                 | Rolled Erosion Control Product                              | 100             | SQ           | \$15.00              | \$1,500.00            |
| 18.                 | Silt Fence                                                  | 500             | LF           | \$5.00               | \$2,500.00            |
| 19.                 | Pavement Markings                                           | 0               | LS           | \$0.00               | \$0.00                |
| 20.                 | Pavement, PCC, 6" Floor                                     | 0               | SY           | \$55.00              | \$0.00                |
| 21.                 | Concrete Stoop                                              | 0               | EA           | \$1,500.00           | \$0.00                |
| 22.                 | Complete 100'x120' Hangar Building                          | 0               | LS           | \$0.00               | \$0.00                |
| 23.                 | Complete 30'x100' Terminal Building                         | 0               | LS           | \$0.00               | \$0.00                |
| 24.                 | Miscellaneous                                               | 20%             |              | \$57,150.00          | \$57,150.00           |
| 25.                 | Preliminary Design and Grant Admin                          |                 |              | \$0.00               | \$0.00                |
| 26.                 | Final Design, Bid Letting, Construction Admin & Grant Admin |                 |              | \$0.00               | \$0.00                |
| 27.                 | Electrical and Gas Utility Extensions                       |                 |              | \$0.00               | \$0.00                |
| 28.                 | Concept Development and Rendering                           |                 |              | \$0.00               | \$0.00                |
| 29.                 | Watermain                                                   |                 |              | \$50,000.00          | \$50,000.00           |

**TOTAL ESTIMATED FY 20 PROJECT COST      \$400,000.00**

IDOT AIP Share (Site Improvements)      \$320,000.00  
Local Share (Site Improvements)      \$80,000.00  
\$400,000.00

## AIRPORT STATE FUNDING APPLICATION PROJECT DATA SHEET

Fiscal year 2020

**Submit a separate data sheet for each project.**

| <b>Airport</b>                                                                           | Marshalltown Municipal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Date</b> | April 2, 2019           |  |        |            |                    |              |      |             |             |     |                       |              |     |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|--|--------|------------|--------------------|--------------|------|-------------|-------------|-----|-----------------------|--------------|-----|
| <b>Project type<br/>(Check one only.)</b>                                                | <input checked="" type="checkbox"/> Airport Improvement Program (AIP)<br><input type="checkbox"/> Commercial Service Vertical Infrastructure (CSVI)<br><input type="checkbox"/> General Aviation Vertical Infrastructure (GAVI)                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| <b>Project description</b>                                                               | This project constructs site improvements associated with the construction of a storage hangar/terminal capable of storing frequent large itinerant aircraft and providing an updated terminal building. Improvements eligible under the IDOT AIP grant would include pavement removal, replacement of a portion of the apron, sanitary sewer improvements and storm sewer utility improvements to accommodate the construction of the storage hangar/terminal building construction.                                                                                                                                                                                           |             |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| <b>Engineering firm (If unknown, write unknown.)</b>                                     | Clapsaddle-Garber Associates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| <b>Shown on current Airport Layout Plan (ALP)</b>                                        | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |             | <b>Current ALP date</b> |  |        |            |                    |              |      |             |             |     |                       |              |     |
|                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             | Nov 29, 2010            |  |        |            |                    |              |      |             |             |     |                       |              |     |
| <b>Sketch</b>                                                                            | Attach separate sketch from ALP if applicable.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| <b>Project justification</b><br>(Include detailed information and data to support need.) | Expanding the size of the maintenance hangar/terminal will require pavement removal and replacement in the existing apron area in the project area as well as replacement of sections of storm and sanitary sewer necessary to accommodate the building construction. The building will be expanded from the existing foot print to the east due to a fueling system located to the west of the existing facility. Additional Iowa DOT AIP funding will allow the airport to build a larger storage hangar with FAA funding than initial planned for and will also allow the airport the ability to replace the pavement and other infrastructure around the terminal building. |             |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| <b>Detailed cost estimate</b> (Attach separate sheet if necessary.)                      | See Attached Estimate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
|                                                                                          | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;"></th> <th style="width: 30%; text-align: center;">Amount</th> <th style="width: 35%; text-align: center;">Percentage</th> </tr> </thead> <tbody> <tr> <td>Total project cost</td> <td style="text-align: center;">\$400,000.00</td> <td style="text-align: center;">100%</td> </tr> <tr> <td>Local share</td> <td style="text-align: center;">\$80,000.00</td> <td style="text-align: center;">20%</td> </tr> <tr> <td>Requested state share</td> <td style="text-align: center;">\$320,000.00</td> <td style="text-align: center;">80%</td> </tr> </tbody> </table>    |             |                         |  | Amount | Percentage | Total project cost | \$400,000.00 | 100% | Local share | \$80,000.00 | 20% | Requested state share | \$320,000.00 | 80% |
|                                                                                          | Amount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Percentage  |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| Total project cost                                                                       | \$400,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 100%        |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| Local share                                                                              | \$80,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 20%         |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |
| Requested state share                                                                    | \$320,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 80%         |                         |  |        |            |                    |              |      |             |             |     |                       |              |     |

\_\_\_\_\_  
Signature

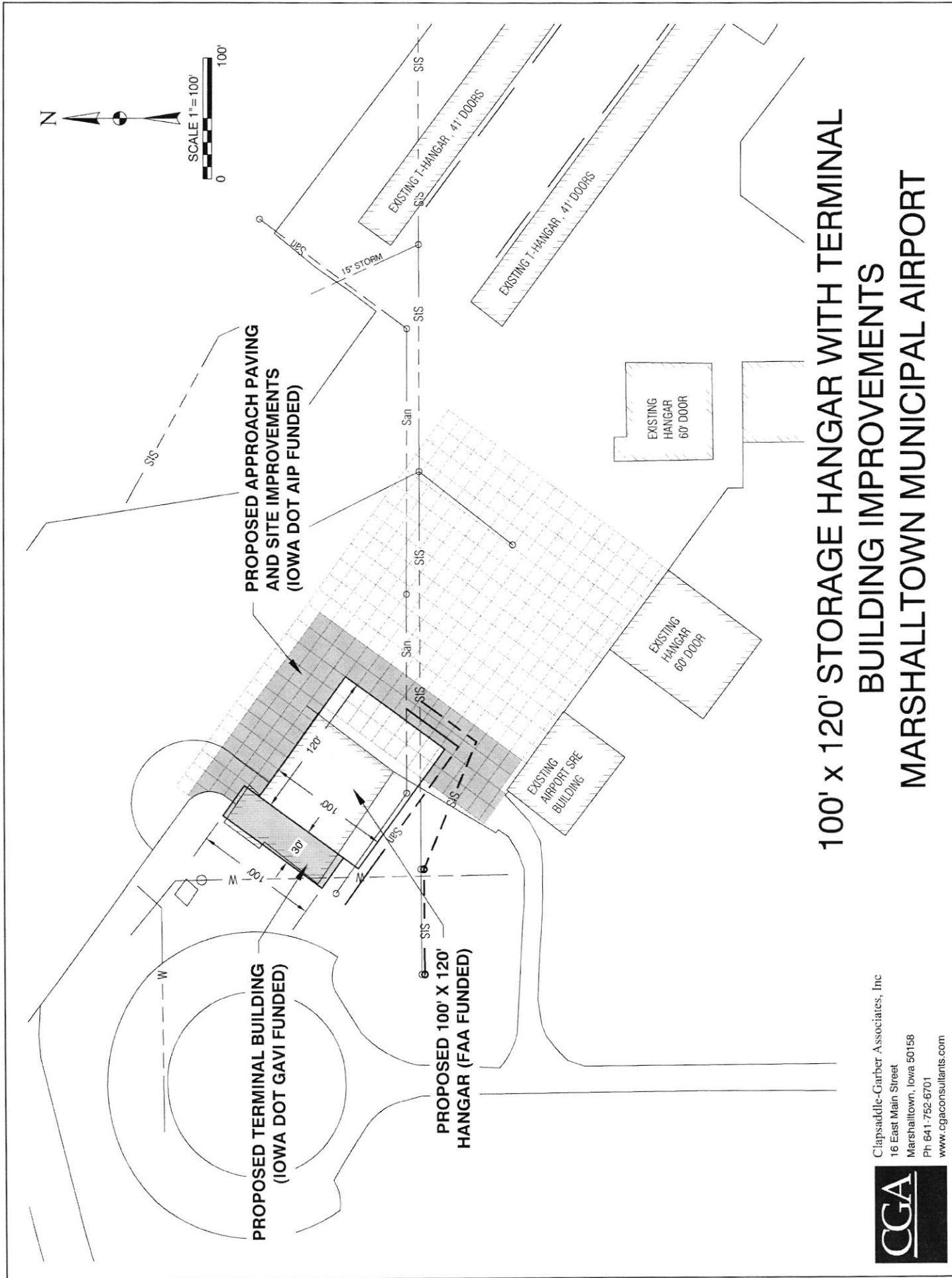
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager  
 Office of Aviation  
 Iowa Department of Transportation  
 800 Lincoln Way  
 Ames, IA 50010

Email: [Shane.Wright@iowadot.us](mailto:Shane.Wright@iowadot.us)  
 Phone: 515-239-1048  
 Fax: 515-233-7983



# 100' x 120' STORAGE HANGAR WITH TERMINAL BUILDING IMPROVEMENTS MARSHALLTOWN MUNICIPAL AIRPORT

Clapsaddle-Garber Associates, Inc.  
16 East Main Street  
Marshalltown, Iowa 50158  
Ph 641-752-6701  
[www.cgaconsultants.com](http://www.cgaconsultants.com)





**FIVE-YEAR AIRPORT  
CAPITAL IMPROVEMENT PROGRAM (CIP)**  
Attach additional sheets if necessary.

Airport name, LOCID, city, state Marshalltown Municipal, MIW, Marshalltown, Iowa

Prepared by Clapsaddle-Garber Associates

Sponsor's email jnickel@marshalltown-ia.gov

Date prepared April 1, 2019

Sponsor's signature \_\_\_\_\_

Sponsor's phone 641-754-5734

Printed name Justin Nickel

| FY | Detailed project/scope description                                         | Funding source                                                          | Total estimated cost |
|----|----------------------------------------------------------------------------|-------------------------------------------------------------------------|----------------------|
| 20 | Storage Hangar-Construction (includes increasing hangar size) - FAA Funded | Federal \$588,632<br>State \$<br>Local \$551,368<br>Total \$1,140,000   |                      |
| 20 | Terminal Building Improvements - IDOT GAVI Funded                          | Federal \$<br>State \$150,000<br>Local \$900,000<br>Total \$1,050,000   |                      |
| 20 | Terminal and Hangar Site Improvements - IDOT AIP Funded                    | Federal \$<br>State \$320,000<br>Local \$80,000<br>Total \$400,000      |                      |
| 24 | Pavement Rehabilitation - Runway 18/36                                     | Federal \$1,080,000<br>State \$<br>Local \$120,000<br>Total \$1,200,000 |                      |
| 24 | Pavement Rehabilitation - Taxiways                                         | Federal \$1,620,000<br>State \$<br>Local \$180,000<br>Total \$1,800,000 |                      |

Resolution No. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATIONS  
FOR IOWA AIRPORT IMPROVEMENT PROGRAM  
AND CERTIFYING ELIGIBILITY REQUIREMENTS

WHEREAS, the City of Marshalltown, Iowa desires to make application for fiscal year 2020 General Aviation Vertical Infrastructure (GAVI) and Airport Improvement Program (AIP) funding to the Iowa Department of Transportation for certain improvements at the Marshalltown Municipal Airport as described as follows:

- Terminal Building Improvements (GAVI)
- Terminal and Hangar Site Improvements (AIP)

WHEREAS, if the Terminal and Hangar Site Improvements (AIP) project is selected for funding, the Iowa DOT grant would pay 80% of the project cost and the remaining 20% is required to be paid from local contributions; and

WHEREAS, the preliminary project cost for the Terminal and Hangar Site Improvements (AIP) project has been estimated to be \$400,000 and the 20% local contribution would be \$80,000; and

WHEREAS, if the Terminal Building Improvements (GAVI) project is selected for funding, the DOT grant would pay 15% of the project cost, up to \$150,000 maximum and the remaining 85% is required to be paid from local contributions; and

WHEREAS, the preliminary project cost for the Terminal Building Improvements (GAVI) project has been estimated to be \$1,050,000 and the 85% local contribution would be \$900,000; and

WHEREAS, the Iowa Department of transportation requires a resolution certifying certain application requirements, commitments, and criteria; and

WHEREAS, on behalf of the City, Clapsaddle-Garber Associates, Inc. has prepared an application describing the proposed improvements.

NOW THEREFORE BE IT RESOLVED THAT:

1. The City hereby endorses the Applications for Iowa Airport Improvement Program funding for said improvements.
2. The Mayor is hereby authorized to sign and submit the Applications.
3. The City hereby commits availability of the local share of the funds as outlined in the Applications.

PASSED AND APPROVED BY THE CITY:

\_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Verifications

The undersigned hereby confirms the following application requirements.

### Verification of Planning:

- The Iowa DOT funded hangar building and FAA funded storage hangar is on the current ALP.

### Verification of Zoning Ordinance:

- The airport's zoning ordinance is currently available on the airport page on the Iowa DOT website.

### Verification of Based Aircraft:

- Based aircraft are up-to-date at [www.basedaircraft.com](http://www.basedaircraft.com), last updated on April 5, 2019.

By: \_\_\_\_\_

Title: \_\_\_\_\_ Mayor \_\_\_\_\_

Date: \_\_\_\_\_

## Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

**Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.**

- ☐ The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project.

---

Indicate which groups are impacted.

- ☐ Women    ☐ Persons with a disability    ☐ Blacks    ☐ Latinos    ☐ Asians  
☐ Pacific Islanders    ☐ American Indians    ☐ Alaskan Native Americans    ☐ Other \_\_\_\_\_

- ☐ The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project.

---

Present the rationale for the existence of the proposed program or policy.

---

Provide evidence of consultation with representatives of the minority groups impacted.

---

Indicate which groups are impacted.

☐ Women    ☐ Persons with a disability    ☐ Blacks    ☐ Latinos    ☐ Asians  
☐ Pacific Islanders    ☐ American Indians    ☐ Alaskan Native Americans    ☐ Other \_\_\_\_\_

☒ The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact.

These proposed projects occur on the airport and impact only users of the airport. There are no impacts to adjacent land owners.

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I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name \_\_\_\_\_

Title Mayor

#### Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 7, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) *"Disability"* means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

*"Disability"* does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

**RESOLUTION NO. 2019 -068**

**RESOLUTION ADOPTING GUIDELINES FOR SMALL CELL FACILITIES**

**WHEREAS**, the Federal Communications Commission (“FCC”) has adopted a declaratory ruling and order (“Order”) that imposes new and significant limitations on the City’s ability to regulate small cell facilities within its rights of-way and upon its infrastructure, including but limited to limitations on fees, and the institution of deadlines for acting on permit applications; and

**WHEREAS**, the Order permits municipalities to establish guidelines governing the aesthetics, undergrounding, and spacing of small cell facilities to be installed within its rights-of-way; and

**WHEREAS**, the Order is effective April 15, 2019; and

**WHEREAS**, there is attached to this Resolution proposed Small Cell Guidelines for the City of Marshalltown, Iowa, which as amended from time to time, will apply to all applications to install small cell facilities within the City’s rights-of-way and upon its infrastructure; and

**WHEREAS**, preserving as much local authority as is permitted by state and federal law over the installation of small cell facilities in the City’s rights-of-way and upon its infrastructure is critical to effective right-of-way management.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, AS FOLLOWS:**

**SECTION 1:** *Adoption of Small Cell Guidelines:* The City Council approves and adopts the Small Cell Guidelines attached to this Resolution.

**SECTION 2:** *Publication:* The City Clerk is hereby directed to publish the Small Cell Guidelines by posting the same to the City’s website, or by other means, at the earliest possible opportunity.

**SECTION 3:** *When Effective.* This Resolution shall be effective upon its passage and approval as provided by law.

PASSED AND APPROVED this \_\_\_\_ day of April 2019.

**CITY OF MARSHALLTOWN, IOWA**

\_\_\_\_\_  
By: Joel Greer, Mayor

ATTEST:

\_\_\_\_\_  
Shari Coughenour, City Clerk

**CERTIFICATION**

I, Shari Coughenour, City Clerk of the City of Marshalltown, Iowa, do hereby certify the above is a true and accurate copy of Resolution 2019-068 which was passed by the Marshalltown City Council this \_\_\_\_ day of April 2019.

\_\_\_\_\_  
Shari Coughenour, City Clerk

# City of Marshalltown, Iowa

## Small Cell Guidelines

### SECTION I: PURPOSE

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The purpose of these guidelines is to establish general procedures and standards, consistent with applicable federal and state laws, for the siting, construction, installation, collocation, modification, relocation, operation, and removal of small cell wireless technology within the City's rights of way. The goals of these guidelines are to:

- A. Provide standards, technical criteria, and details for small cell facilities in the City's right of way to be uniformly applied to all applicants and owners of small cell facilities or support structures for such facilities.
- B. Enhance the ability of wireless communications carriers to deploy small cell wireless technology in the City quickly, effectively, and efficiently so residents, businesses, and visitors benefit from ubiquitous and robust wireless service availability.
- C. Preserve the character of the City's neighborhoods and corridors.
- D. Ensure small cell facilities and support structures conform with all applicable health and safety regulations and will blend into their environment to the greatest extent possible.
- E. Comply with, and not conflict with or preempt, all applicable state and federal laws.

### SECTION II: DEFINITIONS

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*Abandoned* means any small cell facilities or wireless support structures that are unused for a period of three hundred sixty-five (365) days without the operator otherwise notifying the City and receiving the City's approval.

*Antenna* means communications equipment that transmits or receives radio frequency signals in the provision of wireless service.

*Applicant* means any Person applying for a Permit hereunder.

*Architectural Review District* means City-designated Historic Districts, Landmark Sites and Conservation Districts as well as National Register of Historic Places Historic Districts and Sites.

*City* means the City of Marshalltown, Iowa.

*City property* means property other than Right of Way owned by the City.

*Collocation* or *Collocate* means to install, mount, maintain, modify, operate, or replace wireless facilities on a wireless support structure.

*County* means Marshall County, Iowa.

*Decorative Pole* means a pole, arch, or structure other than a street light pole placed in the right of way specifically designed and placed for aesthetic purposes and on which no appurtenances or attachments have been placed except for any of the following (a) electric lighting; (b) specially designed informational or directional signage; (c) temporary holiday or special event attachments.

*Industrial Area* means an industrially-zoned area on the Official Zoning Map of the City of Marshalltown.

*Operator* means a wireless service provider, cable operator, or a video service provider that operates a small cell facility and provides wireless service. Operator includes a wireless service provider, cable operator, or a video service provider that provides information services as defined in the Telecommunications Act of 1996, 110 Stat. 59, 47 U.S.C. § 153, and services that are fixed in nature or use unlicensed spectrum.

*Ornamental Pole* means a pole or structure placed in the right of way to support traffic signals and/or street lights which has been specifically designed and placed for aesthetic purposes. Ornamental Poles often include appurtenances or attachments for flags, banners, planters and/or other aesthetic features.

*Permit* means the non-exclusive grant of authority issued by the City of Marshalltown to install a small cell facility and/or a wireless support structure in a portion of the Right of Way in accordance with these guidelines.

*Permittee* means the owner and/or operator issued a Permit pursuant to these guidelines.

*Person* means any natural person or any association, firm, partnership, joint venture, corporation, or other legally recognized entity, whether for-profit or not-for-profit.

*Retail and Commercial Areas* means a commercially-zoned area on the Official Zoning Map of the City of Marshalltown.

*Residential Area* means a residentially-zoned area on the Official Zoning Map of the City of Marshalltown.

*Right of Way* means the surface of, and the space within, through, on, across, above, or below, any public street, public road, public highway, public freeway, public lane, public alley, public court, public boulevard, public parkway, public drive, public utility easement, and any other land dedicated or otherwise designated for a compatible public use, which is owned or controlled by the City of Marshalltown.

*Small Cell Facility* means a wireless facility that meets both of the following requirements:

1. Each antenna is located inside an enclosure of not more than six (6) cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an enclosure of not more than six (6) cubic feet in volume.
2. All other wireless equipment associated with the facility is cumulatively not more than twenty-eight (28) cubic feet in volume. The calculation of equipment volume shall not include electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

*State* means the State of Iowa.

*Toll* means the pause or delay of the running of the required time period.

*Utility Pole* means a structure that is designed for, or used for the purpose of, carrying lines, cables, or wires for electric or telecommunications service. "Utility pole" excludes street signs and decorative poles.

*Wireless Support Structure* means a pole, such as a monopole, either guyed or self-supporting, street light pole, traffic signal pole, a fifteen (15) foot or taller sign pole, or utility pole capable of supporting small cell facilities.

### **SECTION III: REQUIREMENT TO COMPLY**

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Placement, modification, operation, relocation and removal of a small cell facility and/or wireless support structure shall comply with these Guidelines at the time the permit for installation, modification, relocation, or removal is submitted for approval and as amended from time to time.

### **SECTION IV: LOCATIONS OF SMALL CELL FACILITIES, RELATED GROUND EQUIPMENT, AND WIRELESS SUPPORT STRUCTURES**

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#### **Collocation Preference**

It is the City's strong preference that whenever an applicant proposes to place a new wireless support structure with a small cell facility within two hundred fifty (250) feet from an existing wireless support structure, the applicant either collocate with the existing facility or demonstrate that a collocation is either not technically feasible or space on the existing facility is not potentially available.

#### **Order of Preference for Locations**

The following list indicates the order of preference for new small cell facilities from most preferred to least preferred:

- A. Industrial Areas if not adjacent to a municipal park, residential area, or architectural review district.
- B. Highway Rights of Way areas if not adjacent to a municipal park, residential area, or architectural review district.
- C. Retail and Commercial Areas if not adjacent to a municipal park, residential area, or architectural review district.
- D. Residential Areas (including mixed-use areas incorporating residential uses).
- E. Municipal Parks.
- F. Architectural Review Districts.

#### **Order of Preference for Wireless Support Structures**

The following list indicates the order of preference for wireless support structures for small cell facilities:

- A. *Existing Utility Poles*: It is the City's preference that small cell facilities be installed on existing utility poles (electric or telephone) or lashed onto existing telephone lines between existing utility poles.
- B. *Non-Ornamental Municipal Service Poles*: If the applicant does not have the right to use existing utility poles or lines under reasonable terms and conditions or the utilization imposes technical limits, the City prefers that the applicant next look to existing non-ornamental municipal street lights or traffic signal structures.

- C. *New Poles*: If the first two (2) options above have proven to be unavailable, the City prefers the installation of a new pole to serve as a wireless support structure.
- D. *Ornamental Municipal Service Poles*: The use of ornamental municipal street lights and traffic signals as wireless support structures is strongly discouraged. These should only be proposed if the three (3) options above are unavailable, no other options exist for providing service to a location, or when requested by the City based on the proposed location. When collocating on ornamental traffic signal mast arms, the preferred collocation spot is on the traffic signal pole without attached street signs, with the antenna placed at the top of the vertical pole immediately below the finial. The small cell facility must not interfere with the attachment of flags, hanging planters and/or banners or similar enhancements. Each proposed collocation will be subject to a site-specific review.
- E. *Sign Poles* (15 feet or taller): The only sign poles that may be considered are those that are at least fifteen (15) feet tall. These are the least preferred option for a wireless support structure.

### **New Wireless Support Structures**

If existing utility poles are not available for collocation, operators may propose a new wireless support structure. New wireless support structures that will be more than twenty (20) feet in height shall match the design of the City's existing signal mast arms. New wireless support structures that will be twenty (20) feet or less in height shall match the City's existing streetlights. These requirements are to ensure new wireless support structures conform to existing structures within the area. Information on the manufacturer and model identification and detailed drawings of these support structures can be provided by the City.

*Residential Areas*: In residential areas, new wireless support structures should be located to avoid obstructing the view of building facades by placing the wireless support structure at a corner, intersection, or along a lot line. New wireless support structures should be located in the yard location where other overhead utilities are located unless it is not technically feasible to do so. Applicants shall clearly explain the rationale for requests that deviate from this expectation.

In order to meet the service needs of operators, the City will consider requests to locate small cell facilities on other City property, such as municipal parking lots, at reasonable lease rates, fees, and terms.

### **SECTION V: ALTERNATE LOCATIONS**

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The City reserves the right to propose an alternate wireless support structure to the one proposed in the application. The City may also propose an alternate location for a new wireless support structure within one hundred (100) feet of the proposed location or within a distance that is equivalent to the width of the right of way in or on which the new wireless support structure is proposed, whichever is greater, which the operator shall use if it has the right to use the alternate location on reasonable terms and conditions and the alternate location does not impose technical limits or additional costs.

### **SECTION VI: GUIDELINES ON PLACEMENT**

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Generally, an applicant shall construct and maintain small cell facilities and wireless support structures in a manner that does not: (1) obstruct, impede, or hinder the usual travel or public safety on a right of way; (2) obstruct the legal use of a right of way by other utility providers; (3) violate nondiscriminatory applicable codes; (4) violate or conflict with the City of Marshalltown Code of Ordinances or these Guidelines; and (5) violate the federal Americans with Disabilities Act.

The City desires to promote cleanly organized and streamlined facilities using the smallest and least intrusive means available to provide wireless services to the community. Generally, a small cell facility and/or wireless support structure shall match and be consistent with the materials and finish of the adjacent municipal poles of the surrounding area adjacent to their location. In the absence of adjacent municipal poles, the wireless support structure shall match the materials and finish of the adjacent utility poles.

### **Antennas on Existing or Replaced Utility Poles or Municipal Poles**

The antenna(s) associated with collocation on existing or replaced utility poles or municipal poles must have concealed cable connections, antenna mount, and other hardware. The maximum dimensions for antennas shall not be more than six (6) cubic feet in volume, including any enclosure for the antenna.

### **Minimization of Impact**

Small cell facilities and wireless support structures and related equipment shall be placed, as much as possible, in line with other utility features and in a location that minimizes any obstruction, impediment, or hindrance to the usual travel or public safety on a right of way.

### **Height Above Ground**

*Small cell facilities:* Small cell facilities shall be installed at least ten (10) feet above the ground. If a small cell facility attachment is projecting toward the street, for the safety and protection of the public and vehicular traffic the City may require the attachment to be installed no less than twenty-five (25) feet above the ground.

*New wireless support structures:* In areas where there are no wireless support structures or utility poles taller than thirty (30) feet in height above ground level and the maximum allowable height for building construction in the underlying zoning district is thirty (30) feet in height above ground level or less, the overall height of a new wireless support structure and any collocated antennas shall not be more than thirty (30) feet in height above ground level.

In all other areas, the overall height of a new wireless support structure and any collocated antennas shall not be more than forty (40) feet in height above ground level.

*Existing wireless support structures:* For an existing wireless support structure, the antenna and any associated shroud or concealment material are permitted to be collocated at the top of the existing wireless support structure and shall not increase the height of the existing wireless support structure by more than five (5) feet.

### **Protrusion**

No protrusions from the outer circumference of the existing or new structure or pole shall be more than two (2) feet. The pole and all attachments to the pole that are projecting, or any equipment or appurtenance mounted on the ground, shall comply with Americans with Disabilities Act and shall not obstruct an existing or planned sidewalk or walkway. The City, at its option, may waive the requirement to limit the protrusion to no more than two (2) feet.

### **Location of Equipment - General**

Small cell facilities and related equipment shall not impede pedestrian or vehicular traffic in the right of way. If any small cell facility or wireless support structure is installed in a location that is not in accordance with the plans approved by the City, impedes pedestrian or vehicular traffic and/or does not

comply or otherwise renders the right of way non-compliant with applicable laws, including the Americans with Disabilities Act, then the operator shall promptly remove the small cell facilities and/or wireless support structure. If the operator does not complete removal in a reasonable timeframe, the City will remove it and bill the operator for the cost of the removal.

The applicant is required to incorporate ambient noise suppression measures and/or to place the equipment in locations less likely to impact adjacent residences or businesses to ensure compliance with all applicable noise regulations and so as not to create a nuisance.

*Utility Lines:* Service lines must be undergrounded whenever feasible to avoid additional overhead lines. For metal poles, undergrounded cables and wires must transition directly into the pole base without any external junction box.

*Spools and Coils:* To reduce clutter and deter vandalism, excess fiber optic or coaxial cables for small cell facilities shall not be spooled, coiled, or otherwise stored on the pole except within the approved enclosure such as a cage or cabinet.

*Above-Ground Conduit:* On wood poles, all above-ground wires, cables and connections shall be encased in the smallest section or smallest diameter PVC channel, conduit, u-guard, or shroud feasible, with a maximum dimension of four (4) inches in diameter. Such conduit shall be finished in zinc, aluminum, or stainless steel, or colored to match those metal finishes.

### **Location of Ground Mounted Equipment**

Ground equipment should be minimal and the least intrusive. It should be placed to minimize any obstruction, impediment, or hindrance to the usual travel or public safety on a right of way, maximize the line of sight required to add to safe travel of vehicular and pedestrian traffic and maximize that line of sight at street corners and intersections and minimize hazards at those locations. The City may deny a request that negatively impacts vehicular and/or pedestrian safety.

The equipment shroud or cabinet must contain all the equipment associated with the facility other than the antenna. All cables and conduits associated with the equipment must be concealed from view, routed directly through the metal pole (with the exception of wood power poles) and undergrounded between the pole and the ground-mounted cabinet.

### **Location of Pole Mounted Equipment**

All pole-mounted equipment must be installed as flush to the pole as possible. Equipment attached to metal poles must be installed using stainless steel banding straps. Equipment attached to wood poles may be bolted to the pole or installed using stainless steel banding straps. When the straps are attached to a metal pole, they must match the color of the pole. Through-bolting or use of lag bolts is prohibited. All pole mounted equipment shall be located as close together as technically possible and if possible, on the same side of the pole.

When pole-mounted equipment is either permitted or required, all equipment other than the antenna(s), electric meter, and disconnect switch must be concealed within an equipment cage. Equipment cabinet may not extend more than twenty-four (24) inches from the face of the pole. The equipment cabinet must be non-reflective, colored to match the existing pole if attached to a metal pole, and in the color of brushed aluminum if attached to a wood pole. Equipment cabinets should be mounted as flush to the pole as possible. Any standoff mount for the equipment cabinet may not exceed four (4) inches.

*Electric Meter:* The City strongly encourages site operators to use flat-rate electric service when it would eliminate the need for a meter. When a meter is necessary, site operators shall use the smallest and least

intrusive electric meter available. Whenever permitted by the electric service provider, the electric meter base should be painted to match the pole.

*Telephone/Fiber Optic Utilities:* Cabinets for telephone and/or fiber optic utilities may not extend more than twenty-four (24) inches from the face of the pole, and must be painted, wrapped or otherwise colored to match the pole. Microwave or other wireless backhaul is discouraged when it would involve a separate and unconcealed antenna.

### **Undergrounded Equipment Vaults**

Equipment in an environmentally controlled underground vault may be required in some areas where technologically feasible and appropriate for the location.

### **New Wireless Support Structures**

*Spacing:* The City strongly discourages more than one (1) new wireless support structure per block and will not approve more than one (1) per two hundred fifty (250) feet on each side of the street to minimize the hazard of poles adjacent to roadways and minimize visual clutter and distractions to vehicular traffic. An exemption may be granted if the applicant can demonstrate that this restriction has the effect of preventing wireless service to this location. Wireless support structures shall be spaced apart from utility poles or wireless support structures supporting small cell facilities at the same spacing between utility poles in the immediate proximity.

If multiple requests are received to install two (2) or more poles that would violate the spacing requirement or to collocate two (2) or more small cell facilities on the same wireless support structure, priority will be given to the first request received that meets these guidelines.

*Alignment with Other Poles:* The centerline of any new wireless support structure must be aligned, as much as possible, with the centerlines of existing poles on the same street segment, but only if the new structure's height does not conflict with overhead power utility lines and facilities, and the pole may be offset sufficiently to avoid such conflict.

*General Restrictions on New Wood Poles:* In all locations, the City reserves the right to require a metal pole rather than a wood pole based on the built and/or natural environmental character of the proposed site location. The City will not approve any new wood poles in an Architectural Review District.

*Wood Pole Footings and Foundations:* All new wood poles must be direct buried to a depth determined, stamped, sealed, and signed by a professional engineer licensed and registered by the State of Iowa, and subject to the City's review and approval.

*Metal Pole Footings and Foundations:* All new metal poles must be supported with a reinforced concrete pier. The design including the pier, footings, and anchor bolts shall be stamped, sealed, and signed by a professional engineer licensed and registered by the State of Iowa, and subject to the City's review and approval. All anchor bolts must be concealed from public view with an appropriate pole boot or cover subject to the City's prior approval.

*Metal Pole Material:* All new metal poles must be constructed from hot-dip galvanized steel or other corrosion-resistant materials approved by the City and finished in accordance with these guidelines to avoid rust stains on adjacent sidewalks, buildings, or other improvements.

*Metal Pole Finish:* All new metal poles must match the finish of the adjacent poles. The applicant may select a paint or powder coat system in compliance with ASTM standards.

*Lighting, Planters, Flags, Banners:* The City may require the applicant to install functional streetlights and/or brackets to hold hanging flower planters, flags and/or banners when technically feasible and the City determines that such additions will enhance the overall appearance and usefulness of the proposed facility. The City may install hanging flower planters, flags and/or banners or similar enhancement features utilizing the brackets.

### **City-Owned Wireless Support Structures**

*Required Load Analysis:* Installations on all City-owned poles, including traffic signals and street lights, shall have an industry standard pole load analysis completed, sealed, and signed by a professional engineer licensed and registered by the State of Iowa and submitted to the City with each permit application indicating that the City-owned pole to which the small cell facility will be attached will safely support the load.

*Height of Attachments:* All attachments on all City-owned poles shall be at least ten (10) feet above grade, and if a small cell facility is projecting toward the street the City may require the attachment to be installed no less than twenty-five (25) feet above the ground for the safety and protection of the public and vehicular traffic.

*Power Source:* A small cell facility on a City-owned wireless support structure may use the same power source that provides power for the original purpose of the wireless support structure. The City will provide a proposed flat rate for anticipated annual cost of power.

*Installations on Traffic Signals and Street Lights:* Installations on all traffic signal structures or street lights must not interfere with the integrity of the facility in any way that may compromise the safety of the public. The installation must not interfere with other existing uses on the pole such as traffic signals, street lights, hanging flower planters, flags, and/or banners or similar enhancements. Installation of small cell facilities on any traffic signal structure or street light shall: (a) be encased in a separate conduit than the traffic light electronics; (b) have a separate electric power connection than the traffic signal/street light structure; and (c) have a separate access point than the traffic signal/street light structure.

*Installations on Sign Poles (15 feet or taller):* Installation on sign poles may only occur if the sign pole is fifteen (15) feet or taller.

*Reservation of Space for Future Public Safety or Transportation Uses:* An application for space on a City owned or operated wireless support structure that conflicts with space reserved for future public safety or transportation uses documented in an approved plan in place at the time of the application will be denied unless the operator pays for the replacement of the pole or wireless support structure and the replaced pole or wireless support structure will accommodate the future use and the small cell facility.

## **SECTION VII: UNDERGROUNDING REQUIREMENTS**

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The City may deny requests to install structures and facilities in the right of way or on City property in an area where the City has required all structures and facilities except those owned by the City to be placed underground or elsewhere in the right of way or a utility easement. These areas are easily identifiable as those locations where electric has been placed underground; however, if an applicant is uncertain as to whether such facilities have been placed underground in the area, the applicant should contact the City for clarification before applying for or installing any wireless support structures and/or small cell facilities in the area. The applicant may request a waiver if the operator is unable to achieve its service objective using a location in the right of way or on City property where the prohibition does not apply, in a utility easement the operator has the right to access, or in or on other suitable locations or structures made available by the City at reasonable lease rates, fees, and terms.

## **SECTION VIII: AESTHETIC REQUIREMENTS**

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### **Concealment**

*New Wireless Support Structures:* It is the City's preference that all new wireless support structures be camouflaged, except for those located in an area that is predominantly industrial. The applicant shall submit its proposal for camouflage with the permit application.

*Small Cell Facilities:* Small cell facilities shall be concealed or enclosed as much as possible in an equipment box, cabinet, or other unit that may include ventilation openings. Unless approved by the City in writing, there shall be no external cables and wires hanging off a pole. The approved ones shall be sheathed or enclosed in a conduit, so that wires are protected and not visible or visually minimized to the extent possible.

*Equipment Enclosures:* Equipment enclosures, including electric meters, shall be as small as possible. Ground-mounted equipment shall incorporate concealment elements into the proposed design. Concealment may include, but shall not be limited to, landscaping, strategic placement in less obtrusive locations and placement within existing or replacement street furniture.

*Landscaping:* Landscape screening shall be provided and maintained around ground mounted equipment enclosures. The planting quantity and size should be such that 100% screening is achieved within two (2) years of installation. The City may grant an exemption from this landscaping requirement based on the characteristics of the specific location for the equipment enclosure. Tree "topping" or the improper pruning of trees is prohibited. Any proposed pruning or removal of trees, shrubs, or other landscaping already existing in the right of way, or proposed root pruning or other impacts to underground vegetation, must be noted in the application and must be approved by the City. Removal shall be strongly discouraged and shall only be allowed when there are no other feasible alternatives.

When underground vaults are proposed, they shall be located to minimize disruption to the placement of street trees. Adequate planting depth shall be provided between the top of the vault and the finished grade to allow plants to grow in a healthy condition.

### **Colors**

All colors shall match the background of any wireless support structure that the facilities are located upon. In the case of existing wood poles, finishes of conduit shall be zinc, aluminum, or stainless steel, or colored to match those metal finishes, and equipment cabinets shall be the color of brushed aluminum. Ground mounted equipment cabinets shall be the color of brushed aluminum.

### **Signage/Lights/Logos/Decals/Cooling Fans**

*Signage:* Operator shall post its name, location identifying information, and emergency telephone number in an area on the cabinet of the small cell facility that is visible to the public. Signage required under this section shall not exceed 4" x 6", unless otherwise required by law (e.g., RF ground notification signs) or the City. If no cabinet exists, the signage shall be placed at the base of the pole.

*Lights:* New small cell facilities and wireless support structures shall not be illuminated, except in accordance with state or federal regulations, or unless illumination is integral to the camouflaging strategy such as design intended to look like a street light pole.

*Logos/Decals:* New small cell facilities and wireless support structures shall not include advertisements and may only display information required by a federal, state or local agency. Utilize the smallest and lowest visibility radiofrequency (RF) warning sticker required by government or electric utility

regulations. Place the RF sticker as close to the antenna as possible and remove or paint over unnecessary equipment manufacturer decals.

*Cooling Fans:* In residential areas, use a passive cooling system. In the event a fan is needed, use a cooling fan with a low noise profile.

## **SECTION IX: GENERAL PROVISIONS**

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### **Tree Maintenance**

Operator, its contractors, and agents shall obtain written permission from the City before trimming trees in the right of way hanging over its small cell facility and/or wireless support structure to prevent branches of such trees from contacting an attached small cell facility. When trimming such trees on private property is desired, then before commencing any such work the operator, its contractors, and agents shall notify the property owner and the City and obtain the owner's permission. When directed by the City, operator shall trim under the supervision and direction of the City. The City shall not be liable for any damages, injuries, or claims arising from operator's actions under this section.

### **Minor Technical Exceptions**

The City recognizes that in some circumstances strict compliance with these guidelines may result in undesirable aesthetic outcomes and that minor deviations should be granted when the need for such deviation arises from circumstances outside the applicant's control.

### **Waivers If Requirements Have the Effect of Prohibiting the Provision of Wireless Service to a Location**

In the event any applicant asserts that strict compliance with any provision in these guidelines, as applied to a specific proposed small cell facility, would effectively prohibit the provision of personal wireless services, the City may grant limited waivers from strict compliance.

### **Application and Recurring Fees**

Application fees for permits to site small cell facilities shall conform to the requirements of Iowa Code §8C.7A and recurring annual fees per small wireless facility shall be fixed at the presumptively reasonable rate of \$270/year as provided in the FCC Declaratory Ruling and Order 18-133 at ¶79. The City, however, reserves the right to conduct cost studies and to adjust such fees, from time to time, to the extent permitted by applicable state and federal laws and regulations.

### **Severability**

If any term or provision of these guidelines is held to be invalid or unenforceable, the remaining terms and provisions shall not be affected.

### **Effective Date**

These guidelines shall take effect on the date approved by the City Council and shall apply to all applications for small cell siting, construction, installation, collocation, modification, relocation, operation, and removal filed after the effective date.

RESOLUTION APPROVING CONTRACT CHANGE ORDER #2 FOR THE POLICE &  
FIRE HEADQUARTERS PROJECT # BLD17001 FOR CONSTRUCTION MANAGEMENT  
SERVICES FROM STORY CONSTRUCTION  
AN INCREASE OF \$224,955.76

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Story Construction for the construction management services for the POLICE & FIRE HEADQUARTERS Project #BLD17001; and

WHEREAS an increase is requested for additional services to complete the project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA:

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$1,431,635.76 is hereby accepted and approved.

Passed this 8<sup>th</sup> day of April 2019, and signed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF MARSHALLTOWN, IOWA

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Joel Greer, Mayor

ATTEST:

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Shari L. Coughenour, CMC, City Clerk



## CHANGE ORDER

Owner ☐  
Architect ☐  
Construction Manager ☐

PROJECT: Marshalltown Public Safety  
City of Marshalltown

CHANGE ORDER NO.: 2

INITIATION DATE: March 25, 2019

OWNER: City of Marshalltown  
14 N. Center Street  
Marshalltown, Iowa 50158

CONSTRUCTION  
MANAGER: Story Construction Co.  
2810 Wakefield Circle  
Ames, Iowa 50010

### THE CONTRACT IS CHANGED AS FOLLOWS:

Additional Supervision needed to manage Corrado Masonry ..... \$ 44,955.76  
Project Superintendent - 470 hours @ \$76.50/per hour  
Project Superintendent - Overtime - 10.50 hours @ \$114.75/per hour  
Cost of Equipment - Pickup  
Construction Manager Fee - 10%

Additional Supervision for 120 days @ \$1,500.00/per day.....Add 180,000.00

Original Contract Amount ..... \$ 858,680.00  
Change Order No. 1.....Add \$ 348,000.00  
SUBTOTAL ..... \$ 1,206,680.00  
Change Order No. 2.....Add \$ 224,955.76

REVISED CONTRACT AMOUNT ..... \$ 1,431,635.76

Not valid until signed by the Construction Manager,  
Architect and Owner.

STORY CONSTRUCTION CO.  
Construction Manager  
2810 Wakefield Circle, Ames, IA 50010

By: [Signature] Date: 3-27-19  
Mike Welter, Project Manager

CITY OF MARSHALLTOWN  
Owner  
24 N Center Street, Marshalltown, IA 50158

By: \_\_\_\_\_ Date: \_\_\_\_\_

Attest: \_\_\_\_\_

PROCHASKA & ASSOCIATES  
Architect  
11317 Chicago Circle, Omaha, NE 68154

By: \_\_\_\_\_ Date: \_\_\_\_\_

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE  
HEADQUARTERS PROJECT # BLD17001 BP#9-2 FLOOR COVERINGS FOR ALLIED  
CONSTRUCTION SERVICES, INC.  
AN INCREASE OF \$2,215.00

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Allied Construction Services, Inc. for the labor and material for the POLICE & FIRE HEADQUARTERS Project #BLD17001; and

WHEREAS an increase is requested for items to complete the project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA:

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$231,975.00 is hereby accepted and approved.

Passed this 8<sup>th</sup> day of April 2019, and signed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF MARSHALLTOWN, IOWA

\_\_\_\_\_  
Joel Greer, Mayor

ATTEST:

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

|                                                 |                                                              |              |          |                     |                 |
|-------------------------------------------------|--------------------------------------------------------------|--------------|----------|---------------------|-----------------|
| Marshalltown Police & Fire Station Headquarters |                                                              |              |          |                     |                 |
| City of Marshalltown                            |                                                              |              |          |                     |                 |
| Marshalltown, Iowa                              |                                                              |              |          |                     |                 |
| BP 09-2 Floor Coverings                         |                                                              |              |          |                     |                 |
| Allied Construction Services, Inc.              |                                                              |              |          |                     |                 |
|                                                 |                                                              | Change Order |          |                     |                 |
| CO #                                            |                                                              | Date         | Change # | Change Order Amount | Contract Amount |
|                                                 | Original Contract Sum                                        |              |          |                     | \$ 227,500.00   |
| 1                                               | CR-009 - Toilet Room Floor Tile                              | 2/13/2018    | 1        | \$ 2,304.00         |                 |
| 2                                               | CR 031 PR #023 Lobby Modifications                           | 6/14/2018    | 2        | \$ 2,801.00         |                 |
| 3                                               | CR 044 - ASE #14 & ASI #21 Floor Finish Changes              | 11/28/2018   | 3        | \$ (5,701.00)       |                 |
| 4                                               | CCD-019 Records Mobile Shelving Floor Prep                   | 3/12/2019    | 4        | \$ 2,856.00         |                 |
|                                                 | Net change by Fully Executed Change Orders                   |              |          |                     | \$ 2,260.00     |
|                                                 | Contract Sum to Date based upon Fully Executed Change Orders |              |          |                     | \$ 229,760.00   |
|                                                 | Pending Changes                                              |              |          |                     |                 |
|                                                 | CR 076 Add Carpet CPT-1 to Room F102                         |              |          | \$ 2,215.00         |                 |
|                                                 | New Contract Sum                                             |              |          |                     | \$ 231,975.00   |



# Change Request Summary

PROJECT: Marshalltown Police & Fire Station Headquarters  
Marshalltown, IA

CHANGE REQUEST NO.: **CR-076**

DATE: March 7, 2019

SUBJECT: Add Carpet 1 to Room F102

## PROPOSED CHANGE DESCRIPTION:

Allied Construction - [Bid Package No. 9-2]

Add Carpet CPT-1 to Room F102

## SUMMARY OF COST BREAKDOWN:

| <u>BP#</u>   | <u>Bid Package Name</u> | <u>Contractor</u>            | <u>Amount</u>     |
|--------------|-------------------------|------------------------------|-------------------|
| 09-2         | Floor Coverings         | Allied Construction Services | \$2,215.00        |
| <b>Total</b> |                         |                              | <b>\$2,215.00</b> |

Story Construction Co.  
Contractor

Prochaska & Associates  
Designer

City of Marshalltown  
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Welts

By: William R. Hay III

By: \_\_\_\_\_

Date: 3-8-19

Date: 3/15/19

Date: \_\_\_\_\_

cc: Field/File

Note: This number shall also include  
"Attic Stock".



**ALLIED CONSTRUCTION SERVICES, INC.**  
*Interior Contracting Specialist*

February 14, 2019

Project: Marshalltown Police & Fire - Add Cpt 4 to F102

Attn: Jace Christensen

The following is to add Carpet 4 to room F102

Material Add: \$1,890.00

Labor Add: \$325.00

**Total Add: \$2,215.00**

Thanks,

Adam Luetje  
Flooring Manager  
515-422-5048  
Allied Construction Services, Inc.

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE  
HEADQUARTERS PROJECT # BLD17001 BP#6-1 GENERAL SUPPLIES FOR GARLING  
CONSTRUCTION  
AN INCREASE OF \$1,589.36

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Garling Construction for the labor and material for the POLICE & FIRE HEADQUARTERS Project #BLD17001; and

WHEREAS an increase is requested for additional items to complete the project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA:

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$1,262,033.52 is hereby accepted and approved.

Passed this 8th day of April 2019, and signed this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF MARSHALLTOWN, IOWA

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Joel Greer, Mayor

ATTEST:

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Shari L. Coughenour, CMC, City Clerk

|                                                 |                                                                      |              |          |              |                 |
|-------------------------------------------------|----------------------------------------------------------------------|--------------|----------|--------------|-----------------|
| Marshalltown Police & Fire Station Headquarters |                                                                      |              |          |              |                 |
| City of Marshalltown                            |                                                                      |              |          |              |                 |
| Marshalltown, Iowa                              |                                                                      |              |          |              |                 |
| Bid Package No. 06-1 General                    |                                                                      |              |          |              |                 |
| Garling Construction                            |                                                                      |              |          |              |                 |
|                                                 |                                                                      | Change Order |          | Change Order |                 |
| CO #                                            |                                                                      | Date         | Change # | Amount       | Contract Amount |
|                                                 | Original Contract Sum                                                |              |          |              | \$ 1,197,000.00 |
| 1                                               | CR-004 - Exterior Signage                                            | 2/13/2018    | 1        | \$ 7,152.00  |                 |
| 1                                               | CR-009 - Toilet Room Floor Tile                                      | 2/13/2018    | 1        | \$ (100.00)  |                 |
| 1                                               | CR-014 - ASI #1 Wood Door Type and Stain Modifications               | 2/13/2018    | 1        | \$ 4,211.00  |                 |
| 2                                               | CR-005R -PR #004 Evidence Processing Modifications                   | 3/9/2018     | 2        | \$ 9,879.00  |                 |
| 2                                               | CR-013 PR #017 2nd Floor Doors to Roof                               | 3/9/2018     | 2        | \$ 830.00    |                 |
| 3                                               | CR-022 FD Range Hood Change                                          | 4/26/2018    | 3        | \$ 6,441.00  |                 |
| 3                                               | CR-028 Countertop & Millwork Modifications                           | 4/26/2018    | 3        | \$ 1,792.00  |                 |
| 4                                               | CR 030 - ASI #014                                                    | 6/14/2018    | 4        | \$ 723.00    |                 |
| 4                                               | CR 031 - PR #23 Lobby Modifications                                  | 6/14/2018    | 4        | \$ 740.00    |                 |
| 5                                               | CR 017R -PR #018R Dispatch Dept Changes                              | 7/24/2018    | 5        | \$ 1,234.00  |                 |
| 5                                               | CR 026 - PR #019R Communication & Technology Enhancements            | 7/24/2018    | 5        | \$ 151.00    |                 |
| 5                                               | CR 036 - PR #030 HM Frame P220 Mods                                  | 7/24/2018    | 5        | \$ 1,536.00  |                 |
| 6                                               | CCD 009 New Frame for Door Opening C106A                             | 9/18/2018    | 6        | \$ 270.00    |                 |
| 6                                               | CR 038 - PR #032 - Door Hwd. & Keying Mods                           | 9/18/2018    | 6        | \$ 2,325.00  |                 |
| 7                                               | CR 040 - PR #036 Storage Room F134                                   | 10/9/2018    | 7        | \$ 2,406.82  |                 |
| 8                                               | CR 048 RFI 102 Storm Shutter Wiring                                  | 11/28/2018   | 8        | \$ 703.80    |                 |
| 8                                               | CCD 014 Police Wing Standalone Fire Suppression System               | 11/28/2018   | 8        | \$ 4,048.02  |                 |
| 8                                               | CR 055R PR #040R Additional interior Signage                         | 11/28/2018   | 8        | \$ 3,207.65  |                 |
| 9                                               | CR 057 PR #042 Lobby Security Glazing                                | 3/12/2019    | 9        | \$ 15,213.79 |                 |
| 9                                               | CR 067 Moisture Tolerant Primer for Epoxy Flooring @ Evidence Proces | 3/12/2019    | 9        | \$ 680.08    |                 |
|                                                 | Net change by Fully Executed Change Orders                           |              |          |              | \$ 63,444.16    |
|                                                 | Contract Sum to Date based upon Fully Executed Change Orders         |              |          |              | \$ 1,260,444.16 |
|                                                 | Pending Changes                                                      |              |          |              |                 |
|                                                 | CR 072R Steel Lobby Signs                                            |              |          | \$ 1,589.36  |                 |
|                                                 | New Contract Sum                                                     |              |          |              | \$ 1,262,033.52 |



## Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters**  
Marshalltown, IA

CHANGE REQUEST NO.: **CR-072R**

DATE: February 19, 2019

SUBJECT: Steel Lobby Signs

### PROPOSED CHANGE DESCRIPTION:

#### Garling Construction - [Bid Package No. 6-1]

SHEETS: See attachments below.

1. Provide and install (2) steel signs above the transaction windows in the Lobby per submittal review comments from Prochaska and Associates on Submittal No. 06-1 10 14 23.13-009. See attached for submittal.

### SUMMARY OF COST BREAKDOWN:

| <u>BP#</u>   | <u>Bid Package Name</u> | <u>Contractor</u>          | <u>Amount</u>     |
|--------------|-------------------------|----------------------------|-------------------|
| 06-1         | General                 | Garling Construction, Inc. | \$1,589.36        |
| <b>Total</b> |                         |                            | <b>\$1,589.36</b> |

|                                             |                                               |                                      |
|---------------------------------------------|-----------------------------------------------|--------------------------------------|
| <b>Story Construction Co.</b><br>Contractor | <b>Prochaska &amp; Associates</b><br>Designer | <b>City of Marshalltown</b><br>Owner |
|---------------------------------------------|-----------------------------------------------|--------------------------------------|

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Webb

By: William R. Hay III

By: \_\_\_\_\_

Date: 2-19-19

Date: 3/18/19

Date: \_\_\_\_\_

cc: Field  
File

1120 11TH STREET

BELLE PLAINE, IA 52208

(319) 444-3409

## Change Order Request

01/18/2019

**Project:** Marshalltown Police Department & Fire Station**To:** Jace Christensen  
Story Construction  
2810 Wakefield Circle  
Ames, IA 50010  
(515) 232-4358**Contract :** 5450**Change Order:** 031**Owner/GC CP:****Reference:****Section:****RE:** Add Steel Signs at Lobby**Requested By:****Respond By:****Scope of Work:**

To add to our scope of work for this project to provide and install the steel "POLICE" and "FIRE" signs at the transaction windows in the Lobby:

**Materials:**

ASI Signs = \$ 1,292.00

Garling OH &amp; P (15%) = \$ 193.80

**Installation:**

Stitch Welding by Central Iowa Machine = \$ 300.00

Garling OH &amp; P (5%) = \$ 15.00

**Subtotal = \$ 1,800.80****Bond (2%) = \$ 36.02****Total = \$ 1,836.82****Signed:****Signed:**

GARLING CONSTRUCTION INC

**By:****Date:****By:****Date:**

**Quote No. IOWA 82728**

December 28, 2018

Page 1 of 2

**Customer** City of Marshalltown  
**Location** Marshalltown Police & Fire  
**Reference** CONTRACT-Police & Fire CR 31



**Bill to**  
Garling Construction  
1120 11th Street  
Belle Plaine, IA 52208  
US

**Ship to**  
Marshalltown Police & Fire  
909 South 2nd Street  
Marshalltown, IA 50158  
US

|                    |                            |                      |            |                    |             |           |                |
|--------------------|----------------------------|----------------------|------------|--------------------|-------------|-----------|----------------|
| <b>Valid Until</b> | 02/28/2019                 | <b>Revision Date</b> | 12/28/2018 | <b>Lead Time</b>   | 7 - 8 Weeks | <b>SR</b> | Tony Squire    |
| <b>F.O.B.</b>      | Job Site                   | <b>Revision No</b>   |            | <b>Ship Method</b> | Installed   | <b>PM</b> | Jason Flathers |
| <b>Terms</b>       | 1/2 Deposit balance Net 30 |                      |            |                    |             |           |                |
| <b>Estimator</b>   | Michele Jensen             |                      |            |                    |             |           |                |

| No.                    | Item                   | Description                                                                                                                                                                                                                                                                                                                   | Qty | UOM  | Unit Price | Extension |
|------------------------|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|------------|-----------|
| 1.                     | Reception Window Signs | 20"(h) x 64"(w) x 1/8"(thick)<br>Carbon Steel Plate<br>Routed Lettering*<br>Primed for Painting<br>Painting On Site By Others<br>Installation by Others<br><br>(1) POLICE<br>(1) FIRE<br><br>*The center portions of the P and the O will need to have connectors to the letter outline in order to make the letter complete. | 1   | Lot  | 1,117.00   | 1,117.00  |
| 2.                     | Shipping and Handling  | Shipping and Handling                                                                                                                                                                                                                                                                                                         | 1   | Each | 175.00     | 175.00    |
| Subtotal               |                        |                                                                                                                                                                                                                                                                                                                               |     |      |            | 1,292.00  |
| * Tax Exempt # On File |                        |                                                                                                                                                                                                                                                                                                                               |     |      |            | 0.00      |
| Total                  |                        |                                                                                                                                                                                                                                                                                                                               |     |      |            | 1,292.00  |

Quote Valid Until: February 28, 2019

By signing below, I approve and authorize this quote and acknowledge that I have read and agree to the attached terms and conditions.

Submitted by

12-28-2018  
Date

Approved by

Date

Print Name

continued on next page

## Quote No. IOWA 82728

December 28, 2018

Page 2 of 2



**Customer** City of Marshalltown  
**Location** Marshalltown Police & Fire  
**Reference** CONTRACT-Police & Fire CR 31

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### Conditions

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All pricing requires the customer provide final, usable, artwork in electronic form (i.e. Adobe illustrator file in outlines). Additional services for artwork touch-up or altering may incur additional charges.

Lead times are defined as the period of time to complete fabrication and delivery of product. This time period follows final approval of all details required to make the product. Lead times do not include time for design services, approvals, price negotiations, message schedule development, location plan development, etc.

Message schedule submission policies and requirements applicable to all customers and projects.

ASI will charge customers \$75 for each paint color (swatch) request and \$100 for digital print Ink color matching requests. This includes all of our standard colors along with any Pantone or CMYK color requests.

Pricing is based on exact quantities shown. Changes in services, quantities or delivery timeline may alter the per unit price.

This quotation is valid for 60 days from the date of its creation.

Final delivery dates are determined by ASI PROJECT MANAGEMENT. The final date is estimated upon receipt of the order via an electronic order acknowledgment, and finalized after the LAUNCH DATE.

The customer is responsible for providing a knowledgeable contact on the day of installation in order to provide locations / elevations and any other questions that may arise.

Shipping/Freight will be charged on all items not installed by ASI.

Standard purchaser credit agreement applicable to all customers and projects.

Balance net 30 days from date of invoice.

## Kendall Meyeraan

---

**From:** Brian Arrowood <ba@centraliowamachine.com>  
**Sent:** Thursday, January 17, 2019 10:33 AM  
**To:** Kendall Meyeraan  
**Cc:** Tammy Viers  
**Subject:** RE: Marshalltown Police & Fire Station

Kendall,

If we can get these signs welded in BEFORE the glass is installed it would be helpful. If not, measures would need to be taken to protect the glass from the weld heat, sparks, and splatter.

At this time we will offer you a rough bid of 4 hours (\$300) to stitch weld both signs into the frames. We think we would be able to accomplish this with a small portable welder so distance from the truck shouldn't be an issue. When you get closer to ready for this job we'd be happy to go take a look and finalize a plan.

Please contact us if you have further questions or comments.

Thank you,

Brian Arrowood  
Central Iowa Machine Shop  
641-752-7615



### General Contractors

1120 11th Street • Belle Plaine, IA 52208 • Phone: (319) 444-3409 319-444-3409 • Fax: (319) 444-2437 319-444-2437

**VOID**

COR #. **031**

CITY OF MARSHALLTOWN  
24 N CENTER STREET  
MARSHALLTOWN, IA 50158

Date

Friday, January 18, 2019

Project: Marshalltown Police & Fire

Change order to add to our scope of work for this project provide and install the steel "Police" and "Fire" signs at the transaction windows in the lobby,

| #     | Description          | Type          | Qty | Rate | Expense Amount | MarkUp  | Cost       |
|-------|----------------------|---------------|-----|------|----------------|---------|------------|
| 00036 | Bond 2%              | Other Expense |     |      | 36.020         | 0.0000  | \$36.02    |
| 00036 | ASI Signage Material |               |     |      | 1292.000       | 15.0000 | \$1,485.80 |
| 00036 | Stich Welding Labor  | SUB LABOR     |     |      | 300.000        | 5.0000  | \$315.00   |

#### PROPOSAL SUMMARY

Other Expense \$36.02  
\$1,485.80  
SUB LABOR \$315.00  
Net Costs **\$1,836.82**

**Proposal Total \$1,836.82**

PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER

Architect: x \_\_\_\_\_ Date: \_\_\_\_\_

Owner: x \_\_\_\_\_ Date: \_\_\_\_\_

CITY OF MARSHALLTOWN

PM: x *Kendall Meyeraan* Date: \_\_\_\_\_

Kendall Meyeraan, Project Manager



## General Contractors

1120 11th Street • Belle Plaine, IA 52208 • Phone: (319) 444-3409 319-444-3409 • Fax: (319) 444-2437 319-444-2437

COR #. 031R

CITY OF MARSHALLTOWN  
24 N CENTER STREET  
MARSHALLTOWN, IA 50158

Date

Friday, February 15, 2019

**Project:** Marshalltown Police & Fire

Change order to add to our scope of work for this project provide and install the steel "Police" and "Fire" signs at the transaction windows in the lobby.

| #     | Description          | Type          | Qty | Rate | Expense Amount | MarkUp | Cost       |
|-------|----------------------|---------------|-----|------|----------------|--------|------------|
| 00036 | Bond 2%              | Other Expense |     |      | 31.160         | 0.0000 | \$31.16    |
| 00036 | ASI Signage Material |               |     |      | 1484.000       | 5.0000 | \$1,558.20 |

### PROPOSAL SUMMARY

Other Expense                      \$31.16  
\$1,558.20

**Net Costs                      \$1,589.36**

**Proposal Total                      \$1,589.36**

~~PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER~~

Architect: x \_\_\_\_\_ Date: \_\_\_\_\_

Owner: x \_\_\_\_\_ Date: \_\_\_\_\_

CITY OF MARSHALLTOWN

PM: x *Kendall Meyeraan* \_\_\_\_\_ Date: 00000000

Kendall Meyeraan, Project Manager

1120 11TH STREET

BELLE PLAINE, IA 52208

(319) 444-3409

## Change Order Request

02/15/2019

**Project:** Marshalltown Police Department & Fire Station**To:** Jace Christensen  
Story Construction  
2810 Wakefield Circle  
Ames, IA 50010  
(515) 232-4358**Contract :** 5450  
**Change Order:** 031-R1**Owner/GC CP:****Reference:****Section:****RE:** Add Steel Signs at Lobby - REVISED**Requested By:****Respond By:****Scope of Work:**

To add to our scope of work for this project to provide and install the steel "POLICE" and "FIRE" signs above the transaction windows in the Lobby:

Subcontractor:  
ASI Signs

|                     |                      |
|---------------------|----------------------|
|                     | = \$ 1,484.00        |
| Garling OH & P (5%) | = \$ 74.20           |
| <b>Subtotal</b>     | <b>= \$ 1,558.20</b> |
| <b>Bond (2%)</b>    | <b>= \$ 31.16</b>    |
| <b>Total</b>        | <b>= \$ 1,589.36</b> |

**Signed:****Signed:**

GARLING CONSTRUCTION INC

**By:**  
**Date:****By:**  
**Date:**

**Quote No. IOWA 82728-01**

February 14, 2019

Page 1 of 2

**Customer** City of Marshalltown  
**Location** Marshalltown Police & Fire  
**Reference** CONTRACT-Police & Fire CR 31



**Bill to**  
Garling Construction  
1120 11th Street  
Belle Plaine, IA 52208  
US

**Ship to**  
Marshalltown Police & Fire  
909 South 2nd Street  
Marshalltown, IA 50158  
US

|                    |                            |                      |            |                    |             |           |                |
|--------------------|----------------------------|----------------------|------------|--------------------|-------------|-----------|----------------|
| <b>Valid Until</b> | 02/28/2019                 | <b>Revision Date</b> | 02/14/2019 | <b>Lead Time</b>   | 7 - 8 Weeks | <b>SR</b> | Tony Squire    |
| <b>F.O.B.</b>      | Job Site                   | <b>Revision No</b>   | 1          | <b>Ship Method</b> | Installed   | <b>PM</b> | Jason Flathers |
| <b>Terms</b>       | 1/2 Deposit balance Net 30 |                      |            |                    |             |           |                |
| <b>Estimator</b>   | Michele Jensen             |                      |            |                    |             |           |                |

| No. | Item                   | Description                                                                                                                                                                                                                                                                            | Qty | UOM  | Unit Price | Extension |
|-----|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|------------|-----------|
| 1.  | Reception Window Signs | 16"(h) x 64"(w) x 1/8"(thick)<br>Carbon Steel Plate<br>Routed Lettering<br>Primed for Painting On Site by Others<br>Mounting; (4) Mounting Holes<br>1" Stainless Steel Standoffs<br>Anchors Hilti KWIK CON II<br>Tapered Head for countersunk connection<br><br>(1) POLICE<br>(1) FIRE | 1   | Lot  | 1,034.00   | 1,034.00  |
| 2.  | Installation           | Standard Installation<br><br>NOTE: Local Sign Permit Fees Not Included                                                                                                                                                                                                                 | 1   | Each | 450.00     | 450.00    |

Subtotal 1,484.00

\* Tax Exempt # On File 0.00

Total 1,484.00

Quote Valid Until: February 28, 2019

By signing below, I approve and authorize this quote and acknowledge that I have read and agree to the attached terms and conditions.

Submitted by

02-15-2019

Date

Approved by

Date

Print Name

continued on next page

## Quote No. IOWA 82728-01

February 14, 2019

Page 2 of 2



**Customer** City of Marshalltown  
**Location** Marshalltown Police & Fire  
**Reference** CONTRACT-Police & Fire CR 31

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### Conditions

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All pricing requires the customer provide final, usable, artwork in electronic form (i.e. Adobe illustrator file in outlines). Additional services for artwork touch-up or altering may incur additional charges.

Lead times are defined as the period of time to complete fabrication and delivery of product. This time period follows final approval of all details required to make the product. Lead times do not include time for design services, approvals, price negotiations, message schedule development, location plan development, etc.

Message schedule submission policies and requirements applicable to all customers and projects.

ASI will charge customers \$75 for each paint color (swatch) request and \$100 for digital print Ink color matching requests. This includes all of our standard colors along with any Pantone or CMYK color requests.

Pricing is based on exact quantities shown. Changes in services, quantities or delivery timeline may alter the per unit price.

This quotation is valid for 60 days from the date of its creation.

Final delivery dates are determined by ASI PROJECT MANAGEMENT. The final date is estimated upon receipt of the order via an electronic order acknowledgment, and finalized after the LAUNCH DATE.

The customer is responsible for providing a knowledgeable contact on the day of installation in order to provide locations / elevations and any other questions that may arise.

Shipping/Freight will be charged on all items not installed by ASI.

Standard purchaser credit agreement applicable to all customers and projects.

Balance net 30 days from date of invoice.



## LETTER OF TRANSMITTAL

**To:** Kendall Meyeraan  
GARLING CONSTRUCTION, INC  
1120 11TH STREET  
BELLE PLAINE, IA 52208  
Ph: 319-444-3409

**Date:** 2/14/2019  
**Job:** Marshalltown Police & Fire HQ  
Marshalltown, IA  
17407-01

**Subject:** Marshalltown P & F Submittal 06-1 101423.13-009 AAN

**WE ARE SENDING YOU**



Attached



Under separate cover via



Shop drawings



Prints



Plans



Samples



Copy of letter



Change order



Specifications



Submittal

| Document Type | Copies | Date | No.                            | Description                |
|---------------|--------|------|--------------------------------|----------------------------|
| Submittal     | 1      |      | 06-1<br>10142<br>3.13-9<br>Rev | Signage - Steel Lobby Sign |

**THESE ARE TRANSMITTED as checked below:**



For approval



Approved as submitted



Resubmit \_\_\_ copies for approval



For your use



Approved as noted



Submit \_\_\_ copies for distribution



As requested



Returned for corrections



Return \_\_\_ corrected prints



For review and comment



Other



Prints Returned After Loan to Us



FOR BIDS DUE

**REMARKS:**

**By:** Rebecca Lensch

Ph:(515)817-2601

rlensch@storycon.com

cc:

2810 Wakefield Circle, Ames, IA 50010 | phone 515.232.4358 | fax 515.232.0599 | www.storycon.com

GENERAL CONTRACTING | DESIGN+BUILD | CONSTRUCTION MANAGEMENT



## SUBMITTAL

**Project:** Marshalltown Police & Fire HQ  
Marshalltown, IA  
17407-01

**Spec Section No:** 06-1 101423.13

**Submittal No:** 9

**Revision No:** 0

**Sent Date:** 2/6/2019

**Due Date:** 2/20/2019

**Submittal Description:** Signage - Steel Lobby Sign

Story Construction Co.

### Story Construction Stamp

This certifies that shop drawings have been reviewed for submittal to the Architect/Engineer and that they are in conformance with the submittal requirements of the contract documents.

STORY CONSTRUCTION CO.  
AMES, IOWA

**Story Construction**  
Construction Manager



WE HEREBY STATE THAT WE HAVE REVIEWED, INSPECTED AND CHECKED THE INFORMATION SUBMITTED AND VOUCH FOR ITS ACCURACY AND COMPLIANCE WITH THE CONTRACT DOCUMENTS AND SURROUNDING CONDITIONS.

THIS REVIEW DOES NOT RELIEVE THE CONTRACTOR OR SUPPLIER OF THE RESPONSIBILITY TO VERIFY THE ACCURACY OF DETAILS, QUANTITIES, AND DIMENSIONS.

Signature Jace Christensen  
Title Project Engineer  
Date 2/6/19

**Designer:**  
PROCHASKA & ASSOCIATES

**REMARKS:**

### Shop Drawing Transmittal Form No. 06-1 101423.13

|   |                           |   |                       |
|---|---------------------------|---|-----------------------|
| A | No Exception Taken        | C | Revise & Resubmit     |
| B | Make Corrections as Noted | D | Rejected              |
|   |                           | E | Submit Specified Item |

This review is only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents. The Contractor is responsible for dimensions to be confirmed and correlated at the site; for information that pertains solely to the fabrication processes or to the means, methods, techniques, sequences and procedures of construction; and for coordination of the Work of all trades.



PLANNING ARCHITECTURE ENGINEERING  
**PROCHASKA & ASSOCIATES**  
11317 Chicago Circle Omaha, Nebraska 68154  
402.334.0755

Date 02-13-2019

By JJC



## TRANSMITTAL LETTER

**TO:**

DATE: 2/4/2019

BY: Lesley Peterson

COPIES TO: File

**FROM:** Garling Construction  
5210 20th Ave SW  
Cedar Rapids, IA 52404

**Project:** Marshalltown - New Police and Fire Station Headquarters

**Name of Sub/Supplier:**

**Category/type of submittal:**

**Submittal #:** 06-1 10 14 23.13-009

| <u>Transmit:</u>                             | <u>Via:</u>                               | <u>For:</u>                                         | <u>The Following:</u>                          |
|----------------------------------------------|-------------------------------------------|-----------------------------------------------------|------------------------------------------------|
| <input checked="" type="checkbox"/> Attached | Overnight Delivery                        | <input checked="" type="checkbox"/> Approval/Action | <input checked="" type="checkbox"/> Drawings   |
| Under Separate Cover                         | Mail                                      | Information                                         | Specifications                                 |
|                                              | E-Mail                                    | Use as Requested                                    | Digital Files                                  |
|                                              | Courier                                   | Comment                                             | <input checked="" type="checkbox"/> Submittals |
|                                              | Fax                                       | Distribution                                        | Samples                                        |
|                                              | <input checked="" type="checkbox"/> Other | Other                                               | Other                                          |

**Includes the Following:**

| Description      | Spec. Section/Drawing Num. | Date     | Copies |
|------------------|----------------------------|----------|--------|
| Steel Lobby Sign | 06-1 10 14 23.13           | 2/4/2019 |        |
|                  |                            |          |        |
|                  |                            |          |        |
|                  |                            |          |        |
|                  |                            |          |        |
|                  |                            |          |        |
|                  |                            |          |        |

**COMMENTS:**

Please see attached submittal for approval.

Thank you

Lesley



**GARLING**  
CONSTRUCTION, INC.

GENERAL CONTRACTORS SINCE 1971

☒ X

1120 11th St.  
Belle Plaine, IA 52208  
Ph: 319-444-3409  
Fax: 319-444-2437



5210 20th Avenue SW  
Cedar Rapids, IA 52404  
Ph: 319-398-3340  
Fax: 319-398-3363

**Reviewed**

Garling Construction Inc

Date: 02/01/19 By: KRM

**TRANSMITTAL**

|     |                       |            |                        |
|-----|-----------------------|------------|------------------------|
| TO: | Story Construction    | PROJECT #: | 5450                   |
|     | 2810 Wakefield Circle | Date:      | February 1, 2019       |
|     | Ames, IA 50010        | Job Name:  | M'town Police and Fire |
|     |                       | Location:  | Marshalltown, IA       |

# Copies

Spec Section 10 1423.13 - Signage (Steel Lobby Signs) shop drawings

These items are transmitted as indicated below:

x

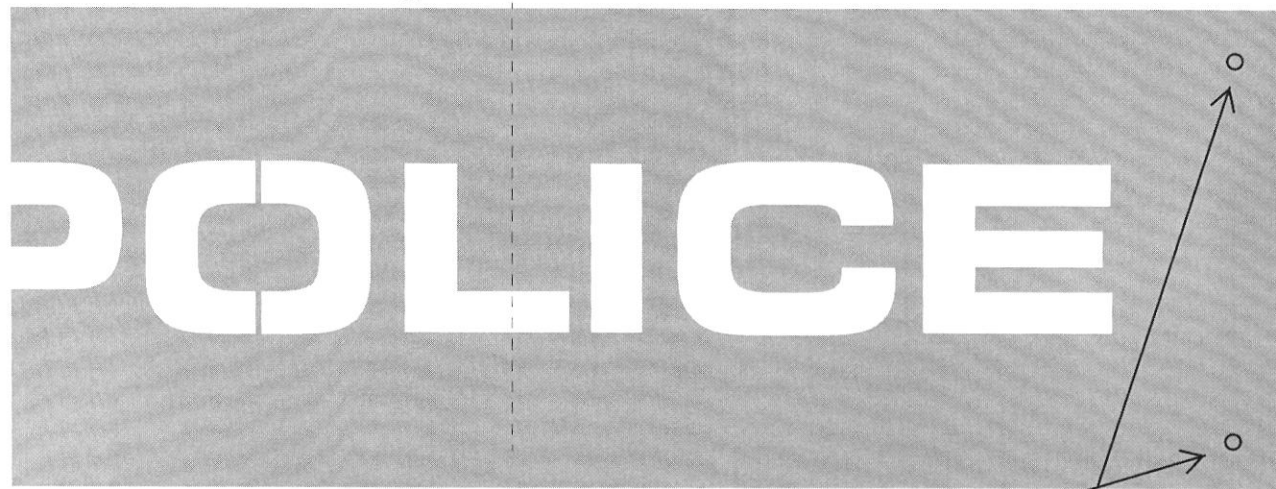
For approval  
For your use  
As requested  
For review  
For bids due  
Other:

Approved as submitted  
Reviewed as noted  
Correct as noted  
Revise and resubmit  
Prints returned  
For signature

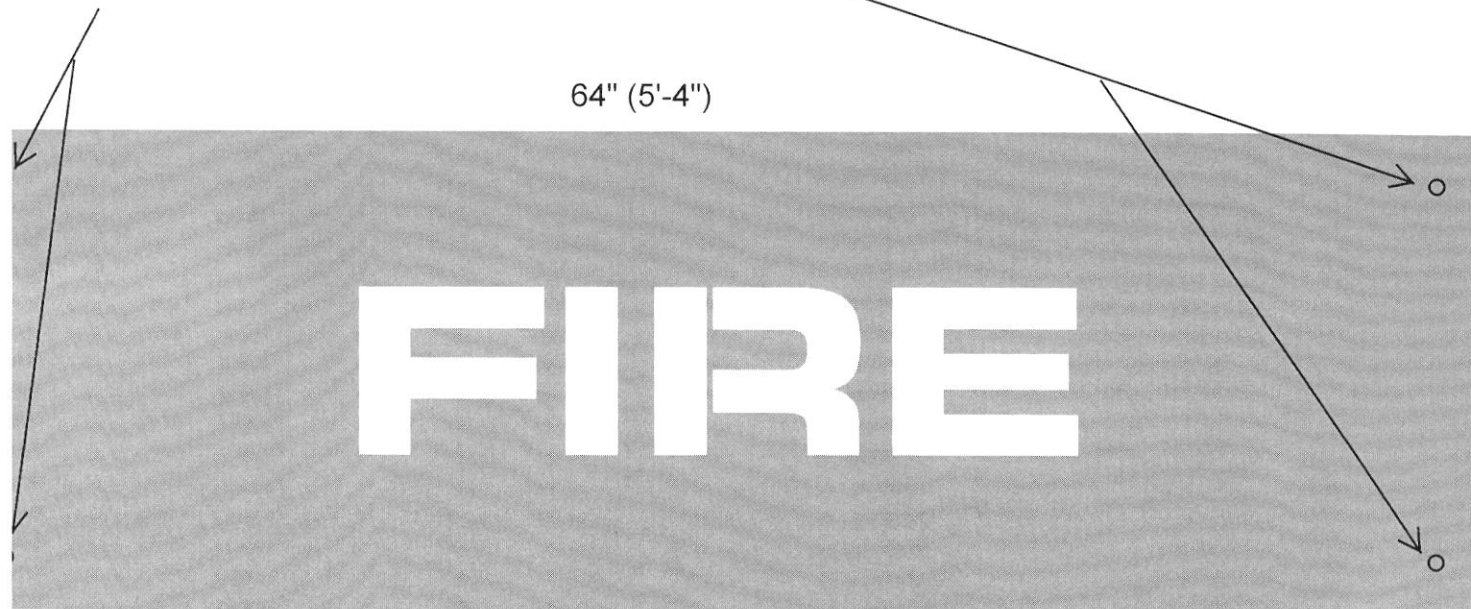
x

Remarks: Please sign and return all required documents

Thank you  
Lesley



Note that sign's height has reduced to 16", keeping letters centered. Sign is now to be mounted above the appropriate reception window opening, with the sign's bottom edge aligned and flush with the top of the opening. Using 1" stainless steel standoffs, mount sign to the CMU wall using masonry screws at the four corners. Anchors shall be Hilti KWIK CON II, 1/4" diameter with a minimum 1 3/4" embed and a 1" standoff, with a flat, tapered head for countersunk connection. Anchors shall be at the four corners, 2" on-center from the plate edges.



#### SIDE VIEW

scale: 1-1/2"= 1'-0"

A 1/8" thick carbon  
by others

Square 721 BT Bol  
routed from panel

Ancho  
recept

**MOUNTING:** Welded

#### COLOR SCHEDULE

Primer

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE  
HEADQUARTERS PROJECT # BLD17001 BP#26-1 ELECTRICAL COMMUNICATIONS  
& SECURITY FOR DEVRIES ELECTRIC  
AN INCREASE OF \$20,499.20

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with DeVries Electric for the labor and material for the POLICE & FIRE HEADQUARTERS Project #BLD17001; and

WHEREAS an increase is requested for additional items to complete the project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA:

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$1,159,242.10 is hereby accepted and approved.

Passed this 8th day of April 2019, and signed this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF MARSHALLTOWN, IOWA

---

Joel Greer, Mayor

ATTEST:

---

Shari L. Coughenour, CMC, City Clerk

|                                                              |                                                                  |              |          |               |                 |
|--------------------------------------------------------------|------------------------------------------------------------------|--------------|----------|---------------|-----------------|
| Marshalltown Police & Fire Station Headquarters              |                                                                  |              |          |               |                 |
| City of Marshalltown                                         |                                                                  |              |          |               |                 |
| Marshalltown, Iowa                                           |                                                                  |              |          |               |                 |
| BP No. 26-1 Electrical, Communications and Security          |                                                                  |              |          |               |                 |
| DeVries Electric                                             |                                                                  |              |          |               |                 |
|                                                              |                                                                  | Change Order |          | Change Order  |                 |
| CO #                                                         |                                                                  | Date         | Change # | Amount        | Contract Amount |
| Original Contract Sum                                        |                                                                  |              |          |               | \$ 1,013,000.00 |
| 1                                                            | CR 005R – PR #004 Evidence Processing Modifications              | 3/12/2018    | 1        | \$ 2,766.86   |                 |
| 2                                                            | CR-012 – PR #011 – UPS Sizing                                    | 3/15/2018    | 2        | \$ (852.85)   |                 |
| 2                                                            | CR-019 – Server Rack Removal                                     | 3/15/2018    | 2        | \$ (1,539.00) |                 |
| 3                                                            | CR 007 - PR #007 Antenna Tower interior Modifications            | 4/26/2018    | 3        | \$ 9,565.38   |                 |
| 3                                                            | CR 022 - PR #021 FD Range Hood Change                            | 4/26/2018    | 3        | \$ 2,880.88   |                 |
| 3                                                            | CR 028 - PR #015R Countertop & Millwork Modifications            | 4/26/2018    | 3        | \$ 3,064.31   |                 |
| 4                                                            | CR 023 - PR #024 F149 Water Heater                               | 6/14/2018    | 4        | \$ 1,192.21   |                 |
| 4                                                            | CR 025 - PR #014 - Wall Heater Circuits & Misc                   | 6/14/2018    | 4        | \$ 5,887.93   |                 |
| 5                                                            | CR 017R -PR #018R Dispatch Dept Changes                          | 7/24/2018    | 5        | \$ 38,022.44  |                 |
| 5                                                            | CR 026 - PR #019R Communication & Technology Enhancements        | 7/24/2018    | 5        | \$ 7,593.15   |                 |
| 6                                                            | CR 035 - PR #029 Range Receptacles                               | 9/18/2018    | 6        | \$ 1,624.81   |                 |
| 6                                                            | CR 037 - PR #031 ASI #22 Gas E-Stops                             | 9/18/2018    | 6        | \$ 4,915.19   |                 |
| 6                                                            | CR 038 - PR #032 – Door Hwd. & Keying Mods                       | 9/18/2018    | 6        | \$ 2,288.76   |                 |
| 6                                                            | CR 039 - PR #034 Lighting Changes                                | 9/18/2018    | 6        | \$ 1,973.61   |                 |
| 7                                                            | CR 040 - PR #036 Storage Room F134                               | 10/9/2018    | 7        | \$ 2,965.45   |                 |
| 7                                                            | CR 041 - PR #037 Mobile Shelving Power                           | 10/9/2018    | 7        | \$ 1,988.85   |                 |
| 7                                                            | CR 043 - PR #038 Fire Station Hood Connections                   | 10/9/2018    | 7        | \$ 4,174.30   |                 |
| 7                                                            | CR 047 - RFI #093 GFI Changes                                    | 10/9/2018    | 7        | \$ 7,484.84   |                 |
| 8                                                            | CR 048 RFI 102 Storm Shutter Wiring                              | 11/28/2018   | 8        | \$ 1,591.23   |                 |
| 8                                                            | CR 049 RFI #108 Fire Smoke Dampers                               | 11/28/2018   | 8        | \$ 4,439.56   |                 |
| 8                                                            | CR 051 RFI #113 Power to DACU in Elevator Control Room           | 11/28/2018   | 8        | \$ 2,922.86   |                 |
| 8                                                            | CR 053 Steam Generator Changes                                   | 11/28/2018   | 8        | \$ 3,748.65   |                 |
| 8                                                            | CR 061 RFI #125 Cabling Labels Deduct                            | 11/28/2018   | 8        | \$ (4,500.00) |                 |
| 9                                                            | CR 052 RFI#115 Shunt Trip Power Monitor in Elevator Control Room | 1/2/2019     | 9        | \$ 2,815.45   |                 |
| 9                                                            | CR 054 PR #039 Training Room Floorboxes                          | 1/2/2019     | 9        | \$ 11,019.39  |                 |
| 9                                                            | CR 056R - Landscaping Package - Revised                          | 1/2/2019     | 9        | \$ 1,568.37   |                 |
| 9                                                            | CR 063 Added Components for Panic Alert System                   | 1/2/2019     | 9        | \$ 2,821.50   |                 |
| 9                                                            | CR 064 Added Conduit Boring                                      | 1/2/2019     | 9        | \$ 2,796.73   |                 |
| 10                                                           | CCD-024 Fire Alert Speaker Relocation                            | 3/12/2019    | 10       | \$ 522.04     |                 |
| Net change by Fully Executed Change Orders                   |                                                                  |              |          |               | \$ 125,742.90   |
| Contract Sum to Date based upon Fully Executed Change Orders |                                                                  |              |          |               | \$ 1,138,742.90 |
| Pending Changes                                              |                                                                  |              |          |               |                 |
|                                                              | CR 065R IT Modifications                                         |              |          | \$ 15,993.19  |                 |
|                                                              | CR 078 Additional Conduit Boring                                 |              |          | \$ 2,091.13   |                 |
|                                                              | CR 079 Electrical RFI Responses                                  |              |          | \$ 2,414.88   |                 |
| New Contract Sum                                             |                                                                  |              |          |               | \$ 1,159,242.10 |

320,499.20



## Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters**  
**Marshalltown, IA**

CHANGE REQUEST NO.: **CR-065R**

DATE: March 7, 2019

SUBJECT: IT Modifications

### PROPOSED CHANGE DESCRIPTION:

#### DeVries Electric - [Bid Package No. 26-1]

SHEETS: See attachments below.

1. Provide and install (5) orange cables from Dispatch Server Room P231 to Supervisor's Office P232 per owner request.
2. Modify cable tray in Dispatch Server Room P231 as shown on the attached sketch per owner request.
3. Add cable tray in Fire Dept. Server Room F101 as shown on the attached sketch per owner request.
4. Add 6 circuits to Fire Dept Server Room F101 per RFI #134 and the attached modified panel schedule.
5. Add 7 circuits to Dispatch Server Room for redundancy to rack outlets per the attached modified panel schedule.
6. Add floor box to dispatch telecommunications P233.
7. Relocate 2 outlets in Fire Server Room F101 to accommodate new rack layout.
8. Add (2) 30A twist lock outlets and associated wiring and breakers for the server racks in the Fire Wing Server Room

In addition, reference the attached Supplemental Drawings.

- Dispatch Server Room Modified Cable Tray Layout
- Fire Dept. Server Room Modified Cable Tray Layout
- Server Rooms Modified Panel Schedules

### SUMMARY OF COST BREAKDOWN:

| <u>BP#</u>   | <u>Bid Package Name</u>               | <u>Contractor</u>      | <u>Amount</u>      |
|--------------|---------------------------------------|------------------------|--------------------|
| 26-1         | Electrical, Communications & Security | DeVries Electric, Inc. | \$15,993.19        |
| <b>Total</b> |                                       |                        | <b>\$15,993.19</b> |

**Story Construction Co.**  
Contractor

**Prochaska & Associates**  
Designer

**City of Marshalltown**  
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Webb

By: William R. Ziegler III

By: \_\_\_\_\_

Date: 3-8-19

Date: 3/15/19

Date: \_\_\_\_\_

cc: Field/File



*DeVries Electric INC.*

Electrical Designing & Contracting

ONE PROGRESSIVE DRIVE • P.O. BOX 260 • FELLA, IA 50219 • PH: 641/628-1416 • FAX: 641/628-1499

## PROPOSAL REQUEST

February 22, 2019

To: Story Construction  
2810 Wakefield Circle  
Ames, IA 50010

Attn: Jace Christensen

Re: Marshalltown Police & Fire Station HQ  
909 South 2nd Street  
Marshalltown, IA 50518  
**CR#065R <IT Modifications>**

Jace:

Please see the enclosed change request **CR#065R <IT Modifications>**.

Dispatch Server Room P231, add Owner requested 24" cable tray and seven (7) additional circuits one (1) to each floor box. Pull wire in existing conduits feeding floor boxes. Install six (6) new 20A 1 pole breakers in Panel ES. Move existing circuits in Panel ES to match new layout submitted by DVE.

Fire Wing Server Room F101, add Owner requested 24" cable tray and six (6) additional circuits. Two (2) to each data rack. One (1) for the door access control equipment and one (1) for the fire alert equipment. Three (3) 3/4" conduits will be run from Panel LE3 to a junction box in the Server Room. One (1) 3/4" conduit is for future use and two (2) 3/4" conduits to provide the six (6) additional circuits. Spare breakers will be used in Panel LE3.

Existing circuits will be left in place to quad receptacles installed under CR-65R. Two (2) new 30 amp circuits will be added in spare conduit from Panel LE3 to junction box in Server Room F101.

This proposal also excludes, but not limited to; installing/supplying access panels/holes, painting/re-finishing, sheetrock/plaster patching or removal, replacing fireproofing, all damages to finishes including ceiling tile and grid, block/"soaps", wood backing, dumpster/haul-off costs, and/or final clean to be included by others.

### ADD/DEDUCT:

- Material

\$3,551.64

- Labor

104 hrs.

|     |                      |
|-----|----------------------|
| 6   | RELOCATE CKTS PNL ES |
| 200 | 3/4 EMT              |
| 13  | 3/4 EMT CONN         |
| 20  | 3/4 EMT COUP         |
| 2   | 3/4 COMBO COUP       |
| 12  | 1/2 FLEX             |
| 4   | 1/2 CONN             |
| 1   | 8"x 8" BOX           |
| 5   | 4/S BOX              |
| 2   | 4/S BLANK COVER      |
| 4   | 24"x6" X10 WIRE TRAY |
| 5   | CAT6E ORANGE CABLES  |
| 12  | WIRE TRAY SPLICE     |



*DeVries Electric* INC.

Electrical Designing & Contracting

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|       |                               |
|-------|-------------------------------|
| 6     | WIRE TRAY CENTER HANGERS      |
| 4     | WIRE TRAY WALL HANGERS        |
| 50    | 1 1/2 STRUT                   |
| 2     | 1 1/2 STRUT FEET              |
| 60    | 3/8" THREAD ROD               |
| 6     | 3/8" THREAD ROD CLAMP         |
| 10    | 1/4" SPRING NUTS              |
| 66    | 3/8" NUTS/WASHERS             |
| 1     | GRD BAR                       |
| 5     | BOX SUPPORTS                  |
| 30    | 3/4 EMT STRAP                 |
| 6     | RED DUPLEX RECEPT             |
| 6     | DUPLEX RECEPT PLATE           |
| 2     | L530R RECEPT                  |
| 2     | RAISED COVER L530R RECEPT     |
| 6     | 20A/1P CB                     |
| 2     | 30A/1P CB                     |
| 1,275 | 12 THHN CU                    |
| 338   | 10 THHN CU                    |
| ~     | MISC. FASTNERS & TERMINATIONS |



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|                                           |           |                  |
|-------------------------------------------|-----------|------------------|
| TOTAL MATERIAL ADD                        | \$        | 3,551.64         |
| TOTAL MATERIAL DEDUCT                     | \$        | -                |
| SALES TAX EXEMPT                          | \$        | -                |
| MATERIAL SUBTOTAL                         | \$        | 3,551.64         |
| TOTAL LABOR ADD (104 hr. x \$72.54)       | \$        | 7,544.16         |
| TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)  | \$        | -                |
| PROJECT MANAGER (4 hr. x \$89.50)         | \$        | 358.00           |
| PROJECT COORDINATOR (1 hr. x \$55.57)     | \$        | 55.57            |
| ESTIMATOR (1.5 hr. x \$89.50)             | \$        | 134.25           |
| BIM/CAD                                   | \$        | -                |
| LABOR SUBTOTAL                            | \$        | 8,091.98         |
| MATERIAL & LABOR SUBTOTAL                 | \$        | 11,643.62        |
| OTHER ITEMS:                              |           |                  |
| COORD./LAYOUT/AS-BUILTS (8 hr. x \$72.54) | \$        | 580.32           |
| EQUIPMENT                                 | \$        | -                |
| RENTAL EQUIPMENT                          | \$        | -                |
| EXPENDABLE TOOLS (3% Mat.)                | \$        | 106.55           |
| TOOLS/EQUIP. (5% Lab.)                    | \$        | 404.60           |
| FIRE/SOUND CAULKING (3% Mat. + Lab.)      | \$        | 349.31           |
| CLEAN-UP LABOR (2% Subtotal + Subcont.)   | \$        | 184.20           |
| SAFETY (2% Lab.)                          | \$        | 161.84           |
| TESTING/START-UP/CXM                      | \$        | -                |
| PERMITS/INSPECTIONS                       | \$        | -                |
| COREDILLING                               |           |                  |
| FREIGHT                                   | \$        | 204.00           |
| FUEL/TRAVEL                               | \$        | -                |
| TONER TRUCK DELIVERY                      | \$        | -                |
| STORAGE                                   | \$        | -                |
| SHOP LABOR                                | \$        | -                |
| DRAWINGS/CAD PLOT/XEROX                   | \$        | -                |
| OTHER ITEMS SUBTOTAL                      | \$        | 1,990.82         |
| SUBTOTAL                                  | \$        | 13,634.44        |
| OVERHEAD FEE (15%)                        | \$        | 2,045.17         |
| SUBCONTRACTOR                             | \$        | -                |
| OVERHEAD FEE (5%)                         | \$        | -                |
| INSURANCE                                 | \$        | 313.59           |
| <b>TOTAL</b>                              | <b>\$</b> | <b>15,993.19</b> |

Please provide written direction (approval or rejection) within 14 days of submission of above reference proposal. If approved, please provide a written change order within 30 days from written direction of approval. If written direction and/or change orders are not met within given timelines above, it could result in null and void proposals.

Should you have any questions or comments, please do not hesitate to contact this office.

Sincerely,  
DEVRIES ELECTRIC, INC.  
Derek Van Dyke  
Project Manager  
Cc: SDV, DVV, File



## Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters**  
**Marshalltown, IA**

CHANGE REQUEST NO.: **CR-078**

DATE: March 7, 2019

SUBJECT: Additional Conduit Boring

### PROPOSED CHANGE DESCRIPTION:

#### DeVries Electric - [Bid Package No. 26-1]

Additional conduit boring for parking lot lighting so as not to disturb base subgrade and allow paving to proceed.

### SUMMARY OF COST BREAKDOWN:

| <u>BP#</u>   | <u>Bid Package Name</u>              | <u>Contractor</u> | <u>Amount</u>     |
|--------------|--------------------------------------|-------------------|-------------------|
| 26-1         | Electrical Communications & Security | DeVries Electric  | \$2,091.13        |
| <b>Total</b> |                                      |                   | <b>\$2,091.13</b> |

**Story Construction Co.**  
Contractor

**Prochaska & Associates**  
Designer

**City of Marshalltown**  
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Webb

By: William R. Hays III

By: \_\_\_\_\_

Date: 3-8-19

Date: 3/15/19

Date: \_\_\_\_\_

cc: Field/File



*DeVries Electric inc.*

Electrical Designing & Contracting

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## PROPOSAL REQUEST

February 20, 2018

To: Story Construction  
2810 Wakefield Circle  
Ames, IA 50010

Attn: Jace Christensen

Re: Marshalltown Police & Fire Station HQ  
909 South 2nd Street  
Marshalltown, IA 50518  
< Remaining Boring Revised >

Jace:

Please see the enclosed change to cover the added cost to bore remaining conduits for parking lot lighting while they were on site to not disturb base subgrade and allow paving to proceed as indicated. As discussed DeVries Electric was willing to split the cost of this so that our work could also be completed due to frost in the ground.

### ADD/DEDUCT:

|            |            |
|------------|------------|
| - Material | \$3,905.00 |
| - Labor    | 0.00 hrs.  |

| Quantity | Item Name               |
|----------|-------------------------|
| 486'     | Additional Conduit Bore |

|                                        |           |                 |
|----------------------------------------|-----------|-----------------|
| TOTAL MATERIAL ADD                     | \$        | 3,905.00        |
| TOTAL MATERIAL DEDUCT                  | \$        | -               |
| SALES TAX EXEMPT                       | \$        | -               |
| MATERIAL SUBTOTAL                      | \$        | 3,905.00        |
| TOTAL LABOR ADD (0 hr. x \$72.54)      | \$        | -               |
| TOTAL LABOR DEDUCT (-0 hr. x \$72.54)  | \$        | -               |
| PROJECT MANAGER (1 hr. x \$89.50)      | \$        | -               |
| PROJECT COORDINATOR ( 0 hr. x \$55.57) | \$        | -               |
| ESTIMATOR (.5 hr. x \$89.50)           | \$        | -               |
| BIM/CAD                                | \$        | -               |
| LABOR SUBTOTAL                         | \$        | -               |
| MATERIAL & LABOR SUBTOTAL              | \$        | 3,905.00        |
| OTHER ITEMS:                           |           |                 |
| DRAWINGS/CAD PLOT/XEROX                | \$        | -               |
| OTHER ITEMS SUBTOTAL                   | \$        | -               |
| SUBTOTAL                               | \$        | -               |
| OVERHEAD FEE (15%)                     | \$        | -               |
| SUBCONTRACTOR                          | \$        | 3,905.00        |
| OVERHEAD FEE (5%)                      | \$        | 195.25          |
| INSURANCE                              | \$        | 82.01           |
| <b>SUBTOTAL</b>                        | <b>\$</b> | <b>4,182.26</b> |
| DeVries Electric Covered 1/2           | \$        | 2,091.13        |
| <b>TOTAL</b>                           | <b>\$</b> | <b>2,091.13</b> |



*DeVries Electric inc.*

Electrical Designing & Contracting

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Should you have any questions or comments, please do not hesitate to contact this office.

Sincerely,

DEVRIES ELECTRIC, INC.

*Derek Van Dyke*

Derek Van Dyke

Project Manager

Cc: DVV, SDV, File



## Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters**  
**Marshalltown, IA**

CHANGE REQUEST NO.: **CR-079**

DATE: March 7, 2019

SUBJECT: Electrical RFI Responses

### PROPOSED CHANGE DESCRIPTION:

#### DeVries Electric - [Bid Package No. 26-1]

Provide work in accordance with Electrical RFI Responses:

RFI 137 Ground Wire to Police Garage  
RFI 133 Air Dryer in Compressor Room 147  
RFI 150 SCBA Compressor Location

### SUMMARY OF COST BREAKDOWN:

| <u>BP#</u>   | <u>Bid Package Name</u>              | <u>Contractor</u> | <u>Amount</u>     |
|--------------|--------------------------------------|-------------------|-------------------|
| 26-1         | Electrical Communications & Security | DeVries Electric  | \$2,414.88        |
| <b>Total</b> |                                      |                   | <b>\$2,414.88</b> |

**Story Construction Co.**  
Contractor

**Prochaska & Associates**  
Designer

**City of Marshalltown**  
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: *Mike Webb*

By: *William R. Hay III*

By: \_\_\_\_\_

Date: 3-8-19

Date: 3/22/19

Date: \_\_\_\_\_

cc: Field/File



*DeVries Electric INC.*

Electrical Designing & Contracting

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## PROPOSAL REQUEST

February 20, 2019

To: Story Construction  
2810 Wakefield Circle  
Ames, IA 50010

Attn: Jace Christensen

Re: Marshalltown Police & Fire Station HQ  
909 South 2nd Street  
Marshalltown, IA 50518  
**RFI#137 Ground Wire to Police Garage, RFI#133 Air Dryer Compressor Room 147, and  
RFI#150 SCBA Compressor Location**

Jace:

Please see the enclosed change request RFI#137 Ground Wire to Police Garage, RFI#133 Air Dryer Compressor Room 147 and RFI#150 SCBA Compressor Location. Proposal excludes service disconnect not required per RFI response.

This proposal also excludes, but not limited to; Sealing Roof Penetrations, installing/supplying access panels/holes, painting/re-finishing, sheetrock/plaster patching or removal, replacing fireproofing, all damages to finishes including ceiling tile and grid, block/"soaps", wood backing, dumpster/haul-off costs, and/or final clean to be included by others.

### ADD/DEDUCT:

|            |            |
|------------|------------|
| - Material | \$333.59   |
| - Labor    | 16.38 hrs. |

| Quantity | Item Name                     |
|----------|-------------------------------|
| 60       | 3/4 EMT                       |
| 4        | 3/4 EMT CONN                  |
| 6        | 3/4 EMT COUP                  |
| 1        | 4/S BOX                       |
| 20       | 1 1/4 EMT                     |
| 2        | 1 1/4 EMT CONN                |
| 2        | 1 1/4 EMT COUP                |
| 2        | 8"x 8" BOX                    |
| 1        | 4/S BLANK COVER               |
| 1        | BOX SUPPORT                   |
| 10       | 3/4 EMT STRAP                 |
| 4        | 1 EMT STRAP                   |
| 4        | 1/2 WP FLEX                   |
| 2        | 1/2 WP CONN                   |
| 130      | 12 THHN CU                    |
| 270      | #10 THHN                      |
| 80       | #8 THHN                       |
| 60       | #3 THHN                       |
| ~        | MISC. FASTNERS & TERMINATIONS |



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|                                                 |           |                 |
|-------------------------------------------------|-----------|-----------------|
| TOTAL MATERIAL ADD                              | \$        | 333.59          |
| TOTAL MATERIAL DEDUCT                           | \$        | -               |
| SALES TAX EXEMPT                                | \$        | -               |
| MATERIAL SUBTOTAL                               | \$        | 333.59          |
| TOTAL LABOR ADD (16.38 hr. x \$72.54)           | \$        | 1,188.21        |
| TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)        | \$        | -               |
| PROJECT MANAGER (2 hr. x \$89.50)               | \$        | 179.00          |
| PROJECT COORDINATOR (.5 hr. x \$55.57)          | \$        | 27.79           |
| ESTIMATOR (.5 hr. x \$89.50)                    | \$        | 44.75           |
| BIM/CAD                                         | \$        | -               |
| LABOR SUBTOTAL                                  | \$        | 1,439.74        |
| MATERIAL & LABOR SUBTOTAL                       | \$        | 1,773.33        |
| OTHER ITEMS:                                    |           |                 |
| COORDINATION/LAYOUT/AS-BUILTS (1 hr. x \$72.54) | \$        | 72.54           |
| EQUIPMENT                                       | \$        | -               |
| RENTAL EQUIPMENT                                | \$        | -               |
| EXPENDABLE TOOLS (3% Mat.)                      | \$        | 10.01           |
| TOOLS/EQUIP. (5% Lab.)                          | \$        | 71.99           |
| FIRE/SOUND CAULKING (3% Mat. + Lab.)            | \$        | 53.20           |
| CLEAN-UP LABOR (2% Subtotal + Subcont.)         | \$        | 48.86           |
| SAFETY (2% Lab.)                                | \$        | 28.79           |
| TESTING/START-UP/CXM                            | \$        | -               |
| PERMITS/INSPECTIONS                             | \$        | -               |
| COREDILLING                                     | \$        | -               |
| FREIGHT                                         | \$        | -               |
| FUEL/TRAVEL                                     | \$        | -               |
| TONER TRUCK DELIVERY                            | \$        | -               |
| STORAGE                                         | \$        | -               |
| SHOP LABOR                                      | \$        | -               |
| DRAWINGS/CAD PLOT/XEROX                         | \$        | -               |
| OTHER ITEMS SUBTOTAL                            | \$        | 285.39          |
| SUBTOTAL                                        | \$        | 2,058.72        |
| OVERHEAD FEE (15%)                              | \$        | 308.81          |
| SUBCONTRACTOR                                   | \$        | -               |
| OVERHEAD FEE (5%)                               | \$        | -               |
| INSURANCE                                       | \$        | 47.35           |
| <b>TOTAL</b>                                    | <b>\$</b> | <b>2,414.88</b> |

Please provide written direction (approval or rejection) within 14 days of submission of above reference proposal. If approved, please provide a written change order within 30 days from written direction of approval. If written direction and/or change orders are not met within given timelines above, it could result in null and void proposals.

Should you have any questions or comments, please do not hesitate to contact this office.

Sincerely,  
DEVRIES ELECTRIC, INC.

*Derek Van Dyke*

Derek Van Dyke  
Project Manager

ORDINANCE NO. 14980

AN ORDINANCE APPROVING CHANGES TO THE  
MARSHALLTOWN ZONING ORDINANCE OF 2010, REGARDING CHAPTER 29 TABLE  
OF PERMITTED AND SPECIAL USES FOR COMMERCIAL & INDUSTRIAL DISTRICTS

WHEREAS the Plan Zoning Commission reviews zoning regulations as necessary or upon request; and

WHEREAS the City received a request to amend Chapter 29 Table of Permitted and Special Uses for Commercial & Industrial Districts specifically related to uses in the RC, Regional Commercial District; and

WHEREAS the Plan Zoning Commission reviewed the request, held a public hearing on February 14, 2019 and recommended the following additions to the Marshalltown Zoning Ordinance of 2010 Chapter 29 Table of Permitted and Special Uses for Commercial & Industrial Districts specifically related to allowable special uses in the RC, Regional Commercial District:

| SECTOR |             | USE                                                                                 | CODE  | RC |
|--------|-------------|-------------------------------------------------------------------------------------|-------|----|
| 53     | Real Estate | Personal storage rental spaces, which are accessed from the interior of a building. | 53113 | P  |

WHEREAS the City Council moved to amend the ordinance on February 25, 2019 and then again on March 11, 2019 back to the original recommendation; and

WHEREAS the City has reviewed the application and found the Plan Zoning Commission recommendation to be in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF  
MARSHALLTOWN, IOWA:

Section 1. Chapter 29 of the Zoning Ordinance of 2010 are hereby amended by adding the following permitted use to the table for the RC, Region Commercial District.

| SECTOR |             | USE                                                                                 | CODE  | RC |
|--------|-------------|-------------------------------------------------------------------------------------|-------|----|
| 53     | Real Estate | Personal storage rental spaces, which are accessed from the interior of a building. | 53113 | P  |

Section 2. The public hearing required on this City Code amendment shall be held in the Council Chambers of City Hall, 10 West State Street, Marshalltown, Iowa at 5:30 p.m. local time, on the 25th day of March 2019, and the City Clerk is directed to cause a publication of the notice of public hearing in one issue of the Marshalltown Times-Republican, a newspaper published in Marshalltown, Marshall County, Iowa, not less than 7 days nor more than 20 days prior to the date of public hearing fixed herein.

Section 3. This Code shall be in full force and effect from and after public notice of hearing on this Amendment to the Marshalltown City Code has been duly given as required by the said Code and the statutes of the State of Iowa and said public hearing has been duly held and after passage by the Council and publication as is provided by law.

Passed this \_\_\_\_\_ day of March 2019, and signed this \_\_\_\_\_ day of March 2019.

CITY OF MARSHALLTOWN

\_\_\_\_\_  
Joel T.S. Greer, Mayor

ATTEST:

\_\_\_\_\_  
Shari L. Coughenour, CMC, City Clerk

3/25/19

Justin Nickel  
City of Marshalltown  
24 N Center St.  
Marshalltown, IA 50158

Mr. Nickel,

I am writing to you on behalf of Marshalltown Company, for whom we are constructing a new addition to their existing facility on the corner of S. 8<sup>th</sup> Ave and East Main street. It is exciting to see a company so engrained in the rich history of Marshalltown expanding and investing back into the City they originated. Marshalltown Company places high value on the safety of not only their employees and suppliers, but also the safety of the surrounding public. In an effort to eliminate a potential future safety hazard, on their behalf, I would like to request for the City to consider to regulate parking in specific areas of concern outlined in this letter.

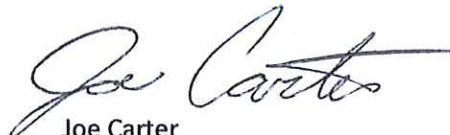
The areas of concern are clouded on page 1 of the attached document. You can see the area extends east from the S. 8<sup>th</sup> Ave on both sides of Main street past the Marshalltown Co. east property line (approx.. dimensions given on page 2). On page 2 you will see an engineered drawing illustrating the typical turning movement of trucks going in and out of the truck bay space. In that drawing, it is shown that various locations on both the north and south side of main street that are now allowable parking spaces will be infringed upon in order to properly back a truck onto the property. Those paths are rather precise and we anticipate that the various skill levels of truck drivers will significantly expand margin for error and increase the turning movement overall area, in turn, affecting more spaces than what is represented on the attached.

For safety of both the truck drivers and the public, we are requesting that the City change the locations shown to "No Parking" in an effort to avoid potential hazards.

Thank you for your consideration.

Sincerely,

  
John Mallen  
NE Region Vice President  
Woodruff Construction

  
Joe Carter  
President  
Marshalltown Company

**Request to prohibit parking on both sides of Main Street in this area.**





# MARSHALLTOWN

— I O W A —

Joel Greer, Mayor  
Jessica Kinser, Administrator  
Diana Steiner, Finance Director  
24 North Center Street  
Marshalltown, IA 50158-4911  
Tel - (641) 754-5760  
Fax - (641) 754-5781

## FINANCE DEPARTMENT

April 4, 2019

To: Mayor Joel Greer  
Members of the City Council

From: Diana Steiner, Finance Director

Re: Update on costs for Police and Fire Building

Policy Issue: N/A

**Recommendation:** This report is provided for information only.

**Background:** The first column of numbers on the report reflects the cumulative expenditures we have paid to date since the inception of the project through April 9, 2019. The middle column of numbers reflects the amount still owed for contracts that have been signed or estimates of costs. The \$55,000 for artwork has been added. The far right column shows the revenue section. This includes the debt issuance of the \$17.5 million bonds plus the premiums, as well as the proceeds allocated from the 2014A bond. There is approximately \$1,188,477 that is not yet spent or committed from the Police/Fire bond funds. If the change orders being brought forth at the April 8<sup>th</sup> meeting are approved, the balance would be \$939,218.

**Budget Impact:** This project is still within budget.

**Attachment:** Costs for Police and Fire Building through April 9 2019

cc: Jessica Kinser, City Administrator

**POLICE & FIRE BUILDING****CUMULATIVE THROUGH APRIL 9, 2019****REVENUES**

|                                     |                      |
|-------------------------------------|----------------------|
| DEBT ISSUANCE (2014A, 2016B, 2017A) | 17,902,828.35        |
| INTEREST ON INVESTMENTS             | 297,149.49           |
| CONTRIBUTIONS                       | 600.00               |
| REIMBURSEMENTS                      | 688.13               |
| <b>TOTAL REVENUES</b>               | <b>18,201,265.97</b> |

**EXPENDITURES**

|                                            | <b>Payments</b>      | <b>Encumbered or<br/>Estimates</b> |                      |
|--------------------------------------------|----------------------|------------------------------------|----------------------|
| ADVERTISING & LEGAL PUB                    | 120.83               | -                                  |                      |
| BANK CHARGES                               | 30.00                | -                                  |                      |
| CONSULTING & PROF FEES                     | 2,566,776.99         | 15,140.26                          |                      |
| CONTRACT LAWN CARE                         | 175.00               | -                                  |                      |
| CONTRACT-AUTO SPRINKLER                    | 98,937.18            | 7,112.82                           |                      |
| CONTRACT-COMMUNICATIONS TOWER              | 142,831.10           | 2,874.00                           |                      |
| CONTRACT-CONCRETE SIDEWALKS & PAVING       | 424,365.00           | 95,635.00                          |                      |
| CONTRACT-ELECTRIC                          | 1,074,409.01         | 64,333.89                          |                      |
| CONTRACT-ELEVATORS                         | 66,219.75            | 5,035.25                           |                      |
| CONTRACT-FIBER FOR INTERNET                | 156,314.05           |                                    |                      |
| CONTRACT-FLOOR COVERINGS                   | 176,700.00           | 53,060.00                          |                      |
| CONTRACT-GENERAL                           | 1,426,826.64         | 483,838.04                         |                      |
| CONTRACT-ALUMINUM STORE FRONTS             | 603,406.75           | 50,384.25                          |                      |
| CONTRACT-GYPSUM WALLS                      | 1,047,735.05         | 69,523.95                          |                      |
| CONTRACT-MASONRY                           | 1,316,553.60         | 634,401.29                         |                      |
| CONTRACT-OUTSIDE HELP                      | 681,062.33           | 85,508.47                          |                      |
| CONTRACT-PAINTING                          | 162,041.99           | 14,907.01                          |                      |
| CONTRACT-PLUMBING                          | 1,698,220.14         | 120,328.86                         |                      |
| CONTRACT-ROOFING & WALL PANELS             | 505,896.37           | 66,990.02                          |                      |
| CONTRACT-STEEL                             | 769,439.04           | 40,496.79                          |                      |
| ELECTION EXPENSE                           | 15,276.41            | -                                  |                      |
| ELECTRICITY, NATURAL GAS                   | 57,945.33            | -                                  |                      |
| GENERAL LIABILITY INSURANCE                | 204.00               | -                                  |                      |
| LAND ACQUISITION                           | 676,000.00           | -                                  |                      |
| LEGAL EXPENSES                             | 63,108.13            | -                                  |                      |
| LICENSE & PERMITS                          | 350.00               | -                                  |                      |
| OPERATING SUPPLIES                         | 6,938.74             | -                                  |                      |
| OTHER DEBT SERV EXP                        | 515.00               | -                                  |                      |
| STORM WATER FEES                           | 85.92                | -                                  |                      |
| TAXES PAID (KC HALL PROP)                  | 1,542.00             | -                                  |                      |
| WATER UTILITY                              | 111.35               | -                                  |                      |
| STORMWATER IMPROVEMENTS (see Note A)       |                      | -                                  |                      |
| TRAFFIC SIGNAL IMPROVEMENTS                |                      | 95,000.00                          |                      |
| ARTWORK                                    |                      | 55,000.00                          |                      |
| DISPATCH EQUIPMENT                         |                      | 567,395.14                         |                      |
| COMPUTER SOFTWARE (CAD FOR FIRE DEPT)      | 20,250.00            | 375.00                             |                      |
| BUILDINGS & IMPROVEMENTS (MIDWEST STORAGE) | 228,280.93           | -                                  |                      |
| FURNITURE/FIXTURES/EQUIPMENT (See Note B)  | 396,616.16           | 100,164.02                         |                      |
| <b>TOTAL EXPENDITURES</b>                  | <b>14,385,284.79</b> | <b>2,627,504.06</b>                | <b>17,012,788.85</b> |

|                                                                              |                     |
|------------------------------------------------------------------------------|---------------------|
| <b>TOTAL NOT YET SPENT OR COMMITTED FROM POLICE/FIRE BUILDING BOND FUNDS</b> | <b>1,188,477.12</b> |
|------------------------------------------------------------------------------|---------------------|

|                                                            |                  |           |                   |
|------------------------------------------------------------|------------------|-----------|-------------------|
| Change orders for 4/8/2019 Council Approval                | Story            | \$        | (224,955.76)      |
|                                                            | Garling          | \$        | (1,589.36)        |
|                                                            | Allied           | \$        | (2,215.00)        |
|                                                            | DeVries Electric | \$        | (20,499.20)       |
| <b>BALANCE NOT YET COMMITTED IF CHANGE ORDERS APPROVED</b> |                  | <b>\$</b> | <b>939,217.80</b> |

**Note A: Stormwater Improvements of @ \$370,200 to be paid out of Storm Water 2016A Bond Funds**

Total spent to date with Bolton & Menk is \$178,432 for Engineering on High Street