

CITY OF MARSHALLTOWN
COUNCIL AGENDA
CITY HALL COUNCIL CHAMBERS
10 W STATE STREET
MAY 13, 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. MPD Employee Of The Year Recognition - Sgt. Sadie Weekley

F. CONSENT AGENDA

1. Approve Council Minutes, April 22, 2019, And Bill List Of \$2,090,762.54.

Documents:

[2019-05-13_BillList.pdf](#)

[2019-04-22_Council-minutes.pdf](#)

2. Motion To Hold Regular Council Meeting On Tuesday, May 28, At Noon, Instead Of Memorial Day, May 27.
3. Receipt Of Building Permit Report, March 2019

Documents:

[0319.pdf](#)

4. Approve Renewal Tree Trimmer License - Jose's Tree Service, Expires 5/2/2020

Documents:

[05-13-2019_JOSE TREE SERVICE APP.pdf](#)

5. RESOLUTION 2019-080 DECLARING CERTAIN PROPERTY SURPLUS PROPERTY AND AUTHORIZING SALE AND DISPOSAL THEREOF, TRANSIT BUS 1984 ONTARIO VIN#2B1139270E6001054

Documents:

[05-13-2019_2019-_BUS Res to Declare 1984 Ontario Bus Surplus for diposal.pdf](#)

6. RESOLUTION 2019-081 DECLARING CERTAIN PROPERTY SURPLUS PROPERTY AND AUTHORIZING SALE AND DISPOSAL THEREOF, 2013 FORD F-150 TRUCK AND 1975 SCATBACK 430

Documents:

[05-13-2019_2019-_Parks Dept Surplus Equip Res.pdf](#)

7. RESOLUTION 2019-082 APPROVING ENGINEER'S STATEMENT OF COMPLETION AND ACCEPTING THE 2016 SANITARY SEWER TELEVISION PROJECT, BEING PROJECT NO. 59015011, WITH A FINAL PROJECT COST IN THE AMOUNT OF \$57,002.67

Documents:

[Hydro-Klean completion.pdf](#)
[HydoKlean05062019104311_001.pdf](#)

8. RESOLUTION 2019-083 APPROVING CONTRACT CHANGE ORDER #3 FOR THE 2014 SANITARY SEWER REHABILITATION PROJECT # 5901407 A DECREASE OF \$138,461.75

Documents:

[Hydro-Klean CO.pdf](#)
[Hydro Klean CO05072019113032_001.pdf](#)

9. RESOLUTION 2019-084 APPROVING ENGINEER'S STATEMENT OF COMPLETION AND ACCEPTING THE 2014 SANITARY SEWER REHABILITATION PROJECT, BEING PROJECT NO. 59014007, WITH A FINAL PROJECT COST IN THE AMOUNT OF \$1,750,103.35

Documents:

[Hydro-Klean completion.pdf](#)
[LTR - 2019 04 18 - City - Final Completion - SPS \(1\).pdf](#)

10. RESOLUTION 2019-085 APPROVING CONTRACT AND BOND FOR CONSTRUCTION OF THE 2017 MANHOLE AND POINT

REPAIR PROJECT IN THE CITY OF MARSHALLTOWN, IOWA,
BEING PROJECT NO. 59016002 IN THE AMOUNT OF
\$3,848,272.45

Documents:

[05-13-2019_2019-_Res Approve Contract and Bond 2017
Manhole Point Repair.pdf](#)
[05-13-2019_2019-_Manhole-ContractBondins.pdf](#)

11. RESOLUTION 2019-086 AUTHORIZING THE CITY OF
MARSHALLTOWN TO REQUEST ASSIGNMENT OF CERTAIN
TAX CERTIFICATES HELD BY MARSHALL COUNTY FOLLOWING
THE PUBLIC NUISANCE TAX SALE

Documents:

[Res for Public Nuisance County Held Tax Certs2019.pdf](#)

12. RESOLUTION 2019-087 APPROVING A CONTRACT FOR
SERVICES BETWEEN ACCESS 2 CARE AND THE CITY OF
MARSHALLTOWN, IOWA, MARSHALLTOWN MUNICIPAL
TRANSIT DIVISION, FROM 6/1/2019 UNTIL TERMINATION

Documents:

[Access 2 Care.pdf](#)
[2019 Marshalltown Transit Agreement 050819.pdf](#)
[Access2Care Transportation Provider Manual_Final.pdf](#)
[Policy - 224 HIPAA Policy.pdf](#)
[Policy - 401 Provider Credentialing.pdf](#)
[Policy - 423a Vehicle Safety.pdf](#)

G. MOTIONS

1. Approve New Outdoor Service Request - Tannin Inc, 125 E Main St

Documents:

[05-13-2019_TANNIN OUTDOOR SERVICE REQUEST.pdf](#)

2. Approve New Liquor License, Hampton Inn & Suites, 20 W Iowa Ave
W

H. REPORTS

1. Lincoln Highway Heritage Byway And Corridor Management Plan,
Janice Gammon

Documents:

[Lincoln Highway City of Marshalltown 5_13_2019.pdf](#)

2. Convention & Visitor's Bureau, Quarterly Report, Executive Director
Val Ruff

I. RESOLUTIONS

1. RESOLUTION 2019-088 APPROVING CONTRACT CHANGE ORDER #2 FOR THE IOWA RIVER TRAIL-PHASE 3 PROJECT #TRL17001 ENGINEERING SERVICES FOR CLAPSADDLE-GARBER ASSOCIATES, INC. AN INCREASE OF \$163,000.00

Documents:

[CGA Engineering CO.pdf](#)
[05-08-2019_CGA AESA No 2 IRT Phase III Memo.pdf](#)

2. RESOLUTION 2019-089 AUTHORIZING AN APPLICATION TO THE IOWA ECONOMIC DEVELOPMENT AUTHORITY AND ACCEPTANCE OF DISASTER-RELATED COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR HOUSING ASSISTANCE

Documents:

[Res for CDBG Housing Funds.pdf](#)
[CDBG Request Letter.pdf](#)

3. RESOLUTION 2019-090 SETTING PUBLIC HEARING PRIOR TO APPROVING THE AMENDED BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2019

Documents:

[Budget Resolution to Set Public Hearing for FY19 AMENDED BUDGET.pdf](#)
[Budget FY2019 Budget Amendment Memo.pdf](#)
[Budget Notice of Public Hearing Amendment of FY2018-2019 City Budget.pdf](#)
[Budget Comparison Report Summary by Fund.pdf](#)
[Budget General Fund Budget Comparison Report.pdf](#)
[Budget FY19 Budgeted Cash Balances.pdf](#)

4. Facade Grant Items:

1. RESOLUTION 2019-091 TO APPROVE THE FACADE GRANT APPLICATION FOR 17 N. 1st STREET, MARSHALLTOWN, IOWA

Documents:

[Resolution to Approve Facade Application for 17 N 1st St.pdf](#)
[May 2019 City Council Incentive Grant MEMO.pdf](#)
[Incentive App-La Salud.pdf](#)
[FacadeGrantListing May 2019.pdf](#)

2. RESOLUTION 2019-092 TO APPROVE THE FAÇADE GRANT APPLICATION FOR 19-21 S. 2nd AVENUE, MARSHALLTOWN, IOWA

Documents:

[Resolution to Approve Facade Application for 19-21 S.
2nd Ave.pdf](#)
[2019 Incentive App- Hagstrand \(002\).pdf](#)

5. Police And Fire Building Change Orders:

1. RESOLUTION 2019-093 APPROVING CONTRACT CHANGE
ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT
BLD17001 BP#9-1 GYMPSUM WALL ASSEMBLIES FOR
HILSABEK SCHACHT, INC. AN INCREASE OF \$3,183.00

Documents:

[Hilsabek CO.pdf](#)
[Hilsaabeck May05062019150525_001.pdf](#)

2. RESOLUTION 2019-094 APPROVING CONTRACT CHANGE
ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT
BLD17001 BP#8-1 ALUMINUM
STOREFRONTS,CURTAINWALLS & GLAZING FOR FORMAN
FORD AN INCREASE OF \$728.00

Documents:

[Forman Ford CO.pdf](#)
[fORD May05062019151125_001.pdf](#)

3. RESOLUTION 2019-095 APPROVING CONTRACT CHANGE
ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT
BLD17001 BP#26-1 ELECTRICAL COMMUNICATIONS &
SECURITY FOR DEVRIES ELECTRIC AN INCREASE OF
\$12,837.54

Documents:

[Devries CO.pdf](#)
[Devries May05062019152334_001.pdf](#)

J. ORDINANCES

1. ORDINANCE 14982 TO AMEND THE CODE OF ORDINANCES,
CITY OF MARSHALLTOWN, IOWA BY AMENDING CHAPTER 20,
SECTION 20-161 NO PARKING ANYTIME, BY ADDING NO
PARKING ON EAST MAIN STREET BETWEEN 8TH AVENUE AND
9TH AVENUE

Second Reading.

Documents:

[04-22-2019_14982_Ord No Parking Main Street 8th Ave -
9th Ave.pdf](#)
[04-08-2019_14982_Marshalltown Company Main Street
Parking Request Letter.pdf](#)

2. ORDINANCE 14983 ENACTING A CODE OF ORDINANCES FOR THE CITY OF MARSHALLTOWN, IOWA, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF THE CITY OF MARSHALLTOWN, IOWA, DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OF ORDINANCES, AND DECLARING AN EMERGENCY.

First Reading.

Public Hearing set for June 10, 2019.

Documents:

[05-13-2019_14983_Recodification Ordinance.pdf](#)
[14983 MEMO Recodification.pdf](#)

K. **DISCUSSION**

1. Follow-Up On Liquor License For The Coliseum

Documents:

[5.13.19 City Liquor License Memo.pdf](#)

2. 2019-2020 Strategic Plan- 1st Quarter Update

Documents:

[Q1.2019 Strategic Plan Update.pdf](#)

L. **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.

M. **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

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Advertising	
Great.Wstrn.Bnk/3	47.37
T-R/11	826.18
Trending.Media/6	273.00
Buildings/Improvements	
BLACK.HAWK.ROOF/1	25,175.00
Caliber.Concret/1	60,130.25
D.C.Taylor/1	975.00
DeVries.Electri/1	26,870.98
Garling.Constr/1	11,694.58
Great.Wstrn.Bnk/2	194.32
Heart.of.Iowa/1	14,250.00
Heartland.Finsh/1	4,489.02
Story.Constr/1	-67,953.48
TONYS.PLUMB/1	13,775.00
Whyllie,E/1	688.58
Consulting & Professional Fees	
AHLERS.COONEY/1	82.50
BERENS-TATE/1	3,000.00
Bernie.Lowe/3	98.28
Bernie.Lowe.Asc/1	343.80
CGA.Assoc/3	14,602.16
DTN.LLC/1	550.00
Great.Wstrn.Bnk/2	485.00
Grimes.Buck.Sch/2	3,510.00
GTG.Architects/1	14,816.56
HDR.Engrg/1	5,239.00
Howard.R.Green/1	5,820.14
I.L.E.A./1	150.00
Iowa.One.Call/2	131.40
IVCCD/1	1,875.00
Lynch.Dallas.PC/7	4,753.00
McClure.Engrg/1	14,742.51
Prochaska.Assoc/1	7,167.37
S.E.H.Inc./1	6,000.00
Stanley.Consult/1	1,743.75
Story.Constr/2	117,667.44
Terracon.Conslt/1	2,185.00
Troemer,P/1	480.00
Wellmark.Inc./1	10,759.03
WHKS.Co/1	8,023.02
Contracts	
A-1.Pest/2	60.00
Aramark.Unfrm/4	3.63
ARL/1	4,333.33
BDH/8	5,925.50
Bolton&Menk.Inc/2	2,610.00
Construct/2	37,103.18
Cummins.Service/1	550.00
DeVries.Electri/1	2,401.76
Fisher.Comm.Ctr/1	6,396.66
Great.Wstrn.Bnk/2	752.00
HANSEN,J/3	1,851.00
Hansen,S/3	3,710.00
Ia.Dept.Justice/1	68.00
IVCCD/2	12,014.42
Koch.Office/1	24.61
LISKOWIAK,M/1	1,800.00
Marco.Holdings/1	82.50
Marsh.Co.Landfi/40	2,843.50
Marshall.Co.Att/1	68.00
Menards/1	39,281.70
Midland.Scienti/1	8,713.23
Milo.Range/1	74,640.00
MMIT.INC/1	127.37
Mtown.CVB/1	102,427.07
Mtwn.Aviation/1	642.00
Nutri.Ject.Sys/1	22,742.18
O.C.L.C.Inc/1	905.21
Open.Edge/2	38.36
Plumb.Supply/1	3,184.04
Premier.Equip/7	363.13
Racom.Corp/2	2,222.75
RICOH.USA.INC/4	90.44
Safety-Kleen/1	582.85
Schendel.Pest.C/1	59.50
Schumacher.Elev/2	434.11
Servicemaster/2	2,772.00
Sje.Rhombus/1	6,250.00
Sterling.Fire/2	847.75
Stone.Sanit/7	2,024.01
Teamwork1/1	6,633.41
Theisens.Supply/1	24,545.05
Unique.Mgmt.Svc/1	116.35
Verizon.Connect/1	181.70
Woodruff.Constr/1	110,044.01
Xerox.Corp/3	172.59
Debt Service	
CRBT/2	8,707.57
Equipment	
BDH/6	7,856.10
Library Books	
Baker.Taylor/20	1,458.43
BRODART.CO/8	1,467.20
Cengage.Learn/11	790.84
Great.Wstrn.Bnk/21	1,896.83
MicroMarketing./9	693.89
Midwest.Tape/2	225.64
OVERDRIVE,INC./5	200.95
Medical	

Bernie.Lowe/3	2,998.88
HARTFORD.ACCTS/1	6,711.79
Medtrak.Service/3	833.93
Occ.Med.Plus/1	267.50
Wellmark.Inc./6	264,321.94
Payroll.Deductions	
American.Educa./1	64.41
AXA/1	325.00
Browns.Shoe.Fit/1	117.00
Collection.Svs./5	1,391.56
Colonial.Life/1	522.21
Fidelity.Securi/2	405.93
Galls.LLC/1	233.70
Great.Wstrn.Bnk/2	121.57
I.P.E.R.S./7	71,960.57
I.R.S./6	77,681.94
IA.Treasurer/3	17,203.00
IA.Workforce/1	1,474.00
ICMA.457/11	10,450.61
IUPAT.PPME/2	860.45
M.F.P.R.S.I./4	118,701.77
McElaney,L/1	3.37
Meskwaki Nation/1	300.34
Petty.Cash/2	600.00
Teamsters238/2	1,666.08
Texas.Child.Sup/2	252.57
TotalAdmin.Serv/11	17,944.54
Payroll.Net	
Payroll/1	275,094.41
Refund/Reimbursed	
Baker.Taylor/4	263.20
BPlus.Property/1	364.98
Bryngelson.Corp/1	245.63
Bullock,J/1	117.66
Cohen-Esry.Dev/1	2,500.00
Eslinger,K/1	200.20
GOODING.B/1	785.31
Great.Wstrn.Bnk/3	195.71
McConnell,B/1	603.68
McElaney,L/2	56.63
MET.Foundation/1	42,522.51
Midwest.Tape/2	41.21
Nelson,M/1	29.99
Smith,J/1	13.95
Rents/Leases	
Garwin Trust/1	86.00
Ackley.Housing/9	1,679.00
ALCALA,R/1	194.00
AMES,STEVEN/21	5,565.00
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/2	206.00
Brown,WS/2	548.00
Buckaroo.LLC/1	357.00
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
CorpusChristyHs/1	335.00
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.Property/7	2,028.00
Fischel.Holding/2	386.00
Frese.Propts/4	1,030.00
FRIEND,T/1	244.00
Friendly.Valley/3	370.00
Gonzales,G/1	331.00
Grant.Park.LLC/20	4,259.00
Gray,D/1	375.00
Hala,J/5	1,988.00
HARRIS,T/1	324.00
Hartema.Enterp/1	174.00
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
Hopper,R/1	115.00
HOULIHAN,D/1	11.00
HOVERSTEN,R/1	900.00
Hsg.Auth.CookCo/1	632.00
Hsg.Auth.Joliet/2	2,667.00
Hsg.St.Cloud/1	1,015.00
HUBBARD.MAPLE/3	569.00
Jared,S/2	413.00
JB.I.COOP.Assn/3	656.00
Judge,M/9	1,845.00
Landherr,J/1	415.00
LAWSON,R/2	346.00
Lawthers.Prop.M/2	1,035.00
Lodge.Ind/1	488.00

LUENSE,B/4	1,097.00	City.Laundering/20	948.41
MATNEY,L/1	264.00	Cntrl.IA.Distr/3	7,019.70
Mtwn/Westown/15	3,236.00	Cntrl.IA.Farm/1	16.32
MURPHY,P/1	184.00	Cntrl.Office/3	289.57
Natl.Mngmt.Corp/2	823.00	Concrete/6	1,163.31
NAUGHTON,R/1	825.00	Construct/1	129.22
North.Tama.Hsg/3	454.00	Coporate.Warehs/1	489.85
Oetker,D/3	534.00	Dave.Wright.Bui/1	38.36
Palisade.Holdng/1	208.00	Deluxe.Business/2	172.63
Park.Elms,LLC/4	1,025.00	DEMCO.INCORP./2	529.01
Polley,M/1	234.00	Diamond.Mfg/1	17.25
Premier.RE.Mgmt/2	896.00	Electric.Supply/1	479.45
PYLE,D/2	552.00	Entenmann.Rovin/1	66.50
R.E.P.Corp/1	268.00	Fast.Lane.Motor/1	181.60
RA.Rental.Prop/1	364.00	Fastenal.Co/6	235.59
RD.Toledo,LLP/1	536.00	Galls.LLC/6	297.92
Ream,AJ/1	464.00	Gillig.LLC/3	614.41
Reed,T/10	3,420.00	Great.Wstrn.Bnk/151	17,697.98
River.Birch/2	444.00	Hawkeye.Truck/1	2,847.42
River.Oaks/5	1,814.00	Hogan.Mfg/3	180.49
S.E.Invst/2	606.00	Hotsy.Cleaning/2	1,214.71
Schmidt,M/1	241.00	IA.Wholesale.Su/1	228.32
SCOTT,L/1	384.00	Interst.Battery/1	150.80
SESKER,R/1	192.00	Keystone.Lab/1	135.00
Specht,D/1	390.00	Kieslers/3	2,048.00
Specht,G/1	468.00	L.G.Playgrounds/1	1,730.00
Squire,B/1	234.00	Library.Furnitu/1	2,320.00
Steelsmith,G/4	750.00	McAtee.Tire/3	1,717.94
Sunrise.Apt/2	150.00	Menards/10	1,137.42
Switzer,T/1	187.00	Midland.Scienti/5	914.25
Tallcorn.Tower/14	3,489.00	MidwestWheel/1	298.12
TAYLOR,M/1	203.00	MINITEX.UN.MINN/1	542.00
Titus,T/1	314.00	Minuteman/6	925.43
TOWN.APARTMENT/4	451.00	Morse.Equip/1	1,091.16
TREVRON,LLC/1	326.00	Muni.Supply/2	2,856.90
Troutner,T/1	172.00	Napa.Auto/16	467.28
TTLC.Hsg/1	228.00	Noble,C/2	89.33
VanVoorst,M/1	222.00	Nutrien.Ag.Sol/5	2,324.50
VEST,L/1	329.00	Oreilly.Automot/2	26.54
WARREN,C/1	216.00	Oxford.Press/1	26.85
Weatherly.Erin/2	640.00	Palmer,J/1	1,150.35
Welter,T/1	550.00	Racom.Corp/3	286.00
ZMOLEK,M/1	257.00	Schumacher.Elev/1	1,600.00
Service/Repairs		Slingluff,G/1	52.09
IACP/1	875.00	Star.Equipmt/2	74.34
Abel,B/2	64.00	Startits,J/1	27.16
Airgas.U.S.A./1	60.55	Storey.Kenwrthy/1	379.60
Aponte,M/1	27.00	Streichers.Inc/1	89.99
B&G.HVAC.INC/1	912.00	Sweeper.Parts/3	5,268.50
Background.Inv./1	11.95	Tri.State.Lock/2	250.00
Bi.State.Masonry/1	12,021.35	Verizon.Wireles/1	756.76
Brant,B/1	4.00	Zarnoth.Brush.W/1	1,975.20
CedarRapidsHsg/1	39.39	Travel/Training	
Century.Link/80	1,554.24	Fink,K/2	213.73
Devig,T/17	5,028.93	Great.Wstrn.Bnk/8	1,042.74
EARTH.SRVC./1	73,700.00	Hunt,T/1	32.00
Gonzalez,V/1	10.00	Klosterman,T/1	40.56
Great.Wstrn.Bnk/23	2,453.34	Laville,J/2	48.36
Hannam.Autom/2	2,469.58	Utilities	
Hartwig.Plmbg/2	740.26	AlliantEnergy/72	58,282.06
Heart.of.Iowa/5	555.32	I.R.U.A./1	148.92
Hsg.Auth.CookCo/1	39.39	Mtwn.Wtrwrks/1	77.00
Hsg.Auth.Joliet/1	78.78	WoodRiver.Enrgy/1	32.28
Hsg.St.Cloud/1	39.39	Total/1261	2,090,762.54
I.C.A.P./2	5,378.78		
IA.FIRE.CHIEF.A/1	25.00		
Iowa.Heart.Cent/1	506.20		
Kiwanis.PM/1	330.00		
KROENER,L/1	50.00		
Ledford,M/4	3,450.00		
Library.Furnitu/1	547.00		
Marsh.Co.Landfi/1	-50.00		
Marshall.Co.Tax/1	59.00		
McAtee.Tire/2	101.10		
Midwest.Liq.Sys/1	212.00		
Minuteman/1	40.95		
Moran-Million,J/1	25.00		
Mtwn.Aviation/2	656.09		
Mtwn.Wtrwrks/3	8,750.78		
ONE.SOURCE/3	155.00		
Palmer,J/1	1,720.17		
Racom.Corp/1	361.00		
Scharnweber.Wtr/1	27.00		
Schumacher.Elev/1	550.00		
Scroggins,J/1	100.00		
Sign.Creations/1	675.00		
Tri.State.Lock/3	223.00		
US CELLULAR/1	260.92		
Whyllie,E/1	1,239.44		
WICKHAM,M/1	345.00		
YMCA.YWCA/1	15.00		
Young,G/1	900.00		
Supplies/Parts			
Acco.Unlimited/1	2,630.65		
Adland.Engrvg/1	53.00		
Airgas.U.S.A./4	151.83		
American.Legion/1	180.00		
Ann.Alteration/1	70.00		
Arnold.Motor.Su/20	1,918.83		
Baker.Taylor/8	503.60		
Barco.MuniProd/4	1,544.78		
BDH/2	3,255.42		
BLUEGLOBES.INC/1	241.81		
Browns.Shoe.Fit/1	157.50		
Cessford.Constr/2	2,778.20		

Council Proceedings
April 22, 2019

Mayor Greer called the meeting to order at 5:30 PM, April 22, 2019, in the Council Chambers at 10 W State Street and led the pledge of allegiance. Roll call- Present: Cahill, Gowdy, Hoop, Isom, Lamer, Martin and Wirin. Mayor Greer complimented Park Superintendent Jennifer Hart for her work on making the Special Olympics a superb event.

CONSENT AGENDA:

Wirin moved to adopt the consent agenda, removing RESOLUTION 2019-073 APPROVING A CONTRACT FOR SERVICES BETWEEN ACCESS TO CARE AND THE CITY OF MARSHALLTOWN, IOWA, MARSHALLTOWN MUNICIPAL TRANSIT DIVISION from the agenda: Approve Minutes For 4/8/2019, 4/10/2019 And Bill List In The Amount Of \$854,929.63; Approve March 2019 Financial Statements; Approve Alcohol License Renewals May-June: BC0029555. Abarrotes Villachuato, LLC-31 N. 1st Avenue; LC0040731, Center Street Station-19-21 N. Center St; BW0095823, Tannin Inc.-125 East Main Street; LB0002091, Best Western Marshalltown-3303 South Center St; LC0043559, JB Bar-915 Turner St; LE0002204, Walgreens #03196-5 E Anson St; BC0027736, Hy-Vee Gas-808 S Center St; LE0002910, Marshall Beer Wine Spirits-11 N 3rd Ave; LC0040933, Hy-Vee Party Room-802 S Center St; RESOLUTION 2019-069 DECLARING CERTAIN PROPERTY SURPLUS PROPERTY AND AUTHORIZING SALE AND DISPOSAL THEREOF, HOIST UNIVERSAL AND CHAMPION CABLE CROSSOVER MACHINES; RESOLUTION 2019-070 REPLACING DAMAGED LIGHT POLE ON N 3RD AVE BETWEEN E MARION ST AND SWAYZE ST, EAST SIDE OF ROAD WITH 35' WOOD POLE, 80 W LED LIGHT; RESOLUTION 2019-071 APPROVING CONTRACT CHANGE ORDER FOR THE WPCP BIOGAS ENGINE REPLACEMENT PROJECT # 52015014 WITH WOODRUFF CONSTRUCTION, LLC. A DECREASE OF \$269,541.20; RESOLUTION 2019-072 APPROVING A CONTRACT FOR SERVICES BETWEEN PEOPLERIDES AND THE CITY OF MARSHALLTOWN, IOWA, MARSHALLTOWN MUNICIPAL TRANSIT DIVISION; RESOLUTION 2019-079 APPROVING CLOSING OF US BANK CHECKING ACCOUNT; second by Gowdy. Motion carried 7-0.

MOTIONS

The motion to consider the outdoor service area for 'Daves' was removed by the applicant prior to the meeting.

REPORTS

Director Jenny Etter presented the Quarterly update for the Marshalltown Central Business District. Fire Chief Rierson presented the Fire Department's annual report.

RESOLUTIONS

Lamer moved to adopt RESOLUTION 2019-074 ACCEPTING BID AND AUTHORIZING THE AWARD AND APPROVAL OF CONTRACT FOR THE CHIPPING OF TORNADO RELATED TREE DEBRIS PROJECT IN THE CITY OF MARSHALLTOWN, IOWA IN THE AMOUNT OF \$59,980.00, with Thorp Sawmill & Pallet, second by Martin. Resolution adopted 7-0.

Wirin moved to adopt RESOLUTION 2019-075 APPROVING AN AGREEMENT WITH RDG PLANNING AND DESIGN FOR THE DEVELOPMENT OF A PLACEMAKING PLAN FOR THE IOWA RIVER TRAIL, second by Isom. The agreement is not to exceed \$100,000. The city has contributed \$5,000 from the council designated local option sales tax fund. Resolution adopted 6-1, Hoop dissenting.

Wirin moved to adopt RESOLUTION 2019-076 SUPPORTING IOWA GREAT PLACES DESIGNATION APPLICATION FOR THE CITY OF MARSHALLTOWN, second by Gowdy. Spohnheimer recommended applying for the designation as the city, to allow more flexibility with grant administration. Resolution adopted 7-0.

Isom moved to adopt RESOLUTION 2019-077 APPROVING A COST SHARING AGREEMENT BETWEEN CASEY'S MARKETING COMPANY AND THE CITY OF MARSHALLTOWN, IOWA, REGARDING UNDERGROUND STORM WATER CELLS FOR STORM SEWER DRAINAGE, AT PROPERTY EAST OF 111 N 3RD AVENUE, 303 1/2 -305 BROMLEY STREET, second by Martin. The city will hold Casey's contribution of \$25,000 in escrow until the city schedules storm water improvements on North 3rd Avenue. The project could begin as early as 2021. Resolution adopted 7-0.

PUBLIC HEARING – Transit funding

Mayor Greer declared the public hearing open at 6:11 PM, with no written comments received by the city clerk and no public comments. Transit Director Kevin Pigors reviewed the federal and state funding requests for transit operating expenses. There were no council questions or comments. Mayor Greer declared the public hearing closed at 6:14 PM.

Wirin moved to adopt RESOLUTION 2019-078 AUTHORIZING FINANCIAL ASSISTANCE APPLICATION FOR FY2020 CONSOLIDATED TRANSIT FUNDING AND APPROVING

RELATED CONTRACTS WITH THE IOWA DEPARTMENT OF TRANSPORTATION, second by Isom. Resolution adopted 7-0.

ORDINANCES:

Isom moved to consider the first reading of ORDINANCE 14982 TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA BY AMENDING CHAPTER 20, SECTION 20-161 NO PARKING ANYTIME, BY ADDING NO PARKING ON EAST MAIN STREET BETWEEN 8TH AVENUE AND 9TH AVENUE, second by Cahill. Motion carried 7-0.

DISCUSSION

The council asked for additional information before making a decision on whether the city should hold a liquor license for events, such as weddings and concerts, held at the Veteran's Memorial Coliseum. Kitchen design is underway; sales of liquor at special events could help offset the maintenance cost of the building.

PUBLIC COMMENT:

Bauder asked for more information regarding potential use of the Veteran's Memorial Coliseum by the Senior Citizen's group; Zachary Tomesch encouraged more housing options for young professionals, and Linda Clark spoke about saving the building damaged in the tornado at 20 E State Street.

CLOSED SESSION - REAL ESTATE

At 6:32 PM, Cahill moved to enter into Closed session pursuant to Section 21.5 subsection (1) paragraph (j) OF THE CODE OF IOWA to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The City of Marshalltown has an attorney-client relationship with Attorney Roger Schoell, appointed as City Attorney on May 5, 2014, by Council Resolution #2014-047; and with Lynch Dallas P.C., by Council Resolution #2017-093, approved May 8, 2017, second by Isom. Motion carried 7-0.

Cahill moved to enter into open session at 6:43 PM, second by Gowdy. Motion carried 7-0. Roll call: All present.

ADJOURNED:

The meeting adjourned at 6:43 PM

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

ATTEST:

Joel T.S. Greer, Mayor

Shari L. Coughenour, CMC, City Clerk

BUILDING REPORT FOR THE MONTH OF MARCH 2019

MARSHALLTOWN

— I O W A —

PERMIT NUMBER	OWNER OF IMPROVEMENT	LOCATION OF IMPROVEMENT	TYPE OF IMPROVEMENT	NEW DWELLING	ALTER DWELLING	MINOR BUILDING	MISC. IMPROVEMENT	FEE
24992	Jesse Burgess (storm)	1206 East Main Street	Alter Building				\$120,000	\$1,114
24993	Unity Point Health	55 Central IA Drive	Alter Building				\$19,000	\$307
24994	Fisher Controls International	5 West Nevada Street	Demolish Dwelling					\$25
24995	Racom Corp. (storm) Phase II	201 West State Street	Alter Building				\$4,500,000	\$19,734
24996	Than Win (storm)	1208 West State Street	Demolish Garage					Fee Waived
24997	Than Win (storm)	1208 West State Street	New Garage			\$11,000		Fee Waived
24998	Andrew Jennings (storm)	112 North 8th Street	Demolish Garage					Fee Waived
24999	Andrew Jennings (storm)	112 North 8th Street	New Garage			\$5,000		Fee Waived
25000	Aung Myint (storm)	202 South 16th Avenue	Demolish Garage					Fee Waived
25001	Aung Myint (storm)	202 South 16th Avenue	New Garage			\$13,000		Fee Waived
25002	Klow Wah (storm)	211 South 16th Ave.	Demolish Garage					Fee Waived
25003	Klow Wah (storm)	211 South 16th Ave.	New Garage			\$11,000		Fee Waived
25004	Michael Peters (storm)	212 North 3rd Street	Demolish Garage					Fee Waived
25005	Michael Peters (storm)	212 North 3rd Street	New Garage			\$4,000		Fee Waived
25006	Alberto Avila (storm)	7 North 8th Street	Demolish Garage					Fee Waived
25007	Alberto Avila (storm)	7 North 8th Street	New Garage			\$9,000		Fee Waived
25008	Orton Homes	3501 Merritt Road	New Dwelling/Garage	\$250,000				\$1,894
25009	Advance Garage Door	812 B Washington St.	Alter Building				\$30,000	\$442
25010	Gary Nablo	207 North 21st Street	Alter Dwelling		\$35,000			\$492
25011	Kody Miller (storm)	204 South 16th Ave.	New Garage			\$7,000		\$139
25012	Kody Miller (storm)	204 South 16th Ave.	Demolish Garage					\$25
25013	Steve Ames	1108 Iowa Ave. West	Alter Building					\$139
25014	Bruin Mfg. Co.	607 North 4th Avenue	Alter Building				\$20,000	\$321
25015	Mechdyne Corp.	609 East Boone Street	Demolish Dwelling					\$25
25016	David Clark (storm)	1111 West State St.	Demolish Garage					\$25
25017	David Clark (storm)	1111 West State St.	New Garage			\$38,000		\$522
25018	Scott Phillips	1904 W. Lincolnway	Demolish Shed					\$25
25019	Scott Phillips	1904 W. Lincolnway	New Shed			\$13,000		\$223
25020	Leonardo Vargas	3 West Olive Street	New Shed			\$6,000		\$125
25021	Kaplan & Frese	111 East Church Street	Alter Building				\$9,000	\$167
25022	Mary Frost (storm)	1412 Summit Street	Demolish Garage					\$25
25023	Mary Frost (storm)	1412 Summit Street	New Garage			\$11,000		\$195
25024	Angelica Gomez (storm)	422 Union Street	Alter Dwelling		\$22,000			\$349
25025	Mike Schmidt	405 East Boone Street	Demolish Dwelling					\$25
25026	Randy Mason	1017 South 10th Ave.	Demolish Dwelling					\$25
25027	John Christen	2008 Gethmann Drive	New Garage			\$13,000		\$223
25028	Maria Landeros	601 Fremont Street	New Garage			\$7,000		\$139
25029	Phyllis Vinson	2301 Dubois Circle	Alter Dwelling		\$24,000			\$377

BUILDING REPORT FOR THE MONTH OF MARCH 2019**MARSHALLTOWN**

— I O W A —

PERMIT NUMBER	OWNER OF IMPROVEMENT	LOCATION OF IMPROVEMENT	TYPE OF IMPROVEMENT	NEW DWELLING		ALTER DWELLING	MINOR BUILDING	MISC. IMPROVEMENT	FEE
			TOTALS:	\$250,000		\$81,000	\$148,000	\$4,698,000	\$27,102
			TOTAL IMPROVEMENT AMOUNT:		\$5,177,000				
				Units	Permits	Permits	Permits	Permits	Demo Permits
Scott A. Riemenschneider, Chief Building Official			# OF PERMITS:	1	1	3	13	6	14

Building Division Improvement Value & Fee Summary - March 2019

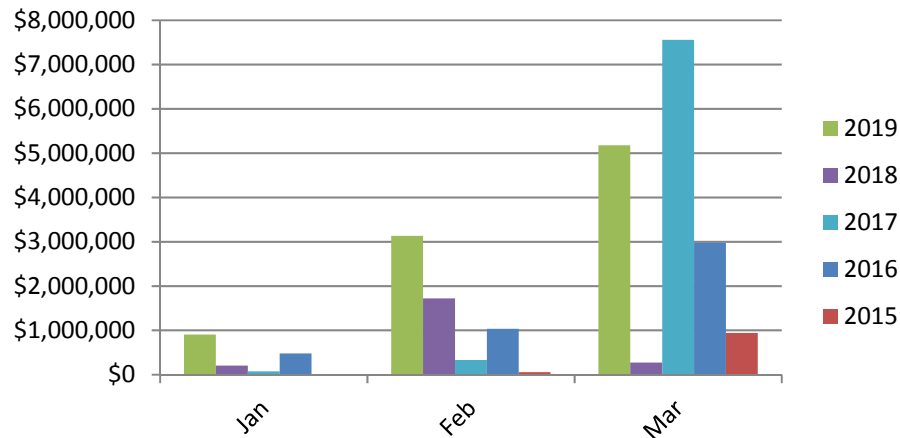
Total Improvement Value Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2019	\$903,000	\$3,132,000	\$5,177,000										\$9,212,000
2018	\$205,000	\$1,722,000	\$271,000										\$2,198,000
2017	\$74,000	\$331,000	\$7,559,000										\$7,964,000
2016	\$479,000	\$1,034,000	\$2,977,000										\$4,490,000
2015	\$0	\$57,000	\$941,000										\$998,000

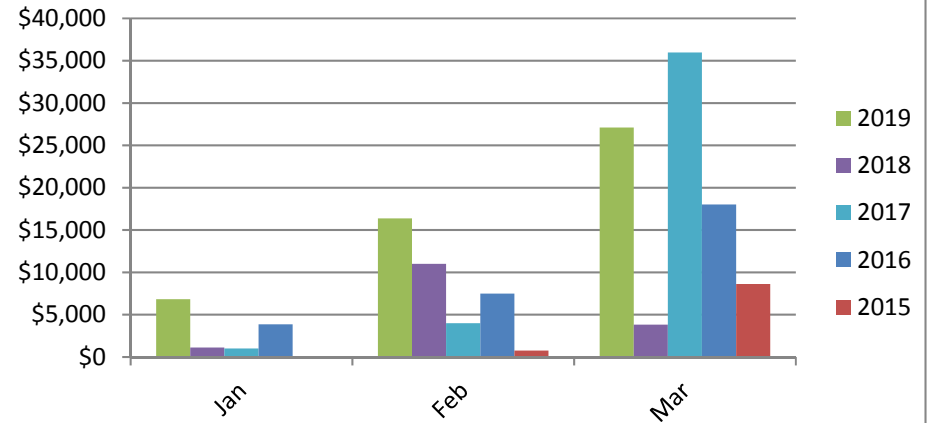
Total Fees Received Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2019	\$6,828	\$16,366	\$27,102										\$50,296
2018	\$1,114	\$10,996	\$3,815										\$15,925
2017	\$1,006	\$3,995	\$35,959										\$40,960
2016	\$3,860	\$7,490	\$18,014										\$29,364
2015	\$0	\$762	\$8,610										\$9,372

Total Improvement Value Comparison



Total Fees Received Comparison



CITY OF MARSHALLTOWN

APPLICATION FOR A TREE TRIMMER LICENSE

TREE TRIMMER LICENSES MUST BE APPROVED BY THE CITY COUNCIL OF MARSHALLTOWN

Name of Business: JOSE'S Tree service
 Address of Business: 1205 high view Dr, marshalltown IA 50158
 Business Telephone: (641) 3280539
 Owner(s) of Business: JOSE LUIS ZAMORA
 Home Address/
 Telephone of Owners: 1205 High view Dr, Marshalltown IA 50158

If incorporated, is business authorized to transact business in the State of Iowa? YES

Sales Tax Number: _____

If title is a trade name, has such name been registered? _____

Date of commencement of business: _____

Has Owner(s) ever been convicted for violation of the law other than minor traffic offenses?
 Yes _____ No ☒ (A conviction record will not necessarily be a bar to approval. Factors such as nature and seriousness of the violation, age at time of the offense, and rehabilitation will be taken into account.) If you answered yes or if you are unsure, please explain:

EQUIPMENT TO BE USED IN TREE TRIMMING BUSINESS:

VEHICLES/MAJOR EQUIPMENT	LICENSE PLATE NUMBERS	OWNER(S)
<u>boom TRUCK</u>	<u>EDE585</u>	<u>JOSE LUIS ZAMORA</u>
<u>dodge pickup TRUCK</u>	<u>636W02</u>	
<u>Trailer</u>	<u>ES9545</u>	

An Up-To-Date Certificate of Insurance showing liability insurance and worker's compensation coverage must be filed with the City Clerk prior to Issuance of a Tree Trimmer License
 Date Insurance Certificate Received _____

Applicant _____

Applicant _____

Date: _____
 \$25.00 Fee paid _____

Approved by City Council on _____

City Administrator _____

7/98

renewal

Please remember that all brush and tree trimmings must be disposed of in a proper and legal fashion



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/08/2019

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

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

PRODUCER Shomo-Madsen Insurance 22 E Main St Marshalltown IA 50158		CONTACT NAME: Deborah Ewaldt PHONE (A/C No, Ext): (641)753-6691 FAX (A/C No): (641)752-5360 E-MAIL ADDRESS: dewoldt@shomo-madsen.com													
INSURED Jose Zamora DBA Jose's Tree Service 1205 High View Dr Marshalltown IA 50158		INSURER(S) AFFORDING COVERAGE <table border="1"><tr><td>INSURER A: Pekin Insurance</td><td>NAIC # 24228</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>		INSURER A: Pekin Insurance	NAIC # 24228	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER A: Pekin Insurance	NAIC # 24228														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES**CERTIFICATE NUMBER:** CL195804770**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			CL0211608-C	05/02/2019	05/02/2020	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COM/PROP AGG \$ Included \$
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☒ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			00P721543	08/11/2018	08/11/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 100,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ 100,000 Uninsured motorist BI \$ 100,000
	☐ UMBRELLA LIAB ☐ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N		N/A			

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

CERTIFICATE HOLDER**CANCELLATION**City of Marshalltown
24 N. Center Street

Marshalltown

IA 50158

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

AUTHORIZED REPRESENTATIVE

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**RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS PROPERTY AND
AUTHORIZING SALE AND DISPOSAL THEREOF, TRANSIT BUS 1984 ONTARIO
VIN#2B1139270E6001054**

WHEREAS the City of Marshalltown (hereinafter referred to as the “City”), State of Iowa, is a political subdivision organized and existing under the law and the Constitution of the State of Iowa (the “State”); and

WHEREAS the City is the sole owner of the equipment listed in Section 1 which is to be declared surplus property; and

WHEREAS this surplus property should be disposed of or sold to raise additional revenue and prevent the further decline in value thereof prior to sale; and.

WHEREAS the disposal of excess property is in the best interests of the City of Marshalltown.

THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, AS FOLLOWS:

Section 1. The property listed below is hereby declared as surplus property:

A. 1984 ONTARIO, VIN 2B1139270E6001054, mileage N/A – most recently used for parts.

Section 2. The surplus property the subject of this resolution shall be sold or disposed of in accordance with applicable Federal, State and City guidelines.

Passed this 13th day of May, 2019, and signed this ____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

#2019-

**RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS PROPERTY AND
AUTHORIZING SALE AND DISPOSAL THEREOF, 2013 FORD F-150 TRUCK AND
1975 DAVIS SCATBACK 430.**

WHEREAS the City of Marshalltown (hereinafter referred to as the “City”), State of Iowa, is a political subdivision organized and existing under the law and the Constitution of the State of Iowa (the “State”); and

WHEREAS the City is the sole owner of the equipment listed in Section 1 which is to be declared surplus property; and

WHEREAS this surplus property should be disposed of or sold; and

WHEREAS the disposal of excess property is in the best interests of the City of Marshalltown.

THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, AS FOLLOWS:

Section 1. The property listed below is hereby declared as surplus property:

- A. 2013 Ford F-150 truck
- B. 1975 Davis Scatback 430

Section 2. The surplus property the subject of this resolution shall be sold or disposed of.

Passed this 13th day of May, 2019, and signed this ____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

RESOLUTION APPROVING ENGINEER'S STATEMENT OF COMPLETION AND
ACCEPTING THE 2016 SANITARY SEWER TELEVISIONING PROJECT, BEING PROJECT
NO. 59015011, WITH A FINAL PROJECT COST
IN THE AMOUNT OF \$57,002.67

WHEREAS, the City of Marshalltown, Iowa has heretofore entered into a contract for labor and material for the 2016 Sanitary Sewer Televisioning Project, and

WHEREAS, said project has been completed by Hydro-Klean, Inc. pursuant to the plans and specifications all as is set forth in the Engineer's Statement of Completion covering said project.

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

Section 1. That the labor and material for the 2016 Sanitary Sewer Televisioning Project, being project No. 59015011, is hereby accepted pursuant to the Engineer's Statement of Completion and the City Clerk is hereby authorized and directed to do all things necessary to complete the contract with Hydro-Klean, Inc, including the payment of the items called for in said contract and Statement of Completion.

Passed this 13th day of May, 2019 and signed this _____day of May, 2019

CITY OF MARSHALLTOWN

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, City Clerk



January 31, 2019

Justin Nickel
City of Marshalltown
36 N. Center Street
Marshalltown, Iowa 50158

RE: 2016 Sanitary Sewer Televising Project
Final Completion
FOX Ref No: 240714B.600
City PN: 59015011

Dear Mr. Nickel:

According to the contract documents, Hydro-Klean, Inc (Contractor) generally met the requirements for final completion of 2016 Sanitary Sewer Televising Project, City PN 59015011.

Substantial completion was completed by the contractor on October 19, 2018 with final completion on December 1, 2019.

Attached is Pay Application No. 3 for final payment of the remaining retainage of \$2,850.13. Application for payment no. 3, final payment for the remaining retainage withheld, should be paid no later than forty (40) days from the Council acceptance date.

FOX Engineering recommends that the city council accept the Certificate of Final Completion for the 2016 Sanitary Sewer Televising Project. If you find the documents to be acceptable, please include acceptance by resolution at the next available council meeting, sign three Certifications of Final Completion and Pay Request No. 3 for final payment and return two copies to our office by mail for distribution. Please keep one copy for City records.

Sincerely,
FOX Engineering Associates, Inc.

A handwritten signature in black ink, appearing to read 'Steven Soupier', written over a horizontal line.

Steven Soupier, P.E., CFM
Project Manager

Enclosures: Certification of Final Completion
Pay Request No. 3 For Final Payment

Engineer's Statement of Completion

Project: 2016 Sanitary Sewer Televising Project	Date of Contract: April 11, 2016
Owner: City of Marshalltown	Owner's Contract No.: 59015011
Engineer: FOX Engineering	Engineer's Project No.: 2407-14B
Contractor: Hydro-Klean, Inc.	

I hereby state that the construction of 2016 Sanitary Sewer Televising Project was completed has been satisfactorily completed in general compliance with the terms, conditions, and stipulations of said Contract.

The work was completed on December 1, 2018.

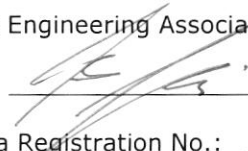
I further state that the total amount due to the Contractor for the fulfillment of said Contract is **\$57,002.67**.

The derivation of this total amount is tabulated on the attached sheet.

The remaining retainage amount withheld of approximately **\$2,850.13** shall be paid no sooner than thirty (30) days following formal acceptance of the construction by resolution of the City Council provided that no unpaid claims exist in connection with this Contract. The Contractor will receive interest on any unpaid balance at the maximum legal rate from and after thirty (30) days following acceptance of the project by the City Council.

Signed:

FOX Engineering Associates

By: 

Iowa Registration No.: 18924

Date: 1/31/19

FOX PN: 2407-14B.600

City PN: 59015011

Accepted by:

Owner: _____

Resolution: _____

Date: _____

Signed: _____

Title: _____

Attest: _____

Distribution:

Engineer

Contractor

Owner

IDNR

RESOLUTION APPROVING CONTRACT CHANGE ORDER #3 FOR THE 2014
SANITARY SEWER REHABILITATION PROJECT # 5901407
A DECREASE OF \$138,461.75

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Hydro-Klean, LLC for the labor and material for the 2014 Sanitary Sewer Rehabilitation Project #59014007; and

WHEREAS a decrease is requested to complete the project.

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

Passed this 13th day of May 2019, and signed this _____ day of _____, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Change Order No. 3

Project: 2014 Sanitary Sewer Rehabilitation Project	Date of Contract: May 11, 2015
Owner: City of Marshalltown	Owner's Contract No.: 59014007
Engineer: FOX Engineering	Engineer's Project No.: 2407-14C
Contractor: Hydro-Klean, LLC	Date of Issuance: April 18, 2019

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

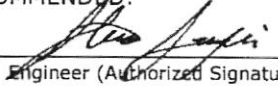
DESCRIPTIONS:

- Item 1 Apply liquidated damages to the contract for failure of the contractor to meet the conditions of the contract for final completion. Deduct \$400 from the contract price.
- Item 2 Apply a claim for damages to the contract for services required to review defective work and for damages resulting from a delay in completion of the project. Deduct \$35,600 from the contract price.
- Item 3 Change the contract units for balance of quantities as included on the attached Balance of Quantities Document. Deduct \$102,461.75 from the contract price.

Attachments: Change Order No. 3 Balance of Quantities

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$1,860,917.80	Original Contract ☐ Working ☒ Calendar Substantial completion: September 1, 2016 Ready for final payment: October 1, 2016
☒ Increase ☐ Decrease from previously approved Change Orders: \$27,647.30	☐ Increase ☐ Decrease from previously approved Change Orders: Substantial completion (days): 0 Ready for final payment (days): 0
Contract Price prior to this Change Order: \$1,888,565.10	Contract Times prior to this Change Order: Substantial completion: September 1, 2016 Ready for final payment: October 1, 2016
☐ Increase ☒ Decrease of this Change Order: \$138,461.75	☐ Increase ☐ Decrease of this Change Order: Substantial completion (days): 0 Ready for final payment (days): 0
Contract Price incorporating this Change Order: \$1,750,103.35	Contract Times with all approved Change Orders: Substantial completion: September 1, 2016 Ready for final payment: October 1, 2016

RECOMMENDED:

By: 
Engineer (Authorized Signature)

Date: 4/18/2019

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 4/18/19

RESOLUTION APPROVING ENGINEER'S STATEMENT OF COMPLETION AND
ACCEPTING THE 2014 SANITARY SEWER REHABILITATION PROJECT, BEING
PROJECT NO. 59014007, WITH A FINAL PROJECT COST
IN THE AMOUNT OF \$1,750,103.35

WHEREAS, the City of Marshalltown, Iowa has heretofore entered into a contract for labor and material for the 2014 Sanitary Sewer Rehabilitation Project, and

WHEREAS, said project has been completed by Hydro-Klean, Inc. pursuant to the plans and specifications all as is set forth in the Engineer's Statement of Completion covering said project.

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

Section 1. That the labor and material for the 2014 Sanitary Sewer Rehabilitation Project, being project No. 59014007, is hereby accepted pursuant to the Engineer's Statement of Completion and the City Clerk is hereby authorized and directed to do all things necessary to complete the contract with Hydro-Klean, Inc, including the payment of the items called for in said contract and Statement of Completion.

Passed this 13th day of May, 2019 and signed this _____day of May, 2019

CITY OF MARSHALLTOWN

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, City Clerk

April 18, 2019

Justin Nickel
City of Marshalltown
36 N. Center Street
Marshalltown, Iowa 50158

RE: 2014 Sanitary Sewer Rehabilitation Project
Final Completion
FOX Ref No: 240714C.600
City PN: 59014007

Dear Mr. Nickel:

According to contract documents, Hydro-Klean, LLC (Contractor) has generally met the requirements for final completion of the 2014 Sanitary Sewer Rehabilitation Project, City PN 59014007, for items completed. FOX Engineering has been working with Hydro-Klean since October of 2017 in an attempt to get contractor to complete the remaining punch list items.

The contract final completion date is October 1, 2016 and per the Agreement dated May 11, 2015, Hydro-Klean, LLC agreed to pay the Owner as liquidated damages the sum of \$400.00 for not completing the work within the contract times as indicated in the contract documents.

In addition, per Article 13.08 of the General Conditions, defective work has occurred during the course of the project as a result of the Contractor's actions during construction resulting in concrete in the sanitary sewer system. As a result of this defective work, the Contractor has taken actions to correct the defective work by removing the concrete and providing video evidence of the sanitary sewer pipes determined by the Contractor to have been affected by the defective work. The City of Marshalltown incurred damages as a result of the Contractor's defective work that required contracting additional engineering services for construction administration, construction observation, and to verify that concrete has been removed based on the video evidence provided. In addition, due to continued delays in completing the punch list items, the city incurred additional damages from engineering administrative and construction observation costs associated with the continued delays. Therefore, the City of Marshalltown shall deduct these services from the contract price by change order to the amount of \$35,600.

Change Order No. 3 attached is provided as a final balance of quantities for the project. Based on work completed, this change order includes a deduction of \$138,461.75 for execution by the City, decreasing the total project cost to \$1,750,103.35. This is \$110,814.45 less than the original contract price of \$1,860,917.80. The contract deadline for final completion was October 1, 2016. Liquidated damages in the amount of \$400 and other Damages reducing the contract price in the amount of \$35,600 are applied to Change Order No. 3.

Attached is Pay Application No. 15 for final balance of quantities. Application for payment no. 16 for final payment and the remaining retainage withheld should then be paid no later than forty (40) days from the Council acceptance date.

FOX Engineering recommends that council accept the Certificate of Final Completion for the 2014 Sanitary Sewer Rehabilitation Project with the following conditions:

1. Due to the workmanship of the post televising information provided, Hydro-Klean, LLC has agreed to extend the warranty related to trimming of the service reinstates an additional 5 years and Hydro-Klean, LLC shall be responsible for any, and all costs associated with damages as a result of inadequately trimmed service reinstatements. Therefore, Hydro-Klean, LLC shall provide a maintenance bond for an additional 3 years beyond the contract warranty and a letter stating that a full 5 years of additional warranty will be provided by Hydro-Klean, LLC.

A letter dated September 27, 2017 from Hydro-Klean, LLC is attached that indicates the commitment by Hydro-Klean to extend the warranty an additional 5 years beyond the contract warranty period for service reinstatements.

Please contact me with any questions or comments regarding this recommendation. If you find the documents to be acceptable, please include acceptance by resolution at the next available council meeting, sign three Certifications of Final Completion, Change Order No. 3, and Pay Request No. 15 for balance of quantities and return two copies to our office by mail. Pay Request No. 16 should be paid within 40 days from the date of final acceptance. Please keep one copy of each pay request for City records.

Sincerely,
FOX Engineering Associates, Inc.



Steven Soupir, P.E., CFM
Project Manager

Attachments: Certification of Final Completion
 Change Order No. 3
 Pay Request No. 15 for Balance of Quantities
 Pay Request No. 16 For Final Payment
 Warranty Extension

Engineer's Statement of Completion

Project: 2014 Sanitary Sewer Rehabilitation Project	Date of Contract: May 11, 2015
Owner: City of Marshalltown	Owner's Contract No.: 59014007
Engineer: FOX Engineering	Engineer's Project No.: 2407-14C
Contractor: Hydro-Klean, LLC	

I hereby state that the construction of 2014 Sanitary Sewer Rehabilitation Project by a Contract dated May 11, 2015 has been satisfactorily completed in general conformance with the terms, conditions, and stipulations of the contract documents.

The work was generally completed on April 18, 2019. The contract completion date was October 1, 2016.

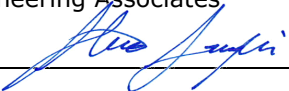
I further state that the total amount due to the Contractor for the fulfillment of said Contract is \$1,750,103.35.

The derivation of this total amount is tabulated on the attached balance of quantities.

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

Signed:

FOX Engineering Associates

By: 

Iowa Registration No.: 18924

Date: April 18, 2019

FOX PN: 2407-14C.600

Accepted by:

Owner: _____

Resolution: _____

Date: _____

Signed: _____

Title: _____

Attest: _____

Distribution:

Engineer

Contractor

Owner

IDNR

Change Order No. 3

Project: 2014 Sanitary Sewer Rehabilitation Project	Date of Contract: May 11, 2015
Owner: City of Marshalltown	Owner's Contract No.: 59014007
Engineer: FOX Engineering	Engineer's Project No.: 2407-14C
Contractor: Hydro-Klean, LLC	Date of Issuance: April 18, 2019

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

DESCRIPTIONS:

- Item 1 Apply liquidated damages to the contract for failure of the contractor to meet the conditions of the contract for final completion. Deduct \$400 from the contract price.
- Item 2 Apply a claim for damages to the contract for services required to review defective work and for damages resulting from a delay in completion of the project. Deduct \$35,600 from the contract price.
- Item 3 Change the contract units for balance of quantities as included on the attached Balance of Quantities Document. Deduct \$102,461.75 from the contract price.

Attachments: Change Order No. 3 Balance of Quantities

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$1,860,917.80	Original Contract ☐ Working ☒ Calendar Substantial completion: September 1, 2016 Ready for final payment: October 1, 2016
☒ Increase ☐ Decrease from previously approved Change Orders: \$27,647.30	☐ Increase ☐ Decrease from previously approved Change Orders: Substantial completion (days): 0 Ready for final payment (days): 0
Contract Price prior to this Change Order: \$1,888,565.10	Contract Times prior to this Change Order: Substantial completion: September 1, 2016 Ready for final payment: October 1, 2016
☐ Increase ☒ Decrease of this Change Order: \$138,461.75	☐ Increase ☐ Decrease of this Change Order: Substantial completion (days): 0 Ready for final payment (days): 0
Contract Price incorporating this Change Order: \$1,750,103.35	Contract Times with all approved Change Orders: Substantial completion: September 1, 2016 Ready for final payment: October 1, 2016

RECOMMENDED:

By: 
Engineer (Authorized Signature)

Date: 4/18/2019

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 4/18/19

Change Order Balance of Quantities

For (contract)		2014 Sanitary Sewer Rehabilitation			Owner's Proj. No.:		59014007		Change Order No.:		3	
Contractor:		Hydro-Klean, LLC			Engineer's Proj. No.:		2407-14C		Change Order Date:		4/18/2019	
Item		Bid	Unit Price	Bid Value	Estimated Quantity Installed	Estimated Quantity Value	Contract Unit Quantity Adjustment	Contract Unit Price Adjustment	Change Order Contract Amount			
Bid Item No.	Description											
1	MOBILIZATION	1	\$35,000.00	\$35,000.00	1.00	\$35,000.00			\$35,000.00			
2	TRAFFIC CONTROL	1	\$6,000.00	\$6,000.00	1.00	\$6,000.00			\$6,000.00			
3	MANHOLE LINING, 48"	3,011	\$86.10	\$259,247.10	2,718.00	\$234,019.80	-293.00	-\$25,227.30	\$234,019.80			
4	MANHOLE LINING, 60"	58	\$127.05	\$7,368.90	63.00	\$8,004.15	5.00	\$635.25	\$8,004.15			
5	MANHOLE LINING, 72"	10	\$149.10	\$1,491.00	-		-10.00	-\$1,491.00				
6	BOXOUT, ALIGN EXISTING FRAME	98	\$848.40	\$83,143.20	91.00	\$77,204.40	-7.00	-\$5,938.80	\$77,204.40			
7	BOXOUT & ALIGN NEW FRAME	28	\$1,303.05	\$36,485.40	37.00	\$48,212.85	9.00	\$11,727.45	\$48,212.85			
8	EXISTING FRAME & ALIGN IN GRASS AND GRAVEL	2	\$540.75	\$1,081.50	-		-2.00	-\$1,081.50				
9	NEW FRAME & ALIGN IN GRASS AND GRAVEL	48	\$714.00	\$34,272.00	49.00	\$34,986.00	1.00	\$714.00	\$34,986.00			
10	ADDITION OF GRADE ADJUSTMENT RINGS	39	\$130.20	\$5,077.80	171.00	\$22,264.20	132.00	\$17,186.40	\$22,264.20			
11	REBUILD CHIMNEY SECTION & ALIGN	810	\$44.10	\$35,721.00	1,148.00	\$50,626.80	338.00	\$14,905.80	\$50,626.80			
12	REBUILD BENCH & TROUGH	53	\$1,680.00	\$89,040.00	49.00	\$82,320.00	-4.00	-\$6,720.00	\$82,320.00			
13	NEW CHIMNEY SEALS, INTERNAL	343	\$330.75	\$113,447.25	341.00	\$112,785.75	-2.00	-\$661.50	\$112,785.75			
14	REPLACE INVERTED FRAME	9	\$1,800.75	\$16,206.75	7.00	\$12,605.25	-2.00	-\$3,601.50	\$12,605.25			
15	ADDITIONAL CONCRETE-LARGER BOXOUTS	50	\$173.25	\$8,662.50	101.00	\$17,498.25	51.00	\$8,835.75	\$17,498.25			
16	CIPP LINING, 8" O.D., MODULUS EL=350,000, 6MM	43,477	\$17.90	\$778,238.30	41,468.00	\$742,277.20	-2,009.00	-\$35,961.10	\$742,277.20			
17	CIPP LINING, 10" O.D., MODULUS EL=350,000, 6MM	3,626	\$22.40	\$81,222.40	3,635.00	\$81,424.00	9.00	\$201.60	\$81,424.00			
18	CIPP LINING, 12" O.D., MODULUS EL=350,000, 6MM	3,296	\$26.60	\$87,673.60	2,214.00	\$58,892.40	-1,082.00	-\$28,781.20	\$58,892.40			
19	CIPP LINING, 15" O.D., MODULUS EL=350,000, 6MM	1,373	\$35.50	\$48,741.50	1,250.00	\$44,375.00	-123.00	-\$4,366.50	\$44,375.00			
20	CIPP LINING, 18" O.D., MODULUS EL=350,000, 7.5MM	917	\$45.60	\$41,815.20	600.00	\$27,360.00	-317.00	-\$14,455.20	\$27,360.00			
21	CIPP LINING, 24" O.D., MODULUS EL=350,000, 9MM	254	\$70.60	\$17,932.40	-		-254.00	-\$17,932.40				
22	SERVICE REINSTATEMENTS	1,121	\$50.00	\$56,050.00	912.00	\$45,600.00	-209.00	-\$10,450.00	\$45,600.00			
23	PROTRUDING TAP CUT	136	\$125.00	\$17,000.00	136.00	\$17,000.00			\$17,000.00			
CHANGE ORDER NO. 1												
CO1	ASPHALT CUTTING	1	\$3,912.30	\$3,912.30	1.00	\$3,912.30			\$3,912.30			
CHANGE ORDER NO. 2												
CO2	CLEANING AND TELEVISIONING (QTE034779)	1,134	\$3.50	\$3,969.00	1,134.00	\$3,969.00			\$3,969.00			
CO3	MONOFORM MHK08-054 WITH BENCH	2	\$1,000.00	\$2,000.00	2.00	\$2,000.00			\$2,000.00			
CO4	MONOFORM REPAIR	1	\$17,766.00	\$17,766.00	1.00	\$17,766.00			\$17,766.00			
CHANGE ORDER NO. 3												
CO5	LIQUIDATED DAMAGES	1	-\$400.00		1.00	-\$400.00	1.00	-\$400.00	-\$400.00			
CO5	DEFECTIVE WORK DAMAGES	1	-\$35,600.00		1.00	-\$35,600.00	1.00	-\$35,600.00	-\$35,600.00			
Totals				\$1,888,565.10		\$1,750,103.35		-\$138,461.75	\$1,750,103.35			

Contractor's Application for Payment No. 15

Approved Change Order Summary:			
No.	Date Approved	Additions	Deductions
1	4/29/2016	\$3,912.30	
2	8/14/2017	\$3,969.00	
3	8/14/2017	\$2,000.00	
4	8/14/2017	\$17,766.00	
TOTALS		\$27,647.30	
NET CHANGE BY CHANGE ORDERS			\$27,647.30

1.	ORIGINAL CONTRACT PRICE.....	\$	1,860,917.80
2.	Net change by Change Orders.....	\$	27,647.30
3.	Current Contract Price (Line 1 + 2).....	\$	1,888,565.10
4.	TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	1,786,103.35
5.	RETAINAGE:		
	a. 5% X \$1,786,103.35 Work Completed.....	\$	89,305.17
	b. X _____ Stored Material.....	\$	
	c. Less Total Retainage Released Early.....	\$	
	d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$	89,305.17
6.	AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	1,696,798.18
7.	LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	1,696,798.18
8.	AMOUNT DUE THIS APPLICATION.....	\$	0.00
9.	BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	

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

Payment of: \$ 0.00
(Line 8 or other - attach explanation of the other amount)

is recommended by:  4/18/2019
(Engineer) (Date)

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

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

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate

Contractor's Application

For (contra					2014 Sanitary Sewer Rehabilitation		Owner's Proj. No.:		59014007		Application Number:		15	
Contractor					Hydro-Klean, LLC		Engineer's Proj. No.:		2407-14C		Application Date:		4/18/2019	
A					B			C	D	E	F		G	
Item					Bid			Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	%	Balance to	
Bid Item No.	Description													Quantity
												(F/ B)	(B - F)	
1	MOBILIZATION	1	\$35,000.00	\$35,000.00	1	\$35,000.00		\$35,000.00	100.0%					
2	TRAFFIC CONTROL	1	\$6,000.00	\$6,000.00	1	\$6,000.00		\$6,000.00	100.0%					
3	MANHOLE LINING, 48"	2,718	\$86.10	\$234,019.80	2718	\$234,019.80		\$234,019.80	100.0%					
4	MANHOLE LINING, 60"	63	\$127.05	\$8,004.15	63	\$8,004.15		\$8,004.15	100.0%					
5	MANHOLE LINING, 72"	-	\$149.10											
6	BOXOUT, ALIGN EXISTING FRAME	91	\$848.40	\$77,204.40	91	\$77,204.40		\$77,204.40	100.0%					
7	BOXOUT & ALIGN NEW FRAME	37	\$1,303.05	\$48,212.85	37	\$48,212.85		\$48,212.85	100.0%					
8	EXISTING FRAME & ALIGN IN GRASS AND GRAVEL	-	\$540.75											
9	NEW FRAME & ALIGN IN GRASS AND GRAVEL	49	\$714.00	\$34,986.00	49	\$34,986.00		\$34,986.00	100.0%					
10	ADDITION OF GRADE ADJUSTMENT RINGS	171	\$130.20	\$22,264.20	171	\$22,264.20		\$22,264.20	100.0%					
11	REBUILD CHIMNEY SECTION & ALIGN	1,148	\$44.10	\$50,626.80	1148	\$50,626.80		\$50,626.80	100.0%					
12	REBUILD BENCH & TROUGH	49	\$1,680.00	\$82,320.00	49	\$82,320.00		\$82,320.00	100.0%					
13	NEW CHIMNEY SEALS, INTERNAL	341	\$330.75	\$112,785.75	341	\$112,785.75		\$112,785.75	100.0%					
14	REPLACE INVERTED FRAME	7	\$1,800.75	\$12,605.25	7	\$12,605.25		\$12,605.25	100.0%					
15	ADDITIONAL CONCRETE-LARGER BOXOUTS	101	\$173.25	\$17,498.25	101	\$17,498.25		\$17,498.25	100.0%					
16	CIPP LINING, 8" O.D., MODULUS EL=350,000, 6MM	41,468	\$17.90	\$742,277.20	41468	\$742,277.20		\$742,277.20	100.0%					
17	CIPP LINING, 10" O.D., MODULUS EL=350,000, 6MM	3,635	\$22.40	\$81,424.00	3635	\$81,424.00		\$81,424.00	100.0%					
18	CIPP LINING, 12" O.D., MODULUS EL=350,000, 6MM	2,214	\$26.60	\$58,892.40	2214	\$58,892.40		\$58,892.40	100.0%					
19	CIPP LINING, 15" O.D., MODULUS EL=350,000, 6MM	1,250	\$35.50	\$44,375.00	1250	\$44,375.00		\$44,375.00	100.0%					
20	CIPP LINING, 18" O.D., MODULUS EL=350,000, 7.5MM	600	\$45.60	\$27,360.00	600	\$27,360.00		\$27,360.00	100.0%					
21	CIPP LINING, 24" O.D., MODULUS EL=350,000, 9MM	-	\$70.60											
22	SERVICE REINSTATEMENTS	912	\$50.00	\$45,600.00	912	\$45,600.00		\$45,600.00	100.0%					
23	PROTRUDING TAP CUT	136	\$125.00	\$17,000.00	136	\$17,000.00		\$17,000.00	100.0%					
CHANGE ORDER NO. 1														
CO1	ASPHALT CUTTING	1	\$3,912.30	\$3,912.30	1	\$3,912.30		\$3,912.30	100.0%					
CHANGE ORDER NO. 2														
CO2	CLEANING AND TELEVISIONING (QTE034779)	1,134	\$3.50	\$3,969.00	1134	\$3,969.00		\$3,969.00	100.0%					
CO3	MONOFORM MHK08-054 WITH BENCH	2	\$1,000.00	\$2,000.00	2	\$2,000.00		\$2,000.00	100.0%					
CO4	MONOFORM REPAIR	1	\$17,766.00	\$17,766.00	1	\$17,766.00		\$17,766.00	100.0%					
CHANGE ORDER NO. 3														
CO5	LIQUIDATED DAMAGES	1	-\$400.00	-\$400.00					100.0%					
CO6	DEFECTIVE WORK DAMAGES	1	-\$35,600.00	-\$35,600.00					100.0%					
Totals				\$1,750,103.35		\$1,786,103.35		\$1,786,103.35	102.1%	-\$36,000.00				

Stored Material Summary

Contractor's Application

[illegible]

Contractor's Application for Payment No. 16

Project:	2014 Sanitary Sewer Rehabilitation	From (Contractor):	Hydro-Klean, LLC	Application Date:	5/18/2019
To (Owner):	City of Marshalltown	Owner's Project No.:	59014007	Period From:	4/18/2019
Via (Engineer):	FOX Engineering	Engineer's Proj. No.:	2407-14C	Period To:	5/18/2019

1. ORIGINAL CONTRACT PRICE.....	\$	1,860,917.80
2. Net change by Change Orders.....	\$	-110,814.45
3. Current Contract Price (Line 1 + 2).....	\$	1,750,103.35
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	1,750,103.35
5. RETAINAGE:		
a. X \$1,750,103.35 Work Completed.....	\$	
b. X _____ Stored Material.....	\$	
c. Less Total Retainage Released Early.....	\$	
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$	
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	1,750,103.35
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	1,696,798.18
8. AMOUNT DUE THIS APPLICATION.....	\$	53,305.17
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	

No.	Date Approved	Additions	Deductions
1	4/29/2016	\$3,912.30	
2	8/14/2017	\$3,969.00	
3	8/14/2017	\$2,000.00	
4	8/14/2017	\$17,766.00	
5	5/13/2019		\$400.00
6	5/13/2019		\$35,600.00
7	5/13/2019		\$102,461.75
TOTALS		\$27,647.30	\$138,461.75
NET CHANGE BY CHANGE ORDERS			-\$110,814.45

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

By: 

Date: 4/18/19

Payment of: \$ 53,305.17
(Line 8 or other - attach explanation of the other amount)

is recommended by:  4/18/2019
(Engineer) (Date)

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

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

Endorsed by the Construction Specifications Institute.

Progress Estimate

Contractor's Application

For (contra		2014 Sanitary Sewer Rehabilitation			Owner's Proj. No.:		59014007		Application Number:		16
Contractor		Hydro-Klean, LLC			Engineer's Proj. No.:		2407-14C		Application Date:		5/18/2019
A			B			C	D	E	F		G
Item			Bid			Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	%	Balance to
Bid Item No.	Description	Quantity									
											(B - F)
1	MOBILIZATION	1	\$35,000.00	\$35,000.00	1	\$35,000.00		\$35,000.00	100.0%		
2	TRAFFIC CONTROL	1	\$6,000.00	\$6,000.00	1	\$6,000.00		\$6,000.00	100.0%		
3	MANHOLE LINING, 48"	2,718	\$86.10	\$234,019.80	2718	\$234,019.80		\$234,019.80	100.0%		
4	MANHOLE LINING, 60"	63	\$127.05	\$8,004.15	63	\$8,004.15		\$8,004.15	100.0%		
5	MANHOLE LINING, 72"	-	\$149.10								
6	BOXOUT, ALIGN EXISTING FRAME	91	\$848.40	\$77,204.40	91	\$77,204.40		\$77,204.40	100.0%		
7	BOXOUT & ALIGN NEW FRAME	37	\$1,303.05	\$48,212.85	37	\$48,212.85		\$48,212.85	100.0%		
8	EXISTING FRAME & ALIGN IN GRASS AND GRAVEL	-	\$540.75								
9	NEW FRAME & ALIGN IN GRASS AND GRAVEL	49	\$714.00	\$34,986.00	49	\$34,986.00		\$34,986.00	100.0%		
10	ADDITION OF GRADE ADJUSTMENT RINGS	171	\$130.20	\$22,264.20	171	\$22,264.20		\$22,264.20	100.0%		
11	REBUILD CHIMNEY SECTION & ALIGN	1,148	\$44.10	\$50,626.80	1148	\$50,626.80		\$50,626.80	100.0%		
12	REBUILD BENCH & TROUGH	49	\$1,680.00	\$82,320.00	49	\$82,320.00		\$82,320.00	100.0%		
13	NEW CHIMNEY SEALS, INTERNAL	341	\$330.75	\$112,785.75	341	\$112,785.75		\$112,785.75	100.0%		
14	REPLACE INVERTED FRAME	7	\$1,800.75	\$12,605.25	7	\$12,605.25		\$12,605.25	100.0%		
15	ADDITIONAL CONCRETE-LARGER BOXOUTS	101	\$173.25	\$17,498.25	101	\$17,498.25		\$17,498.25	100.0%		
16	CIPP LINING, 8" O.D., MODULUS EL=350,000, 6MM	41,468	\$17.90	\$742,277.20	41468	\$742,277.20		\$742,277.20	100.0%		
17	CIPP LINING, 10" O.D., MODULUS EL=350,000, 6MM	3,635	\$22.40	\$81,424.00	3635	\$81,424.00		\$81,424.00	100.0%		
18	CIPP LINING, 12" O.D., MODULUS EL=350,000, 6MM	2,214	\$26.60	\$58,892.40	2214	\$58,892.40		\$58,892.40	100.0%		
19	CIPP LINING, 15" O.D., MODULUS EL=350,000, 6MM	1,250	\$35.50	\$44,375.00	1250	\$44,375.00		\$44,375.00	100.0%		
20	CIPP LINING, 18" O.D., MODULUS EL=350,000, 7.5MM	600	\$45.60	\$27,360.00	600	\$27,360.00		\$27,360.00	100.0%		
21	CIPP LINING, 24" O.D., MODULUS EL=350,000, 9MM	-	\$70.60								
22	SERVICE REINSTATEMENTS	912	\$50.00	\$45,600.00	912	\$45,600.00		\$45,600.00	100.0%		
23	PROTRUDING TAP CUT	136	\$125.00	\$17,000.00	136	\$17,000.00		\$17,000.00	100.0%		
CHANGE ORDER NO. 1											
CO1	ASPHALT CUTTING	1	\$3,912.30	\$3,912.30	1	\$3,912.30		\$3,912.30	100.0%		
CHANGE ORDER NO. 2											
CO2	CLEANING AND TELEVISIONING (QTE034779)	1,134	\$3.50	\$3,969.00	1134	\$3,969.00		\$3,969.00	100.0%		
CO3	MONOFORM MHK08-054 WITH BENCH	2	\$1,000.00	\$2,000.00	2	\$2,000.00		\$2,000.00	100.0%		
CO4	MONOFORM REPAIR	1	\$17,766.00	\$17,766.00	1	\$17,766.00		\$17,766.00	100.0%		
CHANGE ORDER NO. 3											
CO5	LIQUIDATED DAMAGES	1	-\$400.00	-\$400.00	1	-\$400.00		-\$400.00	100.0%		
CO6	DEFECTIVE WORK DAMAGES	1	-\$35,600.00	-\$35,600.00	1	-\$35,600.00		-\$35,600.00	100.0%		
Totals					\$1,750,103.35		\$1,750,103.35	\$1,750,103.35	100.0%		

Stored Material Summary

Contractor's Application

[illegible]



September 27, 2017

City of Marshalltown
24 N Center St
Marshalltown, IA 50158

To whom it may concern:

Through public bid procedures, Hydro-Klean, LLC was hired by the City of Marshalltown to complete the 2014 Sanitary Sewer Rehabilitation Project (Iowa-Project No. 59014007). While there were many components to this project, the city has concerns specifically centering on potential sewer backups as a result of the service reinstatements made by Hydro-Klean under this project. We believe that there will be no issues, but we understand the City's concerns. Due to these concerns, Hydro-Klean has agreed to provide assurances to the City that we will cover all costs associated with service backups as a result of inadequately trimmed service reinstatements completed under Iowa-Project No. 59014007. These assurances include:

- 1) A maintenance bond from Merchants Bonding Company for an additional 3 years beyond the initial 2 year contract warranty per Iowa-Project No. 59014007.
- 2) This letter stating that Hydro-Klean will cover an additional 2 years beyond the term of the extended maintenance bond (7 years in total which includes the initial 2 year contract term).

This 5 year extension only relates to the service reinstatement portion of the overall project (Line Item No. 22 of the official bid form for Iowa-Project No. 59014007 and all costs associated with service backups will only be paid or performed by Hydro-Klean if the sewer backups were due to inadequately trimmed service reinstatements.

Thank you.

A handwritten signature in black ink, appearing to read 'Wade Anderson', followed by a long horizontal line extending to the right.

Wade Anderson
President
Hydro-Klean, LLC

MAINTENANCE BOND

Bond No. IAC587131

KNOW ALL MEN BY THESE PRESENTS:

That, Hydro-Klean, LLC of Des Moines, Iowa
as Principal, and the Merchants Bonding Company (Mutual) as Surety,
are held and firmly bound unto City of Marshalltown, Iowa in the
penal sum of Fifty-six Thousand Fifty And No/100THS (\$ \$56,050.00)

Dollars, lawful money of the United States of America, for the payment of which, well and truly to be made,
the Principal and Surety bind themselves, their and each of their heirs, executors, administrators, successors
and assigns, jointly and severally, firmly by these presents.

Whereas, the said Principal entered into a certain contract, with City of Marshalltown, Iowa

To furnish all the material and labor necessary for the construction of

Line Item No. 22 Service Reinstallments per Exhibit 'A' attached in connection with 2014 Sanitary Sewer
Rehabilitation Project, Marshalltown, Iowa-Project No. 59014007

in Marshalltown, Iowa in conformity with certain specifications; and

Whereas, a further condition of said contract is that the said Principal should furnish a bond in
indemnity, guaranteeing to remedy any defects in workmanship or materials that may develop in
said work within a period of * years from the date of acceptance of the work
under said contract; and

Whereas, the said Merchants Bonding Company (Mutual) for a valuable consideration,
has agreed to join with said Principal in such bond or guarantee, indemnifying said
City of Marshalltown, Iowa

Now, therefore, the condition of this obligation is such, that if the said Principal shall, at his own cost
and expense, remedy any and all defects that may develop in said work within the period
of * years from the date of acceptance of the work under said contract, by
reason of bad workmanship or poor material used in the construction of said work, and shall keep all work
in continuous good repair during said period, and shall in all other respects, comply with all the terms and
conditions of said contract with respect to maintenance and repair of said work, then this obligation to be
null and void; otherwise to be and remain in full force and virtue in law.

In Witness whereof, we have hereunto set our hands and seals this 27th
day of September, 2017.

* Three (3) years effective upon the
expiration of the maintenance period
provided under Bond No. IAC584478

Hydro-Klean, LLC

By: [Signature] Principal

[Signature] President

Merchants Bonding Company (Mutual)

Surety

By: [Signature]

Anne Crowner

Attorney-in-Fact

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A below:

A. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item:

ITEM NO.	BID ITEM	UNIT	QTY	UNIT PRICE	TOTAL PRICE
1	MOBILIZATION	LS	1	\$35,000.00	\$35,000.00
2	TRAFFIC CONTROL	LS	1	\$6,000.00	\$6,000.00
3	MANHOLE LINING, 48"	VERT. FOOT	3,011	\$86.10	\$259,247.10
4	MANHOLE LINING, 60"	VERT. FOOT	58	\$127.05	\$7,368.90
5	MANHOLE LINING, 72"	VERT. FOOT	10	\$149.10	\$1,491.00
6	BOXOUT, ALIGN EXISTING FRAME	EA	98	\$848.40	\$83,143.20
7	BOXOUT & ALIGN NEW FRAME	EA	28	\$1,303.05	\$36,485.40
8	EXISTING FRAME & ALIGN IN GRASS AND GRAVEL	EA	2	\$540.75	\$1,081.50
9	NEW FRAME & ALIGN IN GRASS AND GRAVEL	EA	48	\$714.00	\$34,272.00
10	ADDITION OF GRADE ADJUSTMENT RINGS	VERT. INCH	39	\$130.20	\$5,077.80
11	REBUILD CHIMNEY SECTION & ALIGN	VERT. INCH	810	\$44.10	\$35,721.00
12	REBUILD BENCH & TROUGH	EA	53	\$1,680.00	\$89,040.00
13	NEW CHIMNEY SEALS, INTERANL	EA	343	\$330.75	\$113,447.25
14	REPLACE INVERTED FRAME	EA	9	\$1,800.75	\$16,206.75
15	ADDITIONAL CONCRETE-LARGER BOXOUT	SY	50	\$173.25	\$8,662.50
16	CIPP LINING, 8" O.D., MODULUS EL=350,000, 6MM	LF	43,477	\$17.90	\$778,238.30
17	CIPP LINING, 10" O.D., MODULUS EL=350,000, 6MM	LF	3,626	\$22.40	\$81,222.40

18	CIPP LINING, 12" O.D., MODULUS EL=350,000, 6MM	LF	3,296	\$26.60	\$87,673.60
19	CIPP LINING, 15" O.D., MODULUS EL=350,000, 6MM	LF	1,373	\$35.50	\$48,741.50
20	CIPP LINING, 18" O.D., MODULUS EL=350,000, 6MM	LF	917	\$45.60	\$41,815.20
21	CIPP LINING, 24" O.D., MODULUS EL=350,000, 6MM	LF	254	\$70.60	\$17,932.40
22	SERVICE REINSTATEMENTS	EA	1,121	\$50.00	\$56,050.00
23	PROTRUDING TAP CUT	EA	136	\$125.00	\$17,000.00

Total Contract Price One Million Eight Hundred Sixty Thousand Nine Hundred Seventeen Dollars and 80/100 (\$1,860,917.80)

The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the first Monday of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.
 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
 - a. Ninety-five percent (95%) of Work completed (with the balance being retainage); and
 - b. Ninety-five percent (95%) of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to Ninety-five percent (95%) percent of the Work completed, less such amounts as Engineer shall determine, or Owner may withhold, in accordance with Paragraph 14.02.B.5 of the General Conditions.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Anne Crowner; Brian M Deimerly; Cindy Bennett; Craig E Hansen; Dione R Young; Jay D Freiermuth; Jody Decker; Kathleen Brewer; Kevin J Knutson; Michelle R Gruis; Shirley S Bartenhagen; Stacy Venn; Tim McCulloh

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 5th day of April, 2017.



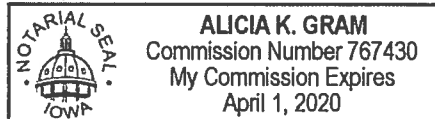
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 5th day of April, 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 27th day of September, 2017.



William Warner Jr.
Secretary

RESOLUTION APPROVING CONTRACT AND BOND FOR CONSTRUCTION OF THE
POLICE AND FIRE STATION SITE DEMOLITION AND EARTHWORK PROJECT IN THE
CITY OF MARSHALLTOWN, IOWA, BEING PROJECT NO. BLD 17001 IN THE AMOUNT
OF \$596,200.00

WHEREAS the City of Marshalltown, Iowa, did by resolution duly adopted by the Council, accept the bid of Con-Struct, Inc., Marshalltown, Iowa, for construction of the Police and Fire Station Site Demolition and Earthwork Project, Project No. BLD 17001, as required by plans and specifications therefore and in the City of Marshalltown, Iowa, as covered by resolution ordering said construction, and,

WHEREAS the said Con-Struct, Inc., Marshalltown, Iowa, has executed a contract for the construction of said improvement and has filed its construction bond covering the full amount of said improvement with adequate sureties thereon, and that the said contract is now before this Council for final approval.

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

That the contract of Con-Struct, Inc., Marshalltown, Iowa, duly executed by said company and the surety bond for the performance of said contract, duly executed by said company, together with the surety, are now filed with the City Clerk for the construction of the public improvement as fully set forth in the plans and specifications for Project No. BLD 17001, the Police and Fire Station Site Demolition and Earthwork Project in the City of Marshalltown, Iowa, and therein specifically described, be and the same are hereby accepted and approved.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be authorized and directed to execute the contract for and on behalf of the City of Marshalltown, Iowa.

Passed this 24th day of July 2017, and signed this ____ day of _____ 2017.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between City of Marshalltown ("Owner") and
Con-Struct Inc. ("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: Sanitary sewer improvements shall include, but not be limited to approximately 111 manholes, 714 LF of 8-inch through 24-inch sanitary sewer, 6,000 SY of pavement removal and replacement, 33,965 LF of sanitary sewer televising pre and post construction inspection televising, 161 LF of sanitary sewer cured-in-place point repairs, curb and gutter removal and replacement, PCC sidewalk removal and replacement, PCC driveway removal and replacement, 571 LF of water main relocation, seeding, and associated other work for construction.

1.01

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows: **2017 Manhole and Point Repair Project, Marshalltown, Iowa.**

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by FOX Engineering Associates, Inc., 414 South 17th Street Suite 107, Ames, Iowa, 50010 (Engineer), which is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Dates for Substantial Completion and Final Payment*

Work under the proposed contract shall commence within thirty (30) days of the written "Notice to Proceed." Phase 1 work shall be substantially completed by May 31, 2019. Phase 2 work under the proposed contract shall not commence until after Phase 1 work is completed and shall be substantially completed by September 27, 2019. Phase 3 work under the proposed contract shall not commence until after Phase 2 work is completed and shall be substantially completed by October 25, 2019. Phase 4 work under the proposed contract shall not commence until after Phase 3 work is completed and shall be substantially completed by November 29, 2019. Phase 5 work under the proposed contract shall not commence until after Phase 4 work is completed and shall be substantially completed by March 20, 2020. Phase 6 work under the proposed contract shall not commence until after Phase 5 work is completed and shall be substantially completed by April 17, 2020. Phase 7 work under the proposed contract shall not commence until after Phase 6 work is completed and shall be substantially completed by May 22, 2020. Phase 8 work under the proposed contract shall not commence until after Phase 7 work is completed, shall include all project areas including areas with easements and within UP Railroad R/W, and shall be substantially completed by June 26, 2020. Final completion for all phases shall be by July 31, 2020. All work shall be completed by the substantial and final completion dates indicated for each phase, subject to any changes granted by the Owner. Project Phasing shall be as per the areas indicated on Sheets D1.0, D1.1, and D1.2, and as indicated on the drawings. The project area phasing shall include all work within the phasing work areas indicated on the plans.

4.03 Liquidated Damages

- A. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense and difficulties involved in proving in a legal proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay the City of Marshalltown \$1,375.00 for each day that expires after the time specified for Substantial Completion until the work is certified by the Engineer as substantially complete and \$500.00 for each day after the time specified for certification of Final Completion if Contractor neglects, refuses or fails to complete the remaining Work within the contract time for Final Completion. The City shall deduct the accrued liquidated damages from the final payment due to the Contractor.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A and 5.01.B below:

- A. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item: +

ITEM NO.	BID ITEM	UNIT	BID QUANTITY	UNIT PRICE	TOTAL PRICE
	DIVISION 1 - GENERAL PROVISIONS AND COVENANTS				
1.01	MOBILIZATION	LS	1	\$300,000.00	\$300,000.00
1.02	TRAFFIC CONTROL & STAGING	LS	1	\$180,000.00	\$180,000.00
1.03	EXPLORATORY DIGGING AND UTILITY POTHOLING	HR	40	\$550.00	\$22,000.00
1.04	UTILITY CROSSING	EA	10	\$3,200.00	\$32,000.00
1.05	DEWATERING	LS	1	\$50,000.00	\$50,000.00
1.06	RAILROAD PROTECTIVE LIABILITY INSURANCE	LS	1	\$20,000.00	\$20,000.00
1.07	BYPASS PUMPING	LS	1	\$50,000.00	\$50,000.00
	DIVISION 2 - EARTHWORK				
2.01	CLEARING AND GRUBBING, TREE REMOVAL, TREE TRIMMING	LS	1	\$30,000.00	\$30,000.00
2.02	EARTHWORK, ROADWAY EXCAVATION	CY	2,059	\$30.00	\$61,770.00
2.03	EARTHWORK, UNSUITABLE SOILS REMOVAL, DISPOSAL, AND REPLACEMENT	CY	250	\$30.00	\$7,500.00
2.04	SUBGRADE PREPARATION, 8-INCH	SY	6,333	\$4.00	\$25,332.00
	DIVISION 3 - TRENCH AND TRENCHLESS CONSTRUCTION				
3.01	TRENCH FOUNDATION	TON	750	\$30.00	\$22,500.00

3.02	SPECIAL PIPE EMBEDMENT OR ENCASEMENT	CY	100	\$420.00	\$42,000.00
3.03	TRENCH COMPACTION TESTING	LS	1	\$30,000.00	\$30,000.00
	DIVISION 4 - SEWERS AND DRAINS				
4.01	SANITARY SEWER, MAIN REPLACEMENT, 8-INCH	LF	541	\$385.00	\$208,285.00
4.02	SANITARY SEWER, MAIN REPLACEMENT, 10-INCH	LF	76	\$400.00	\$30,400.00
4.03	SANITARY SEWER, MAIN REPLACEMENT, 12-INCH	LF	10	\$500.00	\$5,000.00
4.04	SANITARY SEWER, MAIN REPLACEMENT, 15-INCH	LF	15	\$560.00	\$8,400.00
4.05	SANITARY SEWER, MAIN REPLACEMENT, 24-INCH	LF	10	\$675.00	\$6,750.00
4.06	SANITARY SEWER SERVICE RECONNECTION, WYE REPLACEMENT	EA	8	\$4,500.00	\$36,000.00
4.07	SANITARY SEWER CLEANOUT	EA	2	\$1,500.00	\$3,000.00
4.08	CCTV 6-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	3,142	\$2.05	\$6,441.10
4.09	CCTV 8-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	21,982	\$1.90	\$41,765.80
4.10	CCTV 10-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	2,478	\$2.10	\$5,203.80
4.11	CCTV 12-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	2,267	\$2.10	\$4,760.70
4.12	CCTV 15-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	1,427	\$2.10	\$2,996.70
4.13	CCTV 18-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	2,419	\$2.10	\$5,079.90
4.14	CCTV 24-INCH SANITARY SEWER, PRE CONSTRUCTION LOCATE	LF	250	\$2.62	\$655.00
4.15	CCTV 6-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	3,142	\$1.15	\$3,613.30
4.16	CCTV 8-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	21,982	\$1.05	\$23,081.10
4.17	CCTV 10-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	2,478	\$1.05	\$2,601.90
4.18	CCTV 12-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	2,267	\$1.05	\$2,380.35
4.19	CCTV 15-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	1,427	\$1.05	\$1,498.35
4.20	CCTV 18-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	2,419	\$1.05	\$2,539.95

4.21	CCTV 24-INCH SANITARY SEWER W/REPORT, POST CONSTRUCTION INSPECTION	LF	250	\$1.05	\$262.50
4.22	CCTV INSPECTION REVERSAL	EA	50	\$31.50	\$1,575.00
4.23	SANITARY SEWER MAIN LINE, NORMAL CLEANING ADDITIONAL TIME	HR	40	\$263.00	\$10,520.00
4.24	SANITARY SEWER MAIN LINE, HEAVY CLEANING	HR	40	\$315.00	\$12,600.00
4.25	SANITARY SEWER MAIN LINE, REMOVAL OF HEAVY ROOTS	HR	80	\$315.00	\$25,200.00
4.26	SANITARY SEWER MAIN LINE, REMOVAL OF HEAVY SCALE	HR	70	\$315.00	\$22,050.00
4.27	SANITARY SEWER MAIN LINE, PROTRUDING TAP CUT	EA	12	\$315.00	\$3,780.00
4.28	SANITARY SEWER CIPP POINT REPAIR DEBRIS CUTTING	EA	19	\$525.00	\$9,975.00
4.29	SANITARY SEWER CIPP POINT REPAIR, GROUTING VOID AROUND MAIN FROM SURFACE	EA	2	\$2,100.00	\$4,200.00
4.30	SANITARY SEWER CIPP POINT REPAIR, GROUTING VOID AROUND LATERAL INTERNALLY	EA	5	\$1,050.00	\$5,250.00
4.31	SANITARY SEWER CIPP POINT REPAIR, 6-INCH	LF	20	\$525.00	\$10,500.00
4.32	SANITARY SEWER CIPP POINT REPAIR, 8-INCH	LF	79	\$525.00	\$41,475.00
4.33	SANITARY SEWER CIPP POINT REPAIR, 10-INCH	LF	20	\$525.00	\$10,500.00
4.34	SANITARY SEWER CIPP POINT REPAIR, 12-INCH	LF	8	\$578.00	\$4,624.00
4.35	SANITARY SEWER CIPP POINT REPAIR, 15-INCH	LF	8	\$630.00	\$5,040.00
4.36	SANITARY SEWER CIPP POINT REPAIR, 18-INCH	LF	8	\$735.00	\$5,880.00
4.37	SANITARY SEWER CIPP POINT REPAIR, 20-INCH	LF	4	\$840.00	\$3,360.00
4.38	SANITARY SEWER CIPP POINT REPAIR, 24-INCH	LF	9	\$1,050.00	\$9,450.00
4.39	SANITARY SEWER CIPP LCR REPAIR	EA	7	\$3,150.00	\$22,050.00
4.40	SUBDRAIN, TYPE 1, CASE B, 6-INCH	LF	20	\$50.00	\$1,000.00
	DIVISION 5 - WATER MAIN AND APPURTENANCES				
5.01	RELOCATE WATER MAIN, TRENCHED, RESTRAINED JOINT CLASS 350 DIP, 4-INCH	LF	156	\$230.00	\$35,880.00
5.02	RELOCATE WATER MAIN, TRENCHED, RESTRAINED JOINT CLASS 350 DIP, 6-INCH	LF	223	\$240.00	\$53,520.00
5.03	RELOCATE WATER MAIN, TRENCHED, RESTRAINED JOINT CLASS 350 DIP, 8-INCH	LF	134	\$260.00	\$34,840.00

5.04	RELOCATE WATER MAIN, TRENCHED, RESTRAINED JOINT CLASS 350 DIP, 12-INCH	LF	58	\$300.00	\$17,400.00
5.05	FITTING, 45 DEGREE MJ BEND, 4-INCH	EA	20	\$500.00	\$10,000.00
5.06	FITTING, 45 DEGREE MJ BEND, 6-INCH	EA	28	\$560.00	\$15,680.00
5.07	FITTING, 45 DEGREE MJ BEND, 8-INCH	EA	16	\$820.00	\$13,120.00
5.08	FITTING, 45 DEGREE MJ BEND, 12-INCH	EA	8	\$1,150.00	\$9,200.00
5.09	FITTING, MJ SLEEVE, 4-INCH	EA	10	\$515.00	\$5,150.00
5.10	FITTING, MJ SLEEVE, 6-INCH	EA	14	\$570.00	\$7,980.00
5.11	FITTING, MJ SLEEVE, 8-INCH	EA	8	\$820.00	\$6,560.00
5.12	FITTING, MJ SLEEVE, 12-INCH	EA	4	\$1,075.00	\$4,300.00
5.13	WATER SERVICE RELOCATION AND REPLACEMENT	EA	18	\$4,200.00	\$75,600.00
	DIVISION 6 - STRUCTURES FOR SANITARY AND STORM SEWERS				
6.01	SANITARY SEWER MANHOLE, 48-INCH SW-301, 0 TO 5 VERTICAL FEET	EA	9	\$5,400.00	\$48,600.00
6.02	SANITARY SEWER MANHOLE, 48-INCH SW-301, 5 TO 10 VERTICAL FEET	EA	55	\$7,400.00	\$407,000.00
6.03	SANITARY SEWER MANHOLE, 48-INCH SW-301, 10 TO 15 VERTICAL FEET	EA	12	\$10,400.00	\$124,800.00
6.04	SANITARY SEWER MANHOLE, 48-INCH SW-301, 15 TO 20 VERTICAL FEET	EA	2	\$13,200.00	\$26,400.00
6.05	REMOVE AND REPLACE EXISTNG MANHOLE, SW- 301, 0 TO 5 VERTICAL FEET	EA	6	\$6,100.00	\$36,600.00
6.06	REMOVE AND REPLACE EXISTNG MANHOLE, SW- 301, 5 TO 10 VERTICAL FEET	EA	18	\$8,100.00	\$145,800.00
6.07	REMOVE AND REPLACE EXISTNG MANHOLE, SW- 301, 10 TO 15 VERTICAL FEET	EA	7	\$11,200.00	\$78,400.00
6.08	REMOVE EXISTING MANHOLE	EA	1	\$3,500.00	\$3,500.00
6.09	SANITARY SEWER MANHOLE, SW-307, DROP CONNECTION	EA	4	\$5,700.00	\$22,800.00
6.10	MANHOLE FIELD ADJUSTMENTS	EA	50	\$2,500.00	\$125,000.00
6.11	MANHOLE TESTING	EA	109	\$500.00	\$54,500.00
	DIVISION 7 - PAVEMENT AND APPURTENANCES				
7.01	REMOVAL AND DISPOSITION OF PAVEMENT	SY	6,135	\$20.00	\$122,700.00
7.02	PCC CURB AND GUTTER, 30-INCH	LF	188	\$40.00	\$7,520.00
7.03	HMA PAVEMENT SAMPLES AND TESTING	LS	1	\$2,000.00	\$2,000.00
7.04	DRIVEWAY PAVEMENT REMOVAL	SY	157	\$20.00	\$3,140.00
7.05	PCC PAVEMENT, DRIVEWAY, 6-INCH	SY	157	\$70.00	\$10,990.00
7.06	MODIFIED SUBBASE STONE, 6-INCH	TON	1,898	\$32.00	\$60,736.00

7.07	SUBBASE STABILIZATION, MACADAM STONE	TON	250	\$35.00	\$8,750.00
7.08	SIDEWALK REMOVAL	SY	84	\$20.00	\$1,680.00
7.09	SIDEWALK, PCC, 5-INCH	SY	84	\$70.00	\$5,880.00
7.10	PEDESTRIAN RAMPS, PCC, 6-INCH	SY	8	\$70.00	\$560.00
7.11	DETECTABLE WARNING PANELS	SF	10	\$50.00	\$500.00
7.12	CURB AND GUTTER REMOVAL	LF	188	\$20.00	\$3,760.00
7.13	ENGINEERING FABRIC	SY	1,000	\$3.00	\$3,000.00
7.14	HMA FULL DEPTH COMPOSITE PATCH	SY	5,617	\$120.00	\$674,040.00
7.15	PCC FULL DEPTH PATCH	SY	285	\$90.00	\$25,650.00
7.16	PCC SAMPLES AND TESTING	LS	1	\$15,000.00	\$15,000.00
7.17	SURFACING, REMOVE AND REPLACE, CLASS A ROADSTONE	TON	62	\$50.00	\$3,100.00
7.18	ROADWAY GEOGRID	SY	6,135	\$4.00	\$24,540.00
	DIVISION 8 - TRAFFIC SIGNALS (NOT USED)				
	DIVISION 9 - SITE WORK AND LANDSCAPING				
9.01	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING - TYPE 1	SQ	42.00	\$80.00	\$3,360.00
9.02	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING - TYPE 3	SQ	10.00	\$70.00	\$700.00
9.03	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING - TYPE 4	SQ	52.00	\$70.00	\$3,640.00
9.04	TEMPORARY ROLLED EROSION CONTROL PRODUCT, TYPE 2.D	SY	50.00	\$11.00	\$550.00
9.05	SILT FENCE	LF	500	\$2.00	\$1,000.00
9.06	FILTER SOCK	LF	2500	\$3.50	\$8,750.00
9.07	STABILIZED CONSTRUCTION ENTRANCE, 3-INCH	TON	100	\$45.00	\$4,500.00
9.08	INLET PROTECTION, SURFACE APPLIED	EA	75	\$90.00	\$6,750.00
	DIVISION 10 - DEMOLITION (NOT USED)				
	DIVISION 11 - MISCELLANEOUS (NOT USED)				
	TOTAL BASE BID				\$3,848,272.45

The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 15th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
 - a. Ninety-five percent (95%) of Work completed (with the balance being retainage); and
 - b. Ninety-five percent (95%) of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to Ninety-five percent (95%) percent of the Work completed, less such amounts as Engineer shall determine, or Owner may withhold, in accordance with Paragraph 14.02.B.5 of the General Conditions.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – INTEREST

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the maximum rate allowed by law.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been

identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."

- E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, if any, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 1 to 11, inclusive).
 - 2. Performance, Payment and Maintenance Bond (pages PP&M1 to PP&M4, inclusive).
 - 3. General Conditions (pages 1 to 51, inclusive) - not attached; incorporated by reference.
 - 4. Supplementary Conditions (pages 1 to 18, inclusive) - not attached; incorporated by reference.
 - 5. Specifications as listed in the table of contents of the Project Manual - not attached; incorporated by reference.
 - 6. Drawings consisting of 68 sheets with each sheet bearing the following general title: 2017 Manhole and Point Repair Project – Marshalltown, Iowa- not attached; incorporated by reference.
 - 7. Addenda (numbers 1 to 2, inclusive) - not attached; incorporated by reference.
 - 8. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages 1 to 25, inclusive).
 - b. SRF Forms:
 - 1. Attachment 1: Certification of Non-segregated Facilities Form.
 - 2. Attachment 2: Certification Regarding Debarment and Suspension Form.
 - 3. Attachment 3: Disadvantaged Business Enterprise (DBE) Certification Form.
 - 4. Attachment 4: DBE Program Subcontractor Performance Form.
 - 5. Attachment 5: DBE Program Subcontractor Utilization Form.
 - 9. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed (page 1, inclusive).
 - b. Work Change Directives.
 - c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are physically attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.

- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 Terms

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 Assignment of Contract

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 Severability

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 Other Provisions

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor in the Supplementary Conditions.

- B. The Contractor acknowledges to and for the benefit of the City of Marshalltown ("Purchaser") and the State of Iowa (the "State") that it understands the goods and services under this Agreement are being funded with monies made available by the Clean Water State Revolving Fund and/or Drinking Water State Revolving Fund and such law contains provisions commonly known as "American Iron and Steel;" that requires all of the iron and steel products used in the project to be produced in the United States ("American Iron and Steel Requirement") including iron and steel products provided by the Contractor pursuant to this Agreement. The Contractor hereby represents and warrants to and for the benefit of the Purchaser and the State that (a) the Contractor has reviewed and understands the American Iron and Steel Requirement, (b) all of the iron and steel products used in the project will be and/or have been produced in the United States in a manner that complies with the American Iron and Steel Requirement, unless a waiver of the requirement is approved, and (c) the Contractor will provide any further verified information, certification or assurance of compliance with this paragraph, or information necessary to support a waiver of the American Iron and Steel Requirement, as may be requested by the Purchaser or the State. Notwithstanding any other provision of this Agreement, any failure to comply with this paragraph by the Contractor shall permit the Purchaser or State to recover as damages against the Contractor any loss, expense, or cost (including without limitation attorney's fees) incurred by the Purchaser or State resulting from any such failure (including without limitation any impairment or loss of funding, whether in whole or in part, from the State or any damages owed to the State by the Purchaser). While the Contractor has no direct contractual privity with the State, as a lender to the Purchaser for the funding of its project, the Purchaser and the Contractor agree that the State is a third-party beneficiary and neither this paragraph (nor any other provision of this Agreement necessary to give this paragraph force or effect) shall be amended or waived without the prior written consent of the State.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

CONTRACTOR:

City of Marshalltown

Con-Struct Inc.

By: _____

By: _____

Title: _____

Title: Vice President

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: Kim Johnson

Title: _____

Title: Accounting Clerk

Address for giving notices:

Address for giving notices:

24 North Center Street

1710 E. Main Street

Marshalltown, IA 50158

Marshalltown, IA 50158

License No.: C094432

(Where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

Agent for service of process:

PERFORMANCE, PAYMENT AND MAINTENANCE BOND

KNOW ALL BY THESE PRESENTS:

That we, Con-Struct, Inc., as Principal (hereinafter the "Contractor" or "Principal" and Merchants Bonding Company (Mutual), as Surety are held and firmly bound unto the City of Marshalltown, Iowa, as Oblige (hereinafter referred to as "the Owner"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Three Million Eight Hundred Forty-Eight Thousand Two Hundred Seventy-Two Dollars and 45/100 (\$3,848,272.45), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents. *24 N. Center Street, Marshalltown, IA 50158

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Owner, bearing date the day of April, 2019, hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

2017 Manhole and Point Repair Project as further outlined in Article 1-Work, Marshalltown, Iowa
Sanitary sewer improvements shall include, but not be limited to approximately 111 manholes, 714 LF of 8-Inch through 24-Inch sanitary sewer, 6,000 SY of pavement removal and replacement, 33,965 LF of sanitary sewer televising pre and post construction inspection televising, 161 LF of sanitary sewer cured-in-place point repairs, curb and gutter removal and replacement, PCC sidewalk removal and replacement, PCC driveway removal and replacement, 571 LF of water main relocation, seeding, and associated other work for construction.

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Owner from all outlay and expense incurred by the Owner by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the Owner is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.

3. MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:
- A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of four (4) years from the date of Acceptance by the City of Marshalltown under the Contract, by reason of defects in workmanship or materials used in construction of said work;
 - B. To keep all work in continuous good repair; and
 - C. To pay the Owner's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Owner all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.

Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the Owner at the time such work was accepted

4. GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
- A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
 - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and
 - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

- D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Owner including interest, benefits and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the Owner's staff attorneys), and all costs and expenses of litigation as they are incurred by the Owner. It is intended the Contractor and Surety will defend and indemnify the Owner on all claims made against the Owner on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Owner will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Owner incurs any "outlay and expense" in defending itself with respect to any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor

and Surety agree that they will make the Owner whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Marshall County, State of Iowa. If legal action is required by the Owner to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Owner, the Contractor and the Surety agree, jointly and severally, to pay the Owner all outlay and expense incurred therefore by the Owner. All rights, powers, and remedies of the Owner hereunder shall be cumulative and not alternative and shall be in addition to Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action or actions or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

(Remainder of Page Left Blank Intentionally)

Witness our hands, in triplicate, this 3rd day of April, 2019.

Surety Countersigned By:

Signature of Iowa Resident Commission Agent as Prescribed by Chapter 515.52-57, Iowa Code, (Require only if Attorney-in-Fact is not also an Iowa Resident Commission Agent).

Name of Resident Commission Agent

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

PRINCIPAL: Con-Struct, Inc.
1710 East Main Street
Marshalltown, IA 50158

Contractor

By: _____

Signature

Title

SURETY: Merchants Bonding Company (Mutual)
PO Box 14498
Des Moines, IA 50306

Surety Company

By: _____

Signature Attorney-in-Fact ~~Officer~~

Troy Staples

Name of Attorney-in-Fact ~~Officer~~

Merchants Bonding Company (Mutual)

Company Name

PO Box 14498

Company Address

Des Moines, IA 50306

City, State, Zip Code

800-678-8171

Company Telephone Number

NOTE: All signatures on this performance, maintenance & payment bond must be original signatures in ink; copies or facsimile of any signature will not be accepted. This bond must be sealed with the Surety's raised, embossing seal. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.

ACKNOWLEDGMENT OF PRINCIPAL (Individual)

State of _____)

County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, to me known and known to me to be the person(s) who (is) (are) described in and executed the foregoing instrument and acknowledge(s) to me that he/she executed the same.

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Partnership)

State of _____)

County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, a member of the co-partnership of _____, to me known and known to me to be the person who is described in and executed the foregoing instrument and acknowledges to me that he/she executed the same as for the act and deed of the said co-partnership.

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Corporation)

State of _____)

County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, to me known, who, being duly sworn, deposes and says that he/she is the _____ of the _____ the corporation described in and which executed the foregoing instrument; that he/she knows the seal of the said corporation; the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

Notary Public

ACKNOWLEDGMENT OF SURETY

State of Minnesota)

County of Dakota)

On this 3rd day of April, in the year 2019, before me personally come(s) Troy Staples, Attorney(s)-in-Fact of Merchants Bonding Company (Mutual) with whom I am personally acquainted, and who, being by me duly sworn, says that he/she is (are) the Attorney(s)-in-Fact of Merchants Bonding Company (Mutual) company described in and which executed the within instrument; that he/she know(s) the corporate seal of such company; and that seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said company, and that he/she signed said instrument as Attorney(s)-in-Fact of the said company by like order.



Lisa M. Francour
Notary Public

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Jennifer Boyles; Jonathan Pate; Nick Hochban; Thomas G Kemp; Thomas M Lahl; Troy Staples; Zachary Pate

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 6th day of April, 2017.



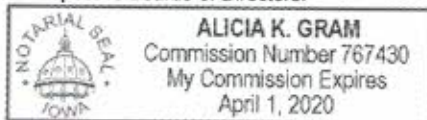
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 6th day of April, 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 3rd day of April, 2019.



William Warner Jr.
Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/10/2019

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

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

PRODUCER FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55080		CONTACT NAME: CLIENT CONTACT CENTER PHONE (A/C, No, Ext): 888-333-4949 FAX (A/C, No): 507-446-4664 E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM	
INSURED CON-STRUCT INCORPORATED 305 S DAYTON AVE AMES, IA 50010-6413		INSURER(S) AFFORDING COVERAGE INSURER A: FEDERATED MUTUAL INSURANCE COMPANY INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 13935

COVERAGES

CERTIFICATE NUMBER: 263

REVISION NUMBER: 2

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	Y	N	6059602	12/01/2018	12/01/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	N	N	6059602	12/01/2018	12/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION	N	N	6059603	12/01/2018	12/01/2019	EACH OCCURRENCE \$8,000,000 AGGREGATE \$8,000,000
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A	N	6059604	12/01/2018	12/01/2019

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

PROJECT #: 2407-15A

2017 MANHOLE AND POINT REPAIR PROJECT- MARSHALLTOWN, IA

ADDITIONAL INSURED INCLUDES CITY OF MARSHALLTOWN AND FOX ENGINEERING ASSOCIATES, INC.

CERTIFICATE HOLDER156-629-8
CITY OF MARSHALLTOWN
24 N CENTER ST
MARSHALLTOWN, IA 50158-4911

263 2

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - AUTOMATIC STATUS WHEN
REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Section II - Who Is An Insured is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

**RESOLUTION AUTHORIZING THE CITY OF MARSHALLTOWN TO REQUEST CERTAIN
DELINQUENT PROPERTIES BE DESIGNATED FOR THE 2019 PUBLIC NUISANCE TAX SALE**

WHEREAS, there are numerous parcels of real property within the City of Marshalltown (the “City”) with delinquent taxes, which will have tax certificates offered for sale as part of the annual tax sale conducted by the Marshall County Treasurer; and

WHEREAS, these parcels have been abandoned, are assessed as residential property or as commercial multi-family housing property, is, or is likely to become, a public nuisance, and each parcel is suitable for use as housing following rehabilitation; and

WHEREAS, Iowa Code Chapter 446.19B requires that the City designate such properties on or before May 15th of each year; and

WHEREAS, the City identified certain parcels with unpaid taxes as ones which are abandoned but which there was a desire to rehabilitate or demolish the structures on the property as part of the public nuisance tax sale on June 17, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, City staff is hereby authorized to work with the County Treasurer of Marshall County to request the following properties be listed on the Public Nuisance Tax Sale, assuming current year taxes and other assessments remain unpaid at the time of the tax sale:

Parcel Number	Address
831802205016	101 E FERNER ST
841825355017	710 E STATE ST
841825381002	903 BROMLEY ST
841825381010	101 N 9TH AVE
841825401010	409 N 12TH AVE
841826306011	412 N 3RD ST
841826329012	406 N 1ST ST
841826352009	208 N 5TH ST
841826404003	5 E NORTH ST
841826430022	500 LEE ST
841826453014	111 N 2ND AVE
841826477020	407 WOODBURY ST
841827481003	9 N 9TH ST
841835479005	908 S 6TH AVE
841836152009	308 S 7TH AVE
841835477003	405 E ANSON ST

BE IT FURTHER RESOLVED, all parties interested in the potential purchase and rehabilitation or demolition of one of these properties must have signed a rehabilitation agreement with the City of Marshalltown prior to the Public Nuisance Tax Sale;

Passed this 13th day of May, 2019, and signed this _____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

2019-

RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN ACCESS 2
CARE AND THE CITY OF MARSHALLTOWN, IOWA, MARSHALLTOWN
MUNICIPAL TRANSIT DIVISION, FROM 6/1/2019 UNTIL TERMINATION

WHEREAS, A2C on occasion needs subcontractors to provide medical transportation, non-medical transportation ambulance, paratransit and wheelchair services to A2C customers in various locations;

WHEREAS, A2C manages non-emergency transportation. As such we use subcontractors to provide non-emergency medical transportation for our clients who request such services;

WHEREAS, A2C wishes to retain Subcontractor to perform certain tasks in furtherance of this effort as set forth in this Agreement; and

WHEREAS, Subcontractor wishes to perform, and is capable of performing such tasks upon request by A2C.

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

Section 1. That the attached contract for transportation purposes with Access 2 Care is hereby approved in all respects and particulars.

Section 2. The Contract for Services shall begin on June 1, 2019, and continue until termination.

Section 3. That the Mayor and City Clerk are hereby authorized and directed to execute said Contract for Services on behalf of the City of Marshalltown, and City Clerk is authorized and directed to file this Contract for Services with the Secretary of State, as required by law.

Passed this 13th day of May, 2019, and signed this ____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

SUBCONTRACTOR AGREEMENT

THIS SUBCONTRACTOR AGREEMENT is made between Access2Care, LLC (“A2C”) and the subcontractor Marshalltown Municipal Transit set out on the signature page of this Agreement. This Agreement is effective as of the Commencement Date as defined in Schedule “A”.

WHEREAS, A2C on occasion needs subcontractors to provide medical transportation, non-medical transportation ambulance, paratransit and wheelchair services to A2C customers in various locations;

WHEREAS, A2C manages non-emergency transportation. As such we use subcontractors to provide non-emergency medical transportation for our clients who request such services;

WHEREAS, A2C wishes to retain Subcontractor to perform certain tasks in furtherance of this effort as set forth in this Agreement; and

WHEREAS, Subcontractor wishes to perform, and is capable of performing such tasks upon request by A2C.

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **Provision of Services.** Subcontractor will provide the transportation services described in Schedule “A” hereto (the “Services”) to Clients or Recipients (collectively referred to as “Recipients”) on the conditions, if any, described in Schedule “A” and in the service area(s) described in Schedule “A” (the “Service Area”), only when and as requested by A2C.
2. **Compliance with Laws.** The parties will comply in all material respects with all applicable federal and state laws and regulations, including the federal Anti-kickback statute, and shall submit to the State all documentation necessary for Subcontractor to provide the services more specifically described herein. Subcontractor’s vehicles will conform to applicable state regulations and be duly licensed for the transportation of Recipients. All Subcontractor personnel staffing vehicles that provide the Services will be licensed or certified as required by applicable law.
3. **Term.** The initial term of this Agreement shall be one (1) year, commencing on the Commencement Date set out in Schedule “A” hereof, and this Agreement shall automatically renew for subsequent one-year periods thereafter, subject to the termination rights herein. The initial term and all renewal periods shall be cumulatively referred to as the “Term”.
4. **Termination.** Each party may terminate this Agreement: (a) at any time without cause and at its sole discretion upon sixty (60) days written notice to the other party; or (b) upon the material breach of this Agreement by the other party if such breach is not cured within thirty (30) days of written notice thereof to the other party. Notwithstanding the foregoing, A2C may terminate this Agreement immediately upon: (i) the failure of Subcontractor to respond to requests by A2C for the provision of Services to Recipients within the Service Area or (ii) following Subcontractor’s loss or suspension of licensure necessary for the provision of the Services or reduction or loss of Subcontractor’s insurance coverage.
5. **Scheduling of Services.** A2C shall schedule and request any and all Services to be provided by Subcontractor pursuant to this Agreement. All Services will be scheduled according to the procedures provided for in the Transportation Provider Manual, as modified from time to time by A2C in its sole discretion and attached hereto as Schedule “C” and incorporated herein by this reference.
6. **No Utilization Obligation.** A2C does not guarantee any level of utilization of Subcontractor and A2C is under no obligation to utilize Subcontractor for any

Services.

7. **Standards for Services.** Subcontractor represents and warrants that (a) any and all Services shall be provided in accordance with prevailing industry standards of quality and care applicable to the Services provided; (b) any and all Services rendered shall be performed in a good and workmanlike manner; (c) Subcontractor shall comply with all requirements of A2C's Transportation Provider Manual may be modified by A2C from time to time; The parties acknowledge and agree that all references to specific sections of the Transportation Provider Manual are based on the requirements in place at the time of execution of this agreement. In the event a revision to the requirements causes those section references to change, the current and prevailing Transportation Provider Manual shall prevail.
8. **Trip Management.** Subcontractor acknowledges and agrees that they will satisfy all requirements outlined in the Transportation Provider Manual as it relates to the manner in which the services, activities, and tasks are to be performed as well as requirements for pickup and delivery of all participants.
9. **Compensation and Billing.** For any Services performed by Subcontractor pursuant to which A2C has provided Subcontractor with an authorization number, A2C shall pay Subcontractor within twenty-one (21) days of receipt of a "clean" invoice in a format approved by A2C which includes completed and accurate vendor set up for payment processing and additional requirements as defined in Transportation Provider Manual. Subcontractor shall submit its invoice within forty-five (45) days of the date that Services were provided by Subcontractor – failure to submit its invoice within this time period will result in non-payment by A2C to Subcontractor. Subcontractor shall not seek payment from A2C's customer, the Patient or any third-party payor for any such Services. A2C shall reimburse Subcontractor at the rates set forth in Schedule "B" and Subcontractor shall accept the rates in

Schedule "B". Provided that A2C has authorized the Subcontractor to bill the Patient, the preceding sentence shall not preclude Subcontractor from billing a Patient for any Patient responsible amounts under the requirements of the Patient's applicable health plan membership agreement, e.g., co-payment, co-insurance or deductible.

10. **Record Retention.** Subcontractor will retain books and records respecting Services rendered to Patients for the greater of ten (10) years or the time periods required under all applicable laws (including the requirements of the Secretary of Health and Human Services ("HHS")) and allow access to such books and records by duly authorized agents of the Secretary of HHS, the Comptroller General and others to the extent required by law.
11. **Compliance with the terms of A2C's contract with the client.** Subcontractor acknowledges and agrees that Subcontractor shall comply with all mandatory terms and conditions of A2C's contract with the client.
12. **Injury to an A2C Passenger.** If an A2C passenger is injured while being transported, Subcontractor shall submit a claim through their insurance first, and through A2C's insurance if Subcontractor's insurance does not cover the costs associated with the incident.
13. **Audit Rights.** Subcontractor shall, within a reasonable amount of time after written notice from A2C provide representatives of A2C or the U.S. Government (as specified in the notice), grant access to all records, documents, fiscal and accounting data, and other information (whether in paper form, microform, electronic media or other form) that relate to this Agreement, Subcontractor shall comply with all requirements of A2C's Transportation Provider Manual which may be modified by A2C from time to time. This obligation of Subcontractor shall survive for a period of three (3) years following final payment under this Agreement or until such later

time as required under applicable law and regulation.

14. Indemnity. Each party will indemnify and hold the other party harmless from and against liability claims resulting from or alleged to result from any negligence or willful misconduct of the indemnifying party related to the performance of this Agreement.

15. Dispute Resolution. Subcontractor acknowledges and agrees that in the event of a dispute arising out of the relationship between A2C and the Subcontractor and the services provided for herein, Subcontractor shall look solely to A2C to resolve this dispute, and at no time, shall Subcontractor pursue a resolution of any dispute related to this Agreement with either the client or any agency thereof. All disputes involving payment of claims shall be resolved according to the procedure outlined in the Claims Appeals Process in the Transportation Provider Manual. If necessary, a dispute shall be resolved in a court of competent jurisdiction and according to the laws of the State.

16. Default by A2C. In the instance of default by A2C, the Agreements and all rights and obligations associated therewith shall pass to the client or its duly appointed agent for the continued provision of the services more specifically described herein. Subcontractor acknowledges and agrees that in the event the client assumes responsibility for this Agreement, all terms, conditions, and rates established herein shall remain in effect until or unless renegotiated by the client or its agent unless otherwise terminated immediately by the client in its sole discretion.

17. Insurance. Subcontractor currently maintains and will maintain during the Term of this Agreement liability insurance policies for claims that may be made against Subcontractor arising out of the Services under this Agreement. Subcontractor shall maintain comprehensive general and automobile liability coverage with limits no less than \$500,000 per occurrence and \$1,000,000 annual aggregate and other such coverage

as required by the State. Subcontractor shall maintain workers' compensation insurance in the statutory required amounts. Subcontractor shall cause A2C to be added as an additional insured to all such policies. Subcontractor shall provide to A2C upon execution of this Agreement certificates of insurance evidencing coverage. Coverage shall not be changed or modified without at least thirty (30) days prior written notice to A2C. Further, Subcontractor's insurance shall be primary in the event of any claim resulting from Services provided by Subcontractor and shall be exhausted in full prior to any contribution from any other source. Subcontractor shall also be solely responsible for any and all damages or repairs to its owned, leased or contracted vehicles used in providing Services under this Agreement.

18. Notices. Any notice required or permitted by this Agreement shall be in writing and shall be delivered as follows, with notice deemed given as indicated: (a) by personal delivery, when delivered personally; (b) by overnight courier, upon written verification of receipt; (c) by facsimile transmission, upon acknowledgment of receipt of electronic transmission; or (d) by certified or registered mail, return receipt requested, upon verification of receipt. Notice shall be sent to the following addresses:

IF TO SUBCONTRACTOR:

**Marshalltown Municipal Transit
905 E Main St
Marshalltown, IA 50158**

IF TO A2C:

Director of Contract Oversight
Access2Care, LLC.
6363 S. Fiddlers Green Cir, Ste 1400
Greenwood Village, Colorado 80111

With Mandatory Copy to:

Legal Department
American Medical Response, Inc.
6363 S. Fiddlers Green Cir, Ste 1400
Greenwood Village, Colorado 80111

- 19. Confidentiality.** All information with respect to the operations and business of a party (including but not limited to the rates charged hereunder) and any other information considered to be and treated as confidential by that party gained during the negotiation or Term of this Agreement will be held in confidence by the other party and will not be divulged to any unauthorized person without prior written consent of the other party, except for access required by law, regulation and third party reimbursement agreements. The obligations under this section shall not apply to information which (a) at the time of disclosure is in the public domain or, after disclosure, enters the public domain other than by breach of this Agreement; or (b) is already in the possession of the recipient at the time of disclosure and is not acquired from the other Party; or (c) is later received on a non-confidential basis from a third Party having the right to impart such information; or (d) is independently developed by the recipient's employees who did not have access to such information in connection with this Agreement.
- 20. HIPAA Compliance.** Each party shall comply with the privacy and security provisions of the *Health Insurance Portability and Accountability Act of 1996* and the regulations thereunder ("HIPAA"), and with such other requirements of HIPAA that may become effective during the Term. All patient medical records shall be treated as confidential so as to comply with all state and federal laws. The Subcontractor shall report in writing to A2C any use or disclosure of Protected Health Information ("PHI") not provided for or allowed by the SUBCONTRACTOR AGREEMENT immediately upon becoming aware of the same.
- 21. CMS Required Contract Provisions-42 CFR 422.** (i) *Privacy and Accuracy of Records:* Providers and suppliers agree to

safeguard beneficiary privacy and confidentiality and assure the accuracy of beneficiary health records. 422.504(a)13. (ii) *Hold Harmless for MAs offering SNPs:* For all Medicare Advantage ("MA") organizations with enrollees eligible for both Medicare and Medicaid, such enrollees will not be held liable for Medicare Part A and B cost sharing when the State is responsible for paying such amounts, and inform providers of Medicare and Medicaid benefits and rules for enrollees eligible for Medicare and Medicaid. The MA plans may not impose cost sharing that exceeds the amount of cost sharing that would be permitted with respect to the individual under the XIX if the individual were not enrolled in such plan. Subcontractor will accept the MA plan payment as payment in full, or bill the appropriate State source.

- 22. Relationship.** In the performance of this Agreement, each party shall be, as to the other, an independent contractor, and neither party shall have the right or authority, express or implied, to bind or otherwise legally obligate the other. Nothing contained within this Agreement shall be construed to constitute either party assuming or undertaking control or direction of the operations, activities or medical care rendered by the other. As to either party's employees, nothing contained herein shall be construed in such a manner as to give effect to the notion that either party shall in anyway assume responsibility for the oversight or provision of the other party's employee benefits, including but not limited to the payment of wages, provision of health insurance, or any and all other commonly accepted benefits of employment.
- 23. Compliance Program and Code of Conduct.** A2C has made available to the Subcontractor a copy of its Code of Conduct, Anti-kickback policies and other compliance policies, as may be changed from time-to-time, at A2C's web site, located at: www.Access2Care.net, and the Subcontractor acknowledges receipt of such documents. A2C warrants that its personnel shall comply with A2C's

compliance policies, including training related to the Anti-kickback Statute.

for re-employment for each employer for 7 years

24. Non-Exclusion. Each party represents and certifies that neither it nor any practitioner who orders or provide Services on its behalf hereunder has been convicted of any conduct that constitutes grounds for mandatory exclusion as identified in 42 U.S.C. § 1320a-7(a). Each party further represents and certifies that it is not ineligible to participate in Federal health care programs or in any other state or federal government payment program. Each party agrees that if OIG excludes it, or any of its practitioners or employees who order or provide Services, from participation in Federal health care programs, the party must notify the other party within five (5) days of knowledge of such fact, and the other party may immediately terminate this Agreement, unless the excluded party is a practitioner or employee who immediately discontinues ordering or providing Services hereunder.

25. Vehicle and Personnel Requirements. Subcontractor acknowledges and agrees that all vehicles and personnel utilized to provide the Services shall comply with the requirements included within the Transportation Provider Manual and any other applicable sections as may be added from time to time by A2C.

26. Training Requirements. Subcontractor acknowledges and agrees that all personnel shall be trained and oriented according to the Network Provider Manual.

27. Background Investigation. Subcontractor warrants and represents that it has performed a national background investigation on employees that provide patient care services or drive vehicles. The investigation report may include but not limited to the following:

- a. Social Security Number Verification
- b. Criminal Search
- c. Employment Verification to include reason for separation and eligibility

d. OIG List of Excluded

Individuals/Entities

e. Sex Offender Registry

f. GSA List of Parties Excluded from Federal Programs

g. Department of Motor Vehicle Driving History

h. State and Local Licensure Verification

i. Drug Screen

Refer to the Transportation Provider Manual for specific background requirements based on the State where the Subcontractor provides services.

Upon request and from time-to-time, Subcontractor shall provide A2C with a continuing certification.

28. Referrals. It is not the intent of either party that any remuneration, benefit or privilege provided for under this Agreement shall influence or in any way be based on the referral or recommended referral by either party of Recipients to the other party or its affiliated providers, if any, or the purchasing, leasing or ordering of any services other than the specific services described in this Agreement. Any payments specified herein are consistent with what the parties reasonably believe to be a fair market value for the services provided. Subcontractor represents and warrants that the rates and pricing that it has accepted do not place it in violation of any federal or state anti-kickback statute.

29. Other. During the term of this Agreement and for a period of six (6) months following termination of this Agreement: Subcontractor shall not provide transportation services to any A2C customer that Subcontractor has rendered Services to under this Agreement, either directly or through a network of providers

or intermediary other than A2C; or (ii) solicit any such A2C customer to obtain transportation services from Subcontractor either directly or through such other network or intermediary in the Service Area.

30. Equal Employment Opportunity. If the provisions of Executive Order 11,246 are applicable to this Agreement, the parties incorporate the equal employment opportunity clause set forth in 41 C.F.R. part 60-1. If the provisions of Executive Order 13,201 are applicable to this Agreement, the parties incorporate the equal employment opportunity clause set forth in 29 C.F.R. part 470.

31. Miscellaneous. This Agreement (including the Schedules hereto): (a) constitutes the entire agreement between the parties with respect to the subject matter hereof, superseding all prior oral or written agreements with respect thereto;

(b) may be amended only by written instrument executed by both parties; (c) may not be assigned by either party without the written consent of the other party, such consent not to be unreasonably withheld; (d) shall be binding on and inure to the benefit of the parties hereto and their respective successors and permitted assigns; (e) shall be interpreted and enforced in accordance with the laws of the state where the Services are performed, without regard to the conflict of laws provisions thereof, and the federal laws of the United States applicable therein; (f) may be executed in several counterparts (including by facsimile), each of which shall constitute an original and all of which, when taken together, shall constitute one agreement; and (g) shall not be effective until executed by both parties. In the event of a conflict between this Agreement and any Schedule hereto, the terms of this Agreement shall govern.

[Signature Page To Follow]

IN WITNESS WHEREOF, the parties have hereto executed this Agreement.

Access2Care, LLC

By: _____

Scott Anderson
Regional Director, Central/NE

Marshalltown Municipal Transit

By: _____

Print Name: _____

Print Title: _____

SCHEDULE “A”

I. Services:

A. Transportation Services

If checked, Subcontractor shall provide the following transportation services (the “Services”):

- ☐ “Advanced Life Support” or “ALS”;
 - ☐ “Basic Life Support Service” or “BLS”;
 - ☐ “Specialty/Critical Care Transportation” or “SCT” or “CCT” or Neonatal Transports;
 - ☒ “Wheelchair Van” non-Ambulance ground transportation provided for non-ambulatory patients;
 - ☐ “Non-Medical Stretcher Van” non-Ambulance ground transportation provided for non-ambulatory patients;
 - ☒ “Ambulatory Services” non-Ambulance and non-Wheelchair transportation provided to ambulatory patients; or
 - ☐ “Other”
-

II. Service Area:

Services shall be provided in and around Insert Other Requirements or Indicate None and in other locations as may be agreed upon by the parties.

III. Commencement Date

The Commencement Date referred to in Section 3 of this Agreement shall be: June 1, 2019.

IV. Scheduling Requirements

In accordance with Section 5 of the Agreement, different or additional Subcontractor scheduling requirements shall be:

None

SCHEDULE “B”

RATES

Transportation Services	HCPC	Rate
Wheelchair Van (one way)	A0130	\$7.00
Wheelchair Van mileage	S0209	N/A
Ambulatory (one way)	A0100	\$7.00
Ambulatory mileage	S0215	N/A
Non-Medical Stretcher Van (one way)	T2005	N/A
Non-Medical Stretcher Van mileage	T2049	N/A

Ambulance Services	HCPC	Rate
BLS Non-Emergency (one way)	A0428	N/A
ALS Non- Emergency (one way)	A0426	N/A
Specialty/Critical Care Transport-SCT/CCT (one way)	A0434	N/A
Mileage, per urban mile	A0425	N/A
Other	A0999	N/A

A2C does not pay for “No Shows”, “Dry Runs” or “Deadhead” miles.

SCHEDULE “C”

TRANSPORTATION PROVIDER MANUAL

1.0 Transportation Provider Manual

- 1.1** Transportation Provider agrees to adhere to the requirements outlined in the Transportation Provider Manual Version 2019, Iowa
- 1.2** Revision to the requirements in the Transportation Provider Manual causes section references to change, the current and prevailing Transportation Provider Manual shall prevail.
- 1.3** Transportation Provider will be notified of the revised Transportation Provider Manual within 30 days of final approval from Access2Care.
- 1.4** Transportation Providers must comply with revised Transportation Provider Manual with 20 days of receipt.

2.0 Transportation Provider Manual Attestation

- 2.1** Transportation Provider attests that the Transportation Provider Manual Version 2019, Iowa was received from Access2Care Network Specialist.
- 2.2** Transportation Provider attests that the Transportation Provider Manual Version 2019, Iowa was reviewed.

Date Provider Manual Received: _____

Marshalltown Municipal Transit

By: _____

Print Name:_____

Print Title:_____

Terra Vestal, Network Manager Central/NE

Terra.vestal@amr.net

2019

Access2Care Transportation Provider Manual

FINAL VERSION
VESTAL, TERRA
SERVICE STATE

ACCESS2CARE, LLC. | 6363 S. Fiddlers Green Cir, Ste 1400, Greenwood Village, Colorado 80111

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1 Document History

This section details the history of the document at each version. It's good to know what has changed in each version, by who, and when it happened. When updating Section 26.1, State Deviations, please use Final as the version, add the date, note that Section 26.1, State Deviations was updated and identify the State, and the full name of the individual who updated the Transportation Provider Manual.

Version	Date	Changes	Author
0.1	2/25/19	Transportation Provider Manual creation using new template	Brandon Foster
0.2	3/20/19	Review changes, accept previous changes, and make grammatical changes	Brandon Foster
0.3	3/26/19	Reviewed changes and updated several sections	Brandon Foster, Terra Vestal
0.4	3/27/19	Reviewed changes, updated several sections, accepted all changes	Brandon Foster, Lou Rich, and Jason Britton
0.5	3/28/19	Reviewed, updated and changes completed	Kellee Lang
Final	4/3/19	Final manual sent to approvers for final sign off	Brandon Foster
Final	4/15/19	Updated several sections, accepted changes	Brandon Foster, Scott Anderson, Crystal Rouse, Terra Vestal, and Scott Ghan
Final	4/16/19	Added the State Deviations approval process and approvers table	Brandon Foster

2 Transportation Provider Manual Approvers

This section details the document approvers for the Transportation Provider Manual.

Version	Date	Name	Approval
Final	3/16/19	Brandon Foster	{Embed Approval Email or Minutes}
Final	3/16/19	Scott Anderson	 RE: Access2Care Transportation Provider
Final	3/17/19	Crystal Rouse	 RE: Access2Care Transportation Provider
Final	3/16/19	Terra Vestal	 RE: Access2Care Transportation Provider
Final	3/16/19	Scott Ghan	 RE: Access2Care Transportation Provider
Final	3/17/19	Kellee Lang	 RE: Access2Care Transportation Provider

3 State Deviation Approvers

This section details the document approvers specific to Section 26.1, State Deviations. For State Deviation Approval, please email the updated document to the individuals below. The individuals will respond with their approval via email. The individual approval email should be embedded appropriate approval cell.

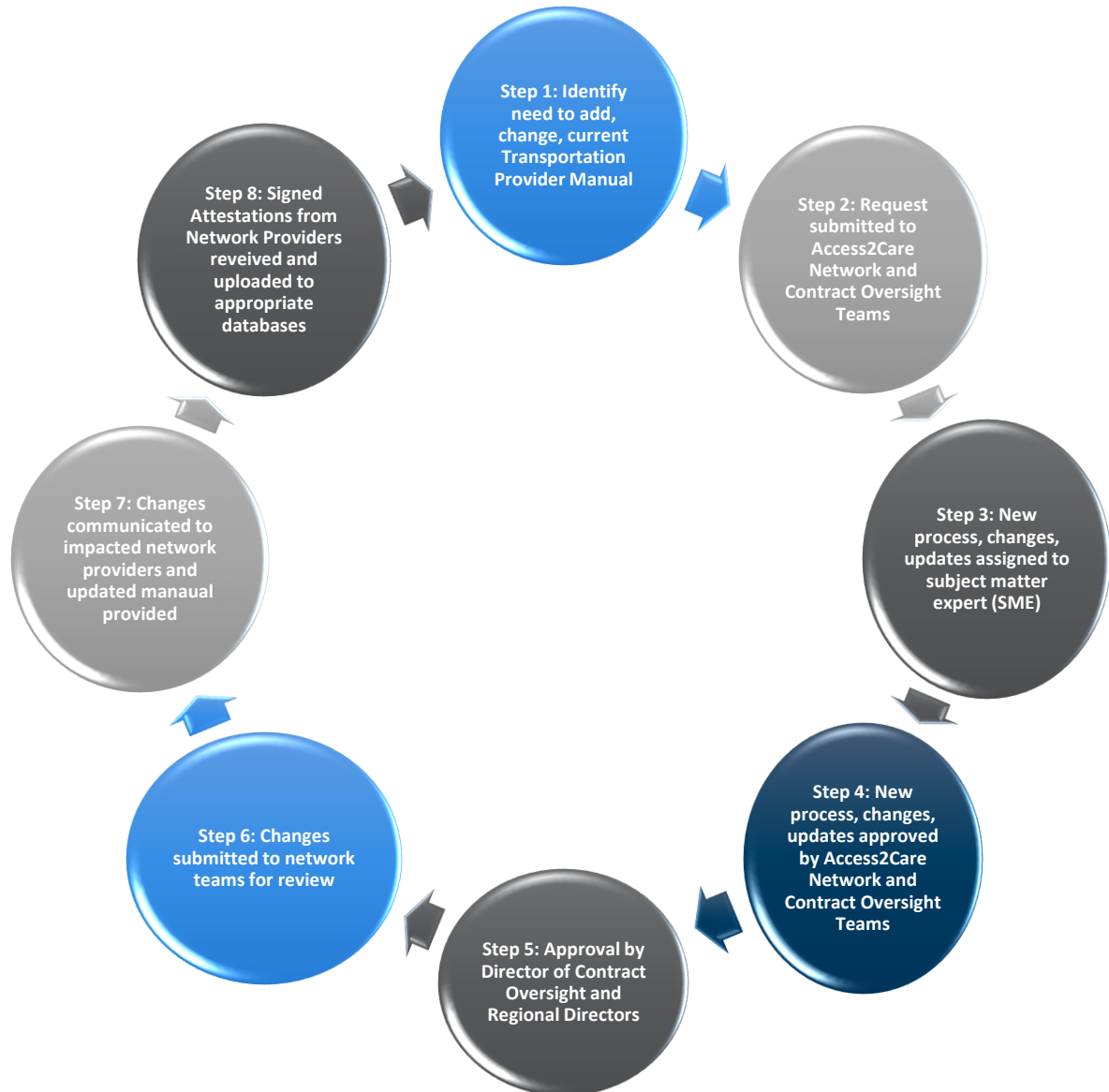
Version	Date	Name	Approval
Final		Brandon Foster	{Embed Approval Email or Minutes}
Final		Add Regional Director	
Final		Add Regional Network Manager	
Final		Regional Network Specialist	
Final		Scott Ghan	
Final		Kellee Lang	

4 Contributors

Name	Role
Brandon Foster	Director, Contract Oversight
Scott Anderson	Regional Director, Central/NE
Crystal Rouse	Regional Director, South/West
Terra Vestal	Network Manager, Central/NE
Louis Rich	Network Supervisor, South/West
Carrie DiRenno	Manager Claims and Billing
Kellee Lang	Supervisor, FWA

5 Transportation Provider Manual Update Process Lifecycle

The following flow chart details typical internal steps Access2Care takes when making changes to the Transportation Provider Manual. The Transportation Provider Manual will be reviewed and updated annually, unless urgent updates are needed.



6 Welcome to Access2Care

Congratulations and welcome to the Access2Care, Inc. (Access2Care) network of quality transportation providers. Access2Care specializes in delivering timely, appropriate, and cost-effective non-emergency medical transportation (NEMT) services to health plans, government entities, and health care facilities through a robust network of high-quality transportation providers such as your company. Transportation providers prefer working with Access2Care due to our fair practices, supportive staff, and easy-to-use web-based tool called Access2Care.

We are excited about this opportunity; we have provided NEMT services since 1998 throughout the United States. Nationally, we provide transportation management services for nearly 8.5 million trip requests each year, serving over five million lives in 33 geographically and demographically diverse states and the District of Columbia. In joining the Access2Care network, you have become a part of a very big family of dedicated professionals, committed to safe, reliable, and high-quality service. To learn more about Access2Care, see the summary at the end of this section or visit us on the web at www.Access2Care.net.

We designed this user-friendly manual to provide you with the information necessary to successfully operate as an Access2Care transportation provider. The manual covers important subjects such as:

- Contracting, Credentialing and Re-Credentialing
- Performance Standards and Compliance
- Trip management using the Access2Care web tool
- Retrospective review procedures
- Preauthorization
- Claims processing

7 Access2Care's Approach to the Management of a Provider Network

Access2Care proactively pursues a positive business relationship with the transportation providers that serve our members (often referred to as members, beneficiaries, or recipients' depending on the client's nomenclature). Transportation providers enjoy working with Access2Care because of our attention to detail, our commitment to quality, the responsiveness of our staff, and our sophisticated Access2Care system.

The Access2Care system allows transportation providers to manage trips from a dedicated and secure website, thus increasing efficiency, expediting the payment process, and lowering administrative costs. From the moment a trip is assigned to the time the trip claim is paid, the Transportation Provider can manage and track all details of the trip online. In most cases, the need for paper claims or invoices is eliminated and makes the process nearly paperless for the Transportation Provider and Access2Care. We welcome your feedback on the tool. To provide feedback, just click on the Contact Us tab on our web page or contact your Network Specialist.

8 Designated Network Specialist

To ensure you receive the support needed for success, we designate a qualified, well-trained Network Specialist to each region we serve. The Network Specialist receives support from our Manager of Business Integration & National Transportation Networks. These individuals will readily work with you to ensure you understand our processes and expectations and to be a resource to answer any questions. Together we will ensure a high level of customer service and performance standards.

Additionally, our Network Specialists will assist transportation providers in managing and tracking all details of trip volume from trip assignment to payment. As needed the Network Specialists, will assist the Access2Care's Claims

Processing staff help provide insight, support, or answers to questions regarding the claims process. Claim's process will be covered in more detail throughout this manual.

8.1 Trip Availability

Access2Care strives to maintain a trip acceptance rate of greater than 97% of the trip volume offered to our transportation providers. We assign trips based on the input you provide regarding fleet size and capacity (vehicle and drivers). We enter the information into the A2C system and access the information each time we assign a trip to ensure we do not over-book or under-utilize a provider. This is one of the ways we monitor the network size and adequacy.

8.2 Trip On-Time Responsiveness

We hold our transportation providers to performance standards as set by our clients or Access2Care internal standards. On-time performance is critical in NEMT for the medical provider as well as for transportation provider. We monitor on-time performance through the claim's reconciliation process, on-street observations, GPS reporting (for some contracts) and the complaints process.

8.3 Complaint Resolution

Our standard is to keep complaints to less than .5% of completed trips. Complaints monitoring is an effective tool in assessing the quality of services of a transportation provider. We monitor, track, and trend complaints to identify systemic issues and work toward resolution. Our goal is to resolve complaints within five days.

9 Contracting and Credentialing Process

Transportation Providers are required to meet Access2Care's credentialing requirements prior to being approved to transport Access2Care members. Local or state regulations and/or client contract requirements take precedence when they differ from any required Access2Care credentialing requirement. Access2Care may credit those parts of credentialing addressed as part of a local regulatory agency. All documents will be verified via web, phone, or hard-copy of the document and documented within the Transportation Provider file. Signed attestations may be accepted in lieu of actual documents where internal Provider processes and practices may vary depending on the Provider location, state, or type of service provided.

Access2Care established a three-level credentialing approval process as the Access2Care Credentialing Committee in addition to creating a Credentialing Unit that processes all credentialing documents and tracks credentialing status. The Access2Care Credentialing Committee manages the credentialing process at all levels. The Credentialing Committee reviews and approves all steps of the credentialing process up to the execution of a Provider agreement and final authorization to assign trips to the Provider. Once a Transportation Provider becomes credentialed, the entity must maintain credentialed status to remain active and continue to receive trip assignments.

Access2Care Network Specialists are responsible for collecting, screening, and submitting credentialing information to the Credentialing Unit to be uploaded in the Credentialing Database.

Transportation Providers must submit current copies of required documents to Network Specialists and complete the initial and subsequent credentialing process. New Providers must complete the initial credentialing process within one hundred eighty (180) days from the date the Provider Application or Contract is signed, whichever is later. After one hundred eighty (180) days, the Provider must submit an attestation verifying the accuracy of the

previously submitted information and submit updated information, if applicable. For more details, please refer to Attachment A, Access2Care Policy 401 – Transportation Provider Credentialing.¹

Transportation Providers must remove any driver or vehicle from Access2Care service if they are found to be out of compliance standards with any of the requirements listed in the Service Agreement, state or federal regulations, and/or Policy 401 – Transportation Provider Credentialing.

10 Transportation Grievances (Complaints) – Investigation Process

As part of our quality assurance and continuous quality improvement, Access2Care collects, investigates, and works to resolve grievances from the various stakeholders of the program. We accept grievances from medical providers, transportation providers or their representatives.

Once Access2Care receives a grievance pertaining to an individual's trip, we flag the trip for investigation and notify the provider of the details surrounding the grievance. **Transportation Provider must respond to all complaints within two (2) business days.** Grievances against the Transportation Provider may include but are not limited to:

- Transportation Provider did not show to pick up the individual
- Untimely arrival for pickup (late or before the established pick-up window)
- Cleanliness of a vehicle
- Driver conduct (attitude, politeness, helpfulness)
- Driving safety
- Violations by the driver of contract requirements
- Vehicle safety issues

The Access2Care system supports the grievances management process. We document all information received from the Transportation Provider and work with all parties involved toward a resolution. A grievance received about a trip will result on a hold being placed on the trip payment. Once the grievance is resolved, we will remove the investigation flag. Based on the outcome of the grievance investigation, the trip will be paid or denied in accordance with contract provisions.

We review grievance resolution reports daily and work with the involved parties to develop a mutually satisfactory solution. These may include retraining or placing the provider on an improvement plan or as a last resort, removal from the network. If you receive notification that a trip is under investigation, please respond to the grievance with the requested trip information via the provider portal, or to the fax number indicated on the request. Requests that contain Protected Health Information (PHI) can be submitted via Secure email² or faxed to 877-645-7837. Questions related to grievances or investigations should be directed to the Network Specialist.

In no event will Access2Care pay for a trip in which a member missed an appointment because the Transportation Provider was late and required the rescheduling of the appointment.

¹ Access2Care policies and Transportation Provider Manual may be modified by Access2Care from time to time. The Transportation Provider will be notified of the revised documents within 30 days of final approval from Access2Care. Transportation Providers must comply with revised documents with 20 days of receipt.

² If the Transportation Provider chooses to email information to Access2Care, they must ensure it does not contain any Personal Health Information (PHI). If the email contain PHI, the email MUST be sent via secured e-mail or mail via the USPS.

11 Performance Standards Compliance

Our clients hold us to specific performance standards, many of which relate to our transportation providers' performance. In addition, we established internal quality metrics that distinguish Access2Care as a company dedicated to providing quality service. We hold our transportation providers to specific performance criteria to meet our clients', as well as Access2Care expectations. We monitor compliance to these standards through a variety of means including claims auditing, on-street observations, complaint process, telephone communications, and onsite visits.

Access2Care monitors its transportation providers in a variety of ways including scheduled and random visits. Monitoring includes but is not limited to:

- **On-site visits** – Scheduled and Random - Network Specialists will schedule and make unannounced visit(s) on-site visits with providers to review records, operations, drivers and vehicles.

We look at monitoring activities as an opportunity and tool to support our providers. Any deficiencies are addressed with the Transportation Provider and given the time and support to correct. If a deficiency is severe enough, it may require the temporary removal of a driver or vehicle from service until the deficiency is corrected.

12 Trip Assignments

12.1 Provider Portal

Access2Care requests that all transportation providers have internet access to enable the use of the A2C provider portal. The portal assists in efficient trip assignment and claims processing speeding payments to the transportation provider. Although transportation providers are required to have alternative methods for contact the portal is the contact method utilized. We assign trips to transportation providers directly via the A2C system. Transportation providers will be assigned trips based on the following:

- Level of need of the member (appropriate vehicle type assignment)
- Service delivery area
- Provider fleet hourly capacity
- Lowest cost

When you review your trip assignments, remember:

- You must check your trip assignments daily and accept/reject trips within 24 hours of receipt of the assignment(s).
- When you accept a trip, you have made a commitment to perform the transport. Accepting a trip serves as a confirmation.
- If you do not accept a trip within 24 hours the trip may be removed from your schedule and assigned to another provider.
- Access2Care assigns an authorization number to every trip. Trips performed without Access2Care prior authorization number will not receive payment.
- Verify accepted trips directly with the members up to 24 hours in advance of the appointment to confirm the trip. The trip information on the portal includes the member's contact number on file.
 - Contact Access2Care Dispatch if the contact number on file is out of service or disconnected, so the trip can be noted
- At times, Access2Care may authorize the Transportation Provider to negotiate pickup and drop-off times to maximize multi-loading opportunities.

- At no time is a member allowed to travel in a vehicle for more than one (1) hour longer than the average time for direct transport.

12.2 Alternate Trip Assignments

If for some reason the Transportation Provider is unable to utilize the provider portal Access2Care will work with the Transportation Provider for an alternative method.

Faxed request

- Access2Care assign transports on a temporary basis via fax or telephone until Internet access is established. We will make longer term accommodations for providers who do not have Internet access in their areas.
- For transportation providers without Internet access due to their remote location or for those providers awaiting Internet installation, we have designed efficient processes for trip management and claims reconciliation. Instead of Internet access, this process requires a working facsimile (fax) machine.

13 Trip Management

You play a vital role in helping us verify and update member information. Sometimes, the trip information provided to us by the client via eligibility files, or by the member during the call intake process, may be inaccurate or incomplete. Once assigned a trip, if you discover appointment times, addresses or scheduling times have changed, please let us know by calling the customer service representatives with the details and/or corrected information.

14 Transportation Provider Operational Requirements

Transportation Providers must obtain and maintain a current status on any and all business licenses, permits, certificates, and registrations that are required by Federal, State or local laws, rules and regulations.

- If a transport happens before or after normal business hours, Access2Care must have a way of contacting the Transportation Provider /driver during those times when the office is not open.
- All records must be kept in secure files and be readily accessible to Access2Care staff within two (2) business days
- Transportation Provider agrees to work with Access2Care to respond to all grievances within two (2) business days
- Transportation Provider understands that not responding to complaints may result in Corrective Action
- Transportation Provider agrees to cooperate in all on-site visits of the Transportation Provider's place of business and inspection of business records and vehicles that are mutually agreed with reasonable advance notice.
- Transportation Provider may not solicit or accept any money from any members you transport for Access2Care.
- Transportation Provider agrees to follow Access2Care accident and incident processes or a process compliant with FTA Grant Award requirements.
- Transportation Provider must report all incidents, accidents and injuries occurring while the Transportation Provider is transporting any Access2Care member(s) immediately after the incident becomes known and the situation permits communication.
- Transportation Provider must have a form to document all information about the accident/incident. This form must be approved by Access2Care.
- Transportation Provider must request a copy of the police report and must forward the report to Access2Care as soon as possible if applicable.

- Transportation Provider must have a two-way communication device available for use by the driver and Transportation Provider for dispatch, trip updates, and emergency notifications.

15 Transportation Provider Driver's

Compliance with FTA Grant award requirements may be accepted in lieu of this section's individual items.

All drivers must understand NEMT services in general, including reporting forms, vehicle operation, requirements for reporting Fraud, Waste, & Abuse, and the geographic area in which drivers will provide service. For more information on Driver credentialing requirements, please refer to Attachment A, Access2Care Policy 401 – Transportation Provider Credentialing¹.

15.1 Driver Requirements

- Drivers must not have been convicted of any felony crimes and/or misdemeanors related to health care fraud, theft, embezzlement, breach of fiduciary responsibility, or other financial misconduct; elder abuse; member abuse in connection with the delivery of a health care item or service; unlawful manufacture, distribution, prescription, or dispensing of a controlled substance; and any felony or misdemeanor conviction for child abuse, elderly abuse, domestic violence, criminal sexual conduct, drugs or weapons.
- Drivers shall NOT use alcohol, narcotics, medical or recreational marijuana, illegal drugs or drugs that impair ability to perform while on duty and shall NOT abuse alcohol or drugs at any time. Drivers shall not drive while fatigued. The Transportation Provider shall not use drivers who are known abusers of alcohol or known consumers of narcotics or drugs/medications that would endanger the safety of members, whether those drugs are legally prescribed or not.
- Drivers are required to have valid photo ID on their person while transporting any Access2Care member.
- Drivers must not smoke while in the vehicle or while in the presence of any Access2Care member.
- Drivers must not eat or drink while providing transportation.
- Drivers to ensure no Member smoking in vehicles.
- Drivers to ensure no Member eating, or drinking, in vehicles, unless medically necessary.
- Drivers must not wear any type of headphones at any time while on duty, with the exception of hands-free headsets for mobile telephones if this is the communication device.
- If a non-curbside pick-up is being made, drivers must identify themselves as a transportation provider, show their identification and announce their presence at the entrance of the facility or residence.
- Drivers must assist Access2Care members getting into and out of the vehicle when necessary and confirm that all seat belts are fastened. No Access2Care member will be transported unless all members are buckled up.
- The number of persons in the vehicle, including the driver, must not exceed the vehicle manufacturer's approved seating capacity.
- Drivers must ensure Access2Care members in wheelchairs are properly secured, in accordance with ADA rules, prior to departure and always while in transit. Upon arrival at the destination, the vehicle should be parked or stopped so that Access2Care members do not have to cross streets to reach the entrance of their destination.
- At the destination, drivers must present all members with a card stating the Transportation Provider's company name and phone number, as well as the phone number of Access2Care, for will call returns or if requested by the member.
- Drivers must not leave members unattended in the vehicle unless it can be done safely.
- Drivers must not touch any member except as appropriate and necessary to assist the Access2Care members into or out of the vehicle, into a seat, to secure the seat belt, or to render first aid or assistance for which the driver has been trained.

- Drivers/attendants/escorts are expected to follow company and broker guidelines for HIPAA compliance by keeping all Access2Care members' protected health information (PHI) confidential. It should not be visible to other members/members, and drivers must not discuss this information with anyone who is not involved with the member's treatment or connected health care services.
- Transportation providers drivers must maintain sign in sheets or logs of all training provided to all drivers/attendants/escorts. These logs must be included in the staff files and available for review by Access2Care.

Transportation Providers must remove any driver from Access2Care service if they are found to be out of compliance standards with any of the requirements listed in the Service Agreement, state or federal regulations, and/or Policy 401 – Transportation Provider Credentialing¹.

15.2 Required Driver Training

- Access2Care requires and is willing to assist transportation providers with establishing an ongoing training program to recognize emergencies and understand the procedures for responding to a member's needs for emergency care should they arise during the ride. HIPAA Compliance training is required and Transportation Providers and their drivers are to treat all Protected Health Information (PHI) as confidential. Access2Care has written HIPPA policies, Attachment B Access2Care Policy 224, HIPPA¹ Access2Care will be regularly monitoring transportation providers' compliance and take any corrective action necessary to ensure compliance. All records need to be secured, safeguarded, and stored in accordance with applicable State Statutes and Administrative Rules.

For more information on Driver training requirements, please refer to Attachment A, Access2Care Policy 401 – Transportation Provider Credentialing¹.

16 Transportation Provider Vehicles

Transportation Provider shall comply with appropriate local, state, and federal transportation safety standards regarding passenger safety and comfort. For more information on Vehicle requirements, please refer to Attachment A, Access2Care Policy 401 – Transportation Provider Credentialing and Attachment D, Access2Care Policy 423a Vehicle Safety¹.

16.1 Vehicle Requirements

- As applicable, Vehicles will have an Access2Care member compliant reporting FAQ available for members wishing to file a complaint. The FAQ will be provided to the Transportation Provider by Access2Care, as necessary.
- All vehicles must be equipped with the safety equipment outlined in Attachment D, Access2Care Policy 423a Vehicle Safety¹.

Transportation Providers must remove any vehicle from Access2Care service if they are found to be out of compliance standards with any of the requirements listed in the Service Agreement, state or federal regulations, and/or Policy 401 – Transportation Provider Credentialing and Attachment D, Access2Care Policy 423a Vehicle Safety¹.

17 Vehicle Maintenance

Network transportation providers must have a comprehensive Preventive Maintenance (PM) program for all vehicles and equipment used for members. For more information on Vehicle maintenance refer to Attachment D, Access2Care Policy 423a Vehicle Safety¹.

17.1 Insurance Requirements

Transportation Providers are required to have, at a minimum, Insurance requirement limits outlined in the Transportation Provider Subcontractor agreement. Transportation Provider should also comply with the following:

- Transportation providers are required to obtain and maintain insurance at limits no less than is required under OAR 410-136-3060 and need to furnish proof of liability coverage and insurance to the Authority upon request.
- Insurance coverage for all vehicles must always be in force during the contract period in accordance with state and local regulations and contract requirements.
- In compliance with Access2Care and local requirements, all vehicles shall always have the minimum of combined single limit insurance coverage for vehicles stated on the Subcontractor Agreement during the agreement period.
- Transportation Provider must supply up-to-date copies of all insurance certificates to Access2Care before they expire. Transportation Provider understands that if current copies are not on file with Access2Care the provider will be suspended, and no trips will be assigned.
- Transportation Provider shall provide workers' compensation insurance coverage for all workers, unless they meet the requirement for an exemption.

18 Trip Log Requirements

All Transportation Providers must require each driver to maintain a daily trip log for each trip. The Daily trip log must capture at the minimum the items below.

- Trip number
- Date of service
- Driver's name as it appears on the State issued Driver's License
- Driver's signature
- Driver's driver license number and State
- Member's name
- Member's signature (Each trip log must have a member signature)
 - If a member refuses to sign the driver log for any reason, the driver may sign the log with "MEMBER REFUSED TO SIGN". This method is only acceptable if the member has been asked to sign the document and has verbally refused. Driver should notate the reason the member is refusing to sign the trip log. Transportation Provider must contact the Access2Care call center so a "claims note" can be added to the members record. Trip logs with this notation will be flagged for an audit so that Access2Care to provide education to the member.
 - If member is medically unable to sign the driver log, the driver must attempt to get a signature from the medical facility staff, escort or attendant, or a family member. If a driver exhausts all options and is unable to obtain a signature from any acceptable source, the driver may sign the log with "PUTS" (Passenger Unable to Sign), member unable to sign. The driver will notate Passenger Unable To Sign, with reason for no signature in signature line and provide driver signature. This method of signature is only acceptable if the driver has attempted to gather other approved signatures. Trip logs with this in the signature line will automatically be flagged for an audit. Transportation Provider is required to send in all trip documentation with the invoice before any payment will be made for these trips. Transportation Provider must contact the Access2Care call center so a "claims note" can be added to the members record.

- Escort full name (if applicable)
- Escort signature (if applicable)
- Vehicle ID number (VIN)
- Each authorized member's scheduled and actual pick up time
- Each authorized member's scheduled and actual drop off time
- Member no-show indicator
- Actual service level (AMB, W/C, Stretcher) per trip provided

All the above information must be included on the trip manifest or the provider will not receive payment for the trip. Providers can use the sample form included in this manual or any other form if it meets the requirements above.

19 Performance Standards

Transportation providers are monitored throughout the programs. Access2Care monitors and documents Transportation Provider performance through on-street observations, the grievance investigation process, random on-site inspection, annual credentialing, etc.

19.1 On Time Performance Standards

- Members may be picked up within the contractually allowed pick up window prior to their appointment time: the standard pick up window is sixty (60) minutes. Additional time may be allowed for multi-loading, high traffic volume, or for long trips.
- At a minimum, 95% of members shall be delivered on time. On-time shall mean that a member arrives at their scheduled destination no later than the scheduled appointment time.
- At a minimum, 97% of members shall arrive at their scheduled destination no later than ten (10) minutes after their scheduled appointment time.
- Return trip pick-up within sixty (60) minutes of notification for "will call" or "call return" trips
- 95% of all trips are to be completed in less than 90 (insert timeframe) minutes. The maximum ride time for a routinely scheduled trip is 90 minutes.

19.2 Provider No-Show Standard

- Provider must complete no less than 99.8% of all accepted trips. This standard does not apply to member no-shows.

19.3 Complaint Ratio Standard

- Provider will receive no more than two valid complaints, on average, per 1,000 one-way trips measured monthly.

19.4 Trip Acceptance

- At a minimum, Transportation Provider shall accept 98% of all trips offered through the A2C portal
- Transportation Provider must not reject an accepted transport back to Access2Care less than six (6) business hours prior to the appointment time.
- Transportation Providers not following transport rejection timeframes may be subject to disciplinary actions, up to and including Performance Improvement Plan or Termination of the Transportation Provider

19.5 Equipment Standard

- Transportation Providers will maintain their vehicles within the guidelines described in the Transportation Provider Manual or FTA Grant standards, if applicable.

19.6 Performance Monitoring

We are required to ensure that Access2Care and the transportation providers we use are compliant with all requirements of our members. As such, we developed performance improvement programs for instances when a Transportation Provider is not performing to our standards. It is our goal to work positively with providers. We value our network and will work closely to ensure that our transportation providers continue working with our Health Plan Clients. If a provider is found to be non-compliant with any requirements, they may enter one of the following:

19.6.1 Minor Deficiency

Any deficiency that will not immediately harm the member or drivers and/or any items that does not present a legal risk to Access2Care or the member. An example: Missed or late pickup times, failure to accept/reject trips within a required timeframe.

19.6.2 Major Deficiency

Any deficiency that could harm the member or driver. Items that would increase legal risk to Access2Care and/or the member, for example lack of appropriate insurance, not following accident notification procedures, suspected fraud, using uninsured/non-credentialed vehicles or drivers.

19.6.3 Warning

Would only be issued in the case of minor deficiencies. The network Specialist would contact the provider in writing explaining the deficiencies and the expected time frame for compliance. This is a formal process that will be in the provider's file. If at any time the provider continues to be noncompliant, the issues will be escalated to the next level.

19.7 Performance Improvement Programs³

19.7.1 Provider Improvement Plan (PIP)

Is used for minor issues. The network Specialist will meet with the provider to explain the deficiencies and work out a plan to help the provider become compliant. The PIP will be documented, have set milestones and time frames and become part of the transportation provider's file. The network Specialist will monitor the progress of the provider to ensure that improvements are being made. If the provider does not meet the required time frame, he or she may be moved to the next level, or the PIP may be extended.

19.7.2 Corrective Action Plan (CAP)

A CAP may be used for both minor and major deficiencies. The CAP process may include more drastic actions such as suspending a provider, driver or vehicles temporarily until the issue can be resolved. It can also mean reducing the number of trips the provider is able to receive. The Network Specialist will meet with the provider to explain the deficiencies and work out a plan to help the provider become compliant. The CAP will be documented, have set milestones and time frames, and become part of the provider's file. The network Specialist will monitor the progress of the provider to ensure that improvements are being made. If the provider does not meet the required time frame, the CAP may be extended, depending on the deficiency, or the provider may be terminated from the network.

19.7.3 Termination

In rare cases, the Transportation Provider may be completely removed from the network and possibly turned into the Office of Internal Affairs for further investigation. Termination is the most serious action and would be used when a provider has been proven of committing fraud, unwilling to work within the requirements of the contract and/or having prolonged, repetitive issues.

³ Access2Care may use several methodologies to help transportation providers improve their performance. Those methodologies may be but not limited to Provider Improvement Plan, Corrective Action Plan, trip volume adjustments, and increased post trip audit percentages to correct performance concerns.

20 Attendants for Children & Special Needs Transports

Parents or guardians must provide an attendant to accompany children under the contractual determined minor required years of age who are eligible for NEMT services while traveling to and from medical OHP-covered medical appointments. The rule also applies to children and young adults with special physical or developmental needs regardless of age.

As applicable, an ambulance provider transports the member for non-emergent services, and is reimbursed at the ambulance transport rate, per contract or non-contracted rate policy. NEMT ambulance transports shall have an attendant when the uses an ambulance to provide wheelchair van or stretcher car rides.

An attendant is described in the contract and may be the member's mother, father, stepmother, stepfather, grandparent, or guardian. The attendant may also be any adult the parent or guardian authorizes. An attendant may also be the member's brother, sister, stepbrother, or stepsister if the attendant is at least 18 years of age, and the parent or guardian authorizes it.

The member's parent, guardian, or adult caregiver is required to provide and install safety seats. An NEMT driver may not transport a member if a parent or guardian fails to provide a safety seat that complies with state law.

The Transportation Provider may not bill additional charges for a member's attendant or escort.

21 Access2Care Payment Process

21.1 Invoicing requirements

Providers are strongly encouraged to use the Provider Portal to electronically submit their completed trip claims for processing and payment. Providers are required to keep their completed drivers logs in the event that a specific trip is selected for audit verification. The Audit Department conducts trip verification, prepayment audits and provides support to transportation providers in the processing and adjudication and payment of trip claims.

The requirements for a completed Driver's Log are detailed in the earlier Section N, Trip Log Requirements, and can also be seen in **Appendix VII** with a Sample Driver Log.

Remember that the minimum required information in a driver's log must be legible and must be submitted for verification if the trip is selected for audit (**See section 23 for trip audit standards**). Failure to do so will lead to the trip being denied for payment.

FOR APPLICABLE STATES ACCESS2CARE REQUIRES A SIGNATURE FOR EACH LEG OF A TRIP or an APPROVED REASON FOR NO SIGNATURE (See Appendix I: State Specific Deviations). If the member is unable to sign, a facility employee, family member, or attendant may sign on their behalf (**See section 17 for Trip Log Requirements**).

Driver logs must also contain the driver's signature. See **Appendix VII** for a Sample Driver Log. All information must be included in the driver's log or payment will be denied during a trip audit process.

If all the information is included in driver logs, there should not be any delays in processing trip audits.

Our clients require payment within a specified number of days of receipt of a clean claim. However, Access2Care typically authorizes payments to Transportation Provider on a weekly basis. A "clean claim" is defined as a trip that has been "cleared in the Provider Portal" by the Transportation Provider and includes all the information required to process the trip including any verifications/audits made by the Claims or Audit Department.

Every Transportation Provider is strongly encouraged to clear their trips off the A2C portal every day.

21.2 Invoicing process

Access2Care will not process payment for any trip that does not have the required driver log documentation. Complete driver logs must be kept on file and are subject to random audits.

Access2Care recognizes the importance of cash flow and prompt payments. In response, we designed our online trip management resource to allow transportation providers to easily accept and send electronic transactions. See **Appendix II** of this manual for a guide on using the online system.

21.2.1 Invoicing with Internet Access

Once a Transportation Provider has cleared a trip on the Transportation Provider Portal, we will process the trip for payment. Only cleared trips deemed as “clean claims” will be paid. We prefer to make payments through Electronic Funds Transfers (EFT); however, we can send payments via USPS. A detailed description of this process is outlined in the Electronic Trip Management Instruction Manual included as **Appendix II**.

21.2.2 Invoicing without Internet Access

Access2Care will send a weekly reconciliation form to the transportation provider. The Transportation Provider must complete the form for the previous week’s trips. See **Appendix VI** for an example of the Non-Web Trip Reconciliation form.

The Transportation Provider is required to complete the reconciliation form with the pickup and drop-off times, trip status, and an indication showing if the member’s signature was obtained. Fax or scan completed reconciliation forms to the Claims Department using the contact information below. If the provider chooses to e-mail information to Access2Care, you must ensure that it does not contain any PHI. If the items contain PHI, you **MUST** either send via secured e-mail or mail via the USPS.

We will process all *clean claims* (definition on the previous page) within contractual and regulatory requirements. If all required information or documentation is not submitted, we will notify you of the required documentation. This will slow the reconciliation/payment process. Therefore, to avoid any unnecessary delays, always double-check the form.

21.2.3 Payment

Access2Care will send out a Remittance Report with each check. Checks and EFT information is also viewable on the Transportation Provider portal.

22 Contracted Rates

Pricing is based upon the contracted rates in the subcontractor Agreement. Access2Care only reimburse’ s for compensable, authorized services.

22.1 Trip Mileage

Trip mileage is predetermined by Access2Care using MapQuest. Mileage is set based upon the shortest distance calculation for each trip. Access2Care does not pay for “no shows,” dry runs, or deadhead miles (mileage to pick up a member that is outside the transportation provider’s normal service area) unless contractually specified.

23 Trip Audit

Access2Care must ensure services occur for payments rendered. To ensure we meet the contractual obligations and expectations of our members, we have developed audit and verification processes of trips presented for payment. If Access2Care cannot validate or verify the medical services related to the transportation claim following the audit, we may recoup the amount of the payment.

Access2Care performs random prepayment audits on 5% pre-trip and 5% post by each transportation provider⁴.

You may see trips flagged for pre-payment audit in your Transportation Provider portal.

Please submit the required information, using the Prepayment Audit Cover Sheet included as **Appendix VIII** of this manual. All audited documentation must be received by Access2Care within 20 calendar days of the cleared trip date. Failure to submit within 20 days will result in payment denial of the trip. Please send all driver logs to the dedicated Access2Care Claims Department fax at (866) 214-0528 or scan and e-mail² to A2CAUDITS@AMR.Net.

We will process the audited trip information within ten business days of receipt. **Please note that the above contact information is only to contact the Audit Department and send the required information.**

Audit Department Contact Information

Audit Follow Up
(USE Only for trips in audit)

Toll free line: 1 (866)-874-0222, Option 3
A2CAUDITS@AMR.net

When a trip is suspended for audit or follow-up payment, Access2Care will withhold payment following review of the driver log or trip detail sheet, inclusive of the member's signature. Payment will not be made on any trips suspended for audit or follow-up. Typically, the reason for a suspended payment is inconsistent information related to the trip mileage or distance. These types of errors can result in an inaccurate payment.

This statistical review of random trips is one of many approaches Access2Care takes to mitigate fraud and abuse in our continual commitment to program integrity.

23.1 Transportation Provider Audit Requirements

23.1.1 Drivers Log Requirements

23.1.1.1 Access2Care Trip Number,

23.1.1.1.1 NOT REQUIRED FOR OREGON

23.1.1.1.2 NOT REQUIRED FOR FLORIDA

23.1.2 Date of service,

23.1.3 Driver's first and last name,

23.1.3.1 Driver name must match Driver License name entry and may not include nicknames

23.1.3.1.1 Abbreviated names, i.e. Chris instead of Christopher, are acceptable

23.1.4 Driver's License Number and State

23.1.4.1 NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE

23.1.4.2 NOT REQUIRED FOR OREGON

23.1.4.3 NOT REQUIRED FOR FLORIDA

23.1.5 Driver's signature,

23.1.5.1 NOT REQUIRED FOR FLORIDA

⁴ Audit percentages are subject to change either, increase or decrease and will be changed at the sole discretion of Access2Care. Changes to the audit percentages will be communicated to the transportation provider via email.

- 23.1.6 Member/Recipient's first and last name,
- 23.1.7 Member/Recipient's signature,
 - 23.1.7.1 Driver may sign log "Member Refused/Unable to Sign" or similar
 - 23.1.7.2 NOT REQUIRED FOR IOWA
 - 23.1.7.3 NOT REQUIRED FOR FLORIDA
- 23.1.8 Escort first and last name (if applicable),
 - 23.1.8.1 NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
- 23.1.9 Escort signature (if applicable),
 - 23.1.9.1 NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
 - 23.1.9.2 NOT REQUIRED FOR IOWA
- 23.1.10 Vehicle ID number,
- 23.1.11 Each authorized recipient's scheduled and actual pick-up time,
 - 23.1.11.1 SCHEDULED TIME NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
- 23.1.12 Each authorized recipient's scheduled and actual drop-off time,
 - 23.1.12.1 SCHEDULED TIME NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
- 23.1.13 No Show information – member or provider (if applicable),
- 23.1.14 Pharmacy stop information,
 - 23.1.14.1 NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
 - 23.1.14.2 NOT REQUIRED FOR OREGON
- 23.1.15 Actual service level per trip provided,
 - 23.1.15.1 NOT REQUIRED FOR IOWA
- 23.1.16 Trip status,
 - 23.1.16.1 NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
 - 23.1.16.2 NOT REQUIRED FOR OREGON
- 23.1.17 Mileage for each leg of trip.
 - 23.1.17.1 NOT REQUIRED IF ACCESS2CARE DRIVERS LOG TEMPLATE
 - 23.1.17.2 NOT REQUIRED FOR IOWA
 - 23.1.17.3 NOT REQUIRED FOR OREGON

24 Payment Denials

If a transport is going to be denied for any reason, you will receive notification on your Transportation Provider portal. Denials may be based upon failure to adhere to requirements outlined in the subcontractor Agreement and or the Transportation Provider Manual. Other reasons for denial may include but are not limited to:

24.1 Timeliness

Transportation providers must clear all trips within 45 days of the date of service or per contractual requirements. Any trip not cleared within the allotted time will be canceled and no payment will be made to the provider, except potentially through the appeals process.

24.2 No documentation to support service

When a Transportation Provider fails to respond to an investigation or follow-up or audit in the allotted time, the trip in question will be denied as no-documentation to support transportation, and no payment will be made to the provider.

24.3 Member canceled services

Trip will be denied if the member cancels prior to the pickup time and Transportation Provider was notified.

24.4 Member No-Show Denials

We will deny the trip if the Transportation Provider clears a trip as completed and the member was a no-show. This practice may trigger an increase in audited trips for the provider.

24.5 Transportation Provider No-Show Denials

We will deny the trip when the member states the driver never arrived and the Transportation Provider cleared trip as completed without providing proof of documentation of transport as part of the trip audit process.

25 Claims Appeals Process

All transportation providers have the right to submit an appeal for any trip that has been denied.

The appeal must be submitted in writing via email² or fax and contain the following information:

- The reason for the appeal.
- Documentation to support the service provided (i.e. driver log with member signature and times of transport).
- All requests must be received within 30 days from the date of denial.
- Appeals are considered based upon information provided.
- The documentation will be reviewed, and the provider will be notified of the payment decision.
- Payment or denial will be made within the contractual or regulatory requirements.

Claims Department Contact Information

Payment Follow Up
(USE Only when Trips have been CLEARED)

Toll free line: 1 (866)-874-0222 Option 3
A2CAUDITS@AMR.net

USPS
Claims Submission Address

Access2Care, LLC
6363 S. Fiddlers Green Circle, Suite 1400
Greenwood Village, CO 80111

26 Fraud, Waste and Abuse

In a 2009 Memorandum titled *Fraud and Abuse Safeguards for State Medicaid Nonemergency Medical Transportation Services*, the Deputy Inspector General for Evaluation and Inspections, Stuart Wright stated, “The Office of Inspector General (OIG) and other entities have identified significant vulnerabilities to fraud and abuse in State NEMT programs.” The Memorandum goes on to say, “If a State detects evidence of potential provider fraud, it must refer such a case to the State Medicaid Fraud Control Units (MFCU) or other appropriate law enforcement agency, such as a local district attorney. The MFCU is responsible for reviewing the referrals it receives from the state Medicaid agency and other sources to determine whether the issues involved merit criminal and/or civil investigation.”

Access2Care upholds integrity as an essential business attribute. As the above text denotes, fraud and abuse in the NEMT program will not be tolerated by the OIG, a State's Medicaid Fraud Control Unit, and Access2Care. The transports you provide may be reimbursed by federal and state funds. Because of this, it is important for Access2Care to inform its employees and subcontractors about Federal and State False Claims Acts and the company's procedures for reporting fraud, waste and abuse.

The False Claims Act ("FCA") prohibits anyone from submitting a false or fraudulent claim to secure payment from the federal government. The FCA helps the federal government combat fraud and recovers losses resulting from fraud in federal programs, purchases, or contracts. A person or entity may violate the FCA by knowingly:

- Submitting a false claim for payment
- Making or using a false record or statement to obtain payment for a false claim
- Conspiring to make a false claim or get one paid
- Making or using a false record to avoid payments owed to the U.S. Government (the "Government")

Access2Care policy states that any employee who suspects or has knowledge that fraudulent activity may be or has occurred should notify his/her supervisor immediately. Transportation providers must have a similar process in place for reporting such activities.

Access2Care policy also prohibits any retaliation or retribution against any person who, in good faith, reports suspected violations of these laws.

The Program Fraud Civil Remedies Act of 1986 grants federal agencies the right to investigate and assess penalties for the submission of false claims. Any person may be liable if they know or have reason to know that a claim:

- Is false, fictitious or fraudulent
- Includes or is supported by any written statement that asserts a material fact which is false, fictitious, or fraudulent
- Includes or is supported by any written statement that omits a material fact
- Is false, fictitious, or fraudulent because of such omission
- Is for payment for the provision of property or services which the person has not provided as claimed

Any suspected false claims may be investigated by the Department of Justice. If further action is deemed necessary, the Department of Justice may issue a complaint regarding the false claim and further legal action may be required.

Access2Care has numerous policies and procedures in place to monitor and detect fraud, waste and abuse. These include but are not limited to:

- Code of Business Conduct and Ethics
- Compliance policies
- Prior Authorization process
- Trip verification
- Random audits
- Credentialing and re-credentialing of transportation providers
- Increased transportation audit percentages

Transportation providers must cooperate fully with any investigation regarding fraud, waste and abuse initiated by Access2Care or at the request of any government agency. Access2Care will send a email with compiled transportation audit should there be an increase in audit percentages.

27 Appendices

27.1 Appendix I: State Specific Deviations

27.2 Appendix II: Access2Care Transportation Provider Portal

GETTING TO YOUR PERSONAL WEB PAGE:

- Go to <https://a2ctp.emsc.net/login> the Access2Care home page.
- Type in your Username and Password assigned to you during credentialing.
- Press the Enter key or click on Log In.
- The first time you log in, you will be prompted to change your password.
- Password must be at least 8 characters long, contain a capital letter, a number, and a special character.

MANAGING NEW TRIPS

- This will open the NEW TRIPS screen. Here, you can view trips that are offered exclusively to you.
- The underlined blue trip number with the “T” behind it is the member’s first trip, going TO the destination; and the “R” is the RETURN leg of the same trip. If the member has additional stops, these numbers will have a “1”, “2”, etc. behind the trip number.

Sample View of New Trip Assignments Screen

- To view the Trip Details, click on the blue trip number. The detail will open in a separate screen and will display all the detail for each trip. You can also print this detail; however, until the trip has been accepted (see below) the trip detail is not “proof” of an accepted trip.

TRIP DETAILS

BU: T	Vehicle Type: Sedan/Van
Trip Number: 299401T	Appointment Time: 09:30
Trip Date: 11/07/2010	Member Name: [REDACTED]
Member ID: [REDACTED]	Member Phone: [REDACTED]
Case Number:	Destination Address
Pickup Address	
[REDACTED]	[REDACTED]
	Destination Phone:
Mileage: 21	Additional Riders: 0
Special Needs:	Send a message
	For questions or comments regarding this trip please call: 888-555-1212

Legend:

--	--	--	--	--	--	--	--

Sample View of Trip Detail Screen

- You can only open the Trip Detail for one trip at a time.
- Click the Accept <Acpt> or Reject <Rjct> button for each trip to accept or reject the trip being offered.
- You cannot accept only one leg of a round trip. If you take the original trip, the return leg and any additional stops will automatically be assigned to you.
- You may accept or reject ALL the trips being offered by scrolling down to the bottom of the list and clicking on Accept All or Reject All.
- If you need to, you can also clear your selections by clicking on <Reset>.
- Once you have selected all the trips you're accepting or rejecting, click <Next>.
- This brings you to the Confirm Trips screen.

Access2Care Welcome, Ty Mackey [Sign out](#) [Change Password](#)

[New Trips](#) [Accepted Trips](#) [Clear Trips](#) [E-Reports](#) [AR Ready](#) [AR Pending](#) [Complaints](#) [Resources](#) [User Admin](#)

CONFIRM TRIPS

Please review the following trips. Click "Finish" to submit or "Back" button to make changes to your trips.

Accepted Trips

Trip Number	Date	Time	P/U City	Dest Name	Dest City	+ Rdrs	Mlg	Price	Vehicle Type	Spec Req	Notes
100581T	12/16/2009	11:15 AM				0	21	32.72	VAN		
100581R	12/16/2009	Will Call				0	21	32.72	VAN		
100565T	12/23/2009	12:00 PM				0	7	12.00	VAN		
100565R	12/23/2009	Will Call				0	7	12.00	VAN		

[Export Trips](#)

Rejected Trips

Trip Number	Date	Time	P/U City	Dest Name	Dest City	+ Rdrs	Mlg	Price	Vehicle Type	Spec Req	Notes
100079T	12/26/2009	5:00 AM				1	7	12.00	VAN		
100079R	12/26/2009	Will Call				1	7	12.00	VAN		

Sample View of Confirm Trips Screen

- Carefully verify accepted and/or rejected trips and then click Finish. If you need to make a change, click the Back button to start over. Once you click Finish, your trips are considered accepted and you will be taken back to the NEW TRIPS screen.
- It's important that you accept or reject trips as quickly as possible so we have time to reassign any trips you are rejecting.

NOTE: You **MUST** complete this final step in order to accept trips. **Until you press Finish, your trips have not been accepted.**

ACCEPTED TRIPS

- You can click on the ACCEPTED TRIPS button to view and manage your accepted trips.
 - NOTE: Once you have ACCEPTED a trip and "Finished" the process, you **CANNOT** reject trips from your website. You must call Access2Care/Ride To Care to return or "give" the trip back. Call the phone number that appears at the top of the trip detail to speak with a CSR.

ACCEPTED TRIPS

Click on the trip number to view more details for each trip.

Display Trips for: [View](#) [View All](#)

Trip Number	Date	Time	P/U City	Dest Name	Dest City	+ Rdrs	Mlg	Price	Vehicle Type	Spec Req	Resource	Notes
100179T	12/17/2009	12:00 PM				0	3	17.71	VAN			
100179R	12/17/2009	Will Call				0	3	17.71	VAN			
100181T	12/23/2009	3:00 PM				0	32	70.53	VAN			
100181R	12/23/2009	Will Call				0	32	70.53	VAN			
100061T	1/5/2010	9:15 AM				0	1050	1641.65	VAN			
100061R	1/5/2010	Will Call				0	1050	1641.65	VAN			
100687T	1/7/2010	9:15 AM				0	1050	1641.65	VAN			
100687R	1/7/2010	Will Call				0	1050	1641.65	VAN			

[Export Trips](#) [Save](#)

Sample View of Accepted Trips Screen

- The Sample View of Accepted Trips screen shot shows all the trips you have accepted, in date order. (Note, at the bottom of this screen you can also see and acknowledge your Canceled Trips.)
- You can use the “Display Trips for” section to view a single date at a time and then click the “View All” to return to all accepted trips.
- **IMPORTANT NOTE: ALWAYS VERIFY** your trips with the members at least 24 hours prior to the appointment time to confirm that no changes have been made and to inform the member when you will arrive to pick them up.
- Changes to a trip will be highlighted and can include times and/or destinations. If the trip change is less than 48 hours from the appointment time, we will call and notify you. If the change occurs greater than 48 hours from the appointment, we will not call you and the change will be highlighted on your website.
- Changes to trips must be viewed and acknowledged by you. Click on the trip number to view the changes and then click on the “Acknowledge” button. You must acknowledge all changes to trips or you will NOT be allowed to clear the trip.
- You also have the ability to export these trips into Microsoft Excel for easy sorting. You will export ALL Accepted Trips unless a date range is identified in the Display Trips field.

If for any reason you cannot perform a trip that you previously accepted, you **must** call Access2Care/Ride To Care to reject the trip. Call the phone number that appears at the bottom middle of trip detail screen of the trip detail to speak with a CSR.

MANAGING CANCELED TRIPS

- At the bottom of **both** your NEW TRIPS and ACCEPTED TRIPS screens you will see any previously accepted trips that have been canceled.
- It is important to check for canceled trips regularly and acknowledge them (see the illustration below.)
- If a trip is canceled within 24 hours of the appointment time, we will call to notify you of the change. If it is canceled more than 24 hours before, you will be notified only via the website.
- **NOTE:** If you run a trip that has been canceled, you cannot clear it as a Member No-Show, so checking for cancellations will help you prevent wasted resources.

CANCELED TRIPS

The following trips have been canceled by the member or by Access2Care. Select  to “Acknowledge”.

	Trip Number	Date	Time	P/U City	Dest Name	Dest City	+ Rdrs	Mlg	Price	Vehicle Type	Spec Req	Notes
☐	100069T	12/11/2009	8:00 AM				0	7	83.52	VAN		
☐	100069B	12/11/2009	Will Call				0	7	83.52	VAN		
☐	100068T	12/12/2009	9:15 AM				0	7	37.51	VAN	 	
☐	1000681	12/15/2009	12:00 AM				0	1	37.51	VAN	 	
☐	100068B	12/12/2009	Will Call				0	7	0.00	VAN	 	
☐	100664T	12/23/2009	9:00 AM				0	38	37.51	VAN		
☐	100664B	12/23/2009	Will Call				0	38	37.51	VAN		

Legend:

								
Pharm Stop	Wheelchair	Pregnant	Crutches	Cane	Walker	Spec Assist	Car Seat Req	High Risk

Sample View of Canceled Trips Screen

CLEARING TRIPS: (You **MUST** Clear Trip In Order To Receive Payment)

- A key component to managing your trips is clearing them off the website once the trip is completed. This is a critical step and will allow us to pay you for the trip. Clearing trips daily is recommended and will speed the time it takes for you to get reimbursed.
- There are several options to select in order to successfully clear a trip: ○ First, click the checkbox on the left side of the screen in the “Clear” column to select a trip.

- Enter the pickup <p/up> time and the destination <dest> time.
- Notify Time is a REQUIRED field for return trips and additional stops when applicable.
- Choose Trip Outcome to select one of the following:
 - Member No-Show: Select if the member was not at the pick-up location when you arrived. You must enter the pick-up time. (Note: if the trip was canceled and you failed to confirm on your Canceled Trips screen, you **cannot** clear as a Member No-Show.)
 - Member Canceled: If member refused to go upon your arrival.
 - Member did not Confirm Return: Use if member did not call you for the return leg.
 - Vendor No-Show: Use if you failed to show up for any reason or were late enough to cause the member to miss his or her appointment.
- Resource is a drop-down box that displays driver and vehicle assigned to this leg of the trip if required by Access2Care/Ride To Care.
- Pharmacy Stop: (Pharmacy stops MUST be pre-authorized by Access2Care).
- Signature: You must have the member's signature on every driver log or other trip record. The record must also include the trip number, date of service, drop off location and the trip times. All driver logs are subject to audit and MUST be submitted to Access2Care.
- Escort Signature will be required only when there was an additional member associated with this trip as required by Access2Care.

CLEAR TRIPS

To clear trips, select the trip to clear by clicking the checkbox next to the appropriate trip. Select the pickup and destination times from the pull-down menus. Please select the approximate pickup and destination times. Driver logs should contain the accurate pickup and destination times.

The following trips are pending clearing:

Filter trips: Start Date End Date Trip Number Member Name

Clear	BU	Trip Number	Date	Appt Time	Member Name	Notify Time	Pick. Time	Dest. Time	Trip Outcome	Resource	Pharm Stop	Signature	Attendant Signature	Pharm verification
☐	T	299409T	11/04/10	09:00										
☐	T	299409R	11/04/10	Will Call										
☐	T	299410T	11/04/10	09:15										
☐	T	299410R	11/04/10	Will Call										
☐	T	299411T	11/04/10	10:00										
☐	T	299411R	11/04/10	Will Call										
☐	T	299412T	11/04/10	10:00										
☐	T	299412R	11/04/10	Will Call										

Sample Clear Trips Screen

IMPORTANT! As you finish entering the information for the trips on a page, click Clear Selected Trips before you move on to another page. This will finish the process for those trips. We strongly encourage you do this before you move on to clear another page of trips. If you are called away, or distracted before you finish, you “time out” or have to go to a different screen. This will cause you to lose any data you have entered, and you will have to re-enter the information to clear the trips.

Tracking your Accounts Receivable (A/R):

- As previously stated, you do not have to submit an invoice for payment. Once a trip has been cleared on your website, it will be processed for payment, audit or investigation.
- You must have a completed driver log with a member signature for all completed trips. All driver logs are subject to audit.

- We may request additional documentation if a trip is investigated for any reason. Reasons for investigation may include a complaint that has been received about a trip, or if the trip has been selected for a random audit.

A/R PENDING

- Once cleared, all trips will appear on this screen. All trips are sorted by trip date. The trip can be tracked here so you can see when the trip was cleared, the status of the trip, scheduled payment date, and payment amount.

A/R PENDING

Click on the trip number to view the details of that trip.

Trip Number	Trip Date	Member Name	Clearing Date	Status	Amount
109060T	04/14/2010		4/20/2010	READY TO PAY	\$0.00
109060R	04/14/2010		4/20/2010	READY TO PAY	\$0.00
109061T	04/14/2010		4/20/2010	READY TO PAY	\$0.00
109061R	04/14/2010		4/20/2010	READY TO PAY	\$0.00
109062T	04/14/2010		4/20/2010		\$0.00
109062R	04/14/2010		4/20/2010		\$0.00
109059T	04/14/2010		4/20/2010	READY TO PAY	\$0.00
108923T	04/20/2010		4/20/2010	READY TO PAY	\$0.00
108923R	04/20/2010		4/20/2010	READY TO PAY	\$0.00

Sample View of A/R Pending Screen

A/R READY

- Once we have cleared the trip, payment is issued. You can view payment details from this screen.

A/R READY

Click on the check date to view the trips for that date.

Check Date	# Of Trips	Amount
12/15/09	4	\$48.00

Sample View of A/R Ready Screen

- Click on the “Check Date” to open a list of trips paid on this check. Once opened, it is exportable to Excel.

Trips for 12/15/2009

Click on the trip number to view the details of that trip.

Trip Number	Trip Date	Member Name	Amount
100074T	12/10/09		\$12.00
100074R	12/10/09		\$12.00
100075T	12/11/09		\$12.00
100075R	12/11/09		\$12.00
Total:			\$48.00

Print Export Back

Sample View of Trip Assignment Screen

COMPLAINTS

- When you have new complaints, a message will be displayed in blue on your web page.
 - All complaints must be responded to within two (2) business days or you may NOT be paid for the trip.
 - If a complaint is filed after the trip has been paid, Access2Care has the right to recoup the original trip cost from a future payment if you do not respond within the required timeframe. Once the complaint is resolved, we will remove the investigation flag. Based on the outcome of the complaint investigation, the payment or denial will be scheduled within the contractual or regulatory requirements.
- To open a complaint, click on the Incident Number. This will open the complaint and allow you to respond to the complaint and attach any requested documentation.
- If you do not have the ability to scan and attach, you can still fax in the required documents but please state so in your reply.

COMPLAINTS

Click on the incident number to respond to the complaint.

Date / Time	Trip Number	Incident Number
12/07/2009 12:44	100079	1

1

Access2Care

 New Trips
  Accepted Trips
  [Clear Trips](#)
 E-Reports
  AR Ready
  AR Pending
  Complaints
  Resources
  User Admin

There are complaints that need responses. [Click here to view them.](#)

Sample View of Complaint Alert

Access2Care Welcome, Ty Mackey [Sign Out](#) [Change Password](#)

[New Trips](#)
[Accepted Trips](#)
[Clear Trips](#)
[E-Reports](#)
[AR Ready](#)
[AR Pending](#)
[Complaints](#)
[Resources](#)
[User Admin](#)

COMPLAINT DETAILS

Attach documents, add comments and click "Submit" to post your response.

Incident Number: 1
 Trip Number: 100079
 Vendor: [REDACTED]
 Incident Caller: [REDACTED]
 Member Name: [REDACTED]
 Incident Report Date: 12/07/2009 12:44
 Incident Details: I am over my trip limits but the CSR still allowed me to take more

Incident Date: 12/07/2009
 Incident Category: Response Time
 Caller Relationship: Member
 Member Number: [REDACTED]

Required	Document Type	Add Document	Attached Documents
Yes	Driver Log	Add	CREDIT INFORMATION.doc
Yes	Current Driver License	Add	
Yes	Current Driver Record Check	Add	
Yes	Current Driver Background Check	Add	
Yes	Current Vehicle Inspection	Add	
Yes	Incident Report	Add	
Yes	Police Report	Add	
Yes	Other	Add	

Comments: This is a test of the emergency broadcast system; this is only a test. the quick brown fox jumped over the lazy dogs back.

Attach Document
 Document Type: Driver Log
 Attachment: [Browse...](#)
[Attach](#)

[Submit](#)
[Print This Page](#)
[Reset](#)
[Back](#)

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Sample View of Complaint Detail Screen

USER ADMIN - Managing Users

- From anywhere in your website, you can click on the tab that lets you manage who may access your Web Portal. Adding and removing access for Transportation Provider employees is the responsibility of the Transportation Provider and must be reviewed regularly to ensure accuracy.

USER ADMINISTRATION

Click on the user's full name to view or edit.

Full Name	User Name	E-mail	Admin	Active
Mackey, Ty	tmackey	tynashamackey2002@yahoo.com	☒	☒

[Add New](#)
[View All](#)

Sample View of User Administration

- Click on "Add New" to add additional users and fill in required fields.

USER ADMINISTRATION

User Details

User Name: Auto assigned Is Admin: ☐

First Name: Is Active: ☒

Last Name: Reset Password: ☒

Email Address: New Password:

Sample View of User Administration Screen to add new Users

On the Road Newsletter

- *On the Road* is Access2Care's Transportation Provider newsletter. This recently revamped newsletter is filled with helpful tips, interesting facts, and occasionally, important process updates or changes. We distribute *On the Road* via e-mail or you can access *On the Road* from anywhere in your website. We will also maintain archived editions here for easy referral as desired.

NEWSLETTER LIST

Click on the date to view the newsletter.

Date	Edition	Contents
04/14/03	Effective Date: April 14, 2003.	Notice of Privacy Practices of American Medical Response
1		

Sample View of Newsletter List

RESOURCES

- This is where you can add your list of vehicles and drivers that meet the eligibility requirements.

RESOURCES

Click on the Resource name to view or edit.

No resources to display.

Sample View of Resources Screen

RESOURCES

Click on the Resource name to view or edit.

No resources to display.

Driver Details

Driver Name:		Driver License #:	
Expiration Date:		DMV Report Date:	
Active:	☒		
Save		Cancel	

Sample View of Driver Resources Screen

RESOURCES

Click on the Resource name to view or edit.

No resources to display.

Driver Details

Vehicle ID:		Vehicle Type:	Ambulance, basic
Inspection Date:			
Active:	☒		
Save		Cancel	

Sample View of Vehicle Resources Screen

Miscellaneous Information: Refreshing your screen

- If your website has been open for more than 7 minutes with no activity, it is a good idea to “Refresh” or “Reload” your screen. This will import any recently added New Trips, Cancellations, trip updates, A/R updates or other new information. There are two ways to do this:
 - Click on the Refresh (or Reload) button on your Internet browser’s tool bar at the top of your screen. This will update all the information in your site; you will not have to log back in and you will stay right where you were working when you “Refreshed”.
 - Log out (or close the site) and log back in. This will update all information, but you will have to re-enter your ID and password and will be taken back to New Trips, no matter where you were when you logged out.
- As the website is updated and new services are added, you may notice changes. We will do our best to keep you informed of any additions to the site through the On the Road publication.

Contact Us:

We are at your service. Click on the contact Access2Care tab on the website for information on how to get in touch with us.

If you have questions about the website or our services, forgotten or need to change your password, please contact your Network Specialist with Access2Care.

We have designed the online system for easy use. If you have any questions, concerns, or suggestions, our team is ready to assist you. We welcome your feedback and are here to help you succeed.

27.3 Appendix III: Secured Transports

Secured transport means NEMT services for the involuntary transport of members who are in danger of harming themselves or others. Secure transport provider means a provider approved according to OAR 309-033-0432.

Secured transports may be used when the secured transporter has met the requirements of the secured transport protocol and the secured transporter is able to transport the member who is in crisis or at immediate risk of harming themselves or others due to mental or emotional problems or substance abuse.

Standards for the approval for a secure Transport Provider to a Person in Custody or On Diversion to an Approval Holding or Nonhospital Facility:

- **Approved Secure Transport provider.** A secure transport provider must be approved by the OHA Addictions and Mental Health Division. A secure transport provider approved under this rule may transport the person only to a hospital or nonhospital facility approved under OAR 309-033-0530.
- **Application for approval.** A secure transport provider shall submit a letter of application to the Division. If approved, a certificate of approval will be issued to the secure transport provider to provide such services. This approval shall be renewed every two years subject to the application of the secure transport provider and review by the Division.
- Requirements for approval include all of the following:
 - Secure transport providers must comply with the OAR requirements of Client Rights and Mechanical Restraint.
 - **Client Rights:** A secure transport provider shall maintain written policies and procedures with regard to client rights. The policies and procedures must assure that a client has the right to be treated with consideration, respect, and full recognition of human dignity and individuality. These rights are in addition to any other rights provided for in law.
 - **Mechanical Restraint:** A mechanical restraint may be used by secure transport providers in emergency situations to prevent a person from inflicting immediate and serious harm to self or others, or property. A mechanical restraint shall only be used for health and safety reasons. Mechanical restraint that results in injury to the person requires immediate written notification to the Division.
 - The governing body of the county in which the secure transport is to be used shall submit a letter formally authorizing the secure transport provider to transport persons in Custody or on Diversion.
 - The director in the county in which the secure transport is to be used shall submit a letter of recommendation for approval to the Division on behalf of the secure transport provider.
 - The vehicles of the secure transport provider must:
 - Have a secured rear seat in an area separated from the driver
 - Have a safety shield that prohibits physical contact with the driver
 - Have plexiglass or secured window guards covering any windows in the secured area. The windows must be washable and non-breakable in a secured area.
 - Be absent of inside locks or door handles in the secured area.
 - Have wrist and ankle restraints (preferably soft non-metal) for use when necessary to control violent or overt behavior.
 - Be absent of any foreign item(s) or instrument(s) in the secured area that may be used by the client to inflict harm to self, attendant or person accompanying client;
 - Have an operating cellular phone or other communication device for use in transit.
 - Have adequate ventilation/heating appropriate to the secured seating.

One additional attendant may accompany the member at no additional charge when medically appropriate, such as to administer medications during the trip or to satisfy legal requirements including, but not limited to, when a parent, legal guardian, or escort is required during transport.

27.4 Appendix IV: Ground and Air Ambulance Transport

Ambulance or ambulance vehicle means any privately or publicly owned motor vehicle, aircraft, or watercraft that is regularly provided or offered to be provided for the emergency transportation of persons who are ill or injured or who have disabilities.

For NEMT services, the brokerage shall authorize the transport for non-emergent ambulance trips.

Brokerages do not arrange emergency transportation. When a member's medical condition is an emergency, emergency ambulance transportation must be used.

As applicable, applications for licenses need to be on forms prescribed by the Authority and need:

- The name and address of the person or governmental unit owning the ambulance service or vehicle.
- If other than the applicant's true name, the name under which the applicant is doing business.
- In the case of an ambulance vehicle, a description of the ambulance, including the make, model, year of manufacture, registration number and the insignia name, monogram or other distinguishing characteristics to be used to designate the applicant's ambulance vehicles.
- The location and description of the principal place of business of the ambulance service, and the locations and descriptions of the place or places from which its ambulance is intended to operate.

As applicable, the following apply to air-ambulance NEMT services:

- The brokerage shall approve air-ambulance NEMT only when another mode of transportation would further jeopardize or compromise the client's medical condition due to the length of time required to transport the client by ground-ambulance, current road conditions preclude the use of ground transportation, or ground-ambulance is not available

The brokerage may grant air-ambulance transportation if it determines the transportation is cost effective. The brokerage shall document how air-ambulance is more cost effective than ground transportation.

27.5 Appendix VI: Non-Web Trip Reconciliation Form

Attachment C- Sample Non-web Reconciliation Form

ACCESS2CARE

From 01/01/2011 To 06/23/2011

Company Name	Trip ID	Trip Date	Scheduled Pick Up Time	Pick Up Time	AM PM	Drop off Time	AM PM	Mileage	Trip Price	Mode A-ambulatory W-wheelchair S-stretcher	NumAddtlPassengers	No-Show Yes/No	Signature Yes/No
Anywhere Transport	123	4/1/2011	1:30 PM						\$523.34	S			
Anywhere Transport	456	4/2/2011	12:30 PM						\$23.45	A			
Anywhere Transport	789	4/3/2011	8:00 AM						\$54.00	W			
Anywhere Transport	100	4/4/2011	9:30 AM						\$15.23	A			
Anywhere Transport	101	4/5/2011	10:00 AM						\$10.00	A			
Anywhere Transport	106	4/6/2011	3:15 PM						\$10.00	A			
Anywhere Transport	1054	4/7/2011	4:00 PM						\$10.00	A			

27.6 Appendix VII: Sample Driver Log

Driver Log

[illegible]

* In compliance with HIPAA this form should not contain any PHI (Personal Health Information). If PHI is added to this form it must be handled appropriately and within HIPAA guidelines.

27.7 Appendix VIII: Pre-Payment Audit Documents

Audit Cover Sheet

TO: Access2Care Audit Department

FROM:

FAX: 866-214-0528

PAGES:

PHONE:

DATE:

E-MAIL: A2CAUDITS@AMR.NET

Access2Care Audit Cover Sheet

Please include the following information with all audit documentation.

1. A driver log (s) with all of the required information present
2. *Manifests or driver logs with multiple transports-* You must indicate which trips are in audit status.
3. Driver's license number of the driver who transported member for the audited trip
4. VIN number of vehicle used to transport the member for the audited trip

IMPORTANT NOTE: If you do not include the above information the requirements for the audit will not be satisfied. Please remember you must include this Audit Cover Sheet.

If the trip required information is not received within (20) calendar days from the date the trip is cleared, the trip will be denied for payment based on one or more of the denial reasons listed in the Transportation Provider Manual.

Please send all driver logs to the dedicated Access2Care Audits Dept. via. Fax at 866-214-0528 or [email A2CAudits@amr.net](mailto:A2CAudits@amr.net) If you would like to itemize your audits for easy identification and processing please use the second page that is attached.

TOTAL AUDITS	TOTAL PAGES

Access2Care Audit Cover Sheet
Itemized Audit Information {Optional}

Audit Cover Sheet

Trip Number	Member Name



Appeals Form

Company Name: _____

Contact name: _____

Phone number: _____

Fax Number: _____

Denied Trip Number: _____

Date of Service: _____

Client Name: _____

Reason for Appeal: _____

Denied Trip Number: _____

Date of Service: _____

Client Name: _____

:

Reason for Appeal: _____

Denied Trip Number : _____

Date of Service: _____

Client Name: _____

Reason for Appeal: _____

****Please attach all supporting documentation to the Appeals Form.**

28 Attachments

28.1 Attachment A: Access2Care Policy 401, Transportation Provider Credentialing

28.2 Attachment B: Access2Care Policy 224, HIPPA

28.3 Attachment C: Access2Care Policy 423a, Vehicle Safety

	CONFIDENTIALITY/HIPAA POLICY	
	Policy 224	Job Classes: Operations Effective Date: January 1, 2010
		Review: January 29, 2018 Revised: April 24, 2018
		Responsible Party: Operations

1. Purpose:

To ensure proper handling of all confidential participant information following Health Insurance Portability and Accountability Act (HIPAA) guidelines and company regulations.

2. Policy:

Access2Care will protect participant/member confidentiality, Protected Health Information (PHI) as well as Individual Identified Health Information (IIHI) and has implemented guidelines and procedures to ensure that information is protected, and requires that all employees and subcontractors follow HIPAA requirements and company regulations.

3. Procedures:

- 3.1. PHI/IIHI information may be used to assess the appropriate level of transportation needed for the non-emergency transportation (NET) requests.
- 3.2. All employees will be trained on how to handle PHI/IIHI they may encounter during the course of their jobs. All employees must sign an agreement upon completion of the new hire training that they understand standards for handling PHI, IIHI and HIPAA information.
- 3.3. Any materials containing PHI/IIHI will be kept strictly confidential and only employees having the need to access that information in order to perform their jobs are permitted to do so.
- 3.4. All records and documents relevant to the Contract will be maintained in accordance with the Contract and Records Retention Policy (See Policy 515 Records Retention and Maintenance).
- 3.5. Information that cannot be disclosed through a conversation, a note, or an e-mail also cannot be disclosed on a blog or social networking site. Transmission of confidential patient material or other confidential or proprietary information, without the permission of the patient or the company, is prohibited.
- 3.6. Access2Care requires that subcontractors safeguard participant/member information in accordance with all HIPAA and Access2Care regulations and guidelines.

	CONFIDENTIALITY/HIPAA POLICY	
	Policy 224	Job Classes: Operations Effective Date: January 1, 2010
		Review: January 29, 2018 Revised: April 24, 2018 Responsible Party: Operations

- 3.7. Subcontractors are required to notify the Access2Care Network Coordinator or equivalent within twenty-four (24) hours of discovery of any violations of HIPAA standards.
- 3.8. Access2Care Operations Manager or equivalent will notify a client within twenty-four (24) hours of notification of any violation of HIPAA standards.
- 3.9. Access2Care Operations Manager or equivalent will notify the Quality Manager or equivalent of a HIPAA breach who will then declare a “Significant Event” (See Policy 507 Significant Events).
- 3.10. Accessing participant/member information that is not required to perform the job is subject to disciplinary action up to and including dismissal.

	TRANSPORTATION PROVIDER CREDENTIALING POLICY	
	Policy 401	Job Classes: Commercial Network Transportation
		Effective Date: September 1, 2013
		Reviewed: April 3, 2019 Revised: April 3, 2019
		Responsible Party: Credentialing Department

1. Purpose:

Define Access2Care's and client-specific guidelines during the initial credentialing process. Define continuous credentialing maintenance of Transportation Providers and outline required credentialing documents.

2. Policy:

Transportation Providers are required to meet Access2Care's credentialing requirements prior to being approved to transport Access2Care members. Local or state regulations and/or client contract requirements take precedence when they differ from any required Access2Care credentialing requirement. Access2Care may credit those parts of credentialing addressed as part of a local regulatory agency. All documents will be verified via web, phone or hard-copy of the document and documented within the Transportation Providers' file. Signed attestations may be accepted in lieu of actual documents where internal Transportation Providers' processes and practices may vary depending on the location, state, or type of service provided.

3. Process

Access2Care established a three-level credentialing approval process as the Access2Care Credentialing Committee in addition to creating a Credentialing Oversight Unit that processes all credentialing documents and tracks credentialing status. The Access2Care Credentialing Committee manages the credentialing process at all levels. The Credentialing Committee reviews and approves all steps of the credentialing process up to the execution of a Transportation Providers agreement and final authorization to assign trips to the Transportation Provider. Once a Transportation Provider becomes credentialed, the entity must maintain credentialed status to remain active and continue to receive trip assignments.

4. Credentialing Requirements:

Network Specialists are Access2Care's front line and are responsible for collecting, screening, and submitting credentialing information to the Credentialing Oversight Unit to be uploaded in the Credentialing Database.

	TRANSPORTATION PROVIDER CREDENTIALING POLICY	
	Policy 401	Job Classes: Commercial Network Transportation
		Effective Date: September 1, 2013
		Reviewed: April 3, 2019 Revised: April 3, 2019
		Responsible Party: Credentialing Department

Transportation Providers must submit current copies of required documents to Network Specialists and complete the initial and subsequent credentialing process. New Transportation Providers must complete the initial credentialing process within one hundred eighty (180) days from the date the Transportation Providers Application or Contract is signed, whichever is later. After one hundred eighty (180) days, the Transportation Provider must submit an attestation verifying the accuracy of the previously submitted information and submit updated information, if applicable. Transportation Providers must submit legible copies of the following documents:

Company Credentialing

- If applicable, a completed Transportation Providers Application
- Subcontractor Agreement
- Provider Contact Sheet
- Completed CMS Disclosure of Ownership Form (must be signed and dated)
 - o The states of Kansas, Iowa, New York, Tennessee, Washington and West Virginia require state issued forms
 - o All Owners listed in the DOO must submit a legible copy of their Driver's License
- Copy of Business License (if applicable)
- Copy of Local transportation license (if applicable)
- Company Substance Abuse Testing Policy (must include Initial, Random, Post Accident and reasonable Suspicion Testing; must be signed and dated)
- ACORD Insurance Certificate with Access2Care as additional insured meeting the following liability limits:
 - o Insurance limits as outlined in the addendum page included in the last page of this policy, as amended
 - o Minimum State requirements where no specific insurance requirements
 - o If Self-Insured, a Self-Insurance letter on company letterhead referencing the authorizing statute.
- Copies of Vehicle Registrations
- Daily Vehicle Inspection Attestation

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- Non-Driver Employee Roster
- If an FTA Formulary Grant recipient (ex. 5307, 5311, 5311(c)(2)(B)) Recipients of other FTA grants may be considered if funding is awarded for operating expenses, evidence must be provided demonstrating the specific grant awarded and effective dates. Recipient shall be excluded from applicable elements of Access2Care credentialing requirements.
- Company must not be an excluded SAM/OIG entity, prior to activation in SalesForce. Credentialing Oversight Unit staff will run the initial SAM/OIG checks and upload a copy of the results page in the Transportation Provider file utilizing Streamline Verify or similar database vendor application.
- If applicable, Transportation Providers safety and operational policies and procedures
- Handling emergencies and security threats; Security and threat awareness (Attestation)
- If applicable, Vehicle equipment familiarization including vehicle inspections (Attestation)
- All Transportation Providers employees with direct contact with members must be able to communicate in English (Added to the Job Duties Attestation) (Effective July 1, 2015) – One-time requirement

Driver Credentialing:

Transportation Providers must submit current copies of required driver documents to Network Specialists. Driver credentialing can take up to but not limited to 180 days to complete based on Transportation Provider contracting and credentialing process. Post 180 day, the Transportation Provider must submit attestation that drivers in the current credentialing process did not have break in employment. If the driver did have a break in employment, Transportation Provider must submit all new driver documentation. New Providers must complete the initial credentialing process within one hundred eighty (180) days from the date the Provider Application or Contract is signed, whichever is later. After one hundred eighty (180) days, the Transportation Providers must submit an attestation verifying the accuracy of the previously submitted information and submit updated information, if applicable. Transportation Providers must submit copies of the following documents for their drivers:

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Primary Driver Credentialing Requirements

All primary credentialing requirements are due before the driver is allowed to complete services for Access2Care. Several credentialing requirements have expiration dates that will need renewal as applicable.

- All drivers must be at least 18 years old
- Copy of current, valid Driver's License
- Copy of a recent, no more than 90 days old, MVR check (initially and annually thereafter)
 - o Drivers must have no more than two (2) chargeable accidents or two (2) moving violations in the last three (3) years.
 - o Drivers must not have a driver's license suspension or revocation for moving traffic violations within the previous five (5) years.
- Proof of DOT Pre-Employment drug test as required in CFR Title 49 chapter 40 and 655. Employees hired prior to the Transportation Provider becoming an Access2Care Transportation Provider must have a pre-employment drug test as part of the initial driver credentialing process and before the employee can work under the Access2Care contract (Effective July 1, 2015).
 - o Pre-Employment date is the date the driver was hired by the transportation provider or the credentialed date. Transportation Providers instituting a drug testing policy to become a credentialed Transportation Provider with Access2Care will need to complete drug testing on all drivers as outlined in CFR Title 49 chapter 40 and 655.
 - o If a driver had a pre-employment drug test greater than 180 days and there has not been a break in employment with Transportation Provider, Access2Care we will accept the pre-employment drug test. The Transportation Provider will complete an Attestation verifying that there has not been a break in employment for the identified driver. Copies of completed drug testing results will be provided to Access2Care. (Effective April 3, 2019)

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- Copy of National Background Check, no more than 90-days old prior to submitting the driver credentialing files to be processed for services with Access2Care, (initial and annually thereafter)
 - o Transportation Providers are required to go through government-mandated background checks, where records are retained and checked for an extended period of time, may submit an attestation when complying with the statutorily mandated background check;
 - o Drivers must not have been convicted of any felony crime and/or misdemeanor in the last seven (7) years related to;
 - Fraud, theft, embezzlement, breach of fiduciary responsibility, or other financial misconduct; elder abuse; patient abuse in connection with the delivery of a health care item or service; unlawful manufacture, distribution, prescription, or dispensing of a controlled substance; and any felony or misdemeanor conviction for child abuse, elderly abuse, domestic violence, criminal sexual conduct, drugs or weapons.
 - o Occuscreen is Access2Care's preferred vendor for national background checks, MVR's and Drug Screens (Effective April 3, 2019)
 - o National background checks from other vendors will be reviewed and approved by the Credentialing Oversight Unit Manager (Effective April 3, 2019)
- Initial National/State Sex Offender Check, no more than 90-days old completed by Access2Care – Completed Annually thereafter by Access2Care
- Employee SAM/OIG Check, no more than 90-days old-Initial and Monthly Completed by Access2Care
 - o SAM/OIG checks to be completed using Streamline Verify or similar database. Database to include review of all published state Medicaid exclusions list (Effective April 3, 2019)
- Driver Attestation attesting that the person is physically and mentally able to drive – One-time requirement (Effective July 1, 2015)
- Proof of CPR Training – 2-year renewal

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- Wheelchair securement tie-down and lift operation training completed by Transportation Provider (if applicable) or Proof of Passenger Assistance Training – 3-year renewal
- HIPAA Training Attestation – annual renewal
- Proof of Passenger Assistance Training – 3-year renewal

Transportation Providers that have verified internal training programs by Access2Care may substitute those trainings for items above for primary training. Transportation Provider will need to provide individual Certificates of Completion with test score (as applicable), training rosters, and the curriculum of the internal training programs

Secondary Driver Training/Documents

All secondary credentialing requirements are due within in 90 days of initial credentialing date, unless otherwise noted.

- Proof of General Compliance and Fraud, Waste and Abuse Training or Training Attestation (Initial and annual updates) – annual renewal
 - o Proof of initial training is due within 30 days of the initial credentialing date
- Code of Conduct Attestation – annual renewal
 - o Proof of initial training is due within 30 days of the initial credentialing date
- Proof of First Aid Training (Drivers that hold a current EMT or Paramedic license, or a licensure that requires similar training, will be accepted in lieu of requirements) – 2-year renewal
- Proof of Defensive Driving Training – one-time requirement
- Non-Tobacco/Cell Phone Texting Restriction Attestation – one-time requirement

Transportation Providers that have verified internal training programs by Access2Care may substitute those trainings for items above for secondary training. Transportation Provider will need to provide individual Certificates of Completion with test score (as applicable), training rosters, and the curriculum of the internal training programs

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Vehicle Information:

- Current vehicle registration
- All vehicles used to complete Access2Care trips will be physically inspected during the onsite visit by the Access2Care Network Specialist for the initial credentialing and thereafter based on an Access2Care client or regional Access2Care Network Team visit schedule.
 - o In lieu of the Annual Inspection performed by the Network Specialist, virtual inspections are an approved methodology with the use of technology, subject to credentialing oversight unit and Access2Care Client approval.
 - o Alternative inspection processes may be used when necessary and approved by the Regional Manager of Transportation Networks, including but not limited to Access2Care completed inspection checklist or Federal, State, County, Transportation Providers inspections.
- Wheelchair vehicles must meet current ADA standards
- For vehicle safety standards, refer to Access2Care Policy 423a, Vehicle Safety

5. Credentialing Committee:

The National Credentialing Oversight Unit Manager is responsible for the Credentialing Oversight Unit and aspects of the credentialing process including initial credentialing and re-credentialing of Transportation Providers, reporting and record-tracking. The Credentialing Oversight Unit staff processes credentialing documents, track document currency and prepares Network responses to Plan Audits.

The Regional Director is responsible for their market network and directs the work of the Regional Network Manager, or equivalent. The Regional Director has the final authority on contract and rate negotiations, Transportation Providers selection, retention and termination and reports to the Vice President of Operations. The credentialing process is as follows:

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1. Transportation Providers submit credentialing documents to their respective Network Specialist.
2. Network Specialists must screen and submit documents to the Credentialing Unit.
3. The Credentialing Oversight Unit creates a Transportation Provider file in Salesforce and uploads the information submitted by the Network Specialists.
4. The Credentialing Oversight Unit staff communicates directly with Network Specialists through the process of collecting and review of documents.
5. The Credentialing manager guides the Credentialing Oversight Unit staff through the review of submitted documents and makes any necessary adjustments for final acceptance of submitted documents.
6. Once the Transportation Provider meets primary credentialing requirements, Credentialing Oversight Unit staff will send an email to the Network personnel advising that the Provider is "Good-To-Go" in front of the Credentialing Committee for final review.
7. The credentialing Committee will meet, discuss and ask any questions about the Provider.
8. The Credentialing Committee will decide to accept or reject the application. The decision will be documented in the Credentialing Committee Review and Recommendation Form and the form is uploaded in the Providers file.
9. If rejected, the reason for the rejection will be documented in the Credentialing Committee Review and Recommendation Form. The Transportation Providers will be informed of the decision and given an opportunity to correct or amend the application.
10. If approved, the Network Specialists will be given the authorization to initiate contract negotiations.
11. Network Specialists negotiate the contract and rates with the Transportation Providers and submit a proposed contract signed by the Transportation Providers to the Network Manager.
12. The Network Manager reviews and submits the proposed contract to the Regional Director for approval.
13. When approved, the contract is forwarded to the Network Manager, Network Specialists, and the Credentialing Oversight Unit to be uploaded into the Contract Database.
14. Once the contract is uploaded into the Contract Database and the primary driver credential requirements have been met, Credentialing Oversight Unit staff uploads

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- a copy of the executed contract into the Transportation Providers' Salesforce file, All AP payment documents are submitted to claims department.
15. Upon receipt of confirmation that provider has been set-up for payment, Credentialing Oversight Unit activates the Provider file in Salesforce and notifies the Network Specialist, Network Manager and the Regional Network Director.
 16. Network Specialists conduct a training session with the Transportation Providers to train Transportation Providers staff how to use the Access2Care scheduling and credentialing tools. Provider signs an attestation of this training
 - The Network Specialists will perform provider in-service visits. At this time, the Transportation Providers will be granted access to the Access2Care training site and the Network Specialist will conduct a review of the provider's driver training program.
 17. Once the Transportation Provider has been trained on the Access2Care scheduling and credentialing tools and Network personnel give Credentialing Oversight Unit confirmation of this, the provider is activated in TPM.
 18. Transportation Providers files are reviewed on a weekly daily basis to identify any documents due to expire within the following 31 days and to allow Network Specialists enough time to request replacement documents from Transportation Providers to maintain credentialed status.
 19. Our internal process ensures providers, drivers and vehicles are re-credentialed on a weekly basis through monitoring of internal reporting contained within Policy 421. The reports monitor expiring information as well as are utilized by the department to re-credential and review files.
 20. Transportation Providers become credentialed on a daily basis as provider files are processed. The Credentialing Committee meet, and process Transportation Providers as needed-on an Ad Hoc basis.

****Where applicable, Federal, State, and Local requirements may supersede the Access2Care policy****

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Alabama Credentialing Deviations

State General Liability Insurance Requirements

Kind of Equipment	Limit for bodily injuries to or death of one person	Limit for bodily injuries to or death of all persons injured or killed in any one accident (subject to max shown in Column 1)	Limit for loss or damage in any one accident to property of others (excluding cargo)
Passenger Equipment seating 5 or less	\$25,000.00	\$50,000.00	\$10,000.00
Passenger Equipment seating 5 - 20 passengers	\$50,000.00	\$200,000.00	\$30,000.00
Passenger Equipment seating more than 20 passengers	\$100,000.00	\$500,000.00	\$50,000.00

PSC license is required for state wide operations. If the transportation company operates in local areas only, the local cities require authority (business license)

California Credentialing Deviations

It does not substitute any Access2Care credentialing requirements.

District of Columbia

WMATC (Washington Metropolitan Area Transit Commission) is the governing body for DC transportation and have published Rules of Practice and Procedure. While exemptions exist, to become licensed within the District a transportation company must

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obtain a permit of operations. A current permit must be submitted to Access2Care to verify the satisfaction of;

Vehicle Roster

Vehicle Registrations

Vehicle Inspections

Vehicle Safety Equipment, including but not limited to Fire Extinguisher and First Aid Kit

Substance Abuse Testing Policy

Business License

Driver MVR

Driver Substance Abuse Testing

Driver State and National Background Check

Driver Sex Registry

Driver Health & Wellness

Wheelchair Securement and Passenger Assistance Training

Delaware Credentialing Deviations

CPCN LICENSE - Exempt Public vehicles, and Ambulances. It does not substitute any Access2Care credentialing requirements.

Florida Credentialing Deviations

The Managed Care Plan shall ensure compliance with the minimum liability insurance requirement of \$200,000 per person and \$300,000 per incident for all transportation services purchased or provided for the transportation disadvantaged through the Managed Care Plan. (See s. 768.28(5), F.S.) The Managed Care Plan shall indemnify and hold harmless the local, state, and federal governments and their entities and the Agency from any liabilities arising out of or due to an accident or negligence on the part of the Managed Care Plan and/or all transportation providers under contract to the Managed Care Plan.

Transportation providers performing Medicaid trips and attesting to completion of medical examinations, will be subject to random inspection to ensure the documents are dated prior to the date of hire and were completed by a MD, DO or PA.

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Florida drivers performing Medicaid transports convicted of felony crime and/or misdemeanors related to the list of convictions stated within are not limited to the seven (7) year look back period.

Florida Driver's License verification checks to take place upon initial credentialing process through

<https://services.flhsmv.gov/DLCheck/?AspxAutoDetectCookieSupport=1> *

Subcontractor Representations and warranties attestation that information received via the transportation provider is true and correct.*

*Process is applicable to new providers only as of May 2018. Existing providers will be grandfathered in with this new process. The only time an existing provider will have to complete this attestation is if the provider is inactivated for credentialing reasons. At that point they will go through our re-credentialing process and they will have to comply with the implementation of attestation.

Georgia Credentialing Deviations

Unless you decide to self-insure your vehicle, you must purchase and maintain liability insurance that includes:

\$25,000 per person for bodily injury

\$50,000 per accident for bodily injury to two or more people

\$25,000 per accident for property damage

Iowa Credentialing Deviations

Unless you decide to self-insure your vehicle, you must purchase and maintain minimum liability insurance that includes:

- o \$100,000 per person for bodily injury
- o \$300,000 per accident for bodily injury to two or more people
- o \$100,000 per accident for property damage

Private Company Providers

Driver Attestation Form – Driver (one-time requirement)

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Proof of First Aid/CPR training
 Proof of Defensive Driving
 HIPAA Training
 Non-Tobacco/Cell Phone Texting Restriction Attestation

FWA Attestation Form - Provider (one-time requirement)
 Code of Conduct Attestation Form - Driver (one-time requirement)
 Passenger Assistance Attestation Form – Provider (one-time requirement)
 Vehicle Inspection Attestation Form - Provider (one-time requirement)
 Vehicle inspections annually
Regional Transit Agencies (RTA)
 Exclusions
 MVR check
 Proof of Pre-employment drug test
 Proof of First Aid/CPR training
 Proof of Defensive Driving
 HIPAA Training
 Proof of FWA Training
 Code of Conduct Attestation
 Proof of Passenger Assistance Training
 Non-Tobacco/Cell Phone Texting Restriction Attestation
 Current vehicle registrations
 Vehicle inspections checklist

Vehicle inspections annually

New Hampshire Credentialing Deviations

(i) commercial general liability insurance with a limit of not less than \$1,000,000 per occurrence; (ii) umbrella liability insurance with a limit of not less than \$5,000,000 in the aggregate; (iii) automobile liability insurance with a limit of not less than \$1,000,000 combined single limit; (iv) workers' compensation insurance with limits sufficient to meet statutory requirements and (v) professional liability insurance with a limit of not less than \$1,000,000 in the aggregate and other insurance as is reasonably acceptable to MCO to

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insure Vendor and its officers and employees acting within the scope of their duties, against any claims for property damage, personal injury or death occasioned directly or indirectly by Vendor or by its officers or employees, in connection with the performance of Vendor's responsibilities under this Agreement.

Maryland Credentialing Deviations

Maryland requires a Motor Carrier license. It does not substitute any Access2Care credentialing requirements.

Michigan Credentialing Deviations

General Liability is not required in MI. MI does require Bodily Injury & Property Damage insurance, and is a condition of the MDOT Certificate.

Worker's Compensation Insurance is not required if

If sole proprietor, with no employees

Employees are immediate family

Less than 3 employees

Drivers are subcontractors, not employees

3Vehicle Inspections are not required in lieu of a valid MDOT certificate. MDOT does not inspect wheelchair lifts or securement devices. Any vehicle equipped to transport wheelchair members DOES require inspection by Access2Care to ensure compliance with this policy.

Vehicle Insurance Acord is required

General Liability Insurance is waived with a valid MDOT certificate

Worker's Compensation is waived if a valid BWC 337 form is on file; otherwise Worker's Compensation is required.

Inspection checklists are not applicable for non-wheelchair vehicles

Requirement waived in lieu of MDOT certificate

Mississippi Credentialing Deviations

\$25,000 per person per single accident

\$50,000 per accident for bodily injury

\$25,000 per accident for property damage

Business license is not required by the state.

Missouri Credentialing Deviations

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Companies, drivers, and vehicles performing service in St. Louis City or St. Louis County require a St. Louis Taxi Cab license. This license supersedes all Access2Care credentialing requirements.

Ohio Credentialing Deviations

Throughout the term of the subcontract with Vendor, and for so long as Vendor Provider is providing Transportation Services in accordance with this Agreement, Vendor Provider shall obtain and maintain insurance, including but not limited to automobile liability insurance and general commercial liability insurance, as is necessary to provide coverage for losses and liabilities arising out of the acts and/or omissions of Vendor Providers (or their respective employees and/or agents) in the performance of, or injuries sustained during the provision of, Transportation Services to Covered Persons as contemplated in this Agreement. Such insurance coverage shall be in amounts that are in keeping with industry standards and that are acceptable to Vendor and HMO, the minimum amounts of which shall be not less than \$100,000 for bodily injury and property damage to one person for any one accident, and \$300,000 for bodily injury and property damage to two or more person for any one accident, including coverage for all owned, hired, or non-owned vehicles, as applicable. Such insurance coverage shall list Vendor and HMO as additional insureds, and shall be evidenced by certificates of insurance issued by one or more insurance companies licensed to do business in Ohio, containing a thirty (30) day notice of cancellation endorsement.

In addition to the before referenced insurance requirements, the transportation provider must maintain and adhere to separate credentialing standards. The transportation provider must submit the following to Access2Care;

- If applicable, a completed Provider Application
- Subcontractor Agreement
- Provider Contact Sheet
- Completed CMS Disclosure of Ownership Form (must be signed and dated)
- Copy of Business License (if applicable)
- Copy of state/local transportation license (if applicable)
 - o Ohio wheelchair van providers require Ambulette license
- ACORD Insurance Certificate with Access2Care as additional insured meeting the following liability limits:

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- o Insurance limits as outlined in the addendum page included in the last page of this policy, as amended
- o Minimum State requirements where no specific insurance requirements
- o If Self-Insured, a Self-Insurance letter on company letterhead referencing the authorizing statute.
- Company must not be an excluded SAM/OIG entity. Credentialing Unit staff will run the initial SAM/OIG checks and upload a copy of the results page in the Transportation Provider file utilizing direct websites or Streamline Verify vendor application.
- Subcontractor Vehicle Standards Attestation (must be signed and dated) stating ongoing compliance with vehicle documentation requirements¹
- Subcontractor Representations and Warranties Attestation (must be signed and dated) stating ongoing compliance with driver documentation and training requirements¹

¹ An annual audit will be performed by Access2Care using the Ohio Provider Inspection Form to verify compliance with transportation provider attestations. Failure to verify compliance will result in Correction Action Plans, up to and including termination of contract for failing to satisfy requirements.

Pennsylvania Credentialing Deviations

PUC License is required

The PUC license is at the company level. It does not substitute any Access2Care credentialing requirements.

Texas

No business license required in the state.

Worker's Compensation Insurance is required, or the DWC005 Exemption Form.

Tennessee Credentialing Deviations

The Tennessee Code Annotated (TCA) 55-12-102(12) references minimum limits of liability for the state of Tennessee which currently are:

\$25,000.00 for one injury or death

\$50,000.00 for all injuries or deaths

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\$15,000.00 for property damage for one accident

	VEHICLE SAFETY	
	Policy 423a	Job Classes: Operations Effective Date: January 14, 2015
		Review: April 3, 2019 Revised: April 3, 2019
		Responsible Party: Operations

1. Purpose:

To describe the guidelines and expectations for vehicle safety.

2. Policy:

A transportation provider shall comply with appropriate local, state, and federal transportation safety standards regarding passenger safety and comfort. This includes but is not limited to the Americans with Disabilities Act (ADA) and Federal Transit Administration (FTA). Vehicle used by Access2Care subcontractors shall also comply with safety standards as outlined in the Transportation Provider Manual or specified by health plan requirements.

3. Procedures:

Vehicle Requirements:

1. All vehicles must pass Access2Care inspection prior to transporting Access2Care members.
2. All vehicles used to transport members will be inspected annually.
3. All vehicles must contain company logo either on vehicle or in a window and prominently displayed driver picture ID
4. All vehicles must be equipped with a working form of two-way communication that allows a central dispatcher to communicate with the driver at any time. Electronic devices, such as cellular phones, require usage via a hands free devise.
5. All vehicles must be equipped with adequate and functioning heating and air-conditioning systems defined by temperature readings from the rear of the vehicle.
6. All vehicles must have a seat for each passenger that is securely fastened to the floor of the vehicle.
7. All vehicles shall have functioning, clean, and accessible seat belts for each member seat position.
8. All vehicles shall have a useable seat belt for each person being transported.
9. Seat belts must be stored off the floor when not in use.



VEHICLE SAFETY

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Revised: April 3, 2019

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10. Each vehicle must have at least two (2) functional seat belt extensions available.
11. Each vehicle must be equipped with at least one seat belt cutter within easy reach of the driver.
12. Each vehicle shall utilize child safety seats when transporting children of an age specified by State Law. Any child under the age of eight (8) years or under the height of 4'9" must be in a child safety seat or booster seat supplied and installed/removed by the parent or guardian.
13. All vehicles must have the following working features standard on all automobiles:
 - a. Must have an accurate speedometer and odometer.
 - b. Must have all requisite side and rearview mirrors, including an interior mirror for monitoring the member compartment.
 - c. Must have working horn, turn signals, headlights, tail lights, emergency flashers, and windshield wipers.
 - d. Must have interior lighting.
 - e. Must have emission control equipment
 - f. Must have functioning doors with handles allowing doors to be opened from the outside/inside
14. The exterior of the vehicle must be clean; free of broken windows, have rear and side view mirrors free from cracks or other visual impairments; excessive grime; and have no major dents or paint damage that detract from the overall appearance of the vehicle.
15. The interior of the vehicle must be clean; free from torn upholstery, floor or ceiling covering; free from damaged or broken seats; free from protruding sharp edges; must also be free of dirt, oil, grease and litter. Interior has adequate sidewall padding and ceiling covering.
16. Vehicles will be free of hazardous debris or unsecured items and will be operated within the manufacturers safe operating standards at all times.
17. Vehicles will have the ability to safely transport member and any accompanying property.
18. All vehicles shall have the transportation provider's name, and vehicle number prominently placed on the exterior of each vehicle.
19. The vehicle number, and toll-free phone number for the transportation provider must be prominently displayed on the interior of each vehicle.
20. All vehicles must have the following signs posted in all vehicle interiors, easily visible to the members: "NO SMOKING" and "ALL PASSENGERS MUST USE SEAT BELTS." Internationally recognized signs are acceptable



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21. Smoking is prohibited in the vehicle at all times.
22. Vehicles must carry an information packet containing vehicle registration, insurance card, inspection form and accident procedures and forms.
23. All vehicles must be equipped with the following safety equipment:
 - a. Secured and operable multi-purpose fire extinguisher (5 lbs)
 - b. Working flashlight
 - c. Emergency first-aid kit which contains at a minimum bandages, gauze, adhesive tape, antiseptic wipes, antibiotic ointment, and gloves
 - d. "Spill kit" which includes: liquid spill absorbent, latex gloves, hazardous waste disposal bags, scrub brush, disinfectants and deodorizer
 - e. Roadside reflective or warning devices
 - o Van/bus type vehicles must have portable triangular reflectors mounted on stands
 - f. Tire traction devices when appropriate
 - g. Disposable gloves
 - h. Tie-downs or securement devices to transport members using wheelchairs or stretchers, which must meet the ADA accessibility guidelines
24. Wheelchair/stretchers must adhere to the following:
 - a. High profile/tall vehicles that have greater ground clearance than an average-sized sedan must have a sturdy, non-skid stepping aid provided to assist in the passenger in entering and exiting the vehicle. This stepping aid must be capable of safely supporting 300 pounds, must be no higher than twelve inches (12") above the ground, with a non-skid surface not less than eight inches by 12 inches (8"x12").
 - b. Vehicle floor is covered with commercial anti-skid, ribbed rubber flooring, or carpeting for van/bus vehicle type
 - c. For all vehicles used for paralift operations, the overhead clearance between the top of the door opening and the raised lift platform, or highest point of the ramp, shall be a minimum of 56 inches, or such other distance as may be required by ADA or other federal or state laws or regulations.
 - d. All wheelchair lifts must have a design load of at least 600 pounds, and all lifts and ramps used for the loading and unloading of passengers



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must meet all ADA accessibility guidelines.

25. Each vehicle must contain a current map or equivalent of the applicable service area with sufficient detail to locate members and medical providers.
26. Non-compliance: Any vehicle or driver found out of compliance with any of these requirements or any State or Federal regulations must be removed from service immediately
27. Each vehicle must be capable of safely securing/storing personal assistive devices or durable medical equipment as applicable

Vehicle Maintenance:

Network transportation providers must have a comprehensive Preventive Maintenance program for all vehicles and equipment used for members. The required vehicle maintenance program must include:

1. Inspection and service performed in accordance with manufacturer recommendations
2. A maintenance file for each vehicle that includes records of all maintenance actions, including: servicing records, preventive maintenance inspections, repairs, brake adjustments, and bodywork.
3. Repair and replacement of support equipment, such as communication radios.
4. If applicable, records of inspections conducted by a regulatory entity with jurisdiction over the service area and certification that the vehicle passed inspection.
5. Documented operational and safety checks (pre-and post-trip inspection) at the beginning of each workday. These include a check of:
 - o Tires
 - o Brakes
 - o Lights
 - o Horn
 - o Fluids
 - o Wipers
 - o Climate control devices
 - o Seat belts
 - o Safety equipment
 - o Vehicle damage
 - o Date and mileage
6. Tires are pressurized and have appropriated tread depth (3/32 inch) as well as a properly inflated spare tire or proper repair alternative
7. Exhaust muffler is in working condition and free of damage

	VEHICLE SAFETY	
	Policy 423a	Job Classes: Operations Effective Date: January 14, 2015
		Review: April 3, 2019 Revised: April 3, 2019
		Responsible Party: Operations

These records must be made available to Access2Care for inspection as requested.

Vehicle Inspection Report:

Vehicle inspections need to be completed using the approved Access2Care Vehicle Inspection Reports or valid Federal, State, County. When approved by the Regional Manager of Transportation Networks Transportation Providers inspections will be accepted. Refer to Access2Care Policy 401, Transportation Provider Credentialing for more information.

****Where applicable, Federal, State, and Local requirements may supersede the Access2Care policy****

ORIG



125 E Main St
Marshalltown, Iowa 50158

4/25/19

TO: CHIEF TUPPER AND CITY OF MARSHALLTOWN DEPARTMENT HEADS
FROM: Tom & Mary Curley, Owners of Tannin Inc., Wine Bar 125 E Main Street Marshalltown
RE: Outdoor seating

We are due to renew our wine and beer license for Tannin with the Iowa Beverage and Alcohol Board by May 31, 2019. We would very much like to include a request with our license renewal to include Outdoor Service Privilege at our business site.

Since this request requires a sign off by our city officials, we have prepared a packet of information for you to review. Included are drawings and photos of the service area. Each of the three 5'x5' areas will have two chairs and one 20" low table, immediately in front of the large front window of Tannin. This location will allow our servers to constantly observe the patrons outside and take care of servicing this area.

There is a question of designated boundaries on this application. Ideally, no boundaries would be our desire, but if a boundary is required, our thoughts are small theater poles with attached decorative roping. If this is not satisfactory, suggestions from your leadership would be appreciated.

Should you have questions concerning our request, please call Mary at 641-751-4725 and Tom and I would be happy to provide any additional information you may need. Thank you.

Mary and Tom Curley
Tannin Inc.



www.tanninwineia.com
Visit us on Facebook

PERMIT FOR ACTIVITY REQUIRING THE USE OF PUBLIC PROPERTY

☐ PROFIT

☐ NON-PROFIT

☒ INDIVIDUAL

ACTIVITY NAME: Outdoor Seating for le
 SPONSOR NAME: Tannin & Co Tom & Mary Curley
 EMAIL: mary@marykatherine.com
 ADDRESS: 125 East Main
 CONTACT NAME: Mary Curley
 CONTACT PHONE: 641-751-4725
 DESCRIBE EVENT: Request outdoor seating for
le patrons

ACTIVITY DATE: June -> Oct
 EVENT START TIME: normal business
 EVENT END TIME: hours
 BARRICADES NEEDED: ☐ YES ☒ NO
 STREET(S) BLOCKED: ☐ YES ☒ NO
 BARRICADE BEGIN TIME: N/A
 BARRICADE END TIME: N/A
 CONTACT PARKS & REC FOR PARK
 FACILITY OR TRAIL PERMIT 641-754-5715

ATTACH SKETCH SHOWING
 DESIRED TRAFFIC CONTROL N/A

DEPARTMENT REVIEW: COST:

POLICE	\$
APPV BY:	
FIRE	\$
APPV BY:	
PARKS	\$
APPV BY:	
PUBLIC WORKS	\$
APPV BY:	

TOTAL DEPARTMENT COST: \$

**REFUNDABLE PERMIT FEE: \$ 100.00

ALCOHOL IN PUBLIC AREA: \$ 100.00

TOTAL PERMIT COST: \$

DEPARTMENTAL REQUIREMENTS:

Agreement: The applicant hereby states that he/she is authorized to represent the above named organization and agrees to accept responsibility for payment of repair of any damages to public or private property that may be incurred due to the applicant's activities under this permit. Any amount the permit fee is in excess of the damage cost shall be refunded to the applicant. The applicant also agrees that the regulations stated herewith shall govern activities under this permit.

Dogs are prohibited at most public events and event sponsors are responsible for noting on all advertising that the event is a dog-free event if attendance is expected to exceed 100 persons.

If permit requirements are not met, including advertisement of a dog-free event, the deposit will not be returned.

Mary Curley
 SIGNED BY APPLICANT

4-26-19
 APPLICATION DATE

BARRICADE GUIDELINE: When a street is closed, traffic patterns should be the main consideration in determining barricade placement to avoid creating a dead-end trap by placing barricades at the end of the block. A barricade should be placed at the entrance of the block in the inbound lane so drivers have notice of the street being closed. Alleys shall not be considered outlets for through traffic. The single barricade at the entry to the closed block still allows vehicles to exit the block or drive around the barricade to enter for the purpose of parking. Following this guideline lessens the need for police or volunteer traffic control and avoids frustration to the public in either coming to the event or traveling through the area.

APPROVED DATE: APPROVED BY: (CITY CLERK)

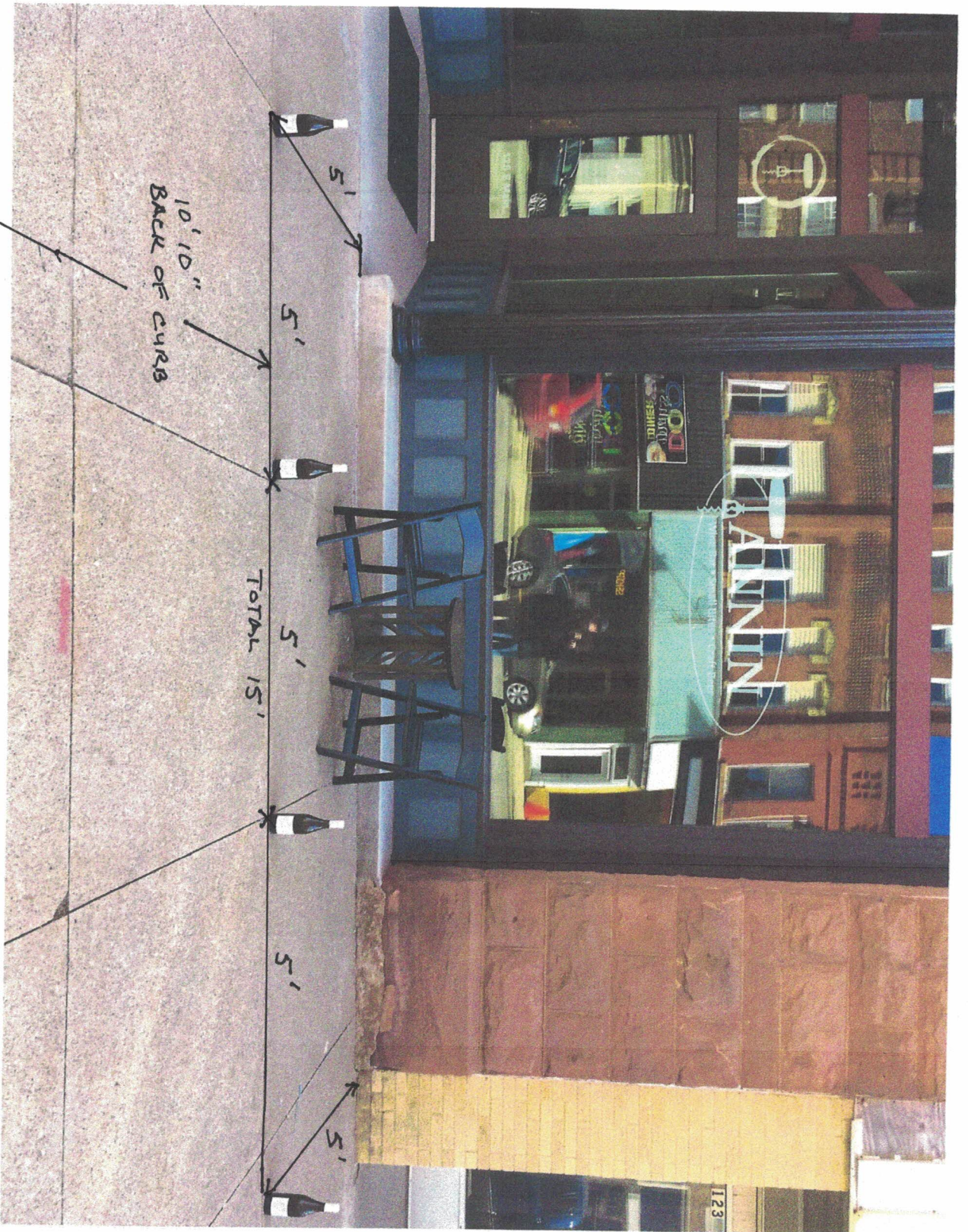
LIC#

Updated: April 2010

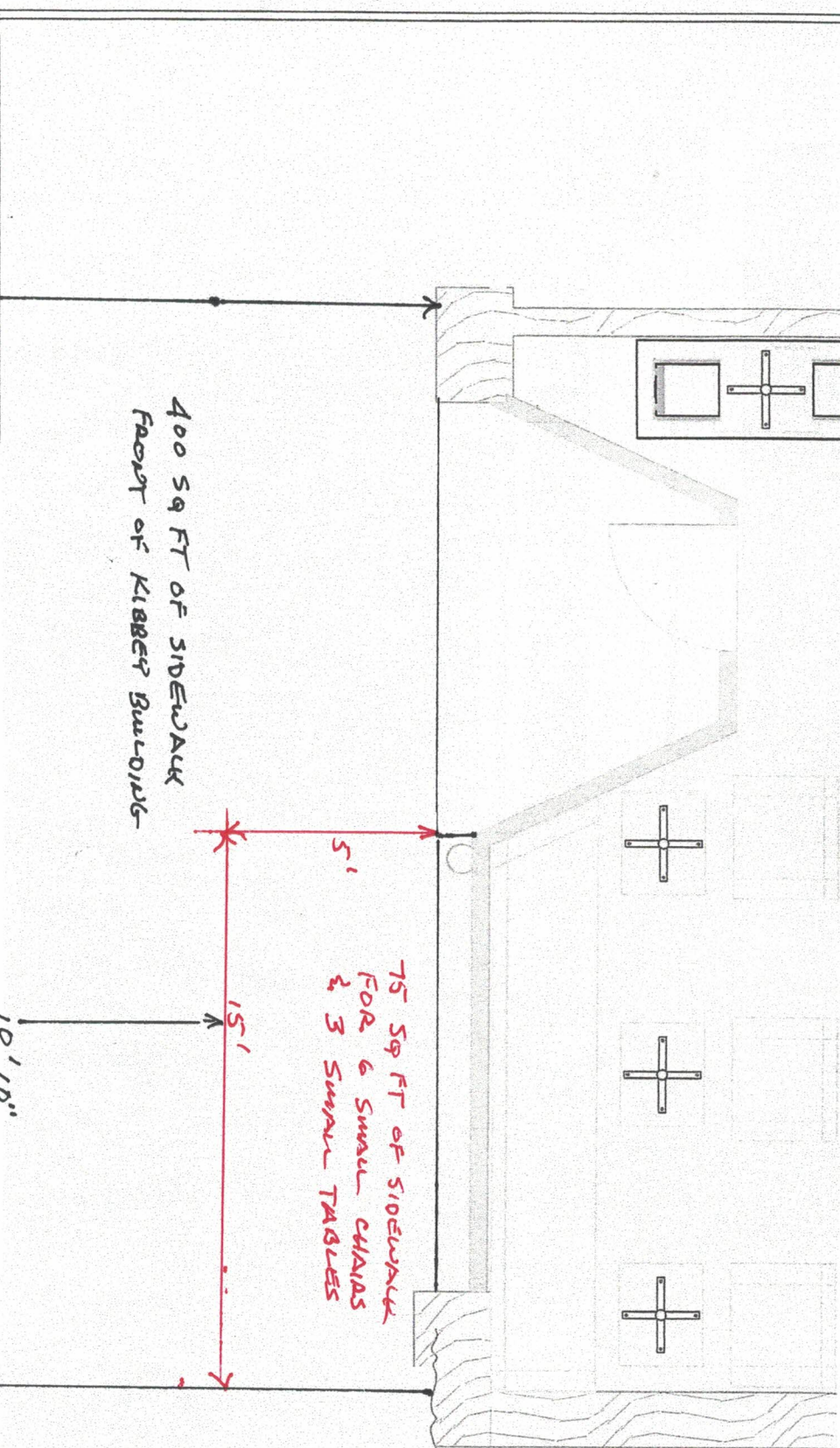
(See reverse side for regulations governing activities using public property)

Dog Ordinance Compliant Advertising Language:

"NO DOGS ALLOWED AT THIS EVENT BY ORDER OF THE CITY OF MARSHALLTOWN"







15' 10"
BACK EDGE OF CURB

400 SQ FT OF SIDEWALK
FRONT OF KIBBER BUILDING

75 SQ FT OF SIDEWALK
FOR 6 SMALL CHAIRS
& 3 SMALL TABLES

10' 10"
BACK EDGE OF CURB

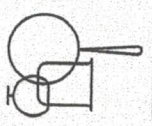
25' 4"

M-Town Wine

SHEET NO. XX
 DRAWN BY: DT
 DATE: 10/15
 SCALE:
 PROJECT NO.

THIS DRAWING IS THE PROPERTY OF HOCKENBERG & SUPPLIES. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF HOCKENBERG & SUPPLIES. ANY VIOLATION OF THIS NOTICE SHALL BE SUBJECT TO LEGAL ACTION.

HOCKENBERG & SUPPLIES
 FOOD SERVICE EQUIPMENT & SUPPLIES
 6800 Aurora Ave Des Moines, IA 50322
 515-282-0033 Fax 515-282-0945



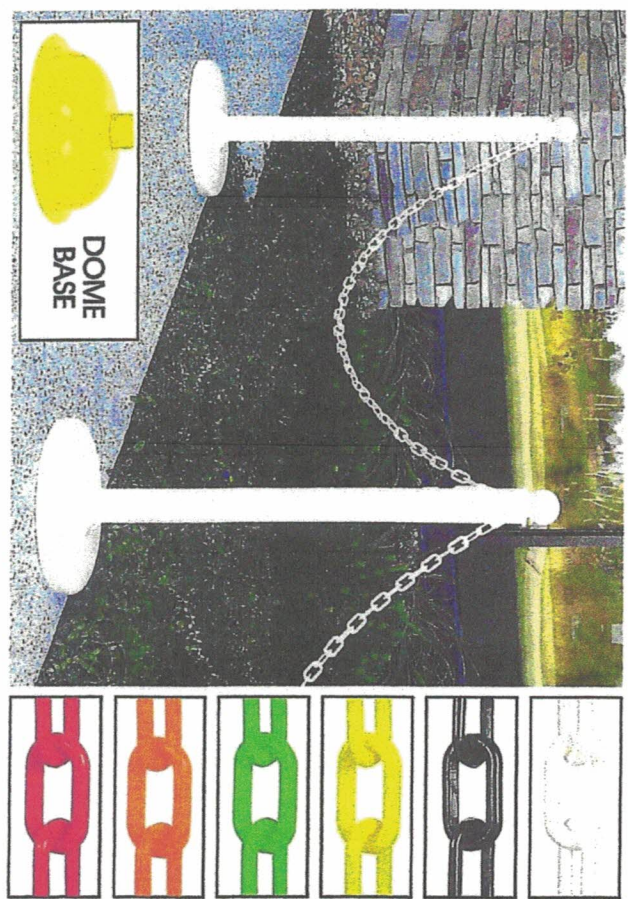
Our choice of barrier

ULINE 1-800-295-5510

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Search

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Home > All Products > Store Operations > Crowd Control > Plastic Crowd Control



PLASTIC CROWD CONTROL

Direct folks at indoor or outdoor events. Economical, lightweight and portable.

- Weatherproof, durable and UV resistant.
- Fill bases with sand or gravel for added stability.
- Flat Base - Standard-duty stanchion. Fill weight: 6.4 lbs.
- Dome Base - Heavy-duty stanchion. Fill weight: 12 lbs.
- Plastic Chain - Easily cut to size.
- S-Hooks - Connect chains together.

PLASTIC CROWD CONTROL POSTS

MODEL NO.	DESCRIPTION	HEIGHT	POST DIAM.	BASE DIAM.	WT. (lbs.)	PRICE EACH		ADD TO CART
						1-2	5+	
H-3361	Post with Flat Base	40"	2 1/2"	14"	3	\$37	\$34	Specify Color
H-3362	Post with Dome Base	41"	3"	16"	4	40	37	Specify Color

White, Black, Yellow, Lime, Orange or Red

PLASTIC CROWD CONTROL CHAINS AND S-HOOKS

White, Black, Yellow, Lime, Orange or Red



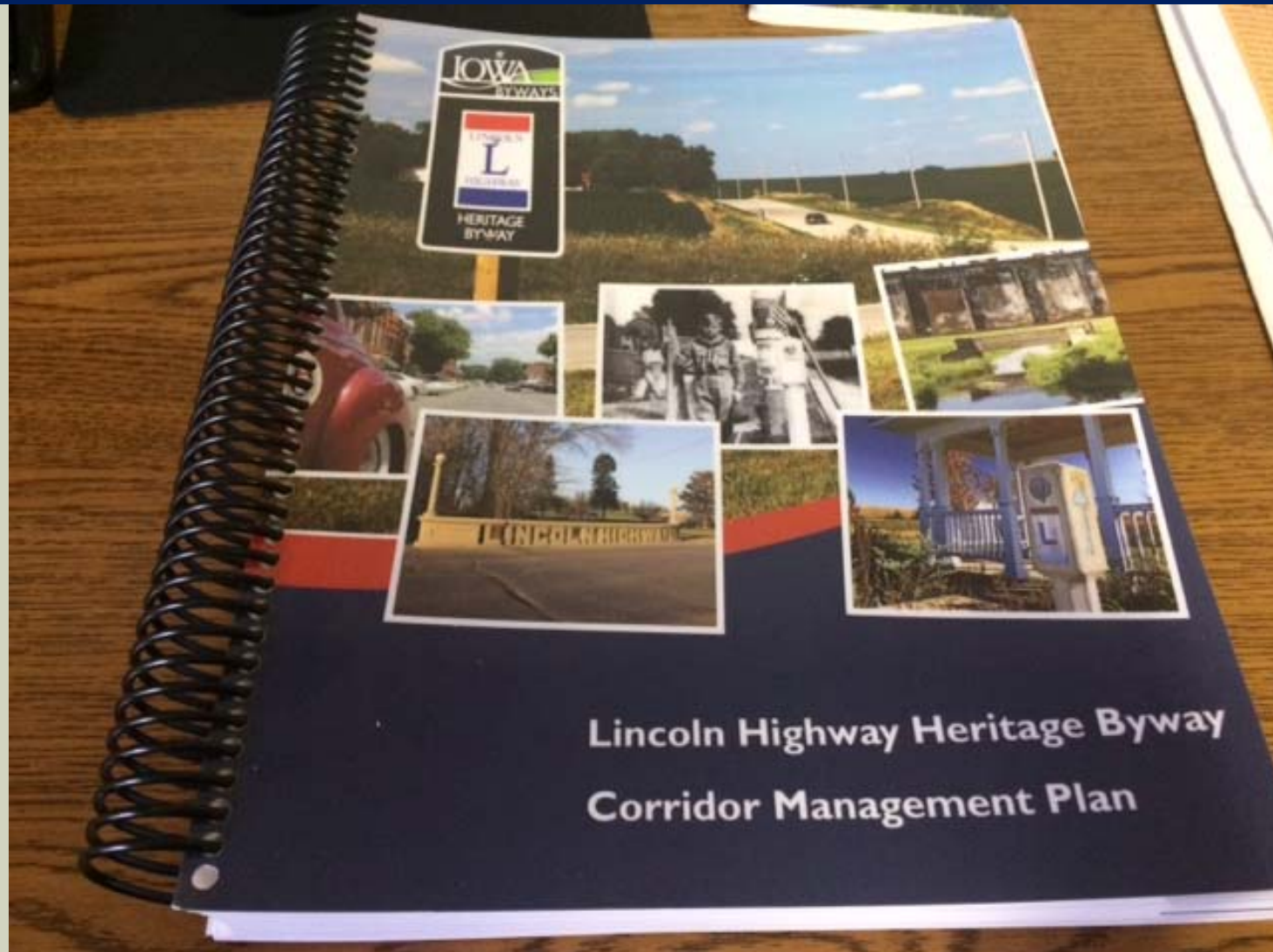
PRAIRIE RIVERS

of Iowa

**LINCOLN HIGHWAY
HERITAGE BYWAY
UPDATE**

Jan Gammon, Byway Coordinator

Corridor Management Plan Through the Department of Transportation.



Lincoln Highway Heritage Byway
Corridor Management Plan

Public Input Meetings - Developed Local and State Projects



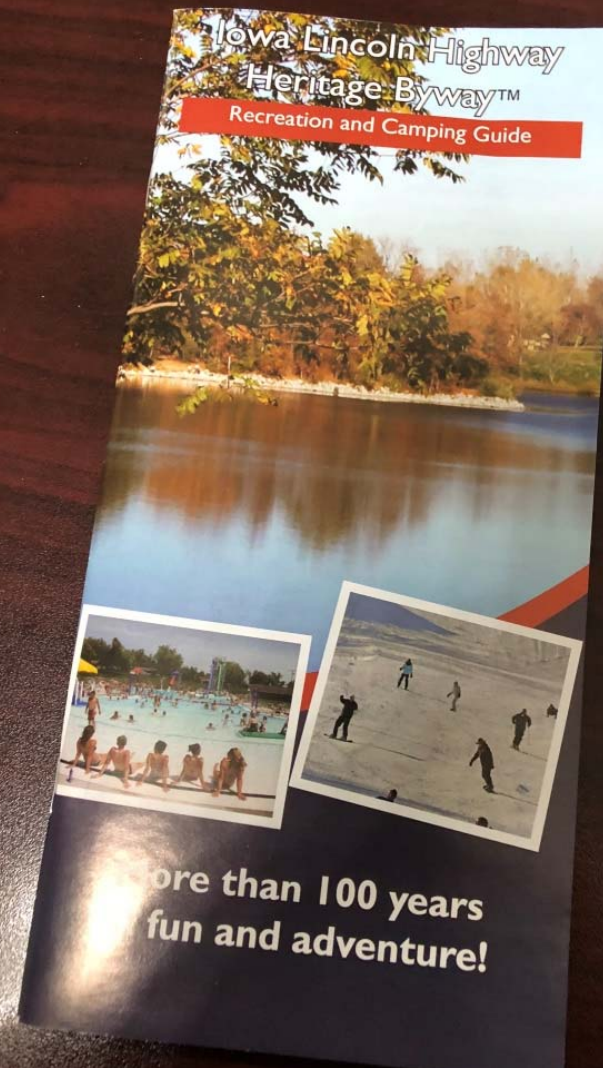
Brochures to Tell the Story of the Lincoln Highway to the Traveler



2016



2018



2017

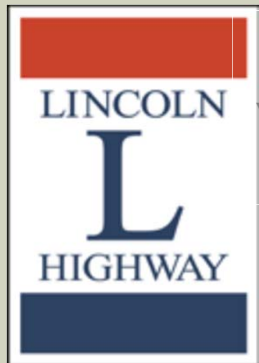
Interpretation Across Iowa



Current Statewide Projects



Application for a
Historic Landmark
Award



Help the Lincoln Highway Association
with its newsletter, website, Facebook,
and serve as secretary.

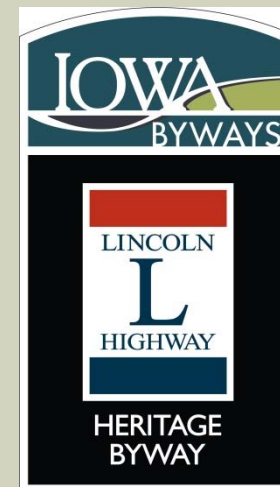


Work with Travel Iowa,
encouraging attractions
to be listed (for free) on
the state website,
which guarantees
inclusion in the *Travel
Iowa* magazine.



■ Ohio Lincoln Highway Heritage Corridor, Inc. ■ Indiana Lincoln Highway Byway ■
■ (Iowa) Lincoln Highway Heritage Byway ■ Nebraska Lincoln Highway Historic Byway ■

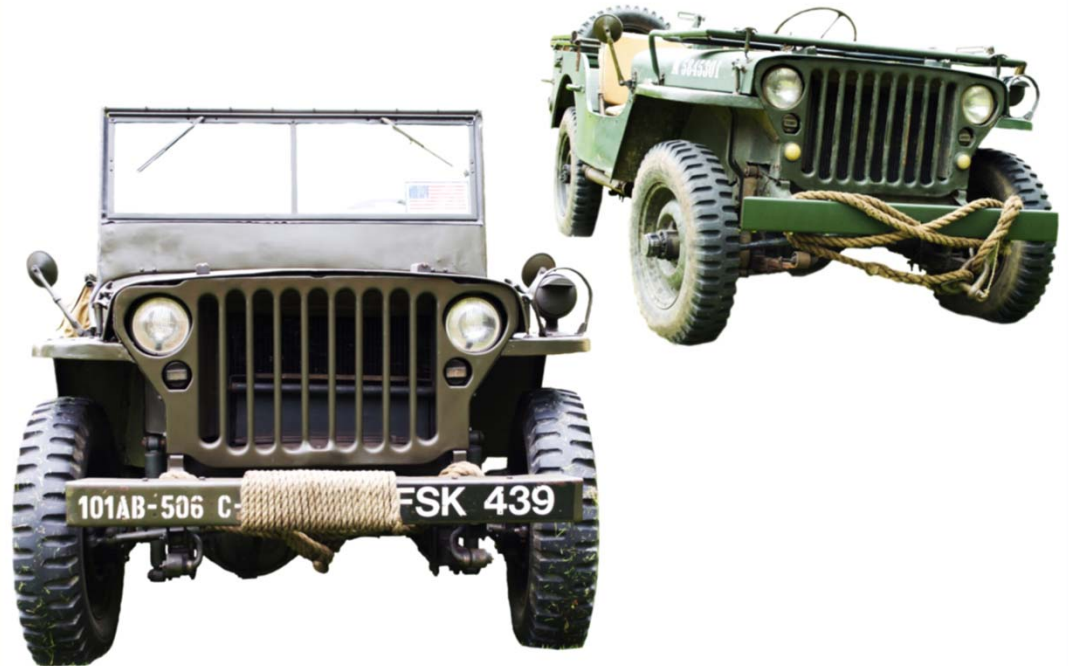
Formed an Alliance with the states
of OH, IN, IA and NE.



Take
inventory of
missing signs
along the
route and get
replacements
out to
jurisdictions.

Current Marshall County Projects

Two Re-enactments of the
1919 Military Convoy
in 2019.
Aug 23th and Sept 6th





Questions or Comments?

*Jan Gammon
Coordinator of the Lincoln Highway Heritage Byway
2335 230th St, Suite 101
Ames, IA 50014
515-232-0048*



The Lincoln Highway Heritage Byway is
part of the Iowa Department of
Transportation's Scenic Byway program.

RESOLUTION APPROVING CONTRACT CHANGE ORDER #2 FOR THE IOWA RIVER
TRAIL-PHASE 3 PROJECT #TRL17001 ENGINEERING SERVICES FOR CLAPSADDLE-
GARBER ASSOCIATES, INC.
AN INCREASE OF \$163,000.00

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with
Clapsaddle – Garber Associates, Inc. for Engineering Services for the Iowa River Trail-Phase 3
Project

WHEREAS an increase is requested for 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 Iowa River Trail-Phase 3 Project, in the
increased amount of \$163,000.00 is hereby accepted and approved.

Passed this 13th day of May 2019, and signed this ____ day of _____, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Joel T.S. Greer, Mayor
Jessica Kinser, Administrator
Justin Nickel, Public Works Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5734
Fax - (641) 754-5793

DEPARTMENT OF PUBLIC WORKS

May 8, 2019

To: Mayor Joel T.S. Greer
Members of the City Council

From: Justin Nickel, P.E.
Public Works Director

Re: Amendment #2 to Engineering Services Agreement – Clappsaddle - Garber Associates, Inc. for engineering design services for Iowa River Trail Phase III Project (TR17001)

Policy Issue: City policy requires Governing Body approval of engineering services agreements.

Recommendation: Staff recommends approving the Amendment to agreement with CGA for engineering design services for a fee not to exceed \$163,000.

Background: The City executed a contract with Clappsaddle and Garber for design services on the Iowa River Trail Phase III in June of 2017. This amendment to the contract will allow CGA to perform environmental field review, preliminary design and hydraulic analysis of bridges #2-5. These bridges are located from Radio Tower Road to the bridge southeast of the long Iowa River Bridge.

Budget Impact: The engineering costs will be funded with State Recreation Trail grant funds (75%) and Trails' Inc. funds (25%).

Attachment: Agreement Amendment

cc: Jessica Kinser, City Administrator

City Council
Leon Lamer, Mike Gowdy, Sue Cahill, Al Hoop
Gabe Isom, Bill Martin, Bethany Wirin



**RESOLUTION AUTHORIZING AN APPLICATION TO THE IOWA ECONOMIC
DEVELOPMENT AUTHORITY AND ACCEPTANCE OF DISASTER-RELATED COMMUNITY
DEVELOPMENT BLOCK GRANT FUNDS FOR HOUSING ASSISTANCE**

WHEREAS, the City of Marshalltown experienced an EF-3 tornado on July 19, 2018, which caused devastation across the community, impacting multiple residential structures; and

WHEREAS, the Iowa Economic Development Authority has Community Development Block Grant funds set-aside for disaster response and recovery; and

WHEREAS, housing needs are still present for which the funds could be used, including rehabilitation of owner-occupied housing, reconstruction of homes on vacant lots, and assistance buying down of a loan for the purchase of new construction or an existing home;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, the Mayor is hereby authorized to submit a letter requesting \$500,000 in Community Development Block Grant funds for the purposes outlined above; and

BE IT FURTHER RESOLVED, the City of Marshalltown designate an amount not-to-exceed \$25,000 to support additional costs for the housing projects outside of the grant budget; and

BE IT FURTHER RESOLVED, Region 6 shall be the administrator for the Community Development Block Grant funds; and

BE IT FURTHER RESOLVED, the City Council authorizes the acceptance of grant funds and hereby authorized the Mayor to execute documents related to the acceptance of a grant.

Passed this 13th day of May, 2019, and signed this _____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

MARSHALLTOWN

— I O W A —

Office of the Mayor

Joel Greer, Mayor
Jessica Kinser, Administrator
Shari L. Coughenour, Clerk
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5799
Fax - (641) 754-5717

May 9, 2019

Nichole Hansen
IEDA
200 E Grand Avenue
Des Moines, IA 50309

RE: CDBG Request for Tornado Assistance

Dear Nichole,

The City of Marshalltown experienced an EF-3 tornado on July 19, 2018. With that storm, 1,825 residential parcels across the city were damaged. Substantial damages occurred in the northeastern, residential area of the city with the vast majority of housing stock built before 1939. Since that event, at least 40 homes have been demolished by private owners. The City is working with FEMA Public Assistance funding to demolish up to 40 additional abandoned properties that may be acquired by the City under Chapter 657A of the Code of Iowa. Many other property owners are in the process of completing substantial repair work with final outcomes on condition of the property unknown.

Immediate repair assistance for owner-occupied housing was available through several different sources. Mid-Iowa Community Action (MICA) administered the \$5,000 state disaster assistance grant program and also offered additional grant assistance to families from community donations. Region 6 Housing Trust Fund assisted more than 40 homeowners (expended about \$400,000) with roof repairs, foundation repairs, and other essential housing repairs. Contract homebuyers are not eligible for the Region 6 HTF assistance.

The City has been an active partner with many non-profit efforts to help families improve housing. The Marshalltown Long Term Family Recovery Committee has raised upwards of \$800,000 of assistance for owner-occupied and contract homebuyers housing repairs. Rental units are not eligible. That assistance will provide up to \$15,000 of grant repair assistance for homeowners that have needs that exceed or are not eligible for other housing assistance programs. That assistance will repair at least 53 homes.

Iowa Habitat for Humanity [intends to raise \\$1,000,000](#) for their Marshalltown housing repair efforts. Their goal is to repair 100 homes in 2019, including owner-occupied housing or houses purchased on contract. Their focus will be on siding, windows, soffit, fascia, and possibly some drywall. About 35 homes were repaired with the Marshalltown Habitat Blitz in May 2019. The maximum Habitat assistance amount is \$20,000. Some of that assistance must be paid back to Habitat.

The need to improve tornado-damaged housing is largely being met with the efforts described above. There will still be existing housing needs that exceed the scope of these efforts. These

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



needs will be discussed in greater detail later. One large housing-related challenge for Marshalltown was a problem prior to the storm: an insufficient supply of quality, affordable, owner-occupied housing.

The Marshalltown community [completed a housing study in 2017](#). This study concluded the following comments about existing owner-occupied housing:

- The current home inventory is low and 12 of the 15 price points for the Marshalltown market classify the area as a seller's market.
- All segments of the housing market are healthy and support additional housing growth.
- The report recommends that the community should continue the expansion of new, owner-occupied housing units with an emphasis on affordable housing options in the \$150,000 - \$225,000 price range.
- Smaller, more affordable homes would also be well received in the market.

After the tornado (November 2018), the Marshalltown community [updated the housing study](#). Some of the related owner-occupied housing conclusions include:

- 91% of the damaged homes were valued at less than \$100,000.
- 93% of the destroyed homes were valued at less than \$100,000.

In summary, this recent study notes that the supply of lower priced area homes affordable housing is greatly reduced. There are many community efforts to help homeowners repair housing. There are private efforts to build quality affordable rental units. Constructing new, affordable, owner-occupied homes is a huge local need.

As a result of existing Marshalltown housing needs and the July 2018 tornado event, the current housing recovery financial gaps include:

- **Owner-occupied housing repairs that exceed the home expenditure limits of the non-profit programs.** Currently, there are at least 249 homes that still need home improvements, according to MICA Case Management. 34 of these homes had major damage, according to the original damage assessment. Habitat may include some of these homes in their scope of 100 homes in 2019. The Long Term Family Recovery Committee funding may also cover housing needs for some of these cases. The budget below will assist the city in completing 5 challenging owner-occupied rehabilitation cases.
- **Replacement of quality, affordable, owner-occupied housing units that were lost.** Some of the housing units that were lost were not quality units. Still, the area is struggling with adequate owner-occupied housing. We believe that several different CDBG activities will be needed to meet this need in Marshalltown.

The city believes that some affordable new housing construction is feasible under two different HUD activities – loan buydown and home reconstruction. The Region 6 Housing Trust Fund has met with a local home builder about new construction options. Based upon those discussions, a 912 square foot new home (24 X 38) with a basement and no garage is available for \$170,000. We believe that the price point for households under 80% of the median is \$110,000. Approximately \$60,000 of equity buy down is needed for each house. This funding will be provided at the house closing date.

The proposal with these loan buydown and home reconstruction activities is to contract services with the local non-profit Region 6 Housing Trust Fund (HTF). The HTF will serve as a developer for the 4 homes specified in the CDBG request budget. The HTF will then contract with a home

builder to construct housing that meets the Iowa Green Streets Criteria, local building codes, and all other HUD regulations. The budget includes the necessary energy rater costs. The Region 6 HTF construction loan interest carrying cost expense will be covered by CDBG expenses. Region 6 HTF has entered discussions with a local bank to secure that construction loan. The Region 6 HTF will also engage services of a local realtor to help sell the homes. The Region 6 Housing Trust Fund will have a request for proposals process at a later date for home builders, realtors, and possibly other professional services.

Although the city lost about 100 housing units, many of those units are scattered across the city. There is no area that has more than 2-3 adjoining lots. Many of the residential lots that contained destroyed homes have been purchased by private individuals with the intention of making a profit. We believe that the home reconstruction activity may be feasible on some lots. There are 5-6 lots that appear to be reconstruction feasible. These lots are in Northwest and the East side of Marshalltown. Two to three of these may be needed for another Region 6 Housing Trust Fund project. The budget includes two homes for reconstruction.

There are many destroyed lots that are not feasible for new home construction. These home sites are either very small (50 X 50) or in neighborhoods where the real estate market would not support the sale of a property for \$110,000 and property appraisal of \$170,000. In these neighborhoods, housing stock is quite old and homes typically sell for the \$60,000-80,000 range, or lower, depending on conditions.

The city feels that some flexibility will be needed for new construction under the home loan buydown option. Two homes are proposed for this activity. The proposal is to either build or purchase two homes. These homes would be on lots outside of the tornado area, so they do not meet the reconstruction definition.

Under both the reconstruction and loan buydown options, some of the lots will need to be purchased from private individuals. If lots need to be purchased, other local financial resources will be used to purchase the lots. That funding will need to be secured at a later date.

The activities and performance targets listed below are early estimates. We anticipate that contract amendments will be needed to shift funds from one activity to another. The City will work with the Region 6 Planning CDBG staff to work through the regulatory compliance issues with this funding.

The proposed budget by activity is listed on the following pages. Please let Jessica Kinser or me know if you have any questions. We appreciate your support with our recovery.

Sincerely,

Joel Greer
Mayor

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



OWNER OCCUPIED REHABILITATION ACTIVITY

ACTIVITY	# of Homes	AMT/HOME	TOTAL	CDBG	CITY	OTHER LOCAL
Rehabilitate Tornado Damaged Homes	5	\$ 24,999	\$ 124,995	\$ 124,995	\$ -	\$ -
Household Relocation	5	\$ 1,000	\$ 5,000	\$ 5,000	\$ -	\$ -
Lead Based Paint Hazard Reduction	5	\$ 7,300	\$ 36,500	\$ 36,500	\$ -	\$ -
Lead Based Paint Cleaning & Testing	5	\$ 200	\$ 1,000	\$ 1,000	\$ -	\$ -
Technical Services	5	\$ 4,000	\$ 20,000	\$ 20,000	\$ -	\$ -
TOTAL REHAB		\$ 37,499	\$ 187,495	\$ 187,495	\$ -	\$ -
GENERAL ADMIN			\$ 13,120	\$ 13,120	\$ -	\$ -
TOTAL OWNER OCCUPIED REHAB			\$ 200,615	\$ 200,615	\$ -	\$ -

RECONSTRUCT HOMES AT PREVIOUS HOME SITE LOCATIONS

ACTIVITY	# of Homes	AMT/HOME	TOTAL	CDBG	CITY	OTHER LOCAL
Loan Buydown	2	\$ 60,000	\$ 120,000	\$ 120,000	\$ -	\$ -
Energy Rater	2	\$ 3,000	\$ 6,000	\$ -	\$ 6,000	\$ -
Purchase Lots	2	\$ 10,000	\$ 20,000	\$ -	\$ -	\$ 20,000
Realtor Fees	2	\$ 3,400	\$ 6,800		\$ 6,800	
Permits	2	\$ 476	\$ 952		\$ 952	
Carrying cost (interest expense)	2	\$ 10,000	\$ 20,000	\$ 20,000	\$ -	\$ -
TOTAL CONSTRUCTION		\$ 86,876	\$ 173,752	\$ 140,000	\$ 13,752	\$ 20,000
GENERAL ADMIN			\$ 11,000	\$ 11,000	\$ -	\$ -
TOTAL RECONSTRUCT			\$ 184,752	\$ 151,000	\$ 13,752	\$ 20,000

LOAN BUYDOWN - NEW CONSTRUCTION OR EXISTING HOUSING

ACTIVITY	# of Homes	AMT/HOME	TOTAL	CDBG	CITY	OTHER LOCAL
Loan Buydown	2	\$ 60,000	\$ 120,000	\$ 120,000	\$ -	
Energy Rater	2	\$ 3,000	\$ 6,000	\$ 2,505	\$ 3,495	
Purchase Lots	2	\$ 25,000	\$ 50,000	\$ -	\$ -	\$ 50,000
Realtor Fees	2	\$ 3,400	\$ 6,800		\$ 6,800	
Permits	2	\$ 476	\$ 953		\$ 953	
Carrying Cost (interest expense)	2	\$ 10,000	\$ 20,000	\$ 20,000	\$ -	
TOTAL CONSTRUCTION		\$ 101,876	\$ 203,753	\$ 142,505	\$ 11,248	\$ 50,000
GENERAL ADMIN			\$ 5,880	\$ 5,880	\$ -	
TOTAL BUYDOWN			\$ 209,633	\$ 148,385	\$ 11,248	\$ 50,000

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



PROJECT SUMMARY	TOTAL	CDBG	CITY	OTHER LOCAL
TOTAL CONSTRUCTION ACTIVITIES - 9 households	\$ 565,000	\$ 470,000	\$ 25,000	\$ 70,000
TOTAL GENERAL ADMINISTRATION	\$ 30,000	\$ 30,000	\$ -	\$ -
TOTAL	\$ 595,000	\$ 500,000	\$ 25,000	\$ 70,000

City Council
 Susan Cahill, Michael Gowdy, Al Hoop,
 Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



2019-__

**RESOLUTION SETTING PUBLIC HEARING PRIOR TO APPROVING THE
AMENDED BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2019**

WHEREAS City Council desires to set a public hearing prior to approving the Amended Budget for Fiscal Year ending June 30, 2019; and

WHEREAS the budget amendment does not change the property tax levy in the current fiscal year, which is currently \$15.28158 per \$1,000 of taxable property valuations; and

WHEREAS the budget amendment is needed to increase the spending authority due to expenses caused by the tornado, expenses related to new grants, additional projects approved to be used by local option sales tax dollars, expenses related to debt issuance, etc; and

WHEREAS the city has other expenses that need to be reallocated between government activities based on projected retirements, general insurance premiums, staff time spent on certain projects, repairs, etc. that were not known at the time of the development of the original budget; and

WHEREAS the City Council finds that setting the public hearing is in the best interest of the City of Marshalltown.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marshalltown, Iowa, that the Budget Amendment for Fiscal Year ending June 30, 2019, be set for public hearing on May 28, 2018 at 12 p.m. (noon), during a scheduled session of the Council.

PASSED this 13th day of May, 2019, and signed this __ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

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

May 8, 2019

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: FY2019 Budget Amendment

Policy Issue: The Council must approve the FY19 amended budget documents but a public hearing is required first. By approving the budget, Council gives the authority to City staff to spend up to the amount approved.

Recommendation: Consider proposed amended budget for the current fiscal year at the May 13, 2019 Council meeting and set public hearing for May 28, 2019 at 12 p.m. (noon). The publication notice of the public hearing must be not less than 10 days or more than 20 days before the hearing date.

Background: Staff provided the re-estimated budget information for FY19 in reports given to you while discussing the FY20 budget. We now want to incorporate those changes officially into the FY19 budget. There have also been some other changes made, such as an increase in our general liability insurance, increase in payments expected to be made to Marshalltown Visitors Bureau since our revenue for hotel/motel tax has increased, expenses from new grants/donations, additional expenses and more accurate estimates related to the tornado repairs and cleanup, etc. The related FEMA revenues from the tornado are not budgeted to be reimbursed this fiscal year.

Marshalltown Water Works is part of our budget for state reporting purposes. There is no change to their budget. Their revenues are \$4,738,193 and expenditures are \$4,365,718.

For your review, I have attached several reports:

1. The "Notice of Public Hearing Amendment of FY2018-2019 City Budget" will be published in the newspaper after the hearing date is set. Since this is our one and only budget amendment for FY19, the first column is the original FY19 budget as certified in March of 2018. The middle column shows the changes and the last column is the amended budget proposed.

2. The “Budget Comparison Report Summary by Fund” shows the revenue and expense budgets by fund. The first column is the adopted budget from March 2018, the second column is the actual activity through April 30, 2019, the third column is the re-estimated budget you were provided in March of 2019, the forth column is the proposed budget amendment, the fifth column shows the difference between columns 4 and 3 (this is what changed from your last report provided in March and some explanations have been provided).
3. The “General Fund Budget Comparison Report” is just for the General Fund 001. It is set up the same as the report outlined in item 2. above. Based on what has been received to date for hotel/motel tax, we increased the budgeted revenue line by \$135,328 and the expense line by \$90,670, since 67% is sent to Marshalltown Convention and Visitors Bureau. Interest revenue has also increased. Adjustments have been made for the general and tort liability expenses. Originally, we budgeted that the Police & Fire staff would be out of their existing buildings, so since that has been delayed, we increased the utility costs in those budgets. All expenses originally budgeted in Fund 050 Coliseum have now been budgeted to Fund 001 function 4065.
4. The “FY19 Budgeted Cash Balances” shows the cash balance from the beginning of the fiscal year, the net changes, and the projected ending balance by fund if the budget amendment is approved. The General Fund 001 originally had revenues equaling expenditures with a Council designated local option sales tax transfer of \$14,840. With the amended budget, revenues are greater than expenditures. Therefore, we will not make the L.O.S.T. transfer unless it is needed. The shaded numbers in the ‘Fund’ column represent the activity due to the tornado.

Budget Impact:

Attachment: Resolution to Set Public Hearing for FY19 Amended Budget
Notice of Public Hearing Amendment of FY2018-2019 City Budget
Budget Comparison Report Summary by Fund
General Fund Budget Comparison Report
FY19 Budgeted Cash Balances

cc: Jessica Kinser, City Administrator

NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2018-2019 CITY BUDGET

The City Council of Marshalltown in MARSHALL County, Iowa
 will meet at City Council Chambers
 at 12 P.M. (Noon) on 5/28/2019
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019
(year)
 by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
 Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	11,502,245		11,502,245
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	11,502,245	0	11,502,245
Delinquent Property Taxes	4	0		0
TIF Revenues	5	837,649	0	837,649
Other City Taxes	6	5,046,574	219,363	5,265,937
Licenses & Permits	7	253,775	61,894	315,669
Use of Money and Property	8	386,728	370,390	757,118
Intergovernmental	9	6,882,713	445,346	7,328,059
Charges for Services	10	14,413,062	-31,339	14,381,723
Special Assessments	11	10,000	0	10,000
Miscellaneous	12	261,185	4,199,030	4,460,215
Other Financing Sources	13	5,570,000	371,241	5,941,241
Transfers In	14	10,975,001	-292,577	10,682,424
Total Revenues and Other Sources	15	56,138,932	5,343,348	61,482,280
Expenditures & Other Financing Uses				
Public Safety	16	9,081,909	712,991	9,794,900
Public Works	17	4,229,416	1,460,093	5,689,509
Health and Social Services	18	42,731	872,230	914,961
Culture and Recreation	19	2,982,628	1,688,024	4,670,652
Community and Economic Development	20	2,240,823	562,644	2,803,467
General Government	21	1,463,431	754,317	2,217,748
Debt Service	22	4,113,282	0	4,113,282
Capital Projects	23	8,503,250	4,664,703	13,167,953
Total Government Activities Expenditures	24	32,657,470	10,715,002	43,372,472
Business Type / Enterprises	25	17,455,910	-2,303,669	15,152,241
Total Gov Activities & Business Expenditures	26	50,113,380	8,411,333	58,524,713
Transfers Out	27	10,975,001	-292,577	10,682,424
Total Expenditures/Transfers Out	28	61,088,381	8,118,756	69,207,137
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-4,949,449	-2,775,408	-7,724,857
Beginning Fund Balance July 1	30	40,592,871	7,120,606	47,713,477
Ending Fund Balance June 30	31	35,643,422	4,345,198	39,988,620

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Revenues have increased due to insurance payments from the tornado damage for city property, debt issued, and new donations and grants. Motel tax revenues and interest income have also increased. Expenses have increased due to repairs and clean-up from the tornado damage, expenses related to new grants/donations, Council approved local option sales tax spending, etc.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Diana Steiner, Finance Director

City Clerk/ Finance Officer Name



Budget Comparison Report

Group Summary

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget 2018-2019 FY2019 Re-Esti...	Comparison 1 Budget 2018-2019 FY2019 Amend 1	Comparison 1 to Parent Budget Increase / (Decrease)	%	
Fund: 001 - GENERAL FUND							
Revenue	15,194,506.00	12,396,227.31	15,188,338.00	15,406,351.00	218,013.00	1.44%	Incl. incr motel tax and interest income
Expense	15,194,506.00	11,984,318.41	15,325,848.00	15,363,920.00	38,072.00	0.25%	
Total Fund: 001 - GENERAL FUND:	0.00	411,908.90	-137,510.00	42,431.00	179,941.00	-130.86%	
Fund: 010 - CASH FLOW RESERVE FUND							
Revenue	174,683.00	203,154.77	183,683.00	183,683.00	0.00	0.00%	
Total Fund: 010 - CASH FLOW RESERVE FUND:	174,683.00	203,154.77	183,683.00	183,683.00	0.00	0.00%	
Fund: 030 - CAPITAL RESERVE							
Revenue	645,429.00	423,646.51	773,826.00	788,056.00	14,230.00	1.84%	Incl. vehicles damaged in tornado
Expense	644,929.00	660,543.57	905,280.00	1,012,557.00	107,277.00	11.85%	
Total Fund: 030 - CAPITAL RESERVE:	500.00	-236,897.06	-131,454.00	-224,501.00	-93,047.00	70.78%	
Fund: 031 - CAPITAL RSRV-BLDG MAINT							
Revenue	3,000.00	6,390.96	3,000.00	3,000.00	0.00	0.00%	
Expense	0.00	162,419.65	256,454.00	256,454.00	0.00	0.00%	
Total Fund: 031 - CAPITAL RSRV-BLDG MAINT:	3,000.00	-156,028.69	-253,454.00	-253,454.00	0.00	0.00%	
Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT							
Revenue	106,000.00	106,000.00	106,000.00	106,000.00	0.00	0.00%	
Total Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT:	106,000.00	106,000.00	106,000.00	106,000.00	0.00	0.00%	
Fund: 050 - COLISEUM ACTIVITY FUND							
Revenue	40,270.00	0.00	27,670.00	0.00	-27,670.00	-100.00%	Moved budget to fund 001
Expense	40,270.00	0.00	27,670.00	0.00	-27,670.00	-100.00%	
Total Fund: 050 - COLISEUM ACTIVITY FUND:	0.00	0.00	0.00	0.00	0.00	0.00%	
Fund: 110 - ROAD USE TAX							
Revenue	3,400,000.00	2,938,903.11	3,500,000.00	3,500,000.00	0.00	0.00%	
Expense	4,178,967.00	1,599,770.97	3,524,394.00	3,539,422.00	15,028.00	0.43%	
Total Fund: 110 - ROAD USE TAX:	-778,967.00	1,339,132.14	-24,394.00	-39,422.00	-15,028.00	61.61%	
Fund: 112 - EMPLOYEE BENEFITS FUND							
Revenue	2,613,880.00	2,302,306.81	2,613,880.00	2,613,880.00	0.00	0.00%	
Expense	2,531,406.00	1,748,642.82	2,419,736.00	2,416,968.00	-2,768.00	-0.11%	
Total Fund: 112 - EMPLOYEE BENEFITS FUND:	82,474.00	553,663.99	194,144.00	196,912.00	2,768.00	1.43%	

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Fund: 117 - POLICE/FIRE RETIREMENT							
Revenue	1,223,338.00	1,088,374.68	1,223,338.00	1,223,338.00	0.00	0.00%	
Expense	1,190,365.00	839,689.66	1,163,630.00	1,163,630.00	0.00	0.00%	
Total Fund: 117 - POLICE/FIRE RETIREMENT:	32,973.00	248,685.02	59,708.00	59,708.00	0.00	0.00%	
Fund: 119 - EMERGENCY FUND							
Revenue	232,482.00	206,071.10	232,482.00	232,482.00	0.00	0.00%	
Expense	232,482.00	132,894.95	232,482.00	232,482.00	0.00	0.00%	
Total Fund: 119 - EMERGENCY FUND:	0.00	73,176.15	0.00	0.00	0.00	0.00%	
Fund: 121 - LOCAL OPTION SALES TAX							
Revenue	3,145,000.00	2,743,387.34	3,190,000.00	3,190,000.00	0.00	0.00%	
Expense	3,614,290.00	2,161,274.59	3,715,466.00	3,720,466.00	5,000.00	0.13%	Fireworks donation
Total Fund: 121 - LOCAL OPTION SALES TAX:	-469,290.00	582,112.75	-525,466.00	-530,466.00	-5,000.00	0.95%	
Fund: 125 - TAX INCREMENT FINANCING							
Revenue	842,649.00	826,385.53	900,693.00	833,790.00	-66,903.00	-7.43%	Amt certified less LMI in Fund 126
Expense	844,200.00	284,551.72	890,971.00	890,971.00	0.00	0.00%	
Total Fund: 125 - TAX INCREMENT FINANCING:	-1,551.00	541,833.81	9,722.00	-57,181.00	-66,903.00	-688.16%	
Fund: 126 - TIF-LMI							
Revenue	0.00	0.00	9,575.00	8,859.00	-716.00	-7.48%	
Total Fund: 126 - TIF-LMI:	0.00	0.00	9,575.00	8,859.00	-716.00	-7.48%	
Fund: 130 - CITY TORT LIABILITY							
Revenue	1,000.00	42,603.14	32,420.00	42,611.00	10,191.00	31.43%	New claims
Expense	15,000.00	26,544.32	26,530.00	36,724.00	10,194.00	38.42%	
Total Fund: 130 - CITY TORT LIABILITY:	-14,000.00	16,058.82	5,890.00	5,887.00	-3.00	-0.05%	
Fund: 132 - GRANTS-STATE/LOCAL AGENCIES							
Revenue	200.00	175,803.34	195,010.00	195,010.00	0.00	0.00%	
Expense	0.00	216,392.50	50,000.00	250,000.00	200,000.00	400.00%	Incl. downtown master plan & other grants
Total Fund: 132 - GRANTS-STATE/LOCAL AGENCIES:	200.00	-40,589.16	145,010.00	-54,990.00	-200,000.00	-137.92%	
Fund: 140 - PARK & REC DONATION FUND							
Revenue	5,800.00	33,175.12	15,767.00	33,300.00	17,533.00	111.20%	New donations/grants
Expense	4,900.00	10,194.46	10,000.00	12,410.00	2,410.00	24.10%	
Total Fund: 140 - PARK & REC DONATION FUND:	900.00	22,980.66	5,767.00	20,890.00	15,123.00	262.23%	
Fund: 141 - MTOWN TENNIS ASSOC							
Revenue	0.00	27.83	20.00	20.00	0.00	0.00%	
Total Fund: 141 - MTOWN TENNIS ASSOC:	0.00	27.83	20.00	20.00	0.00	0.00%	
Fund: 142 - SOFTBALL ASSOCIATION FUND							
Revenue	29,332.00	13,239.77	29,332.00	29,332.00	0.00	0.00%	

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Expense	29,332.00	12,627.79	29,332.00	29,332.00	0.00	0.00%	
Total Fund: 142 - SOFTBALL ASSOCIATION FUND:	0.00	611.98	0.00	0.00	0.00	0.00%	
Fund: 144 - LIVE HEALTHY IOWA							
Revenue	6,400.00	18.59	12,500.00	12,500.00	0.00	0.00%	
Expense	7,551.00	309.76	7,351.00	7,351.00	0.00	0.00%	
Total Fund: 144 - LIVE HEALTHY IOWA :	-1,151.00	-291.17	5,149.00	5,149.00	0.00	0.00%	
Fund: 145 - TORNADO GENERAL							
Revenue	0.00	2,856,309.29	3,223,157.00	3,506,002.00	282,845.00	8.78%	Expected insurance proceeds
Expense	0.00	2,255,375.51	4,610,826.00	4,637,449.00	26,623.00	0.58%	
Total Fund: 145 - TORNADO GENERAL:	0.00	600,933.78	-1,387,669.00	-1,131,447.00	256,222.00	-18.46%	
Fund: 146 - FEMA VALOR							
Revenue	0.00	0.00	309,000.00	0.00	-309,000.00	-100.00%	FEMA pymts in FY20
Expense	0.00	81,163.33	360,379.00	86,605.00	-273,774.00	-75.97%	
Total Fund: 146 - FEMA VALOR:	0.00	-81,163.33	-51,379.00	-86,605.00	-35,226.00	68.56%	
Fund: 147 - FEMA DEMO							
Revenue	0.00	10,000.00	25,000.00	25,000.00	0.00	0.00%	FEMA pymts in FY20
Expense	0.00	68,463.17	352,871.00	102,871.00	-250,000.00	-70.85%	
Total Fund: 147 - FEMA DEMO:	0.00	-58,463.17	-327,871.00	-77,871.00	250,000.00	-76.25%	
Fund: 150 - COPS FAST GRANTS							
Revenue	49,402.00	40,381.61	55,000.00	55,001.00	1.00	0.00%	
Expense	49,402.00	44,402.80	49,402.00	49,402.00	0.00	0.00%	
Total Fund: 150 - COPS FAST GRANTS:	0.00	-4,021.19	5,598.00	5,599.00	1.00	0.02%	
Fund: 151 - DEPT OF JUSTICE GRANTS							
Revenue	23,000.00	23,205.50	24,848.00	24,848.00	0.00	0.00%	
Expense	23,000.00	32,919.22	24,848.00	44,848.00	20,000.00	80.49%	Grant will fund
Total Fund: 151 - DEPT OF JUSTICE GRANTS:	0.00	-9,713.72	0.00	-20,000.00	-20,000.00	0.00%	
Fund: 152 - POLICE UNDESIGNATED GRANTS							
Revenue	91,553.00	77,252.22	91,553.00	92,423.00	870.00	0.95%	
Expense	91,553.00	91,853.55	89,553.00	107,750.00	18,197.00	20.32%	Grant will fund
Total Fund: 152 - POLICE UNDESIGNATED GRANTS:	0.00	-14,601.33	2,000.00	-15,327.00	-17,327.00	-866.35%	
Fund: 153 - POLICE DEPT DONATION FUND							
Revenue	2,700.00	58,181.33	54,476.00	56,600.00	2,124.00	3.90%	
Expense	9,450.00	116,488.56	111,726.00	131,726.00	20,000.00	17.90%	Grant will fund
Total Fund: 153 - POLICE DEPT DONATION FUND:	-6,750.00	-58,307.23	-57,250.00	-75,126.00	-17,876.00	31.22%	
Fund: 156 - FIRE DEPT DONATION FUND							
Revenue	5,000.00	229.84	5,000.00	5,000.00	0.00	0.00%	

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Expense	5,000.00	10,047.22	20,000.00	20,000.00	0.00	0.00%	
Total Fund: 156 - FIRE DEPT DONATION FUND:	0.00	-9,817.38	-15,000.00	-15,000.00	0.00	0.00%	
Fund: 157 - FIRE DEPT GRANTS							
Revenue	0.00	76.23	60.00	60.00	0.00	0.00%	
Total Fund: 157 - FIRE DEPT GRANTS:	0.00	76.23	60.00	60.00	0.00	0.00%	
Fund: 160 - ECONOMIC DEVELOPMENT GIFT							
Revenue	350.00	827.07	650.00	650.00	0.00	0.00%	
Total Fund: 160 - ECONOMIC DEVELOPMENT GIFT:	350.00	827.07	650.00	650.00	0.00	0.00%	
Fund: 161 - SURETY DEPOSITS/SUBDIVIDER							
Revenue	70.00	172.55	185.00	185.00	0.00	0.00%	
Total Fund: 161 - SURETY DEPOSITS/SUBDIVIDER:	70.00	172.55	185.00	185.00	0.00	0.00%	
Fund: 170 - LIBRARY DONATION FUND							
Revenue	20,625.00	28,868.28	21,500.00	21,500.00	0.00	0.00%	
Expense	32,600.00	24,106.61	32,600.00	32,600.00	0.00	0.00%	
Total Fund: 170 - LIBRARY DONATION FUND:	-11,975.00	4,761.67	-11,100.00	-11,100.00	0.00	0.00%	
Fund: 177 - SEIZED ASSETS (POLICE)							
Revenue	3,625.00	15,460.13	10,500.00	16,015.00	5,515.00	52.52%	Adj to actual
Expense	3,000.00	16,445.79	6,000.00	16,890.00	10,890.00	181.50%	
Total Fund: 177 - SEIZED ASSETS (POLICE):	625.00	-985.66	4,500.00	-875.00	-5,375.00	-119.44%	
Fund: 179 - OTHER COMM AND ECON DEVELOPMENT							
Revenue	0.00	14,392.69	9,961.00	14,393.00	4,432.00	44.49%	Incl Neighborhood grant
Expense	76,582.00	89,088.39	165,314.00	106,613.00	-58,701.00	-35.51%	
Total Fund: 179 - OTHER COMM AND ECON DEVELOPMENT:	-76,582.00	-74,695.70	-155,353.00	-92,220.00	63,133.00	-40.64%	
Fund: 180 - HOUSING GRANTS							
Revenue	0.00	10,164.18	9,964.00	9,964.00	0.00	0.00%	
Expense	2,070.00	0.00	26,088.00	26,088.00	0.00	0.00%	
Total Fund: 180 - HOUSING GRANTS:	-2,070.00	10,164.18	-16,124.00	-16,124.00	0.00	0.00%	
Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE)							
Expense	0.00	640.00	640.00	640.00	0.00	0.00%	
Total Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE):	0.00	640.00	640.00	640.00	0.00	0.00%	
Fund: 184 - VOUCHERS - 002, 003							
Revenue	1,372,630.00	1,129,590.83	1,372,630.00	1,372,630.00	0.00	0.00%	
Expense	1,444,155.00	1,038,991.77	1,444,155.00	1,444,095.00	-60.00	0.00%	
Total Fund: 184 - VOUCHERS - 002, 003:	-71,525.00	90,599.06	-71,525.00	-71,465.00	60.00	-0.08%	
Fund: 189 - #6 HUD LEAD GRANT							
Revenue	0.00	1,206.00	226,088.00	76,088.00	-150,000.00	-66.35%	New grant

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Expense	0.00	7,170.85	387,220.00	187,937.00	-199,283.00	-51.47%	
Total Fund: 189 - #6 HUD LEAD GRANT:	0.00	-5,964.85	-161,132.00	-111,849.00	49,283.00	-30.59%	
Fund: 190 - 911 SURCHARGE							
Revenue	0.00	47,035.11	47,035.00	47,035.00	0.00	0.00%	
Expense	0.00	47,499.38	47,499.00	47,499.00	0.00	0.00%	
Total Fund: 190 - 911 SURCHARGE:	0.00	-464.27	-464.00	-464.00	0.00	0.00%	
Fund: 200 - GO BONDS DEBT FUND							
Revenue	4,169,648.00	2,581,374.21	4,172,148.00	4,172,148.00	0.00	0.00%	
Expense	4,113,282.00	415,485.50	4,113,282.00	4,113,282.00	0.00	0.00%	
Total Fund: 200 - GO BONDS DEBT FUND:	56,366.00	2,165,888.71	58,866.00	58,866.00	0.00	0.00%	
Fund: 300 - CIP COLLECTION FUND							
Revenue	583,706.00	517,791.24	583,706.00	583,706.00	0.00	0.00%	
Expense	750,929.00	388,566.11	752,929.00	752,929.00	0.00	0.00%	
Total Fund: 300 - CIP COLLECTION FUND:	-167,223.00	129,225.13	-169,223.00	-169,223.00	0.00	0.00%	
Fund: 310 - FEDERAL STREET GRANTS							
Revenue	500,000.00	92,578.80	92,579.00	92,579.00	0.00	0.00%	
Expense	500,000.00	25,594.54	25,595.00	25,595.00	0.00	0.00%	
Total Fund: 310 - FEDERAL STREET GRANTS:	0.00	66,984.26	66,984.00	66,984.00	0.00	0.00%	
Fund: 311 - RISE STREET GRANTS							
Revenue	0.00	98,178.29	98,178.00	98,178.00	0.00	0.00%	
Total Fund: 311 - RISE STREET GRANTS:	0.00	98,178.29	98,178.00	98,178.00	0.00	0.00%	
Fund: 312 - AIRPORT PROJECT FUND							
Revenue	45,000.00	124,986.90	179,143.00	179,143.00	0.00	0.00%	
Expense	45,000.00	23,767.15	73,767.00	73,767.00	0.00	0.00%	
Total Fund: 312 - AIRPORT PROJECT FUND:	0.00	101,219.75	105,376.00	105,376.00	0.00	0.00%	
Fund: 320 - SPECIAL ASSESSMENT PROJECTS							
Revenue	10,000.00	14,333.00	10,000.00	10,000.00	0.00	0.00%	
Total Fund: 320 - SPECIAL ASSESSMENT PROJECTS:	10,000.00	14,333.00	10,000.00	10,000.00	0.00	0.00%	
Fund: 340 - BIKE PATH PROJECT FUND							
Revenue	0.00	60,901.42	321,680.00	321,680.00	0.00	0.00%	
Expense	0.00	262,071.82	256,680.00	262,143.00	5,463.00	2.13%	Adj to actual
Total Fund: 340 - BIKE PATH PROJECT FUND:	0.00	-201,170.40	65,000.00	59,537.00	-5,463.00	-8.40%	
Fund: 341 - TREES FOREVER PROJECT							
Revenue	3,000.00	7,873.40	12,935.00	12,935.00	0.00	0.00%	
Expense	3,000.00	3,899.30	8,050.00	8,050.00	0.00	0.00%	
Total Fund: 341 - TREES FOREVER PROJECT:	0.00	3,974.10	4,885.00	4,885.00	0.00	0.00%	

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Fund: 350 - GO BONDS CAPITAL PROJECTS							
Revenue	0.00	140.58	100.00	100.00	0.00	0.00%	
Total Fund: 350 - GO BONDS CAPITAL PROJECTS:	0.00	140.58	100.00	100.00	0.00	0.00%	
Fund: 354 - POLICE & FIRE STATIONS							
Revenue	20,000.00	157,943.92	130,000.00	160,000.00	30,000.00	23.08%	Interest increased
Expense	6,742,000.00	8,332,708.19	12,042,131.00	12,072,131.00	30,000.00	0.25%	
Total Fund: 354 - POLICE & FIRE STATIONS:	-6,722,000.00	-8,174,764.27	-11,912,131.00	-11,912,131.00	0.00	0.00%	
Fund: 355 - 2015 GO BONDS (D&D)							
Revenue	500.00	487,809.70	484,745.00	484,745.00	0.00	0.00%	
Expense	50,000.00	6,823.96	120,000.00	120,000.00	0.00	0.00%	
Total Fund: 355 - 2015 GO BONDS (D&D):	-49,500.00	480,985.74	364,745.00	364,745.00	0.00	0.00%	
Fund: 356 - 2016 BONDS - STREET PROJECTS							
Revenue	0.00	12,532.40	12,533.00	12,533.00	0.00	0.00%	
Expense	0.00	12,532.40	12,533.00	12,533.00	0.00	0.00%	
Total Fund: 356 - 2016 BONDS - STREET PROJECTS:	0.00	0.00	0.00	0.00	0.00	0.00%	
Fund: 357 - 2018 CY STREET PROJECTS							
Revenue	1,000,000.00	5,014.91	105,000.00	110,000.00	5,000.00	4.76%	
Expense	1,000,000.00	5,000.00	105,000.00	105,000.00	0.00	0.00%	
Total Fund: 357 - 2018 CY STREET PROJECTS:	0.00	14.91	0.00	5,000.00	5,000.00	0.00%	
Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS							
Revenue	0.00	2,434,314.95	2,468,566.00	2,468,566.00	0.00	0.00%	
Expense	0.00	77,397.65	132,170.00	164,535.00	32,365.00	24.49%	New bond project
Total Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS:	0.00	2,356,917.30	2,336,396.00	2,304,031.00	-32,365.00	-1.39%	
Fund: 383 - COLISEUM REMODEL							
Revenue	0.00	364,088.57	369,533.00	376,533.00	7,000.00	1.89%	Insurance, donations, interest
Expense	0.00	12,469.11	12,432.00	72,432.00	60,000.00	482.63%	
Total Fund: 383 - COLISEUM REMODEL:	0.00	351,619.46	357,101.00	304,101.00	-53,000.00	-14.84%	
Fund: 392 - TIF DISTRICT III CAP PROJECTS							
Revenue	25.00	0.00	0.00	0.00	0.00	0.00%	
Total Fund: 392 - TIF DISTRICT III CAP PROJECTS:	25.00	0.00	0.00	0.00	0.00	0.00%	
Fund: 393 - TIF DISTRICT IV CAP PROJECTS							
Revenue	163,250.00	0.00	163,250.00	163,250.00	0.00	0.00%	Transfer from fund 125
Expense	163,250.00	10,050.00	147,185.00	163,250.00	16,065.00	10.91%	Coliseum renovation
Total Fund: 393 - TIF DISTRICT IV CAP PROJECTS:	0.00	-10,050.00	16,065.00	0.00	-16,065.00	-100.00%	
Fund: 395 - ECONOMIC DEVELOPMENT PROJECT FUND							
Revenue	0.00	35.95	88,517.00	88,517.00	0.00	0.00%	

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Expense	0.00	88,517.00	88,517.00	88,517.00	0.00	0.00%	
Total Fund: 395 - ECONOMIC DEVELOPMENT PROJECT FUND:	0.00	-88,481.05	0.00	0.00	0.00	0.00%	
Fund: 610 - WATER POLLUTION CONTROL							
Revenue	0.00	2,455,750.46	11,000.00	11,000.00	0.00	0.00%	
Expense	6,558,474.00	2,851,850.12	6,633,462.00	6,634,517.00	1,055.00	0.02%	
Total Fund: 610 - WATER POLLUTION CONTROL:	-6,558,474.00	-396,099.66	-6,622,462.00	-6,623,517.00	-1,055.00	0.02%	
Fund: 611 - WPCP REVENUE							
Revenue	7,382,896.00	6,934,405.40	7,337,296.00	7,337,296.00	0.00	0.00%	
Expense	0.00	2,525,612.13	32.00	32.00	0.00	0.00%	
Total Fund: 611 - WPCP REVENUE:	7,382,896.00	4,408,793.27	7,337,264.00	7,337,264.00	0.00	0.00%	
Fund: 612 - WPCP REVENUE BOND FUND							
Revenue	0.00	78,233.66	32.00	3,500,032.00	3,500,000.00	37,500.00%	SRF debt
Expense	0.00	88,604.18	0.00	620,000.00	620,000.00	0.00%	
Total Fund: 612 - WPCP REVENUE BOND FUND:	0.00	-10,370.52	32.00	2,880,032.00	2,880,000.00	100,000.00%	
Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV							
Revenue	5,000.00	16,873.95	13,000.00	13,000.00	0.00	0.00%	
Total Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV:	5,000.00	16,873.95	13,000.00	13,000.00	0.00	0.00%	
Fund: 616 - SANITARY SEWER REHAB PROJECT							
Revenue	3,320,000.00	0.00	3,320,000.00	0.00	-3,320,000.00	-100.00%	Show in fund 612
Expense	2,700,000.00	5,304.00	620,000.00	5,304.00	-614,696.00	-99.14%	
Total Fund: 616 - SANITARY SEWER REHAB PROJECT:	620,000.00	-5,304.00	2,700,000.00	-5,304.00	-2,705,304.00	-100.20%	
Fund: 617 - SANITARY SEWER NEW CONSTRUCTN							
Revenue	14,000.00	11,579.25	14,000.00	14,000.00	0.00	0.00%	
Total Fund: 617 - SANITARY SEWER NEW CONSTRUCTN:	14,000.00	11,579.25	14,000.00	14,000.00	0.00	0.00%	
Fund: 618 - TORNADO-WPCP							
Expense	0.00	4,402.42	4,402.00	4,402.00	0.00	0.00%	
Total Fund: 618 - TORNADO-WPCP:	0.00	4,402.42	4,402.00	4,402.00	0.00	0.00%	
Fund: 690 - TRANSIT OPERATING							
Revenue	1,103,881.00	924,226.67	1,070,136.00	1,184,631.00	114,495.00	10.70%	DOT funded bus
Expense	1,160,585.00	1,069,741.49	1,147,959.00	1,303,099.00	155,140.00	13.51%	Includes bus
Total Fund: 690 - TRANSIT OPERATING:	-56,704.00	-145,514.82	-77,823.00	-118,468.00	-40,645.00	52.23%	
Fund: 740 - STORM SEWER UTILITY							
Revenue	1,487,000.00	1,175,460.91	1,487,000.00	1,487,000.00	0.00	0.00%	
Expense	813,631.00	365,290.26	880,047.00	878,022.00	-2,025.00	-0.23%	
Total Fund: 740 - STORM SEWER UTILITY:	673,369.00	810,170.65	606,953.00	608,978.00	2,025.00	0.33%	

Budget Comparison Report

Account Typ...	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
Fund: 741 - 2016 GO STORM WATER PROJ							
Revenue	2,253,000.00	25,003.98	28,000.00	28,000.00	0.00	0.00%	
Expense	1,605,000.00	168,258.57	618,450.00	618,450.00	0.00	0.00%	
Total Fund: 741 - 2016 GO STORM WATER PROJ:	648,000.00	-143,254.59	-590,450.00	-590,450.00	0.00	0.00%	
Fund: 742 - TORNADO - STORM/SEWER							
Expense	0.00	4,140.06	4,140.00	4,140.00	0.00	0.00%	
Total Fund: 742 - TORNADO - STORM/SEWER:	0.00	4,140.06	4,140.00	4,140.00	0.00	0.00%	
Fund: 750 - COMPOSTING FACILITY							
Revenue	68,909.00	46,704.83	68,909.00	68,909.00	0.00	0.00%	
Expense	211,677.00	44,712.19	201,177.00	201,045.00	-132.00	-0.07%	
Total Fund: 750 - COMPOSTING FACILITY:	-142,768.00	1,992.64	-132,268.00	-132,136.00	132.00	-0.10%	
Fund: 751 - TORNADO - COMPOST							
Expense	0.00	463,058.08	463,058.00	523,038.00	59,980.00	12.95%	Chipping ontract
Total Fund: 751 - TORNADO - COMPOST:	0.00	463,058.08	463,058.00	523,038.00	59,980.00	12.95%	
Fund: 760 - P&R CONCESSIONS ENTERPRISE							
Revenue	38,000.00	21,967.27	40,000.00	40,000.00	0.00	0.00%	
Expense	40,825.00	28,665.45	39,435.00	39,506.00	71.00	0.18%	
Total Fund: 760 - P&R CONCESSIONS ENTERPRISE:	-2,825.00	-6,698.18	565.00	494.00	-71.00	-12.57%	
Report Total:	-5,321,924.00	5,419,820.39	-8,410,571.00	-8,097,332.00	313,239.00	-3.72%	

Fund	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001 - GENERAL FUND	0.00	411,908.90	-137,510.00	42,431.00	179,941.00	-130.86%
010 - CASH FLOW RESERVE FUND	174,683.00	203,154.77	183,683.00	183,683.00	0.00	0.00%
030 - CAPITAL RESERVE	500.00	-236,897.06	-131,454.00	-224,501.00	-93,047.00	70.78%
031 - CAPITAL RSRV-BLDG MAINT	3,000.00	-156,028.69	-253,454.00	-253,454.00	0.00	0.00%
032 - CIP LARGE VEHICLE/EQUIPMENT	106,000.00	106,000.00	106,000.00	106,000.00	0.00	0.00%
050 - COLISEUM ACTIVITY FUND	0.00	0.00	0.00	0.00	0.00	0.00%
110 - ROAD USE TAX	-778,967.00	1,339,132.14	-24,394.00	-39,422.00	-15,028.00	61.61%
112 - EMPLOYEE BENEFITS FUND	82,474.00	553,663.99	194,144.00	196,912.00	2,768.00	1.43%
117 - POLICE/FIRE RETIREMENT	32,973.00	248,685.02	59,708.00	59,708.00	0.00	0.00%
119 - EMERGENCY FUND	0.00	73,176.15	0.00	0.00	0.00	0.00%
121 - LOCAL OPTION SALES TAX	-469,290.00	582,112.75	-525,466.00	-530,466.00	-5,000.00	0.95%
125 - TAX INCREMENT FINANCING	-1,551.00	541,833.81	9,722.00	-57,181.00	-66,903.00	-688.16%
126 - TIF-LMI	0.00	0.00	9,575.00	8,859.00	-716.00	-7.48%
130 - CITY TORT LIABILITY	-14,000.00	16,058.82	5,890.00	5,887.00	-3.00	-0.05%
132 - GRANTS-STATE/LOCAL AGENCIES	200.00	-40,589.16	145,010.00	-54,990.00	-200,000.00	-137.92%
140 - PARK & REC DONATION FUND	900.00	22,980.66	5,767.00	20,890.00	15,123.00	262.23%
141 - MTOWN TENNIS ASSOC	0.00	27.83	20.00	20.00	0.00	0.00%
142 - SOFTBALL ASSOCIATION FUND	0.00	611.98	0.00	0.00	0.00	0.00%
144 - LIVE HEALTHY IOWA	-1,151.00	-291.17	5,149.00	5,149.00	0.00	0.00%
145 - TORNADO GENERAL	0.00	600,933.78	-1,387,669.00	-1,131,447.00	256,222.00	-18.46%
146 - FEMA VALOR	0.00	-81,163.33	-51,379.00	-86,605.00	-35,226.00	68.56%
147 - FEMA DEMO	0.00	-58,463.17	-327,871.00	-77,871.00	250,000.00	-76.25%
150 - COPS FAST GRANTS	0.00	-4,021.19	5,598.00	5,599.00	1.00	0.02%
151 - DEPT OF JUSTICE GRANTS	0.00	-9,713.72	0.00	-20,000.00	-20,000.00	0.00%
152 - POLICE UNDESIGNATED GRANTS	0.00	-14,601.33	2,000.00	-15,327.00	-17,327.00	-866.35%
153 - POLICE DEPT DONATION FUND	-6,750.00	-58,307.23	-57,250.00	-75,126.00	-17,876.00	31.22%
156 - FIRE DEPT DONATION FUND	0.00	-9,817.38	-15,000.00	-15,000.00	0.00	0.00%
157 - FIRE DEPT GRANTS	0.00	76.23	60.00	60.00	0.00	0.00%
160 - ECONOMIC DEVELOPMENT GIFT	350.00	827.07	650.00	650.00	0.00	0.00%
161 - SURETY DEPOSITS/SUBDIVIDER	70.00	172.55	185.00	185.00	0.00	0.00%
170 - LIBRARY DONATION FUND	-11,975.00	4,761.67	-11,100.00	-11,100.00	0.00	0.00%
177 - SEIZED ASSETS (POLICE)	625.00	-985.66	4,500.00	-875.00	-5,375.00	-119.44%
179 - OTHER COMM AND ECON DEVELOPM...	-76,582.00	-74,695.70	-155,353.00	-92,220.00	63,133.00	-40.64%
180 - HOUSING GRANTS	-2,070.00	10,164.18	-16,124.00	-16,124.00	0.00	0.00%
183 - FY 08 EDI (ECON DEV INCENTIVE)	0.00	640.00	640.00	640.00	0.00	0.00%
184 - VOUCHERS - 002, 003	-71,525.00	90,599.06	-71,525.00	-71,465.00	60.00	-0.08%
189 - #6 HUD LEAD GRANT	0.00	-5,964.85	-161,132.00	-111,849.00	49,283.00	-30.59%
190 - 911 SURCHARGE	0.00	-464.27	-464.00	-464.00	0.00	0.00%

Budget Comparison Report

Fund	2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
200 - GO BONDS DEBT FUND	56,366.00	2,165,888.71	58,866.00	58,866.00	0.00	0.00%
300 - CIP COLLECTION FUND	-167,223.00	129,225.13	-169,223.00	-169,223.00	0.00	0.00%
310 - FEDERAL STREET GRANTS	0.00	66,984.26	66,984.00	66,984.00	0.00	0.00%
311 - RISE STREET GRANTS	0.00	98,178.29	98,178.00	98,178.00	0.00	0.00%
312 - AIRPORT PROJECT FUND	0.00	101,219.75	105,376.00	105,376.00	0.00	0.00%
320 - SPECIAL ASSESSMENT PROJECTS	10,000.00	14,333.00	10,000.00	10,000.00	0.00	0.00%
340 - BIKE PATH PROJECT FUND	0.00	-201,170.40	65,000.00	59,537.00	-5,463.00	-8.40%
341 - TREES FOREVER PROJECT	0.00	3,974.10	4,885.00	4,885.00	0.00	0.00%
350 - GO BONDS CAPITAL PROJECTS	0.00	140.58	100.00	100.00	0.00	0.00%
354 - POLICE & FIRE STATIONS	-6,722,000.00	-8,174,764.27	-11,912,131.00	-11,912,131.00	0.00	0.00%
355 - 2015 GO BONDS (D&D)	-49,500.00	480,985.74	364,745.00	364,745.00	0.00	0.00%
356 - 2016 BONDS - STREET PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00%
357 - 2018 CY STREET PROJECTS	0.00	14.91	0.00	5,000.00	5,000.00	0.00%
381 - 2019 CY STREET, SIDEWALK, PARKING P...	0.00	2,356,917.30	2,336,396.00	2,304,031.00	-32,365.00	-1.39%
383 - COLISEUM REMODEL	0.00	351,619.46	357,101.00	304,101.00	-53,000.00	-14.84%
392 - TIF DISTRICT III CAP PROJECTS	25.00	0.00	0.00	0.00	0.00	0.00%
393 - TIF DISTRICT IV CAP PROJECTS	0.00	-10,050.00	16,065.00	0.00	-16,065.00	-100.00%
395 - ECONOMIC DEVELOPMENT PROJECT F...	0.00	-88,481.05	0.00	0.00	0.00	0.00%
610 - WATER POLLUTION CONTROL	-6,558,474.00	-396,099.66	-6,622,462.00	-6,623,517.00	-1,055.00	0.02%
611 - WPCP REVENUE	7,382,896.00	4,408,793.27	7,337,264.00	7,337,264.00	0.00	0.00%
612 - WPCP REVENUE BOND FUND	0.00	-10,370.52	32.00	2,880,032.00	2,880,000.00	100,000.00%
614 - WPCP CAPITAL IMPROVEMENT RSRV	5,000.00	16,873.95	13,000.00	13,000.00	0.00	0.00%
616 - SANITARY SEWER REHAB PROJECT	620,000.00	-5,304.00	2,700,000.00	-5,304.00	-2,705,304.00	-100.20%
617 - SANITARY SEWER NEW CONSTRUCTN	14,000.00	11,579.25	14,000.00	14,000.00	0.00	0.00%
618 - TORNADO-WPCP	0.00	4,402.42	4,402.00	4,402.00	0.00	0.00%
690 - TRANSIT OPERATING	-56,704.00	-145,514.82	-77,823.00	-118,468.00	-40,645.00	52.23%
740 - STORM SEWER UTILITY	673,369.00	810,170.65	606,953.00	608,978.00	2,025.00	0.33%
741 - 2016 GO STORM WATER PROJ	648,000.00	-143,254.59	-590,450.00	-590,450.00	0.00	0.00%
742 - TORNADO - STORM/SEWER	0.00	4,140.06	4,140.00	4,140.00	0.00	0.00%
750 - COMPOSTING FACILITY	-142,768.00	1,992.64	-132,268.00	-132,136.00	132.00	-0.10%
751 - TORNADO - COMPOST	0.00	463,058.08	463,058.00	523,038.00	59,980.00	12.95%
760 - P&R CONCESSIONS ENTERPRISE	-2,825.00	-6,698.18	565.00	494.00	-71.00	-12.57%
Report Total:	-5,321,924.00	5,419,820.39	-8,410,571.00	-8,097,332.00	313,239.00	-3.72%



City of Marshalltown, IA

GENERAL FUND BUDGET COMPARISON REPORT

Budget Comparison Report

Account Summary

Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Revenue							
Function: 1010 - Police Operations/Crime Prevention							
001.1010.4292.000	BIKE LICENSE/REGISTRATN	175.00	75.00	0.00	0.00	0.00	0.00%
001.1010.4326.000	STATE REIMB- IVH POLICE	37,147.00	37,147.00	37,147.00	37,147.00	0.00	0.00%
001.1010.4330.000	STATE OPER GRANT	0.00	75.00	3,000.00	3,000.00	0.00	0.00%
001.1010.4410.000	POLICE SERVICES	9,000.00	5,864.75	9,000.00	9,000.00	0.00	0.00%
001.1010.4411.000	POLICE SECURITY SERVICES	10,000.00	11,306.25	10,000.00	10,000.00	0.00	0.00%
001.1010.4412.000	Police - False Alarm	2,000.00	3,237.15	3,000.00	3,000.00	0.00	0.00%
001.1010.4413.000	POLICE INSPECTION FEES	600.00	0.00	0.00	0.00	0.00	0.00%
001.1010.4492.000	POLICE MISC CHRGS	0.00	309.40	500.00	500.00	0.00	0.00%
001.1010.4498.000	Police - Towing Admin Fee	0.00	300.00	100.00	100.00	0.00	0.00%
001.1010.4510.000	COURT FINES	20,000.00	21,726.22	20,000.00	20,000.00	0.00	0.00%
001.1010.4515.000	COURT ORDERED-RESTITUTION	9,000.00	7,928.54	9,000.00	9,000.00	0.00	0.00%
001.1010.4616.000	INT CHRGD - ACCTS REC	0.00	137.38	0.00	0.00	0.00	0.00%
001.1010.4862.000	\$ SEIZED/ABANDONED ASSETS	500.00	0.00	500.00	500.00	0.00	0.00%
001.1010.4875.000	RFNDS/REIMB: POLICE	3,910.00	32.70	0.00	0.00	0.00	0.00%
001.1010.4876.000	MISC REV: POLICE	500.00	25.00	500.00	500.00	0.00	0.00%
Total Function: 1010 - Police Operations/Crime Prevention:		92,832.00	88,164.39	92,747.00	92,747.00	0.00	0.00%
Function: 1050 - Fire Department							
001.1050.4278.000	FIRE PERMITS	14,150.00	10,400.00	14,150.00	14,150.00	0.00	0.00%
001.1050.4326.000	STATE REIM - IVH & FIRE MARSH	58,073.00	56,535.80	58,073.00	58,073.00	0.00	0.00%
001.1050.4330.000	STATE OPER GRANT	0.00	100.00	0.00	0.00	0.00	0.00%
001.1050.4414.000	FIRE SERVICES/TESTING/INSPECT	80,000.00	77,482.00	80,000.00	80,000.00	0.00	0.00%
001.1050.4415.000	FIRE-LEAD TESTING/INSPECTN	2,500.00	85.00	0.00	0.00	0.00	0.00%
001.1050.4416.000	FIRE-INSEPCION/REV FEES	0.00	1,510.00	2,500.00	2,500.00	0.00	0.00%
001.1050.4492.000	FIRE MISC CHRGS	500.00	165.00	500.00	500.00	0.00	0.00%
001.1050.4499.000	FIRE- ILLEGAL BURNING	0.00	800.00	800.00	800.00	0.00	0.00%
001.1050.4616.000	INT CHRGD - ACCTS REC	0.00	99.34	0.00	0.00	0.00	0.00%
001.1050.4875.000	REFND/REIMB: FIRE	0.00	96.75	0.00	0.00	0.00	0.00%
Total Function: 1050 - Fire Department:		155,223.00	147,273.89	156,023.00	156,023.00	0.00	0.00%
Function: 1070 - Building Inspections							
001.1070.4261.000	BUILDING PERMITS	150,000.00	230,982.33	200,000.00	200,000.00	0.00	0.00%
001.1070.4263.000	GAS PERMITS	20,000.00	24,765.64	20,000.00	20,000.00	0.00	0.00%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.1070.4265.000	PLUMBING PERMITS	7,500.00	5,921.00	7,500.00	7,500.00	0.00	0.00%
001.1070.4266.000	DEMOL,MOVING,ENCROACHMN	500.00	0.00	500.00	500.00	0.00	0.00%
001.1070.4271.000	SEPTIC TANK INSTALLATION	50.00	0.00	50.00	50.00	0.00	0.00%
001.1070.4616.000	INT CHRGD - ACCTS REC	0.00	117.33	0.00	0.00	0.00	0.00%
Total Function: 1070 - Building Inspections:		178,050.00	261,786.30	228,050.00	228,050.00	0.00	0.00%
Function: 1071 - Rental Inspections							
001.1071.4420.000	RENTAL HOUSING INSPECTION	1,500.00	1,232.75	1,500.00	1,500.00	0.00	0.00%
001.1071.4421.000	REGISTRATION FEES/RENTALS	85,000.00	34,422.46	85,000.00	85,000.00	0.00	0.00%
001.1071.4422.000	RENTAL APPLICATION FEE	0.00	3,100.00	1,500.00	1,500.00	0.00	0.00%
001.1071.4492.000	RENTAL INSP MISC CHRGS	0.00	45.00	0.00	0.00	0.00	0.00%
001.1071.4616.000	INT CHRGE - ACCS REC	2,000.00	1,095.77	2,000.00	2,000.00	0.00	0.00%
001.1071.4875.000	RFNDS/REIMB:	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00%
Total Function: 1071 - Rental Inspections:		89,700.00	39,895.98	91,200.00	91,200.00	0.00	0.00%
Function: 1072 - Electrical Inspections							
001.1072.4251.000	ELECTRICIAN LICENSES	3,000.00	3,740.00	3,000.00	3,000.00	0.00	0.00%
001.1072.4262.000	ELECTRICAL PERMITS	6,000.00	5,565.00	6,000.00	6,000.00	0.00	0.00%
001.1072.4616.000	INT CHRGD - ACCTS REC	0.00	12.31	0.00	0.00	0.00	0.00%
Total Function: 1072 - Electrical Inspections:		9,000.00	9,317.31	9,000.00	9,000.00	0.00	0.00%
Function: 1075 - Code Enforcement							
001.1075.4492.000	NUISANCE MISC CHRGS	6,000.00	22,742.15	25,000.00	25,000.00	0.00	0.00%
Total Function: 1075 - Code Enforcement:		6,000.00	22,742.15	25,000.00	25,000.00	0.00	0.00%
Function: 2010 - Roads, Bridges, Sidewalks							
001.2010.4267.000	STREET EXCAVATN/CURB CUT	200.00	320.00	200.00	200.00	0.00	0.00%
001.2010.4270.000	EXCAVATION PERMITS	300.00	1,632.00	300.00	300.00	0.00	0.00%
001.2010.4272.000	Public Works - Driveway Inspecti	0.00	1,005.00	0.00	0.00	0.00	0.00%
001.2010.4325.000	STATE PRIMARY ROAD EXTENSIC	40,907.00	0.00	40,907.00	40,907.00	0.00	0.00%
001.2010.4616.000	INT CHRGD - ACCTS REC	0.00	4.68	0.00	0.00	0.00	0.00%
001.2010.4875.000	RFNDS/REIMB: STREETS	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
Total Function: 2010 - Roads, Bridges, Sidewalks:		42,407.00	2,961.68	42,407.00	42,407.00	0.00	0.00%
Function: 2011 - Sidewalks							
001.2011.4272.000	SIDEWALK INSPECTION FEES	1,000.00	3,524.30	4,000.00	4,000.00	0.00	0.00%
001.2011.4275.000	NON STANDARD DRVWAY FEES	1,500.00	550.00	1,500.00	1,500.00	0.00	0.00%
001.2011.4276.000	DRIVEWAY EXTENSION PERMIT	400.00	1,005.00	400.00	400.00	0.00	0.00%
Total Function: 2011 - Sidewalks:		2,900.00	5,079.30	5,900.00	5,900.00	0.00	0.00%
Function: 2020 - Parking							
001.2020.4520.000	ADM - Parking Violations	50,000.00	59,105.27	40,000.00	40,000.00	0.00	0.00%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget		%	
		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Account Number							
001.2020.4620.000	ADM - Parking Lease	3,000.00	2,400.00	3,000.00	3,000.00	0.00	0.00%
Total Function: 2020 - Parking:		53,000.00	61,505.27	43,000.00	43,000.00	0.00	0.00%
Function: 2060 - Highway Engineering							
001.2060.4491.000	MAPS/BUE PRS/SALS/CHRG	50.00	0.00	50.00	50.00	0.00	0.00%
001.2060.4492.000	ENGIN MISC CHRGS	150.00	0.00	150.00	150.00	0.00	0.00%
Total Function: 2060 - Highway Engineering:		200.00	0.00	200.00	200.00	0.00	0.00%
Function: 2080 - Airport							
001.2080.4453.000	AIRPORT SERVICES & USES	6,000.00	3,072.80	6,000.00	6,000.00	0.00	0.00%
001.2080.4622.000	ADM - Rent - Farm - Airport	23,000.00	556.50	23,000.00	23,000.00	0.00	0.00%
001.2080.4623.000	AIRPORT RENTAL	26,670.00	20,453.22	26,670.00	26,670.00	0.00	0.00%
001.2080.4875.000	RFNDS/REIMB: AIRPORT	0.00	112.50	0.00	0.00	0.00	0.00%
Total Function: 2080 - Airport:		55,670.00	24,195.02	55,670.00	55,670.00	0.00	0.00%
Function: 2090 - Garbage							
001.2090.4277.000	GARBAGE LICENSES	600.00	0.00	600.00	600.00	0.00	0.00%
001.2090.4446.000	SOLID WASTE FEES	150,000.00	123,050.74	150,000.00	150,000.00	0.00	0.00%
Total Function: 2090 - Garbage:		150,600.00	123,050.74	150,600.00	150,600.00	0.00	0.00%
Function: 2095 - Mosquito/Pest Control							
001.2095.4821.000	MOSQUITO/PEST CONTROL	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00%
Total Function: 2095 - Mosquito/Pest Control:		2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00%
Function: 2900 - Other Public Works							
001.2900.4266.000	DEMOL,MOVING,ENCROACHMN	0.00	625.00	250.00	250.00	0.00	0.00%
001.2900.4271.000	SEPTIC TANK INSTALLATION	0.00	66.00	66.00	66.00	0.00	0.00%
001.2900.4491.000	MAPS/BUE PRS/SALS/CHRG	0.00	28.00	28.00	28.00	0.00	0.00%
001.2900.4492.000	PUBLIC WORKS MISC. CHARGES	0.00	2,679.28	1,267.00	1,267.00	0.00	0.00%
Total Function: 2900 - Other Public Works:		0.00	3,398.28	1,611.00	1,611.00	0.00	0.00%
Function: 3900 - Other Social Services							
001.3900.4492.000	SENIOR CTZN MISC CHRGS	1,260.00	105.34	106.00	106.00	0.00	0.00%
001.3900.4620.000	SENIOR CITIZENS RENT	9,600.00	400.00	4,790.00	400.00	-4,390.00	-91.65%
001.3900.4875.000	RFDS/REIMB	0.00	6,049.30	0.00	6,050.00	6,050.00	0.00%
001.3900.4878.000	REFUNDS/REMBURSEMENTS	0.00	0.00	5,460.00	0.00	-5,460.00	-100.00%
Total Function: 3900 - Other Social Services:		10,860.00	6,554.64	10,356.00	6,556.00	-3,800.00	-36.69%
Function: 4010 - Library Services							
001.4010.4330.000	STATE OPER GRANT	13,000.00	14,289.67	14,300.00	14,300.00	0.00	0.00%
001.4010.4350.000	LOCAL/COUNTY GRANTS	100.00	36,167.73	36,000.00	36,000.00	0.00	0.00%
001.4010.4350.310	COUNTY CONTRIB-LIBRARY	35,866.00	0.00	0.00	0.00	0.00	0.00%
001.4010.4493.000	LIBRARY BOOK CHRGS	6,000.00	6,794.80	10,000.00	10,000.00	0.00	0.00%
001.4010.4550.000	LIBRARY FINES	16,000.00	11,930.70	16,000.00	16,000.00	0.00	0.00%

Budget Comparison Report

				Comparison 1		Comparison 1	
				Budget		to Parent Budget	
				Parent Budget		%	
				2018-2019	2018-2019	Increase /	
				FY2019 Re-Esti...	FY2019 Amend 1	(Decrease)	
Account Number				Total Budget	YTD Activity		
					Through Apr		
001.4010.4820.000	LIBRARY DONATIONS	3,300.00	0.00	500.00	500.00	0.00	0.00%
001.4010.4876.000	MISC REV	9,000.00	10,446.74	9,000.00	9,000.00	0.00	0.00%
Total Function: 4010 - Library Services:		83,266.00	79,629.64	85,800.00	85,800.00	0.00	0.00%
Function: 4030 - Parks							
001.4030.4264.000	TERRACE TREE PERMITS	50.00	0.00	0.00	0.00	0.00	0.00%
001.4030.4472.000	PARK FEES & RENTALS	60,000.00	38,927.72	60,000.00	60,000.00	0.00	0.00%
001.4030.4875.000	RFNDS/REIMB: P&R	5,000.00	1,040.55	2,000.00	2,000.00	0.00	0.00%
Total Function: 4030 - Parks:		65,050.00	39,968.27	62,000.00	62,000.00	0.00	0.00%
Function: 4040 - Recreation							
001.4040.4470.000	GIFT CERTIFICATES	0.00	268.55	0.00	270.00	270.00	0.00%
001.4040.4473.000	RECREATION FEES	17,000.00	8,507.80	6,000.00	9,000.00	3,000.00	50.00%
001.4040.4875.000	P&R REFUNDS & REIMBURSMEN	0.00	215.58	0.00	215.00	215.00	0.00%
Total Function: 4040 - Recreation:		17,000.00	8,991.93	6,000.00	9,485.00	3,485.00	58.08%
Function: 4041 - Community Schools							
001.4041.4330.000	STATE OPER GRANT	20,000.00	12,216.40	14,000.00	14,000.00	0.00	0.00%
001.4041.4350.000	LOCAL/COUNTY GRANTS	20,000.00	11,080.41	65,000.00	65,000.00	0.00	0.00%
001.4041.4479.000	YOUTH REC FEES	120,000.00	73,001.60	80,000.00	80,000.00	0.00	0.00%
Total Function: 4041 - Community Schools:		160,000.00	96,298.41	159,000.00	159,000.00	0.00	0.00%
Function: 4045 - Swimming Pools							
001.4045.4474.002	AQUATIC CTR FEES, DAILY	54,000.00	39,597.10	60,000.00	60,000.00	0.00	0.00%
001.4045.4474.004	AQUATIC POOL PASS	20,400.00	2,916.21	24,000.00	24,000.00	0.00	0.00%
001.4045.4474.005	AQUATIC SCAN CARD	3,200.00	1,998.36	6,000.00	6,000.00	0.00	0.00%
001.4045.4474.006	AQUATIC SWIM TICKETS	2,000.00	984.67	2,000.00	2,000.00	0.00	0.00%
001.4045.4474.007	AQUATIC FEES FRM TAX	1,400.00	0.00	1,400.00	1,400.00	0.00	0.00%
001.4045.4474.008	SWIMMING LESSON FEES	9,000.00	5,087.21	12,000.00	12,000.00	0.00	0.00%
001.4045.4474.009	AQUATIC POOL RENTALS	1,000.00	574.42	5,000.00	5,000.00	0.00	0.00%
001.4045.4876.000	MISC REV: POOLS	0.00	281.73	300.00	300.00	0.00	0.00%
Total Function: 4045 - Swimming Pools:		91,000.00	51,439.70	110,700.00	110,700.00	0.00	0.00%
Function: 4065 - Coliseum							
001.4065.4483.000	CONCESSIONS	0.00	504.25	0.00	500.00	500.00	0.00%
001.4065.4820.000	COLISEUM CONTRIBS	0.00	4,118.98	0.00	4,000.00	4,000.00	0.00%
Total Function: 4065 - Coliseum:		0.00	4,623.23	0.00	4,500.00	4,500.00	0.00%
Function: 5040 - Planning & Zoning							
001.5040.4231.000	ZONING LIC/PERMITS	1,500.00	4,971.81	10,000.00	10,000.00	0.00	0.00%
001.5040.4492.000	ZONING MISC CHRG	7,000.00	0.00	0.00	0.00	0.00	0.00%
Total Function: 5040 - Planning & Zoning:		8,500.00	4,971.81	10,000.00	10,000.00	0.00	0.00%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget		%	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Function: 6020 - Clerk							
001.6020.4212.000	LIQUOR LICENSES	35,000.00	24,962.19	35,000.00	35,000.00	0.00	0.00%
001.6020.4220.000	CIGARETTE PERMITS	3,200.00	625.00	3,200.00	3,200.00	0.00	0.00%
001.6020.4230.000	MISC BUSINESS LIC/PRMTS	1,000.00	2,136.00	2,000.00	2,000.00	0.00	0.00%
001.6020.4323.000	STATE REIMB-TOBACCO CKS	1,500.00	0.00	0.00	0.00	0.00	0.00%
001.6020.4492.000	CITY CLERK MISC CHRGS	6,500.00	2,828.37	2,500.00	2,500.00	0.00	0.00%
001.6020.4499.000	NUISANCE CERT TO COUNTY	0.00	5,860.00	0.00	0.00	0.00	0.00%
001.6020.4499.010	NUISANCE CERT TO COUNTY	7,000.00	0.00	7,000.00	7,000.00	0.00	0.00%
001.6020.4616.000	INT CHRGD - ACCTS REC	0.00	51.45	500.00	500.00	0.00	0.00%
001.6020.4875.000	REFND/REIMB: CLERK	300.00	0.00	300.00	300.00	0.00	0.00%
Total Function: 6020 - Clerk:		54,500.00	36,463.01	50,500.00	50,500.00	0.00	0.00%
Function: 6021 - Finance							
001.6021.4010.000	PROPERTY TAXES-CURRENT	6,078,296.00	5,130,884.16	6,078,296.00	6,078,296.00	0.00	0.00%
001.6021.4011.000	DELIQUENT PROPERTY TAXES	0.00	626.41	0.00	0.00	0.00	0.00%
001.6021.4012.000	PROP TAXES - BAND	9,898.00	8,334.77	9,898.00	9,898.00	0.00	0.00%
001.6021.4016.000	PROP TAXES,FISHER CM CTR	69,075.00	58,318.07	69,075.00	69,075.00	0.00	0.00%
001.6021.4018.000	PROP TAXES, TRANSIT	230,810.00	194,315.23	230,810.00	230,810.00	0.00	0.00%
001.6021.4020.000	CURR EMERGENCY MGNT TAX	26,647.00	22,503.38	26,647.00	26,647.00	0.00	0.00%
001.6021.4021.000	DELINQ EMERGENCY MGNT	0.00	2.50	0.00	0.00	0.00	0.00%
001.6021.4030.000	CURR AG LAND TAXES	14,068.00	11,218.45	14,068.00	14,068.00	0.00	0.00%
001.6021.4040.000	CURR LIBRARY TAXES	202,610.00	171,029.10	202,610.00	202,610.00	0.00	0.00%
001.6021.4070.000	CURR TORT LIAB TAXES	165,022.00	139,234.18	165,022.00	165,022.00	0.00	0.00%
001.6021.4110.000	UTILITY EXCISE TAX	754,433.00	407,441.23	754,433.00	754,433.00	0.00	0.00%
001.6021.4120.000	UTILITY FRANCHISE FEES	209,000.00	206,346.25	209,000.00	209,000.00	0.00	0.00%
001.6021.4140.000	HOTEL/MOTEL TAXES	462,000.00	479,182.83	499,000.00	634,328.00	135,328.00	27.12%
001.6021.4150.000	CURRENT MOBILE HOME TAXES	0.00	6,078.58	0.00	0.00	0.00	0.00%
001.6021.4151.000	DELIQ MOBILE HOME TAXES	0.00	583.50	0.00	0.00	0.00	0.00%
001.6021.4261.010	URBAN REVIT. PERMITS	500.00	6,000.00	500.00	500.00	0.00	0.00%
001.6021.4331.000	AG LAND CREDIT	0.00	833.17	0.00	0.00	0.00	0.00%
001.6021.4332.000	AGED INCOME CREDIT	0.00	8,400.92	0.00	0.00	0.00	0.00%
001.6021.4333.000	DISABLED HOMESTEAD CREDIT	0.00	14,588.58	0.00	0.00	0.00	0.00%
001.6021.4335.000	HOMESTEAD CREDIT	0.00	254,130.40	0.00	0.00	0.00	0.00%
001.6021.4336.000	MILITARY CREDIT	0.00	3,471.17	0.00	0.00	0.00	0.00%
001.6021.4337.000	MOBILE HOME CREDIT	0.00	79.89	0.00	0.00	0.00	0.00%
001.6021.4338.000	BUSINESS PROP TAX CREDIT	0.00	238,757.88	0.00	0.00	0.00	0.00%
001.6021.4339.000	SF295 BACKFILL	245,551.00	238,774.80	245,551.00	245,551.00	0.00	0.00%
001.6021.4360.000	MONEY/CREDIT RECD COUNTY	0.00	8,395.20	0.00	0.00	0.00	0.00%
001.6021.4490.000	ACCOUNTING SERVICES	99,275.00	70,734.00	99,275.00	99,275.00	0.00	0.00%
001.6021.4492.000	FINANCE MISC CHARGES	5,000.00	1,092.99	5,000.00	5,000.00	0.00	0.00%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.6021.4540.000	PENALTIES/DELIQUENT	2,000.00	846.00	2,000.00	2,000.00	0.00	0.00%
001.6021.4610.000	INTEREST ON INVESTMENTS	45,000.00	145,571.72	75,000.00	150,000.00	75,000.00	100.00%
001.6021.4616.000	INT CHRGD - ACCTS REC	5,800.00	6,052.05	5,800.00	5,800.00	0.00	0.00%
001.6021.4620.000	RENTS & ROYALTIES	11,600.00	0.00	700.00	700.00	0.00	0.00%
001.6021.4875.000	REFND/REIMB: FINANCE	0.00	25.00	0.00	0.00	0.00	0.00%
001.6021.4999.000	CREDIT MEMO HOLDING	0.00	851.88	0.00	0.00	0.00	0.00%
Total Function: 6021 - Finance:		8,636,585.00	7,834,704.29	8,692,685.00	8,903,013.00	210,328.00	2.42%
Function: 6025 - HR							
001.6025.4492.000	PERSONNEL MISC CHRGS	15,000.00	3,825.00	15,000.00	15,000.00	0.00	0.00%
001.6025.4875.000	RFNDS/REIMB:	0.00	160.00	0.00	0.00	0.00	0.00%
Total Function: 6025 - HR:		15,000.00	3,985.00	15,000.00	15,000.00	0.00	0.00%
Function: 6040 - Legal Services							
001.6040.4875.000	REFND/REIMB: LEGAL	0.00	3,784.03	0.00	0.00	0.00	0.00%
Total Function: 6040 - Legal Services:		0.00	3,784.03	0.00	0.00	0.00	0.00%
Function: 6050 - City Hall & Gen Buildings							
001.6050.4875.000	REFUNDS/REIMB	0.00	503.88	0.00	0.00	0.00	0.00%
Total Function: 6050 - City Hall & Gen Buildings:		0.00	503.88	0.00	0.00	0.00	0.00%
Function: 6900 - Other Gen Gov							
001.6900.4876.000	MISC REV	0.00	505.83	500.00	500.00	0.00	0.00%
001.6900.4960.000	SALE OF F.A.-GEN GOVT	0.00	3,500.00	0.00	3,500.00	3,500.00	0.00%
Total Function: 6900 - Other Gen Gov:		0.00	4,005.83	500.00	4,000.00	3,500.00	700.00%
Function: 8015 - Sewer & Sewage Disposal							
001.8015.4279.000	SEWER CONNECTION PERMIT	750.00	0.00	0.00	0.00	0.00	0.00%
Total Function: 8015 - Sewer & Sewage Disposal:		750.00	0.00	0.00	0.00	0.00	0.00%
Function: 8016 - Sanitary Sewer							
001.8016.4616.000	INT CHRGD - ACCTS REC	0.00	2.31	0.00	0.00	0.00	0.00%
Total Function: 8016 - Sanitary Sewer:		0.00	2.31	0.00	0.00	0.00	0.00%
Function: 9000 - 9000							
001.9000.6500.110	TR FRM ROAD USE TAX	1,217,588.00	651,896.54	1,217,588.00	1,217,588.00	0.00	0.00%
001.9000.6500.112	TR FRM EMPLOYEE BNFT	2,528,638.00	1,745,750.98	2,414,076.00	2,414,076.00	0.00	0.00%
001.9000.6500.117	TR FRM POLICE RETIRE	1,180,865.00	831,702.95	1,152,430.00	1,152,430.00	0.00	0.00%
001.9000.6500.119	TR FROM EMEG	232,482.00	132,894.95	232,482.00	232,482.00	0.00	0.00%
001.9000.6500.121	TR FRM LOCAL OPTION	14,840.00	14,840.00	14,840.00	14,840.00	0.00	0.00%
001.9000.6500.125	TR FRM TIF	40,000.00	50,972.50	50,973.00	50,973.00	0.00	0.00%
Total Function: 9000 - 9000:		5,214,413.00	3,428,057.92	5,082,389.00	5,082,389.00	0.00	0.00%
Total Revenue:		15,194,506.00	12,395,354.21	15,188,338.00	15,406,351.00	218,013.00	1.44%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget			
				Parent Budget				%	

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.1010.5123.060	WORKCOMP-PT REGULAR	0.00	0.00	5.00	5.00	0.00	0.00%
001.1010.5123.070	WORKCOMP-TEMPORARY	0.00	6.44	0.00	0.00	0.00	0.00%
001.1010.5132.000	CLOTHING EXPENSE	22,000.00	17,276.17	22,000.00	22,000.00	0.00	0.00%
001.1010.5151.000	PHYSICALS/IMMUNIZATIONS	4,000.00	3,191.98	4,000.00	4,000.00	0.00	0.00%
001.1010.5210.000	ADVERTISING & LEGAL PUB	1,500.00	0.00	1,500.00	1,500.00	0.00	0.00%
001.1010.5230.000	CONSULTING & PROF FEES	2,800.00	5,013.50	2,800.00	2,800.00	0.00	0.00%
001.1010.5280.000	DUES, MEMBER, SUBSCRIPTN	2,500.00	5,185.95	2,500.00	5,981.00	3,481.00	139.24%
001.1010.5290.000	INSURANCE - GENERAL	9,280.00	13,753.26	9,280.00	13,753.00	4,473.00	48.20%
001.1010.5300.000	INSURANCE - TORT LIAB	27,000.00	21,900.89	27,000.00	21,901.00	-5,099.00	-18.89%
001.1010.5321.000	K9 EXPENSES	1,500.00	1,541.37	1,500.00	1,500.00	0.00	0.00%
001.1010.5342.000	CONTRACT-OUTSIDE HELP	6,250.00	10,069.25	8,250.00	8,250.00	0.00	0.00%
001.1010.5344.000	CONTRACT-MAINTENANCE	21,000.00	18,316.11	21,000.00	21,000.00	0.00	0.00%
001.1010.5347.000	CONTRACT-SOFTWARE MAINT	32,000.00	29,222.80	32,000.00	32,000.00	0.00	0.00%
001.1010.5359.000	TOWING SERVICES	1,500.00	601.35	1,500.00	1,500.00	0.00	0.00%
001.1010.5360.000	POSTAGE & SHIPPING	500.00	581.32	500.00	500.00	0.00	0.00%
001.1010.5370.000	PRINTING & BINDING	500.00	135.72	500.00	500.00	0.00	0.00%
001.1010.5380.000	RENTS & LEASES	14,100.00	13,380.48	14,100.00	14,100.00	0.00	0.00%
001.1010.5410.000	REPAIRS & MAINTENANCE	20,000.00	5,847.81	20,000.00	20,000.00	0.00	0.00%
001.1010.5431.000	INTERPRETING	2,500.00	687.65	2,500.00	2,500.00	0.00	0.00%
001.1010.5450.000	TELEPHONE/OTHR COMMNCTN	6,800.00	3,390.19	5,000.00	5,000.00	0.00	0.00%
001.1010.5451.000	OTHR COMMNCTN/AIR CARDS	8,500.00	7,534.40	8,500.00	8,500.00	0.00	0.00%
001.1010.5460.000	CONFERENCE EXPENSE	15,000.00	11,324.50	15,000.00	15,000.00	0.00	0.00%
001.1010.5461.000	TRAVEL-AIRFARE	0.00	50.00	0.00	0.00	0.00	0.00%
001.1010.5462.000	TRAVEL EXPENSE - OTHER	100.00	140.00	100.00	100.00	0.00	0.00%
001.1010.5464.000	TRAVEL-PER DIEM	1,000.00	1,150.14	1,000.00	1,000.00	0.00	0.00%
001.1010.5465.000	TRAVEL - HOTEL/MOTEL	2,000.00	3,607.51	2,000.00	2,000.00	0.00	0.00%
001.1010.5470.000	TRAINING-NEW OFFICER	28,000.00	8,202.41	9,000.00	9,000.00	0.00	0.00%
001.1010.5471.000	TRAINING	400.00	0.00	400.00	400.00	0.00	0.00%
001.1010.5472.000	MILEAGE REIMBURSE	2,100.00	1,147.34	1,400.00	1,400.00	0.00	0.00%
001.1010.5475.000	RECRUITING EXPENSES	350.00	0.00	350.00	350.00	0.00	0.00%
001.1010.5481.000	ELECTRICITY	15,000.00	20,974.20	18,000.00	28,000.00	10,000.00	55.56%
001.1010.5482.000	NATURAL GAS	3,250.00	5,539.70	4,000.00	6,500.00	2,500.00	62.50%
001.1010.5485.000	STORM WATER FEES	75.00	126.95	75.00	75.00	0.00	0.00%
001.1010.5565.000	VEHICLE OPER/MAINT SPPLY	15,000.00	13,043.20	15,000.00	15,000.00	0.00	0.00%
001.1010.5570.000	VEHICLE GAS	78,500.00	59,299.31	77,500.00	77,500.00	0.00	0.00%
001.1010.5571.000	VEHICLE DIESEL FUEL	200.00	728.45	1,200.00	1,200.00	0.00	0.00%
001.1010.5600.000	OPERATING SUPPLIES	22,500.00	6,588.02	22,500.00	22,500.00	0.00	0.00%
001.1010.5601.000	PROMOTION/PROGRAM SPPLY	1,000.00	1,455.15	1,000.00	1,000.00	0.00	0.00%
001.1010.5605.000	OFFICE SUPPLIES	5,500.00	1,810.73	5,500.00	5,500.00	0.00	0.00%

Still using existing building

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget		%	
		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Account Number							
001.1010.5610.000	AMMUNITION EXPENSE	10,000.00	7,706.55	10,000.00	10,000.00	0.00	0.00%
001.1010.5612.000	COMPUTER COMPONENTS	1,500.00	1,054.73	1,500.00	1,500.00	0.00	0.00%
001.1010.5703.000	MINOR COMPUTER	0.00	672.90	0.00	0.00	0.00	0.00%
001.1010.5718.000	MINOR EQUIP, UNCLASSIFIED	7,500.00	9,869.15	7,500.00	7,500.00	0.00	0.00%
001.1010.5870.000	FINES & SERVICE CHRGS	0.00	30.00	0.00	0.00	0.00	0.00%
Total Function: 1010 - Police Operations/Crime Prevention:		4,905,420.00	3,844,762.15	4,886,572.00	4,891,927.00	5,355.00	0.11%
Function: 1013 - Police Dispatch							
001.1013.5091.000	CITY SHARE WAGES	0.00	8,466.25	8,466.00	8,466.00	0.00	0.00%
001.1013.5234.000	LEGAL EXPENSES	0.00	139.50	0.00	0.00	0.00	0.00%
001.1013.5600.000	OPERATING SUPPLIES	0.00	34.98	0.00	0.00	0.00	0.00%
Total Function: 1013 - Police Dispatch:		0.00	8,640.73	8,466.00	8,466.00	0.00	0.00%
Function: 1030 - Emergency Mgmt							
001.1030.5331.000	PAYMENTS-OTHER ENTITIES	29,608.00	29,319.00	29,608.00	29,608.00	0.00	0.00%
001.1030.5481.000	ELECTRICITY (SIRENS)	1,675.00	1,371.88	1,675.00	1,675.00	0.00	0.00%
001.1030.5600.000	OPERATING SUPPLIES	0.00	243.60	400.00	400.00	0.00	0.00%
Total Function: 1030 - Emergency Mgmt:		31,283.00	30,934.48	31,683.00	31,683.00	0.00	0.00%
Function: 1040 - Flood Control							
001.1040.5485.000	STORM WATER FEES	394.00	48.00	394.00	394.00	0.00	0.00%
Total Function: 1040 - Flood Control:		394.00	48.00	394.00	394.00	0.00	0.00%
Function: 1050 - Fire Department							
001.1050.5010.010	REGULAR-NON UNION	502,393.00	426,298.21	502,393.00	502,393.00	0.00	0.00%
001.1050.5010.030	REGULAR-FIRE UNION	1,325,372.00	1,037,058.11	1,325,021.00	1,325,021.00	0.00	0.00%
001.1050.5010.040	REGULAR-PPME UNION	0.00	387.36	0.00	0.00	0.00	0.00%
001.1050.5020.030	OVERTIME-FIRE UNION	60,000.00	46,682.16	54,078.00	54,078.00	0.00	0.00%
001.1050.5056.040	OTHR DEPT-PPME UNION	0.00	1,007.51	0.00	0.00	0.00	0.00%
001.1050.5101.010	SOCIAL SECURITY-NON UNION	10,181.00	7,932.95	10,181.00	10,181.00	0.00	0.00%
001.1050.5101.040	SOCIAL SECURITY-PPME UNION	0.00	79.50	0.00	0.00	0.00	0.00%
001.1050.5102.010	MEDICARE-NON UNION	7,285.00	4,996.48	7,285.00	7,285.00	0.00	0.00%
001.1050.5102.030	MEDICARE-FIRE UNION	20,088.00	14,658.79	20,003.00	20,003.00	0.00	0.00%
001.1050.5102.040	MEDICARE-PPME UNION	0.00	18.59	0.00	0.00	0.00	0.00%
001.1050.5111.010	IPERS-NON UNION	5,031.00	4,128.48	5,031.00	5,031.00	0.00	0.00%
001.1050.5111.040	IPERS-PPME UNION	0.00	131.69	0.00	0.00	0.00	0.00%
001.1050.5112.010	ICMA-NON UNION	21,076.00	17,007.24	21,076.00	21,076.00	0.00	0.00%
001.1050.5113.010	RETIREMENT-NON UNION	87,994.00	76,325.67	87,994.00	87,994.00	0.00	0.00%
001.1050.5113.030	RETIREMENT-FIRE UNION	344,862.00	268,492.22	343,420.00	343,420.00	0.00	0.00%
001.1050.5121.010	GRP INSUR-NON UNION	76,457.00	65,089.32	76,457.00	76,457.00	0.00	0.00%
001.1050.5121.030	GRP INSUR-FIRE UNION	238,226.00	198,345.95	237,181.00	237,181.00	0.00	0.00%
001.1050.5121.040	GRP INSUR-PPME UNION	0.00	314.35	0.00	0.00	0.00	0.00%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
001.1050.5122.000	RETIRES GRP HLTH INS	99,779.00	66,847.20	87,500.00	87,500.00	0.00	0.00%	
001.1050.5123.010	WORKCOMP-NON UNION	45,259.00	19,128.15	45,259.00	45,259.00	0.00	0.00%	
001.1050.5123.030	WORKCOMP-FIRE UNION	69,684.00	54,512.09	69,368.00	69,368.00	0.00	0.00%	
001.1050.5123.040	WORKCOMP-PPME UNION	0.00	16.56	0.00	0.00	0.00	0.00%	
001.1050.5132.000	CLOTHING EXPENSE	15,000.00	15,676.92	15,000.00	18,100.00	3,100.00	20.67%	
001.1050.5151.000	PHYSICALS/IMMUNIZATIONS	4,500.00	3,018.02	4,500.00	4,500.00	0.00	0.00%	
001.1050.5210.000	ADVERTISING & LEGAL PUB	0.00	867.99	0.00	0.00	0.00	0.00%	
001.1050.5216.000	BACKGROUND CHECKS	0.00	15.00	0.00	0.00	0.00	0.00%	
001.1050.5251.000	LICENSE & PERMITS	400.00	33.50	400.00	400.00	0.00	0.00%	
001.1050.5280.000	DUES, MEMBER, SUBSCRIPTN	2,250.00	2,141.00	2,250.00	2,250.00	0.00	0.00%	
001.1050.5290.000	INSURANCE - GENERAL	8,800.00	18,890.54	8,800.00	18,891.00	10,091.00	114.67%	
001.1050.5300.000	INSURANCE - TORT LIAB	13,500.00	7,067.07	13,500.00	7,067.00	-6,433.00	-47.65%	
001.1050.5342.000	CONTRACT-OUTSIDE HELP	730.00	1,187.80	1,100.00	1,100.00	0.00	0.00%	
001.1050.5344.000	CONTRACT-MAINTENANCE	17,700.00	13,209.80	17,700.00	17,700.00	0.00	0.00%	
001.1050.5347.000	CONTRACT-SOFTWARE MAINT	11,000.00	4,495.00	11,000.00	11,000.00	0.00	0.00%	
001.1050.5347.150	CONTRACT-CMPTR TECH SPPRT	150.00	0.00	150.00	150.00	0.00	0.00%	
001.1050.5360.000	POSTAGE & SHIPPING	250.00	75.90	250.00	250.00	0.00	0.00%	
001.1050.5410.000	REPAIRS & MAINTENANCE	5,000.00	3,133.82	5,000.00	5,000.00	0.00	0.00%	
001.1050.5413.000	VEHICLE REPAIRS & MAINTENAN	2,500.00	12,539.77	2,500.00	2,500.00	0.00	0.00%	
001.1050.5440.000	TAXES PAID	130.00	0.00	130.00	130.00	0.00	0.00%	
001.1050.5450.000	TELEPHONE/OTHR COMMNCTN	6,600.00	3,605.02	6,600.00	6,600.00	0.00	0.00%	
001.1050.5460.000	CONFERENCE EXPENSE	15,000.00	7,090.10	14,700.00	14,700.00	0.00	0.00%	
001.1050.5465.000	TRAVEL - HOTEL/MOTEL	0.00	214.92	300.00	300.00	0.00	0.00%	
001.1050.5470.000	TRAINING	350.00	2,558.78	350.00	350.00	0.00	0.00%	
001.1050.5472.000	MILEAGE REIMBURSEMENT	0.00	489.50	0.00	0.00	0.00	0.00%	
001.1050.5481.000	ELECTRICITY	5,000.00	9,458.23	9,000.00	12,500.00	3,500.00	38.89%	Still using existing building
001.1050.5482.000	NATURAL GAS	1,500.00	4,091.74	1,500.00	4,600.00	3,100.00	206.67%	
001.1050.5485.000	STORM WATER FEES	150.00	373.37	150.00	150.00	0.00	0.00%	
001.1050.5565.000	VEHICLE OPER/MAINT SPPLY	7,500.00	10,402.39	7,500.00	7,500.00	0.00	0.00%	
001.1050.5570.000	VEHICLE GAS	3,465.00	2,104.18	2,100.00	2,100.00	0.00	0.00%	
001.1050.5571.000	VEHICLE DIESEL FUEL	4,100.00	5,928.26	5,465.00	5,465.00	0.00	0.00%	
001.1050.5600.000	OPERATING SUPPLIES	9,500.00	6,362.78	9,500.00	9,500.00	0.00	0.00%	
001.1050.5601.000	PROMOTION/PROGRAM SPPLY	500.00	952.01	500.00	500.00	0.00	0.00%	
001.1050.5605.000	OFFICE SUPPLIES	1,200.00	287.37	1,200.00	1,200.00	0.00	0.00%	
001.1050.5703.000	MINOR COMPUTER	0.00	46.98	0.00	0.00	0.00	0.00%	
001.1050.5718.000	MINOR EQUIP, UNCLASSIFIED	4,500.00	2,514.39	4,500.00	4,500.00	0.00	0.00%	
Total Function: 1050 - Fire Department:		3,054,962.00	2,448,290.73	3,037,892.00	3,051,250.00	13,358.00	0.44%	
Function: 1070 - Building Inspections								
001.1070.5010.010	REGULAR-NON UNION	143,988.00	115,259.08	143,656.00	143,656.00	0.00	0.00%	

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr				
001.1070.5101.010	SOCIAL SECURITY-NON UNION	8,927.00	7,002.14	8,907.00	8,907.00	0.00	0.00%
001.1070.5102.010	MEDICARE-NON UNION	2,088.00	1,637.62	2,083.00	2,083.00	0.00	0.00%
001.1070.5111.010	IPERS-NON UNION	13,593.00	10,880.29	13,562.00	13,562.00	0.00	0.00%
001.1070.5121.010	GRP INSUR-NON UNION	18,780.00	15,125.31	18,738.00	18,738.00	0.00	0.00%
001.1070.5123.010	WORKCOMP-NON UNION	2,346.00	1,279.31	2,342.00	2,342.00	0.00	0.00%
001.1070.5280.000	DUES, MEMBER, SUBSCRIPTN	500.00	385.00	500.00	500.00	0.00	0.00%
001.1070.5290.000	INSURANCE - GENERAL	567.00	465.70	567.00	466.00	-101.00	-17.81%
001.1070.5300.000	INSURANCE - TORT LIAB	486.00	455.33	486.00	455.00	-31.00	-6.38%
001.1070.5342.000	CONTRACT-OUTSIDE HELP	60.00	0.00	60.00	60.00	0.00	0.00%
001.1070.5360.000	POSTAGE & SHIPPING	100.00	100.00	100.00	100.00	0.00	0.00%
001.1070.5370.000	PRINTING & BINDING	400.00	70.95	400.00	400.00	0.00	0.00%
001.1070.5450.000	TELEPHONE/OTHR COMMNCTN	1,000.00	766.80	1,000.00	1,000.00	0.00	0.00%
001.1070.5460.000	CONFERENCE EXPENSE	400.00	0.00	400.00	400.00	0.00	0.00%
001.1070.5565.000	VEHICLE OPER/MAINT SPPLY	1,000.00	0.00	500.00	500.00	0.00	0.00%
001.1070.5570.000	VEHICLE GAS	500.00	807.16	1,000.00	1,000.00	0.00	0.00%
001.1070.5600.000	OPERATING SUPPLIES	250.00	0.00	250.00	250.00	0.00	0.00%
001.1070.5605.000	OFFICE SUPPLIES	100.00	111.76	100.00	100.00	0.00	0.00%
Total Function: 1070 - Building Inspections:		195,085.00	154,346.45	194,651.00	194,519.00	-132.00	-0.07%
Function: 1071 - Rental Inspections							
001.1071.5010.010	REGULAR-NON UNION	95,072.00	74,990.77	90,624.00	90,624.00	0.00	0.00%
001.1071.5101.010	SOCIAL SECURITY-NON UNION	5,894.00	4,384.08	5,636.00	5,636.00	0.00	0.00%
001.1071.5102.010	MEDICARE-NON UNION	1,379.00	1,025.37	1,320.00	1,320.00	0.00	0.00%
001.1071.5111.010	IPERS-NON UNION	8,975.00	7,079.15	8,555.00	8,555.00	0.00	0.00%
001.1071.5121.010	GRP INSUR-NON UNION	11,371.00	12,348.21	10,450.00	10,450.00	0.00	0.00%
001.1071.5123.000	WORKMAN COMP EXPENSE	172.00	0.00	0.00	0.00	0.00	0.00%
001.1071.5123.010	WORKCOMP-NON UNION	1,549.00	807.73	1,505.00	1,505.00	0.00	0.00%
001.1071.5234.000	LEGAL EXPENSES	2,000.00	276.33	0.00	0.00	0.00	0.00%
001.1071.5251.000	LICENSE & PERMITS	275.00	0.00	275.00	275.00	0.00	0.00%
001.1071.5280.000	DUES, MEMBER, SUBSCRIPTN	500.00	45.00	500.00	500.00	0.00	0.00%
001.1071.5290.000	INSURANCE - GENERAL	540.00	465.70	540.00	466.00	-74.00	-13.70%
001.1071.5300.000	INSURANCE - TORT LIAB	297.00	329.62	297.00	330.00	33.00	11.11%
001.1071.5342.000	CONTRACT-OUTSIDE HELP	60.00	0.00	60.00	60.00	0.00	0.00%
001.1071.5360.000	POSTAGE & SHIPPING	1,000.00	425.00	700.00	700.00	0.00	0.00%
001.1071.5410.000	REPAIRS & MAINTENANCE	0.00	0.00	50.00	50.00	0.00	0.00%
001.1071.5450.000	TELEPHONE/OTHR COMMNCTN	800.00	1,090.54	800.00	800.00	0.00	0.00%
001.1071.5460.000	CONFERENCE EXPENSE	600.00	600.00	600.00	600.00	0.00	0.00%
001.1071.5472.000	MILEAGE REIMBURSE	400.00	0.00	150.00	150.00	0.00	0.00%
001.1071.5565.000	VEHICLE OPER/MAINT SPPLY	200.00	0.00	500.00	500.00	0.00	0.00%
001.1071.5570.000	VEHICLE GAS	800.00	494.52	600.00	600.00	0.00	0.00%

Budget Comparison Report

Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.1071.5600.000	OPERATING SUPPLIES	400.00	49.05	400.00	400.00	0.00	0.00%
001.1071.5605.000	OFFICE SUPPLIES	200.00	16.20	200.00	200.00	0.00	0.00%
Total Function: 1071 - Rental Inspections:		132,484.00	104,427.27	123,762.00	123,721.00	-41.00	-0.03%
Function: 1072 - Electrical Inspections							
001.1072.5010.010	REGULAR-NON UNION	24,351.00	19,013.47	24,351.00	24,351.00	0.00	0.00%
001.1072.5010.040	REGULAR-PPME UNION	30,441.00	24,321.33	30,441.00	30,441.00	0.00	0.00%
001.1072.5020.040	OVERTIME-PPME UNION	0.00	17.31	0.00	0.00	0.00	0.00%
001.1072.5101.010	SOCIAL SECURITY-NON UNION	1,510.00	1,163.19	1,474.00	1,474.00	0.00	0.00%
001.1072.5101.040	SOCIAL SECURITY-PPME UNION	1,887.00	1,370.26	1,867.00	1,867.00	0.00	0.00%
001.1072.5102.010	MEDICARE-NON UNION	353.00	272.03	345.00	345.00	0.00	0.00%
001.1072.5102.040	MEDICARE-PPME UNION	441.00	320.57	436.00	436.00	0.00	0.00%
001.1072.5111.010	IPERS-NON UNION	2,299.00	1,794.89	2,244.00	2,244.00	0.00	0.00%
001.1072.5111.040	IPERS-PPME UNION	2,874.00	2,297.52	2,840.00	2,840.00	0.00	0.00%
001.1072.5121.040	GRP INSUR-PPME UNION	7,646.00	6,241.70	7,554.00	7,554.00	0.00	0.00%
001.1072.5122.000	RETIRES GRP HLTH INS	3,200.00	2,395.89	3,200.00	3,200.00	0.00	0.00%
001.1072.5123.010	WORKCOMP-NON UNION	864.00	416.61	851.00	851.00	0.00	0.00%
001.1072.5123.040	WORKCOMP-PPME UNION	1,080.00	537.47	1,072.00	1,072.00	0.00	0.00%
001.1072.5280.000	DUES, MEMBER, SUBSCRIPTN	300.00	0.00	300.00	300.00	0.00	0.00%
001.1072.5300.000	INSURANCE - TORT LIAB	443.00	143.66	443.00	144.00	-299.00	-67.49%
001.1072.5600.000	OPERATING SUPPLIES	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
001.1072.5720.000	MINOR BOOKS,FILM,REC	150.00	0.00	150.00	150.00	0.00	0.00%
Total Function: 1072 - Electrical Inspections:		78,839.00	60,305.90	78,568.00	78,269.00	-299.00	-0.38%
Function: 1075 - Code Enforcement							
001.1075.5010.010	REGULAR-NON UNION	55,671.00	34,755.34	50,941.00	50,941.00	0.00	0.00%
001.1075.5101.010	SOCIAL SECURITY-NON UNION	3,452.00	2,044.37	3,149.00	3,149.00	0.00	0.00%
001.1075.5102.010	MEDICARE-NON UNION	807.00	478.07	738.00	738.00	0.00	0.00%
001.1075.5111.010	IPERS-NON UNION	5,255.00	3,280.86	4,773.00	4,773.00	0.00	0.00%
001.1075.5121.010	GRP INSUR-NON UNION	14,017.00	9,420.80	12,781.00	12,781.00	0.00	0.00%
001.1075.5123.010	WORKCOMP-NON UNION	907.00	385.41	858.00	858.00	0.00	0.00%
001.1075.5210.000	ADVERTISING & LEGAL PUB	100.00	0.00	100.00	100.00	0.00	0.00%
001.1075.5230.000	CONSULTING & PROF FEES	400.00	0.00	400.00	400.00	0.00	0.00%
001.1075.5250.000	COURT, RECORD & FILING FEES	250.00	500.00	250.00	250.00	0.00	0.00%
001.1075.5261.000	RESIDENTIAL CLEANUP	14,000.00	10,905.06	15,000.00	15,000.00	0.00	0.00%
001.1075.5262.000	RESIDENTIAL SNOW REMOVAL	3,000.00	2,487.50	3,000.00	3,000.00	0.00	0.00%
001.1075.5263.000	RESIDENTIAL WEED CONTROL	17,000.00	6,507.50	10,000.00	10,000.00	0.00	0.00%
001.1075.5290.000	INSURANCE - GENERAL	540.00	235.85	540.00	236.00	-304.00	-56.30%
001.1075.5300.000	INSURANCE - TORT LIAB	270.00	170.34	270.00	170.00	-100.00	-37.04%
001.1075.5359.000	TOWING SERVICES	250.00	0.00	250.00	250.00	0.00	0.00%
001.1075.5360.000	POSTAGE & SHIPPING	1,000.00	1,015.00	1,000.00	1,000.00	0.00	0.00%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.1075.5410.000	REPAIRS & MAINTENANCE	400.00	0.00	200.00	200.00	0.00	0.00%
001.1075.5440.000	TAXES PAID	90.00	2,160.00	2,000.00	2,000.00	0.00	0.00%
001.1075.5450.000	TELEPHONE/OTHR COMMNCTN	500.00	1,006.59	800.00	800.00	0.00	0.00%
001.1075.5460.000	CONFERENCE EXPENSE	300.00	0.00	300.00	300.00	0.00	0.00%
001.1075.5483.000	WATER	0.00	287.72	300.00	300.00	0.00	0.00%
001.1075.5485.000	STORM WATER FEES	250.00	0.00	300.00	300.00	0.00	0.00%
001.1075.5570.000	VEHICLE GAS	1,000.00	391.20	600.00	600.00	0.00	0.00%
001.1075.5600.000	OPERATING SUPPLIES	200.00	21.19	200.00	200.00	0.00	0.00%
001.1075.5605.000	OFFICE SUPPLIES	1,000.00	8.10	500.00	500.00	0.00	0.00%
001.1075.5781.000	LAND ACQUISITION	0.00	1,500.00	0.00	0.00	0.00	0.00%
Total Function: 1075 - Code Enforcement:		120,659.00	77,560.90	109,250.00	108,846.00	-404.00	-0.37%
Function: 1090 - Animal Control							
001.1090.5331.000	PAYMENTS-OTHER ENTITIES	50,000.00	47,666.63	52,000.00	52,000.00	0.00	0.00%
Total Function: 1090 - Animal Control:		50,000.00	47,666.63	52,000.00	52,000.00	0.00	0.00%
Function: 1099 - Police and Fire Building Exps							
001.1099.5290.000	INSURANCE - GENERAL	8,700.00	0.00	8,700.00	0.00	-8,700.00	-100.00%
001.1099.5342.000	CONTRACT-OUTSIDE HELP	7,000.00	0.00	960.00	960.00	0.00	0.00%
001.1099.5344.000	CONTRACT-MAINTENANCE	2,500.00	0.00	0.00	0.00	0.00	0.00%
001.1099.5386.000	CONTRACT LAWN CARE	6,750.00	0.00	3,375.00	3,375.00	0.00	0.00%
001.1099.5410.000	REPAIRS & MAINTENANCE	100.00	0.00	100.00	100.00	0.00	0.00%
001.1099.5450.000	TELEPHONE/OTHER COMMNCTN	0.00	173.58	9,360.00	1,000.00	-8,360.00	-89.32%
001.1099.5481.000	ELECTRICITY	19,500.00	0.00	16,000.00	0.00	-16,000.00	-100.00%
001.1099.5482.000	NATURAL GAS	4,750.00	0.00	3,100.00	0.00	-3,100.00	-100.00%
001.1099.5485.000	STORM WATER FEES	1,320.00	0.00	1,320.00	1,320.00	0.00	0.00%
Total Function: 1099 - Police and Fire Building Exps:		50,620.00	173.58	42,915.00	6,755.00	-36,160.00	-84.26%
Function: 2010 - Roads, Bridges, Sidewalks							
001.2010.5010.010	REGULAR-NON UNION	77,772.00	36,807.83	71,844.00	71,844.00	0.00	0.00%
001.2010.5010.040	REGULAR-PPME UNION	580,729.00	340,091.13	505,705.00	505,705.00	0.00	0.00%
001.2010.5020.040	OVERTIME-PPME UNION	0.00	12,663.70	0.00	0.00	0.00	0.00%
001.2010.5020.090	OVERTIME-P&R UNION	0.00	1,836.87	0.00	0.00	0.00	0.00%
001.2010.5030.070	PART-TIME TEMPORARY	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%
001.2010.5060.010	TERM PAYOUTS-NON UNION	0.00	7,921.30	0.00	0.00	0.00	0.00%
001.2010.5061.040	RHSA PAYOUTS-PPME UNION	0.00	17,255.00	17,255.00	17,255.00	0.00	0.00%
001.2010.5101.010	SOCIAL SECURITY-NON UNION	4,822.00	2,776.62	4,454.00	4,454.00	0.00	0.00%
001.2010.5101.040	SOCIAL SECURITY-PPME UNION	36,005.00	20,816.08	31,078.00	31,078.00	0.00	0.00%
001.2010.5101.070	SOCIAL SECURITY-PT TEMP	248.00	0.00	248.00	248.00	0.00	0.00%
001.2010.5101.090	SOCIAL SECURITY-P&R UNION	0.00	109.81	0.00	0.00	0.00	0.00%
001.2010.5102.010	MEDICARE-NON UNION	1,128.00	649.39	1,042.00	1,042.00	0.00	0.00%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget		
		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Parent Budget 2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	%	
Account Number								
001.2010.5102.040	MEDICARE-PPME UNION	8,421.00	4,868.42	7,319.00	7,319.00	0.00	0.00%	
001.2010.5102.070	MEDICARE-TEMPORARY	58.00	0.00	58.00	58.00	0.00	0.00%	
001.2010.5102.090	MEDICARE-P&R UNION	0.00	25.69	0.00	0.00	0.00	0.00%	
001.2010.5111.010	IPERS-NON UNION	7,342.00	3,474.64	6,782.00	6,782.00	0.00	0.00%	
001.2010.5111.040	IPERS-PPME UNION	54,821.00	33,300.34	47,011.00	47,011.00	0.00	0.00%	
001.2010.5111.090	IPERS-P&R UNION	0.00	173.39	0.00	0.00	0.00	0.00%	
001.2010.5121.040	GRP INSUR-PPME UNION	111,770.00	63,393.38	98,116.00	98,116.00	0.00	0.00%	
001.2010.5121.090	GRP INSUR-P&R UNION	0.00	275.20	0.00	0.00	0.00	0.00%	
001.2010.5122.000	RETIRES GRP HLTH INS	22,830.00	28,538.61	38,000.00	38,000.00	0.00	0.00%	
001.2010.5123.010	WORKCOMP-NON UNION	1,267.00	496.63	1,201.00	1,201.00	0.00	0.00%	
001.2010.5123.040	WORKCOMP-PPME UNION	25,589.00	10,444.71	23,850.00	23,850.00	0.00	0.00%	
001.2010.5123.070	WORKCOMP-TEMPORARY	176.00	0.00	176.00	176.00	0.00	0.00%	
001.2010.5123.090	WORKCOMP-P&R UNION	0.00	28.68	0.00	0.00	0.00	0.00%	
001.2010.5290.000	INSURANCE - GENERAL	17,604.00	20,341.61	17,604.00	20,342.00	2,738.00	15.55%	
001.2010.5300.000	INSURANCE - TORT LIAB	9,396.00	4,880.12	9,396.00	4,880.00	-4,516.00	-48.06%	
001.2010.5565.000	VEHICLE OPER/MAINT SPPLY	0.00	375.03	0.00	0.00	0.00	0.00%	
001.2010.5600.000	OPERATING SUPPLIES	0.00	262.48	0.00	0.00	0.00	0.00%	
Total Function: 2010 - Roads, Bridges, Sidewalks:		963,978.00	611,806.66	885,139.00	883,361.00	-1,778.00	-0.20%	
Function: 2020 - Parking								
001.2020.5010.010	REGULAR-NON UNION	10,153.00	5,374.28	10,153.00	10,153.00	0.00	0.00%	
001.2020.5010.020	REGULAR-POLICE UNION	19,610.00	20,498.92	19,610.00	29,610.00	10,000.00	50.99%	Incr Part-time to Full-time
001.2020.5101.010	SOCIAL SECURITY-NON UNION	629.00	323.03	629.00	629.00	0.00	0.00%	
001.2020.5101.020	SOCIAL SECURITY-POLICE UNION	1,216.00	1,191.10	1,216.00	1,216.00	0.00	0.00%	
001.2020.5102.010	MEDICARE-NON UNION	147.00	75.54	147.00	147.00	0.00	0.00%	
001.2020.5102.020	MEDICARE-POLICE UNION	284.00	278.54	284.00	284.00	0.00	0.00%	
001.2020.5111.010	IPERS-NON UNION	958.00	507.34	958.00	958.00	0.00	0.00%	
001.2020.5111.020	IPERS-POLICE UNION	1,851.00	1,935.07	1,851.00	1,851.00	0.00	0.00%	
001.2020.5121.010	GRP INSUR-NON UNION	1,188.00	693.37	1,188.00	1,188.00	0.00	0.00%	
001.2020.5121.020	GRP INSUR-POLICE UNION	2,700.00	7,235.01	2,700.00	2,700.00	0.00	0.00%	
001.2020.5122.000	RETIRES GRP HLTH INS	2,772.00	2,075.67	2,700.00	2,700.00	0.00	0.00%	
001.2020.5123.010	WORKCOMP-NON UNION	15.00	4.93	15.00	15.00	0.00	0.00%	
001.2020.5123.020	WORKCOMP-POLICE UNION	275.00	185.40	275.00	275.00	0.00	0.00%	
001.2020.5132.000	CLOTHING EXPENSE	500.00	1,252.66	500.00	500.00	0.00	0.00%	
001.2020.5210.000	ADVERTISING & LEGAL PUB	0.00	384.56	0.00	0.00	0.00	0.00%	
001.2020.5215.000	BANK CHARGES	0.00	25.30	0.00	0.00	0.00	0.00%	
001.2020.5230.000	CONSULTING & PROF FEES	0.00	261.35	0.00	0.00	0.00	0.00%	
001.2020.5290.000	INSURANCE - GENERAL	518.00	358.66	518.00	359.00	-159.00	-30.69%	
001.2020.5300.000	INSURANCE - TORT LIAB	194.00	144.10	194.00	144.00	-50.00	-25.77%	
001.2020.5344.000	CONTRACT-MAINTENANCE	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00%	

Budget Comparison Report

Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Comparison 1 Budget		Comparison 1 to Parent Budget	%
				Parent Budget 2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.2020.5360.000	POSTAGE & SHIPPING	10.00	0.00	10.00	10.00	0.00	0.00%
001.2020.5410.000	REPAIRS & MAINTENANCE	0.00	25.00	0.00	0.00	0.00	0.00%
001.2020.5450.000	TELEPHONE/OTHR COMMNCTN	100.00	0.00	100.00	100.00	0.00	0.00%
001.2020.5485.000	STORM WATER FEES	5,792.00	5,262.38	5,792.00	5,792.00	0.00	0.00%
001.2020.5565.000	VEHICLE OPER/MAINT SPPLY	0.00	17.99	0.00	0.00	0.00	0.00%
001.2020.5570.000	VEHICLE GAS	0.00	659.93	1,200.00	1,200.00	0.00	0.00%
001.2020.5600.000	OPERATING SUPPLIES	1,900.00	1,418.94	1,900.00	1,900.00	0.00	0.00%
001.2020.5980.000	REFUNDS/REIMBURSEMENTS	0.00	25.00	0.00	0.00	0.00	0.00%
Total Function: 2020 - Parking:		52,012.00	50,214.07	53,140.00	62,931.00	9,791.00	18.42%
Function: 2030 - Street Lighting							
001.2030.5010.010	REGULAR-NON UNION	8,117.00	6,337.81	7,922.00	7,922.00	0.00	0.00%
001.2030.5010.040	REGULAR-PPME UNION	10,147.00	8,107.23	10,029.00	10,029.00	0.00	0.00%
001.2030.5020.040	OVERTIME-PPME UNION	0.00	5.77	6.00	6.00	0.00	0.00%
001.2030.5101.010	SOCIAL SECURITY-NON UNION	503.00	387.72	491.00	491.00	0.00	0.00%
001.2030.5101.040	SOCIAL SECURITY-PPME UNION	629.00	456.68	622.00	622.00	0.00	0.00%
001.2030.5102.010	MEDICARE-NON UNION	118.00	90.74	115.00	115.00	0.00	0.00%
001.2030.5102.040	MEDICARE-PPME UNION	147.00	106.76	145.00	145.00	0.00	0.00%
001.2030.5111.010	IPERS-NON UNION	766.00	598.23	748.00	748.00	0.00	0.00%
001.2030.5111.040	IPERS-PPME UNION	958.00	765.91	947.00	947.00	0.00	0.00%
001.2030.5121.040	GRP INSUR-PPME UNION	2,549.00	2,080.69	2,518.00	2,518.00	0.00	0.00%
001.2030.5122.000	RETIRES GRP HLTH INS	1,067.00	798.60	1,040.00	1,040.00	0.00	0.00%
001.2030.5123.010	WORKCOMP-NON UNION	288.00	138.86	284.00	284.00	0.00	0.00%
001.2030.5123.040	WORKCOMP-PPME UNION	360.00	179.22	357.00	357.00	0.00	0.00%
001.2030.5290.000	INSURANCE - GENERAL	0.00	530.15	0.00	530.00	530.00	0.00%
001.2030.5300.000	INSURANCE - TORT LIAB	1,296.00	507.58	1,296.00	508.00	-788.00	-60.80%
Total Function: 2030 - Street Lighting:		26,945.00	21,091.95	26,520.00	26,262.00	-258.00	-0.97%
Function: 2040 - Traffic Safety							
001.2040.5010.010	REGULAR-NON UNION	48,701.00	38,026.86	47,531.00	47,531.00	0.00	0.00%
001.2040.5010.040	REGULAR-PPME UNION	60,882.00	48,642.14	60,171.00	60,171.00	0.00	0.00%
001.2040.5020.040	OVERTIME-PPME UNION	0.00	34.63	0.00	0.00	0.00	0.00%
001.2040.5101.010	SOCIAL SECURITY-NON UNION	3,019.00	2,326.26	2,947.00	2,947.00	0.00	0.00%
001.2040.5101.040	SOCIAL SECURITY-PPME UNION	3,775.00	2,740.14	3,735.00	3,735.00	0.00	0.00%
001.2040.5102.010	MEDICARE-NON UNION	706.00	543.96	689.00	689.00	0.00	0.00%
001.2040.5102.040	MEDICARE-PPME UNION	883.00	640.76	874.00	874.00	0.00	0.00%
001.2040.5111.010	IPERS-NON UNION	4,597.00	3,589.73	4,487.00	4,487.00	0.00	0.00%
001.2040.5111.040	IPERS-PPME UNION	5,747.00	4,595.05	5,680.00	5,680.00	0.00	0.00%
001.2040.5121.040	GRP INSUR-PPME UNION	15,291.00	12,483.19	15,106.00	15,106.00	0.00	0.00%
001.2040.5122.000	RETIRES GRP HLTH INS	6,399.00	4,791.69	6,250.00	6,250.00	0.00	0.00%
001.2040.5123.010	WORKCOMP-NON UNION	1,727.00	833.27	1,701.00	1,701.00	0.00	0.00%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
001.2040.5123.040	WORKCOMP-PPME UNION	2,159.00	1,074.87	2,143.00	2,143.00	0.00	0.00%	
001.2040.5290.000	INSURANCE - GENERAL	1,512.00	4,051.11	1,512.00	4,051.00	2,539.00	167.92%	
001.2040.5300.000	INSURANCE - TORT LIAB	1,296.00	493.13	1,296.00	493.00	-803.00	-61.96%	
001.2040.5565.000	VEHICLE OPER/MAINT SPPLY	0.00	-32.51	0.00	0.00	0.00	0.00%	
001.2040.5600.000	OPERATING SUPPLIES	0.00	1,838.00	0.00	0.00	0.00	0.00%	
Total Function: 2040 - Traffic Safety:		156,694.00	126,672.28	154,122.00	155,858.00	1,736.00	1.13%	
Function: 2050 - Snow Removal								
001.2050.5010.010	REGULAR-NON UNION	0.00	609.90	0.00	0.00	0.00	0.00%	
001.2050.5010.040	REGULAR-PPME UNION	0.00	93,749.90	0.00	0.00	0.00	0.00%	
001.2050.5010.090	REGULAR-P&R UNION	0.00	10,465.50	0.00	0.00	0.00	0.00%	
001.2050.5020.040	OVERTIME-PPME UNION	40,000.00	6,953.20	40,000.00	10,000.00	-30,000.00	-75.00%	Regular time budgeted in home functions
001.2050.5020.090	OVERTIME-P&R UNION	0.00	296.76	0.00	0.00	0.00	0.00%	
001.2050.5101.010	SOCIAL SECURITY-NON UNION	0.00	36.70	0.00	0.00	0.00	0.00%	
001.2050.5101.040	SOCIAL SECURITY-PPME UNION	2,480.00	5,906.00	2,480.00	2,480.00	0.00	0.00%	
001.2050.5101.090	SOCIAL SECURITY-P&R UNION	0.00	612.71	0.00	0.00	0.00	0.00%	
001.2050.5102.010	MEDICARE-NON UNION	0.00	8.58	0.00	0.00	0.00	0.00%	
001.2050.5102.040	MEDICARE-PPME UNION	580.00	1,381.20	580.00	580.00	0.00	0.00%	
001.2050.5102.090	MEDICARE-P&R UNION	0.00	143.30	0.00	0.00	0.00	0.00%	
001.2050.5111.010	IPERS-NON UNION	0.00	57.57	0.00	0.00	0.00	0.00%	
001.2050.5111.040	IPERS-PPME UNION	3,572.00	9,506.26	3,572.00	3,572.00	0.00	0.00%	
001.2050.5111.090	IPERS-P&R UNION	0.00	1,015.96	0.00	0.00	0.00	0.00%	
001.2050.5121.010	GRP INSUR-NON UNION	0.00	44.00	0.00	0.00	0.00	0.00%	
001.2050.5121.040	GRP INSUR-PPME UNION	0.00	21,010.33	0.00	0.00	0.00	0.00%	
001.2050.5121.090	GRP INSUR-P&R UNION	0.00	3,099.34	0.00	0.00	0.00	0.00%	
001.2050.5123.010	WORKCOMP-NON UNION	0.00	12.00	0.00	0.00	0.00	0.00%	
001.2050.5123.040	WORKCOMP-PPME UNION	2,626.00	1,580.29	2,626.00	2,626.00	0.00	0.00%	
001.2050.5123.090	WORKCOMP-P&R UNION	0.00	204.57	0.00	0.00	0.00	0.00%	
001.2050.5300.000	INSURANCE - TORT LIAB	1,296.00	525.79	1,296.00	526.00	-770.00	-59.41%	
Total Function: 2050 - Snow Removal:		50,554.00	157,219.86	50,554.00	19,784.00	-30,770.00	-60.87%	
Function: 2055 - Tree Removal								
001.2055.5010.010	REGULAR-NON UNION	0.00	5,757.39	3,511.00	3,511.00	0.00	0.00%	
001.2055.5010.090	REGULAR-P&R UNION	0.00	2,301.21	1,428.00	1,428.00	0.00	0.00%	
001.2055.5101.010	SOCIAL SECURITY-NON UNION	0.00	349.63	214.00	214.00	0.00	0.00%	
001.2055.5101.090	SOCIAL SECURITY-P&R UNION	0.00	132.65	82.00	82.00	0.00	0.00%	
001.2055.5102.010	MEDICARE-NON UNION	0.00	81.68	50.00	50.00	0.00	0.00%	
001.2055.5102.090	MEDICARE-P&R UNION	0.00	31.01	19.00	19.00	0.00	0.00%	
001.2055.5111.010	IPERS-NON UNION	0.00	543.48	331.00	331.00	0.00	0.00%	
001.2055.5111.090	IPERS-P&R UNION	0.00	217.25	135.00	135.00	0.00	0.00%	
001.2055.5121.010	GRP INSUR-NON UNION	0.00	335.15	173.00	173.00	0.00	0.00%	

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.2055.5121.090	GRP INSUR-P&R UNION	0.00	614.25	365.00	365.00	0.00	0.00%
001.2055.5123.010	WORKCOMP-NON UNION	0.00	89.70	55.00	55.00	0.00	0.00%
001.2055.5123.090	WORKCOMP-P&R UNION	0.00	35.84	22.00	22.00	0.00	0.00%
Total Function: 2055 - Tree Removal:		0.00	10,489.24	6,385.00	6,385.00	0.00	0.00%
Function: 2060 - Highway Engineering							
001.2060.5010.010	REGULAR-NON UNION	310,339.00	146,619.92	213,337.00	213,337.00	0.00	0.00%
001.2060.5020.010	OVERTIME-NON UNION	0.00	357.72	358.00	358.00	0.00	0.00%
001.2060.5030.070	PART-TIME TEMPORARY	6,000.00	5,307.75	6,000.00	6,000.00	0.00	0.00%
001.2060.5060.010	TERM PAYOUTS-NON UNION	0.00	4,912.57	0.00	0.00	0.00	0.00%
001.2060.5101.010	SOCIAL SECURITY-NON UNION	19,241.00	8,872.09	13,278.00	13,278.00	0.00	0.00%
001.2060.5101.070	SOCIAL SECURITY-PT TEMP	372.00	329.09	355.00	355.00	0.00	0.00%
001.2060.5102.010	MEDICARE-NON UNION	4,500.00	2,074.92	3,105.00	3,105.00	0.00	0.00%
001.2060.5102.070	MEDICARE-TEMPORARY	87.00	77.05	83.00	83.00	0.00	0.00%
001.2060.5111.010	IPERS-NON UNION	29,296.00	13,874.59	20,137.00	20,137.00	0.00	0.00%
001.2060.5111.070	IPERS-PT TEMP	0.00	501.06	310.00	310.00	0.00	0.00%
001.2060.5121.010	GRP INSUR-NON UNION	58,027.00	29,527.04	41,589.00	41,589.00	0.00	0.00%
001.2060.5122.000	RETIRES GRP HLTH INS	7,492.00	5,610.00	7,310.00	7,310.00	0.00	0.00%
001.2060.5123.010	WORKCOMP-NON UNION	5,055.00	1,465.11	3,573.00	3,573.00	0.00	0.00%
001.2060.5123.070	WORKCOMP-TEMPORARY	98.00	4.89	98.00	98.00	0.00	0.00%
001.2060.5290.000	INSURANCE - GENERAL	918.00	603.33	918.00	603.00	-315.00	-34.31%
001.2060.5300.000	INSURANCE - TORT LIAB	2,916.00	1,122.99	2,916.00	1,123.00	-1,793.00	-61.49%
001.2060.5344.000	CONTRACT-MAINTENANCE	0.00	193.95	0.00	0.00	0.00	0.00%
001.2060.5472.000	MILEAGE REIMBURSEMENT	0.00	24.38	0.00	0.00	0.00	0.00%
001.2060.5475.000	RECRUITING EXPENSES	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
Total Function: 2060 - Highway Engineering:		444,341.00	221,478.45	314,367.00	312,259.00	-2,108.00	-0.67%
Function: 2080 - Airport							
001.2080.5210.000	ADVERTISING & LEGAL PUB	0.00	15.76	0.00	0.00	0.00	0.00%
001.2080.5251.000	LICENSE & PERMITS	0.00	130.00	480.00	480.00	0.00	0.00%
001.2080.5290.000	INSURANCE - GENERAL	4,000.00	8,813.64	4,000.00	8,814.00	4,814.00	120.35%
001.2080.5300.000	INSURANCE - TORT LIAB	4,000.00	143.66	4,000.00	144.00	-3,856.00	-96.40%
001.2080.5342.000	CONTRACT-OUTSIDE HELP	7,500.00	6,420.00	7,500.00	7,500.00	0.00	0.00%
001.2080.5344.000	CONTRACT-MAINTENANCE	8,000.00	0.00	8,000.00	8,000.00	0.00	0.00%
001.2080.5410.000	REPAIRS & MAINTENANCE	32,000.00	22,196.32	32,000.00	32,000.00	0.00	0.00%
001.2080.5440.000	TAXES PAID	0.00	194.00	194.00	194.00	0.00	0.00%
001.2080.5450.000	TELEPHONE/OTHR COMMNCTN	950.00	527.61	950.00	950.00	0.00	0.00%
001.2080.5481.000	ELECTRICITY	5,000.00	4,061.43	5,000.00	5,000.00	0.00	0.00%
001.2080.5483.000	WATER	2,000.00	1,489.20	2,000.00	2,000.00	0.00	0.00%
001.2080.5484.000	PROPANE	2,000.00	2,377.38	2,000.00	2,000.00	0.00	0.00%
001.2080.5565.000	VEHICLE OPER/MAINT SPPLY	3,000.00	2,190.18	3,000.00	3,000.00	0.00	0.00%

Budget Comparison Report

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Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)			
001.2080.5570.000	VEHICLE GAS	2,000.00	0.00	0.00	0.00	0.00	0.00%		
001.2080.5571.000	VEHICLE DIESEL FUEL	2,000.00	4,444.37	4,000.00	4,000.00	0.00	0.00%		
001.2080.5600.000	OPERATING SUPPLIES	3,000.00	1,583.63	3,000.00	3,000.00	0.00	0.00%		
001.2080.5718.000	MINOR EQUIP, UNCLASSIFIED	0.00	376.07	0.00	0.00	0.00	0.00%		
001.2080.5776.000	BUILDINGS & IMPROVEMENTS	0.00	167.49	0.00	0.00	0.00	0.00%		
Total Function: 2080 - Airport:		75,450.00	55,130.74	76,124.00	77,082.00	958.00	1.26%		
Function: 2090 - Garbage									
001.2090.5220.000	COLLECTION COSTS/REFUNDS	3,500.00	2,572.85	3,500.00	3,500.00	0.00	0.00%		
001.2090.5261.000	RESIDENTIAL CLEANUP	0.00	0.00	34,537.00	34,537.00	0.00	0.00%		
001.2090.5331.000	PAYMENTS-OTHER ENTITIES	110,208.00	110,208.00	110,208.00	110,208.00	0.00	0.00%		
001.2090.5342.000	CONTRACT-OUTSIDE HELP	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00%		
001.2090.5600.000	OPERATING SUPPLIES	355.00	0.00	355.00	355.00	0.00	0.00%		
Total Function: 2090 - Garbage:		116,063.00	112,780.85	150,600.00	150,600.00	0.00	0.00%		
Function: 2095 - Mosquito/Pest Control									
001.2095.5600.000	OPERATING SUPPLIES	2,000.00	0.00	0.00	0.00	0.00	0.00%		
001.2095.5616.000	MOSQUITO SPRAYING	0.00	3,188.40	2,000.00	3,190.00	1,190.00	59.50%	Adj to actual	
Total Function: 2095 - Mosquito/Pest Control:		2,000.00	3,188.40	2,000.00	3,190.00	1,190.00	59.50%		
Function: 3040 - Health Regulation & Inspections									
001.3040.5192.010	UNEMPLOYMENT - NON UNION	0.00	11,830.00	11,830.00	11,830.00	0.00	0.00%		
Total Function: 3040 - Health Regulation & Inspections:		0.00	11,830.00	11,830.00	11,830.00	0.00	0.00%		
Function: 3900 - Other Social Services									
001.3900.5290.000	INSURANCE - GENERAL	2,025.00	2,917.59	0.00	2,918.00	2,918.00	0.00%		
001.3900.5300.000	INSURANCE - TORT LIAB	4,104.00	84.26	0.00	84.00	84.00	0.00%		
001.3900.5342.000	CONTRACT-OUTSIDE HELP	900.00	237.56	240.00	238.00	-2.00	-0.83%		
001.3900.5344.000	CONTRACT-MAINTENANCE	2,800.00	591.51	592.00	592.00	0.00	0.00%		
001.3900.5410.000	REPAIRS & MAINTENANCE	2,500.00	49.00	49.00	49.00	0.00	0.00%		
001.3900.5450.000	TELEPHONE/OTHR COMMNCTN	1,200.00	263.24	255.00	260.00	5.00	1.96%		
001.3900.5481.000	ELECTRICITY	20,000.00	8,939.40	8,940.00	8,940.00	0.00	0.00%		
001.3900.5482.000	NATURAL GAS	5,500.00	152.28	153.00	153.00	0.00	0.00%		
001.3900.5485.000	STORM WATER FEES	132.00	186.69	132.00	187.00	55.00	41.67%		
001.3900.5600.000	OPERATING SUPPLIES	1,500.00	336.10	337.00	337.00	0.00	0.00%		
Total Function: 3900 - Other Social Services:		40,661.00	13,757.63	10,698.00	13,758.00	3,060.00	28.60%		
Function: 4010 - Library Services									
001.4010.5010.010	REGULAR-NON UNION	507,084.00	388,498.38	507,084.00	507,084.00	0.00	0.00%		
001.4010.5020.060	OVERTIME-PT REGULAR	0.00	20.61	0.00	0.00	0.00	0.00%		
001.4010.5050.060	PART-TIME REGULAR	173,187.00	139,312.23	173,187.00	173,187.00	0.00	0.00%		
001.4010.5061.010	RHSA PAYOUTS-NON UNION	0.00	26,857.56	26,858.00	26,858.00	0.00	0.00%		
001.4010.5101.010	SOCIAL SECURITY-NON UNION	31,439.00	22,899.75	31,439.00	31,439.00	0.00	0.00%		

Budget Comparison Report

Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.4010.5101.060	SOCIAL SECURITY-PT REGULAR	10,738.00	8,638.66	10,738.00	10,738.00	0.00	0.00%
001.4010.5102.010	MEDICARE-NON UNION	7,353.00	5,355.72	7,353.00	7,353.00	0.00	0.00%
001.4010.5102.060	MEDICARE-PT REGULAR	2,511.00	2,020.45	2,511.00	2,511.00	0.00	0.00%
001.4010.5111.010	IPERS-NON UNION	47,869.00	36,674.28	47,869.00	47,869.00	0.00	0.00%
001.4010.5111.060	IPERS-PT REGULAR	16,349.00	13,092.97	16,349.00	16,349.00	0.00	0.00%
001.4010.5121.010	GRP INSUR-NON UNION	72,570.00	60,615.20	72,570.00	72,570.00	0.00	0.00%
001.4010.5122.000	RETIRES GRP HLTH INS	9,520.00	5,766.30	9,288.00	9,288.00	0.00	0.00%
001.4010.5123.010	WORKCOMP-NON UNION	758.00	381.72	758.00	758.00	0.00	0.00%
001.4010.5123.060	WORKCOMP-PT REGULAR	259.00	128.10	259.00	259.00	0.00	0.00%
001.4010.5151.000	PHYSICALS/IMMUNIZATIONS	0.00	577.00	0.00	0.00	0.00	0.00%
001.4010.5210.000	ADVERTISING & LEGAL PUB	400.00	576.38	400.00	400.00	0.00	0.00%
001.4010.5215.000	BANK CHARGES	0.00	598.87	700.00	700.00	0.00	0.00%
001.4010.5216.000	BACKGROUND CHECKS	120.00	40.00	120.00	120.00	0.00	0.00%
001.4010.5251.000	LICENSE & PERMITS	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
001.4010.5280.000	DUES, MEMBER, SUBSCRIPTN	1,000.00	944.95	1,000.00	1,000.00	0.00	0.00%
001.4010.5290.000	INSURANCE - GENERAL	5,616.00	8,276.61	5,616.00	8,277.00	2,661.00	47.38%
001.4010.5300.000	INSURANCE - TORT LIAB	2,376.00	2,624.51	2,376.00	2,625.00	249.00	10.48%
001.4010.5342.000	CONTRACT-OUTSIDE HELP	28,600.00	23,746.01	28,600.00	28,600.00	0.00	0.00%
001.4010.5343.000	CONTRACT-PROMOTIONS/PGM	7,500.00	2,161.00	7,500.00	7,500.00	0.00	0.00%
001.4010.5344.000	CONTRACT-MAINTENANCE	18,500.00	15,198.22	18,500.00	18,500.00	0.00	0.00%
001.4010.5347.000	CONTRACT-SOFTWARE MAINT	13,604.00	17,374.82	13,604.00	13,604.00	0.00	0.00%
001.4010.5360.000	POSTAGE & SHIPPING	4,000.00	116.03	4,000.00	4,000.00	0.00	0.00%
001.4010.5370.000	PRINTING & BINDING	0.00	424.80	200.00	200.00	0.00	0.00%
001.4010.5380.000	RENTS & LEASES	400.00	0.00	400.00	400.00	0.00	0.00%
001.4010.5386.000	CONTRACT LAWN CARE	3,400.00	2,365.00	3,400.00	3,400.00	0.00	0.00%
001.4010.5410.000	REPAIRS & MAINTENANCE	14,500.00	4,264.81	14,500.00	14,500.00	0.00	0.00%
001.4010.5450.000	TELEPHONE/OTHR COMMNCTN	6,800.00	4,683.60	6,800.00	6,800.00	0.00	0.00%
001.4010.5460.000	CONFERENCE EXPENSE	2,500.00	2,126.98	2,500.00	2,500.00	0.00	0.00%
001.4010.5461.000	TRAVEL-AIRFARE	0.00	301.60	0.00	0.00	0.00	0.00%
001.4010.5462.000	TRAVEL-OTHER	1,500.00	299.83	1,500.00	1,500.00	0.00	0.00%
001.4010.5464.000	TRAVEL-PER DIEM	750.00	375.66	750.00	750.00	0.00	0.00%
001.4010.5465.000	TRAVEL - HOTEL/MOTEL	4,000.00	1,592.99	4,000.00	4,000.00	0.00	0.00%
001.4010.5472.000	MILEAGE REIMBURSE	750.00	566.28	750.00	750.00	0.00	0.00%
001.4010.5481.000	ELECTRICITY	36,500.00	31,542.53	36,500.00	36,500.00	0.00	0.00%
001.4010.5482.000	NATURAL GAS	7,500.00	7,949.23	7,500.00	7,500.00	0.00	0.00%
001.4010.5485.000	STORM WATER FEES	1,053.00	1,100.79	1,053.00	1,053.00	0.00	0.00%
001.4010.5600.000	OPERATING SUPPLIES	28,500.00	19,002.44	28,500.00	28,500.00	0.00	0.00%
001.4010.5601.000	PROMOTION/PROGRAM SPPLY	1,000.00	2,297.59	1,000.00	1,000.00	0.00	0.00%
001.4010.5605.000	OFFICE SUPPLIES	2,600.00	2,402.11	2,600.00	2,600.00	0.00	0.00%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget		%	
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr				
001.4010.5611.000	BLDG,GRD OPER/MAINT SPLY	0.00	1,744.96	0.00	0.00	0.00	0.00%
001.4010.5612.000	COMPUTER COMPONENTS	500.00	512.68	500.00	500.00	0.00	0.00%
001.4010.5703.000	MINOR COMPUTER	8,000.00	4,131.11	8,000.00	8,000.00	0.00	0.00%
001.4010.5704.000	MINOR SOFTWARE <\$5,000	0.00	550.00	0.00	0.00	0.00	0.00%
001.4010.5718.000	MINOR EQUIP, UNCLASSIFIED	13,930.00	8,841.97	13,930.00	13,930.00	0.00	0.00%
001.4010.5730.000	REFERENCE MATERIALS	8,500.00	5,749.31	8,500.00	8,500.00	0.00	0.00%
001.4010.5731.000	LIBRARY PERIODICALS	15,000.00	13,871.69	15,000.00	15,000.00	0.00	0.00%
001.4010.5732.000	LIBRARY BOOKS, FILM RCRD	105,000.00	64,634.61	105,000.00	105,000.00	0.00	0.00%
001.4010.5734.000	LOST BOOKS	11,100.00	8,598.69	11,100.00	11,100.00	0.00	0.00%
001.4010.5736.000	LIBRARY DATABASES	16,500.00	10,483.92	16,500.00	16,500.00	0.00	0.00%
001.4010.5980.000	REFUNDS/REIMB	0.00	488.68	0.00	0.00	0.00	0.00%
Total Function: 4010 - Library Services:		1,251,636.00	983,400.19	1,280,162.00	1,283,072.00	2,910.00	0.23%
Function: 4020 - Museum, Band, Theater							
001.4020.5251.000	LICENSE & PERMITS	500.00	0.00	0.00	0.00	0.00	0.00%
001.4020.5331.000	PAYMENTS-OTHER ENTITIES	10,000.00	6,116.15	11,000.00	11,000.00	0.00	0.00%
001.4020.5600.000	OPERATING SUPPLIES	500.00	0.00	0.00	0.00	0.00	0.00%
Total Function: 4020 - Museum, Band, Theater:		11,000.00	6,116.15	11,000.00	11,000.00	0.00	0.00%
Function: 4030 - Parks							
001.4030.5010.010	REGULAR-NON UNION	168,792.00	84,164.53	163,396.00	163,396.00	0.00	0.00%
001.4030.5010.090	REGULAR-P&R UNION	176,138.00	116,245.31	140,142.00	140,142.00	0.00	0.00%
001.4030.5020.090	OVERTIME-P&R UNION	1,500.00	370.96	1,500.00	1,500.00	0.00	0.00%
001.4030.5030.070	PART-TIME TEMPORARY	27,080.00	13,684.45	27,080.00	27,080.00	0.00	0.00%
001.4030.5056.040	OTHR DEPT-PPME UNION	0.00	836.22	0.00	0.00	0.00	0.00%
001.4030.5060.010	TERM PAYOUTS-NON UNION	0.00	5,486.70	0.00	0.00	0.00	0.00%
001.4030.5101.010	SOCIAL SECURITY-NON UNION	10,465.00	5,441.03	10,137.00	10,137.00	0.00	0.00%
001.4030.5101.040	SOCIAL SECURITY-PPME UNION	0.00	51.62	0.00	0.00	0.00	0.00%
001.4030.5101.070	SOCIAL SECURITY-PT TEMP	1,679.00	848.44	1,679.00	1,679.00	0.00	0.00%
001.4030.5101.090	SOCIAL SECURITY-P&R UNION	10,921.00	6,747.74	8,614.00	8,614.00	0.00	0.00%
001.4030.5102.010	MEDICARE-NON UNION	2,447.00	1,272.66	2,370.00	2,370.00	0.00	0.00%
001.4030.5102.040	MEDICARE-PPME UNION	0.00	12.08	0.00	0.00	0.00	0.00%
001.4030.5102.070	MEDICARE-TEMPORARY	393.00	198.46	393.00	393.00	0.00	0.00%
001.4030.5102.090	MEDICARE-P&R UNION	2,554.00	1,578.16	2,064.00	2,064.00	0.00	0.00%
001.4030.5111.010	IPERS-NON UNION	15,934.00	7,945.15	15,425.00	15,425.00	0.00	0.00%
001.4030.5111.040	IPERS-PPME UNION	0.00	78.93	0.00	0.00	0.00	0.00%
001.4030.5111.070	IPERS-PT TEMP	0.00	94.32	0.00	0.00	0.00	0.00%
001.4030.5111.090	IPERS-P&R UNION	16,627.00	11,008.59	12,996.00	12,996.00	0.00	0.00%
001.4030.5121.010	GRP INSUR-NON UNION	6,912.00	6,441.48	6,649.00	6,649.00	0.00	0.00%
001.4030.5121.090	GRP INSUR-P&R UNION	42,030.00	27,657.95	34,269.00	34,269.00	0.00	0.00%
001.4030.5122.000	RETIREES GRP HLTH INS	15,867.00	7,128.54	9,288.00	9,288.00	0.00	0.00%

Budget Comparison Report

Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.4030.5123.010	WORKCOMP-NON UNION	4,345.00	918.60	4,258.00	4,258.00	0.00	0.00%
001.4030.5123.040	WORKCOMP-PPME UNION	0.00	9.92	0.00	0.00	0.00	0.00%
001.4030.5123.070	WORKCOMP-TEMPORARY	697.00	213.29	697.00	697.00	0.00	0.00%
001.4030.5123.090	WORKCOMP-P&R UNION	4,534.00	1,814.07	4,246.00	4,246.00	0.00	0.00%
001.4030.5132.000	CLOTHING EXPENSE	2,000.00	995.51	2,000.00	2,000.00	0.00	0.00%
001.4030.5132.010	CLOTHING EXPENSES NON UNIOI	200.00	339.93	200.00	200.00	0.00	0.00%
001.4030.5151.000	PHYSICALS/IMMUNIZATIONS	500.00	0.00	500.00	500.00	0.00	0.00%
001.4030.5192.070	UNEMPLOYMENT-TEMPORARY	5,000.00	1,521.33	5,000.00	5,000.00	0.00	0.00%
001.4030.5210.000	ADVERTISING & LEGAL PUB	0.00	0.00	500.00	500.00	0.00	0.00%
001.4030.5216.000	BACKGROUND CHECKS	75.00	0.00	150.00	150.00	0.00	0.00%
001.4030.5230.000	CONSULTING & PROF FEES	0.00	5,176.50	5,000.00	5,000.00	0.00	0.00%
001.4030.5233.000	ENGINEERING FEES	0.00	1,382.00	1,400.00	1,400.00	0.00	0.00%
001.4030.5251.000	LICENSE & PERMITS	100.00	153.00	100.00	100.00	0.00	0.00%
001.4030.5280.000	DUES, MEMBER, SUBSCRIPTN	500.00	95.00	250.00	250.00	0.00	0.00%
001.4030.5290.000	INSURANCE - GENERAL	20,000.00	8,972.76	20,000.00	8,973.00	-11,027.00	-55.14%
001.4030.5300.000	INSURANCE - TORT LIAB	4,320.00	2,541.00	4,320.00	2,541.00	-1,779.00	-41.18%
001.4030.5339.000	MEDICAL CLAIMS PAID BY CITY	0.00	97.44	0.00	0.00	0.00	0.00%
001.4030.5342.000	CONTRACT-OUTSIDE HELP	9,000.00	10,236.70	10,000.00	10,000.00	0.00	0.00%
001.4030.5344.000	CONTRACT-MAINTENANCE	400.00	126.17	1,900.00	1,900.00	0.00	0.00%
001.4030.5360.000	POSTAGE & SHIPPING	0.00	5.92	50.00	50.00	0.00	0.00%
001.4030.5380.000	RENTS & LEASES	400.00	275.00	400.00	400.00	0.00	0.00%
001.4030.5386.000	CONTRACT LAWN CARE	36,000.00	19,140.00	36,000.00	36,000.00	0.00	0.00%
001.4030.5410.000	REPAIRS & MAINTENANCE	5,500.00	5,010.99	4,500.00	4,500.00	0.00	0.00%
001.4030.5440.000	TAXES PAID	0.00	2.00	0.00	0.00	0.00	0.00%
001.4030.5450.000	TELEPHONE/OTHR COMMNCTN	500.00	306.90	350.00	350.00	0.00	0.00%
001.4030.5460.000	CONFERENCE EXPENSE	1,500.00	1,320.00	1,500.00	1,500.00	0.00	0.00%
001.4030.5465.000	TRAVEL- HOTEL/MOTEL	0.00	411.69	0.00	0.00	0.00	0.00%
001.4030.5480.000	UTILITIES	0.00	388.23	0.00	0.00	0.00	0.00%
001.4030.5481.000	ELECTRICITY	18,000.00	14,542.32	18,000.00	18,000.00	0.00	0.00%
001.4030.5482.000	NATURAL GAS	2,600.00	2,357.18	2,600.00	2,600.00	0.00	0.00%
001.4030.5484.000	PROPANE	0.00	14.86	0.00	0.00	0.00	0.00%
001.4030.5485.000	STORM WATER FEES	5,134.00	6,065.18	6,000.00	6,000.00	0.00	0.00%
001.4030.5489.000	SAFETY EQUIP/SUPPLIE	500.00	296.00	500.00	500.00	0.00	0.00%
001.4030.5562.000	GROUNDS EQUIP MAINT SPLY	4,500.00	1,302.59	3,500.00	3,500.00	0.00	0.00%
001.4030.5565.000	VEHICLE OPER/MAINT SPLY	4,000.00	1,320.02	4,000.00	4,000.00	0.00	0.00%
001.4030.5570.000	VEHICLE GAS	6,000.00	6,497.98	6,000.00	6,000.00	0.00	0.00%
001.4030.5571.000	VEHICLE DIESEL FUEL	6,000.00	3,060.59	4,500.00	4,500.00	0.00	0.00%
001.4030.5600.000	OPERATING SUPPLIES	800.00	321.89	800.00	800.00	0.00	0.00%
001.4030.5605.000	OFFICE SUPPLIES	0.00	69.29	0.00	0.00	0.00	0.00%

Budget Comparison Report

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				Parent Budget			%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.4030.5609.000	AGRICULTURAL SUPPLIES	1,300.00	232.13	1,300.00	1,300.00	0.00	0.00%
001.4030.5611.000	BLDG,GRD OPER/MAINT SPLY	20,000.00	8,293.83	17,000.00	17,000.00	0.00	0.00%
001.4030.5612.000	COMPUTER COMPONENTS	0.00	69.95	200.00	200.00	0.00	0.00%
001.4030.5718.000	MINOR EQUIP, UNCLASSIFIED	7,000.00	10,089.03	7,000.00	7,000.00	0.00	0.00%
001.4030.5980.000	REFUNDS/REIMB	0.00	557.00	0.00	0.00	0.00	0.00%
Total Function: 4030 - Parks:		670,744.00	413,837.11	610,723.00	597,917.00	-12,806.00	-2.10%
Function: 4040 - Recreation							
001.4040.5010.010	REGULAR-NON UNION	25,346.00	33,874.26	24,956.00	24,956.00	0.00	0.00%
001.4040.5010.090	REGULAR-P&R UNION	2,154.00	0.00	1,489.00	1,489.00	0.00	0.00%
001.4040.5030.070	PART-TIME TEMPORARY	22,120.00	4,534.88	19,554.00	19,554.00	0.00	0.00%
001.4040.5060.010	TERM PAYOUTS-NON UNION	0.00	342.92	0.00	0.00	0.00	0.00%
001.4040.5101.010	SOCIAL SECURITY-NON UNION	1,571.00	2,002.00	1,548.00	1,548.00	0.00	0.00%
001.4040.5101.070	SOCIAL SECURITY-PT TEMP	1,371.00	281.14	1,171.00	1,171.00	0.00	0.00%
001.4040.5101.090	SOCIAL SECURITY-P&R UNION	134.00	0.00	134.00	134.00	0.00	0.00%
001.4040.5102.010	MEDICARE-NON UNION	368.00	468.32	363.00	363.00	0.00	0.00%
001.4040.5102.070	MEDICARE-TEMPORARY	321.00	65.74	274.00	274.00	0.00	0.00%
001.4040.5102.090	MEDICARE-P&R UNION	31.00	0.00	31.00	31.00	0.00	0.00%
001.4040.5111.010	IPERS-NON UNION	2,393.00	3,197.89	2,356.00	2,356.00	0.00	0.00%
001.4040.5111.070	IPERS-PT TEMP	0.00	305.07	0.00	0.00	0.00	0.00%
001.4040.5111.090	IPERS-P&R UNION	192.00	0.00	192.00	192.00	0.00	0.00%
001.4040.5121.010	GRP INSUR-NON UNION	2,767.00	5,936.54	2,731.00	2,731.00	0.00	0.00%
001.4040.5121.090	GRP INSUR-P&R UNION	490.00	0.00	490.00	490.00	0.00	0.00%
001.4040.5123.010	WORKCOMP-NON UNION	652.00	148.26	651.00	651.00	0.00	0.00%
001.4040.5123.070	WORKCOMP-TEMPORARY	569.00	70.68	519.00	519.00	0.00	0.00%
001.4040.5123.090	WORKCOMP-P&R UNION	86.00	0.00	86.00	86.00	0.00	0.00%
001.4040.5132.000	CLOTHING EXPENSE	200.00	0.00	200.00	200.00	0.00	0.00%
001.4040.5210.000	ADVERTISING & LEGAL PUB	1,000.00	493.87	1,000.00	1,000.00	0.00	0.00%
001.4040.5216.000	BACKGROUND CHECKS	50.00	15.00	50.00	50.00	0.00	0.00%
001.4040.5280.000	DUES, MEMBER, SUBSCRIPTN	750.00	653.00	750.00	750.00	0.00	0.00%
001.4040.5342.000	CONTRACT-OUTSIDE HELP	1,000.00	14.75	0.00	0.00	0.00	0.00%
001.4040.5344.000	CONTRACT-MAINTENANCE	2,200.00	0.00	1,900.00	1,900.00	0.00	0.00%
001.4040.5358.000	RECR SRV-INSTRUCTR	11,000.00	4,805.00	10,000.00	10,000.00	0.00	0.00%
001.4040.5360.000	POSTAGE & SHIPPING	100.00	3.10	100.00	100.00	0.00	0.00%
001.4040.5370.000	PRINTING & BINDING	900.00	0.00	900.00	900.00	0.00	0.00%
001.4040.5380.000	RENTS & LEASES	0.00	170.00	100.00	100.00	0.00	0.00%
001.4040.5410.000	REPAIRS & MAINTENANCE	100.00	0.00	100.00	100.00	0.00	0.00%
001.4040.5450.000	TELEPHONE/OTHR COMMNCTN	2,800.00	306.90	1,200.00	1,200.00	0.00	0.00%
001.4040.5460.000	CONFERENCE EXPENSE	1,750.00	889.36	1,750.00	1,750.00	0.00	0.00%
001.4040.5600.000	OPERATING SUPPLIES	1,500.00	604.53	500.00	500.00	0.00	0.00%

Budget Comparison Report

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				Parent Budget			%
				2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.4040.5601.000	PROMOTION/PROGRAM SPPLY	400.00	850.35	400.00	400.00	0.00	0.00%
001.4040.5605.000	OFFICE SUPPLIES	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
001.4040.5611.000	BLDG,GRD OPER/MAINT SPLY	200.00	0.00	200.00	200.00	0.00	0.00%
001.4040.5613.000	MERCHANDISE FOR RESALE	10,000.00	457.00	4,000.00	4,000.00	0.00	0.00%
001.4040.5718.000	MINOR EQUIP, UNCLASSIFIED	200.00	0.00	200.00	200.00	0.00	0.00%
001.4040.5980.000	REFUNDS/REIMB	0.00	56.07	0.00	0.00	0.00	0.00%
Total Function: 4040 - Recreation:		95,715.00	60,546.63	80,895.00	80,895.00	0.00	0.00%
Function: 4041 - Community Schools							
001.4041.5010.010	REGULAR-NON UNION	69,538.00	56,140.13	68,998.00	68,998.00	0.00	0.00%
001.4041.5030.070	PART-TIME TEMPORARY	64,600.00	43,334.20	64,600.00	64,600.00	0.00	0.00%
001.4041.5101.010	SOCIAL SECURITY-NON UNION	4,311.00	3,033.12	4,282.00	4,282.00	0.00	0.00%
001.4041.5101.070	SOCIAL SECURITY-PT TEMP	4,005.00	2,686.77	4,005.00	4,005.00	0.00	0.00%
001.4041.5102.010	MEDICARE-NON UNION	1,008.00	709.29	1,001.00	1,001.00	0.00	0.00%
001.4041.5102.070	MEDICARE-TEMPORARY	937.00	628.33	937.00	937.00	0.00	0.00%
001.4041.5111.010	IPERS-NON UNION	6,564.00	5,299.74	6,513.00	6,513.00	0.00	0.00%
001.4041.5111.070	IPERS-PT TEMP	0.00	702.84	0.00	0.00	0.00	0.00%
001.4041.5121.010	GRP INSUR-NON UNION	11,911.00	9,857.07	11,818.00	11,818.00	0.00	0.00%
001.4041.5123.010	WORKCOMP-NON UNION	1,790.00	761.33	1,784.00	1,784.00	0.00	0.00%
001.4041.5123.070	WORKCOMP-TEMPORARY	1,663.00	675.52	1,663.00	1,663.00	0.00	0.00%
001.4041.5132.000	CLOTHING EXPENSE	0.00	208.50	300.00	300.00	0.00	0.00%
001.4041.5210.000	ADVERTISING & LEGAL PUB	500.00	46.00	500.00	500.00	0.00	0.00%
001.4041.5216.000	BACKGROUND CHECKS	500.00	59.75	500.00	500.00	0.00	0.00%
001.4041.5251.000	LICENSE & PERMITS	100.00	0.00	100.00	100.00	0.00	0.00%
001.4041.5280.000	DUES, MEMBER, SUBSCRIPTN	150.00	0.00	150.00	150.00	0.00	0.00%
001.4041.5331.000	PAYMENTS-OTHER ENTITIES	10,000.00	9,324.60	9,000.00	9,000.00	0.00	0.00%
001.4041.5342.000	CONTRACT-OUTSIDE HELP	800.00	765.00	500.00	500.00	0.00	0.00%
001.4041.5357.000	RECR SRV-ADMISSION	15,000.00	11,264.49	15,000.00	15,000.00	0.00	0.00%
001.4041.5358.000	RECR SRV-INSTRUCTR	2,000.00	90.00	0.00	0.00	0.00	0.00%
001.4041.5360.000	POSTAGE & SHIPPING	100.00	0.00	100.00	100.00	0.00	0.00%
001.4041.5370.000	PRINTING & BINDING	1,625.00	0.00	500.00	500.00	0.00	0.00%
001.4041.5380.000	RENTS & LEASES	0.00	255.00	600.00	600.00	0.00	0.00%
001.4041.5450.000	TELEPHONE/OTHER COMMUNCT	0.00	51.02	100.00	100.00	0.00	0.00%
001.4041.5460.000	CONFERENCE EXPENSE	200.00	13.78	0.00	0.00	0.00	0.00%
001.4041.5465.000	TRAVEL - HOTEL/MOTEL	0.00	689.04	0.00	0.00	0.00	0.00%
001.4041.5600.000	OPERATING SUPPLIES	500.00	2,155.42	750.00	750.00	0.00	0.00%
001.4041.5601.000	PROMOTION/PROGRAM SPPLY	7,000.00	8,456.72	9,000.00	9,000.00	0.00	0.00%
001.4041.5613.000	MERCHANDISE FOR RESALE	4,000.00	2,162.38	3,000.00	3,000.00	0.00	0.00%
001.4041.5718.000	MINOR EQUIP, UNCLASSIFIED	600.00	0.00	0.00	0.00	0.00	0.00%

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				Parent Budget 2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	%
001.4041.5980.000	REFUNDS/REIMB	0.00	175.00	0.00	0.00	0.00	0.00%
Total Function: 4041 - Community Schools:		209,402.00	159,545.04	205,701.00	205,701.00	0.00	0.00%
Function: 4045 - Swimming Pools							
001.4045.5010.010	REGULAR-NON UNION	13,435.00	4,549.05	13,208.00	13,208.00	0.00	0.00%
001.4045.5010.090	REGULAR-P&R UNION	4,870.00	846.81	4,870.00	4,870.00	0.00	0.00%
001.4045.5030.070	PART-TIME TEMPORARY	29,000.00	13,013.41	56,000.00	56,000.00	0.00	0.00%
001.4045.5060.010	TERM PAYOUTS-NON UNION	0.00	342.92	0.00	0.00	0.00	0.00%
001.4045.5101.010	SOCIAL SECURITY-NON UNION	833.00	297.64	819.00	819.00	0.00	0.00%
001.4045.5101.070	SOCIAL SECURITY-PT TEMP	1,798.00	806.83	3,472.00	3,472.00	0.00	0.00%
001.4045.5101.090	SOCIAL SECURITY-P&R UNION	302.00	48.35	302.00	302.00	0.00	0.00%
001.4045.5102.010	MEDICARE-NON UNION	195.00	69.57	192.00	192.00	0.00	0.00%
001.4045.5102.070	MEDICARE-TEMPORARY	421.00	188.67	812.00	812.00	0.00	0.00%
001.4045.5102.090	MEDICARE-P&R UNION	71.00	11.30	71.00	71.00	0.00	0.00%
001.4045.5111.010	IPERS-NON UNION	1,268.00	429.45	1,247.00	1,247.00	0.00	0.00%
001.4045.5111.070	IPERS-PT TEMP	0.00	18.74	0.00	0.00	0.00	0.00%
001.4045.5111.090	IPERS-P&R UNION	460.00	79.93	460.00	460.00	0.00	0.00%
001.4045.5121.010	GRP INSUR-NON UNION	918.00	383.25	907.00	907.00	0.00	0.00%
001.4045.5121.090	GRP INSUR-P&R UNION	1,108.00	222.31	1,108.00	1,108.00	0.00	0.00%
001.4045.5123.010	WORKCOMP-NON UNION	346.00	18.06	345.00	345.00	0.00	0.00%
001.4045.5123.070	WORKCOMP-TEMPORARY	747.00	202.80	1,919.00	1,919.00	0.00	0.00%
001.4045.5123.090	WORKCOMP-P&R UNION	125.00	13.21	125.00	125.00	0.00	0.00%
001.4045.5132.000	CLOTHING EXPENSE	0.00	0.00	2,200.00	2,200.00	0.00	0.00%
001.4045.5210.000	ADVERTISING & LEGAL PUB	1,000.00	0.00	2,000.00	2,000.00	0.00	0.00%
001.4045.5216.000	BACKGROUND CHECKS	350.00	23.90	600.00	600.00	0.00	0.00%
001.4045.5251.000	LICENSE & PERMITS	1,200.00	472.70	1,200.00	1,200.00	0.00	0.00%
001.4045.5290.000	INSURANCE - GENERAL	2,484.00	3,372.70	2,484.00	3,373.00	889.00	35.79%
001.4045.5300.000	INSURANCE - TORT LIAB	2,916.00	3,105.25	2,916.00	3,105.00	189.00	6.48%
001.4045.5331.000	PAYMENTS-OTHER ENTITIES	85,000.00	33,634.82	33,635.00	33,635.00	0.00	0.00%
001.4045.5342.000	CONTRACT-OUTSIDE HELP	2,500.00	1,773.50	9,500.00	9,500.00	0.00	0.00%
001.4045.5344.000	CONTRACT-MAINTENANCE	700.00	0.00	700.00	700.00	0.00	0.00%
001.4045.5370.000	PRINTING & BINDING	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
001.4045.5380.000	RENTS & LEASES	500.00	70.00	500.00	500.00	0.00	0.00%
001.4045.5386.000	CONTRACT LAWN CARE	4,050.00	3,450.00	4,050.00	4,050.00	0.00	0.00%
001.4045.5410.000	REPAIRS & MAINTENANCE	3,500.00	1,459.58	3,500.00	3,500.00	0.00	0.00%
001.4045.5450.000	TELEPHONE/OTHR COMMNCTN	700.00	613.54	700.00	700.00	0.00	0.00%
001.4045.5460.000	CONFERENCE EXPENSE	250.00	0.00	250.00	250.00	0.00	0.00%
001.4045.5470.000	TRAINING	0.00	300.00	0.00	0.00	0.00	0.00%
001.4045.5481.000	ELECTRICITY	23,000.00	18,929.19	27,000.00	27,000.00	0.00	0.00%
001.4045.5482.000	NATURAL GAS	9,000.00	4,931.80	7,000.00	7,000.00	0.00	0.00%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.4045.5600.000	OPERATING SUPPLIES	2,500.00	1,169.78	2,500.00	2,500.00	0.00	0.00%
001.4045.5601.000	PROMOTION/PROGRAM SPPLY	0.00	88.43	0.00	0.00	0.00	0.00%
001.4045.5605.000	OFFICE SUPPLIES	0.00	74.55	100.00	100.00	0.00	0.00%
001.4045.5607.000	CHEMICAL SPPLY	12,000.00	4,170.64	12,000.00	12,000.00	0.00	0.00%
001.4045.5611.000	BLDG,GRD OPER/MAINT SPPLY	1,500.00	828.89	3,000.00	3,000.00	0.00	0.00%
001.4045.5613.000	MERCHANDISE FOR RESALE	0.00	28.29	0.00	0.00	0.00	0.00%
001.4045.5718.000	MINOR EQUIP, UNCLASSIFIED	4,000.00	1,999.72	4,000.00	4,000.00	0.00	0.00%
001.4045.5980.000	REFUNDS/REIMB	0.00	60.00	0.00	0.00	0.00	0.00%
Total Function: 4045 - Swimming Pools:		214,047.00	102,099.58	206,692.00	207,770.00	1,078.00	0.52%
Function: 4060 - Community Center							
001.4060.5331.000	PAYMENTS-OTHER ENTITIES	76,760.00	70,363.28	76,760.00	76,760.00	0.00	0.00%
Total Function: 4060 - Community Center:		76,760.00	70,363.28	76,760.00	76,760.00	0.00	0.00%
Function: 4065 - Coliseum							
001.4065.5010.010	REGULAR-NON UNION	0.00	1,600.85	0.00	6,930.00	6,930.00	0.00%
001.4065.5010.090	REGULAR-P&R UNION	0.00	116.52	0.00	2,241.00	2,241.00	0.00%
001.4065.5030.070	PART-TIME TEMPORARY	0.00	87.88	0.00	2,000.00	2,000.00	0.00%
001.4065.5050.060	PART-TIME REGULAR	0.00	0.00	0.00	2,000.00	2,000.00	0.00%
001.4065.5060.010	TERM PAYOUTS-NON UNION	0.00	168.43	0.00	0.00	0.00	0.00%
001.4065.5101.010	SOCIAL SECURITY-NON UNION	0.00	108.57	0.00	430.00	430.00	0.00%
001.4065.5101.070	SOCIAL SECURITY-PT TEMP	0.00	5.45	0.00	124.00	124.00	0.00%
001.4065.5101.090	SOCIAL SECURITY-P&R UNION	0.00	6.90	0.00	139.00	139.00	0.00%
001.4065.5102.010	MEDICARE-NON UNION	0.00	25.46	0.00	100.00	100.00	0.00%
001.4065.5102.070	MEDICARE-TEMPORARY	0.00	1.27	0.00	29.00	29.00	0.00%
001.4065.5102.090	MEDICARE-P&R UNION	0.00	1.61	0.00	32.00	32.00	0.00%
001.4065.5111.010	IPERS-NON UNION	0.00	151.00	0.00	654.00	654.00	0.00%
001.4065.5111.070	IPERS-PT TEMP	0.00	8.30	0.00	0.00	0.00	0.00%
001.4065.5111.090	IPERS-P&R UNION	0.00	11.00	0.00	212.00	212.00	0.00%
001.4065.5121.010	GRP INSUR-NON UNION	0.00	107.74	0.00	270.00	270.00	0.00%
001.4065.5121.090	GRP INSUR-P&R UNION	0.00	38.84	0.00	490.00	490.00	0.00%
001.4065.5123.010	WORKCOMP-NON UNION	0.00	1.68	0.00	178.00	178.00	0.00%
001.4065.5123.070	WORKCOMP-TEMPORARY	0.00	1.37	0.00	51.00	51.00	0.00%
001.4065.5123.090	WORKCOMP-P&R UNION	0.00	1.82	0.00	58.00	58.00	0.00%
001.4065.5290.000	INSURANCE - GENERAL	0.00	3,598.56	0.00	3,599.00	3,599.00	0.00%
001.4065.5300.000	INSURANCE - TORT LIAB	0.00	112.23	0.00	112.00	112.00	0.00%
001.4065.5342.000	CONTRACT-OUTSIDE HELP	0.00	82.37	0.00	100.00	100.00	0.00%
001.4065.5344.000	CONTRACT-MAINTENANCE	0.00	0.00	0.00	500.00	500.00	0.00%
001.4065.5410.000	REPAIRS & MAINTENANCE	0.00	963.00	0.00	0.00	0.00	0.00%
001.4065.5450.000	TELEPHONE/OTHR COMMNCTN	0.00	1,067.70	0.00	1,200.00	1,200.00	0.00%
001.4065.5481.000	ELECTRICITY	0.00	3,576.14	0.00	5,000.00	5,000.00	0.00%

Formerly fund 050, so moved budget here

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)		
001.4065.5482.000	NATURAL GAS	0.00	3,818.89	0.00	2,500.00	2,500.00	0.00%	
001.4065.5483.000	WATER	0.00	620.19	0.00	600.00	600.00	0.00%	
001.4065.5600.000	OPERATING SUPPLIES	0.00	12.36	0.00	0.00	0.00	0.00%	
001.4065.5611.000	BLDG,GRD OPER/MAINT SPLY	0.00	122.95	0.00	50.00	50.00	0.00%	
001.4065.5980.000	REFUNDS/REIMB	0.00	803.81	0.00	0.00	0.00	0.00%	
Total Function: 4065 - Coliseum:		0.00	17,222.89	0.00	29,599.00	29,599.00	0.00%	
Function: 5010 - Community Beautification								
001.5010.5010.010	REGULAR-NON UNION	4,515.00	1,522.24	4,410.00	4,410.00	0.00	0.00%	
001.5010.5060.010	TERM PAYOUTS-NON UNION	0.00	517.40	0.00	0.00	0.00	0.00%	
001.5010.5101.010	SOCIAL SECURITY-NON UNION	280.00	124.43	274.00	274.00	0.00	0.00%	
001.5010.5102.010	MEDICARE-NON UNION	65.00	29.09	63.00	63.00	0.00	0.00%	
001.5010.5111.010	IPERS-NON UNION	426.00	143.71	416.00	416.00	0.00	0.00%	
001.5010.5121.010	GRP INSUR-NON UNION	0.00	221.60	0.00	0.00	0.00	0.00%	
001.5010.5123.010	WORKCOMP-NON UNION	116.00	3.12	116.00	116.00	0.00	0.00%	
001.5010.5300.000	INSURANCE - TORT LIAB	70.00	35.55	70.00	36.00	-34.00	-48.57%	
001.5010.5342.000	CONTRACT-OUTSIDE HELP	5,300.00	2,800.00	4,000.00	4,000.00	0.00	0.00%	
001.5010.5410.000	REPAIRS & MAINTENANCE	1,500.00	2,877.79	4,000.00	4,000.00	0.00	0.00%	
001.5010.5562.000	GROUND S EQUIP MAINT SPLY	6,000.00	5,143.14	4,500.00	4,500.00	0.00	0.00%	
001.5010.5600.000	OPERATING SUPPLIES	2,200.00	1,588.34	2,200.00	2,200.00	0.00	0.00%	
Total Function: 5010 - Community Beautification:		20,472.00	15,006.41	20,049.00	20,015.00	-34.00	-0.17%	
Function: 5020 - Econmic Development								
001.5020.5300.000	INSURANCE - TORT LIAB	0.00	16.58	0.00	17.00	17.00	0.00%	
001.5020.5410.000	REPAIRS & MAINTENANCE	40,000.00	50,972.50	50,973.00	62,012.00	11,039.00	21.66%	Facades approved by Council
001.5020.5440.000	TAXES PAID	0.00	50.00	0.00	0.00	0.00	0.00%	
Total Function: 5020 - Econmic Development:		40,000.00	51,039.08	50,973.00	62,029.00	11,056.00	21.69%	
Function: 5040 - Planning & Zoning								
001.5040.5010.010	REGULAR-NON UNION	45,971.00	26,372.80	33,622.00	33,622.00	0.00	0.00%	
001.5040.5101.010	SOCIAL SECURITY-NON UNION	2,850.00	1,560.35	2,084.00	2,084.00	0.00	0.00%	
001.5040.5102.010	MEDICARE-NON UNION	667.00	364.90	519.00	519.00	0.00	0.00%	
001.5040.5111.010	IPERS-NON UNION	4,340.00	2,489.61	3,174.00	3,174.00	0.00	0.00%	
001.5040.5121.010	GRP INSUR-NON UNION	5,734.00	3,215.54	4,695.00	4,695.00	0.00	0.00%	
001.5040.5123.010	WORKCOMP-NON UNION	69.00	24.23	58.00	58.00	0.00	0.00%	
001.5040.5210.000	ADVERTISING & LEGAL PUB	500.00	978.94	1,000.00	1,000.00	0.00	0.00%	
001.5040.5230.000	CONSULTING & PROF FEES	0.00	3,269.00	20,000.00	20,000.00	0.00	0.00%	
001.5040.5250.000	COURT, RECORD & FILING FEES	100.00	0.00	100.00	100.00	0.00	0.00%	
001.5040.5280.000	DUES, MEMBER, SUBSCRIPTN	13,000.00	12,398.40	13,000.00	13,000.00	0.00	0.00%	
001.5040.5300.000	INSURANCE - TORT LIAB	243.00	132.17	243.00	132.00	-111.00	-45.68%	
001.5040.5342.000	CONTRACT-OUTSIDE HELP	0.00	2,495.00	0.00	0.00	0.00	0.00%	

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget		%	
		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Account Number							
001.5040.5347.000	CONTRACT-SOFTWARE MAINT	400.00	400.00	400.00	400.00	0.00	0.00%
001.5040.5450.000	TELEPHONE/OTHR COMMNCTN	400.00	0.00	0.00	0.00	0.00	0.00%
001.5040.5472.000	MILEAGE REIMBURSE	300.00	0.00	100.00	100.00	0.00	0.00%
001.5040.5600.000	OPERATING SUPPLIES	100.00	0.00	100.00	100.00	0.00	0.00%
001.5040.5605.000	OFFICE SUPPLIES	50.00	0.00	50.00	50.00	0.00	0.00%
Total Function: 5040 - Planning & Zoning:		74,724.00	53,700.94	79,145.00	79,034.00	-111.00	-0.14%
Function: 5900 - Other Community and Economic Dev.							
001.5900.5331.000	PAYMENTS-OTHER ENTITIES	309,540.00	218,625.43	334,330.00	425,000.00	90,670.00	27.12%
Total Function: 5900 - Other Community and Economic Dev.:		309,540.00	218,625.43	334,330.00	425,000.00	90,670.00	27.12%
Function: 6010 - Mayor							
001.6010.5030.070	PART-TIME TEMPORARY	7,500.00	6,060.00	7,500.00	7,500.00	0.00	0.00%
001.6010.5102.070	MEDICARE-TEMPORARY	109.00	87.95	109.00	109.00	0.00	0.00%
001.6010.5111.070	IPERS-PT TEMP	708.00	572.12	708.00	708.00	0.00	0.00%
001.6010.5123.070	WORKCOMP-TEMPORARY	11.00	5.48	11.00	11.00	0.00	0.00%
001.6010.5280.000	DUES, MEMBER, SUBSCRIPTN	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%
001.6010.5300.000	INSURANCE - TORT LIAB	135.00	67.43	135.00	68.00	-67.00	-49.63%
001.6010.5450.000	TELEPHONE/OTHR COMMNCTN	400.00	306.90	400.00	400.00	0.00	0.00%
001.6010.5460.000	CONFERENCE EXPENSE	2,500.00	16.35	2,500.00	2,500.00	0.00	0.00%
001.6010.5600.000	OPERATING SUPPLIES	250.00	0.00	250.00	250.00	0.00	0.00%
Total Function: 6010 - Mayor:		12,613.00	7,116.23	12,613.00	12,546.00	-67.00	-0.53%
Function: 6011 - Council							
001.6011.5030.070	PART-TIME TEMPORARY	21,000.00	16,961.76	21,000.00	21,000.00	0.00	0.00%
001.6011.5101.070	SOCIAL SECURITY-PT TEMP	744.00	750.91	744.00	744.00	0.00	0.00%
001.6011.5102.070	MEDICARE-TEMPORARY	305.00	245.55	305.00	305.00	0.00	0.00%
001.6011.5111.070	IPERS-PT TEMP	850.00	457.50	850.00	850.00	0.00	0.00%
001.6011.5123.070	WORKCOMP-TEMPORARY	31.00	16.17	31.00	31.00	0.00	0.00%
001.6011.5230.000	CONSULTING & PROF FEES	200.00	1,000.00	200.00	200.00	0.00	0.00%
001.6011.5300.000	INSURANCE - TORT LIAB	648.00	382.88	648.00	383.00	-265.00	-40.90%
001.6011.5331.000	PAYMENTS - OTHER ENTITIES	0.00	500.00	0.00	0.00	0.00	0.00%
001.6011.5460.000	CONFERENCE EXPENSE	1,750.00	0.00	1,750.00	1,750.00	0.00	0.00%
001.6011.5600.000	OPERATING SUPPLIES	200.00	0.00	200.00	200.00	0.00	0.00%
Total Function: 6011 - Council:		25,728.00	20,314.77	25,728.00	25,463.00	-265.00	-1.03%
Function: 6012 - City Manager							
001.6012.5010.010	REGULAR-NON UNION	114,288.00	90,956.94	113,564.00	113,564.00	0.00	0.00%
001.6012.5057.010	CAR REIMB-NON UNION	2,700.00	2,250.00	2,700.00	2,700.00	0.00	0.00%
001.6012.5057.100	PHONE REIMB-NON UNION	750.00	0.00	750.00	750.00	0.00	0.00%
001.6012.5101.010	SOCIAL SECURITY-NON UNION	6,152.00	4,525.81	6,115.00	6,115.00	0.00	0.00%
001.6012.5102.010	MEDICARE-NON UNION	1,696.00	1,334.80	1,686.00	1,686.00	0.00	0.00%

Budget Comparison Report

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Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.6012.5111.010	IPERS-NON UNION	11,044.00	8,594.48	10,977.00	10,977.00	0.00	0.00%
001.6012.5121.010	GRP INSUR-NON UNION	4,050.00	3,252.01	4,024.00	4,024.00	0.00	0.00%
001.6012.5123.010	WORKCOMP-NON UNION	171.00	85.91	170.00	170.00	0.00	0.00%
001.6012.5210.000	ADVERTISING & LEGAL PUB	450.00	0.00	450.00	450.00	0.00	0.00%
001.6012.5230.000	CONSULTING & PROF FEES	0.00	400.00	0.00	0.00	0.00	0.00%
001.6012.5280.000	DUES, MEMBER, SUBSCRIPTN	1,500.00	1,499.41	1,500.00	1,500.00	0.00	0.00%
001.6012.5300.000	INSURANCE - TORT LIAB	551.00	302.67	551.00	303.00	-248.00	-45.01%
001.6012.5331.000	PAYMENTS-OTHER ENTITIES	0.00	30.00	0.00	0.00	0.00	0.00%
001.6012.5360.000	POSTAGE & SHIPPING	0.00	6.70	0.00	0.00	0.00	0.00%
001.6012.5450.000	TELEPHONE/OTHR COMMNCTN	500.00	306.90	500.00	500.00	0.00	0.00%
001.6012.5460.000	CONFERENCE EXPENSE	1,000.00	660.00	1,000.00	1,000.00	0.00	0.00%
001.6012.5464.000	TRAVEL-PER DIEM	250.00	0.00	250.00	250.00	0.00	0.00%
001.6012.5465.000	TRAVEL - HOTEL/MOTEL	750.00	473.44	750.00	750.00	0.00	0.00%
001.6012.5600.000	OPERATING SUPPLIES	350.00	50.56	350.00	350.00	0.00	0.00%
001.6012.5605.000	OFFICE SUPPLIES	250.00	0.00	250.00	250.00	0.00	0.00%
001.6012.5703.000	MINOR COMPUTER	0.00	74.95	0.00	0.00	0.00	0.00%
Total Function: 6012 - City Manager:		146,452.00	114,804.58	145,587.00	145,339.00	-248.00	-0.17%
Function: 6020 - Clerk							
001.6020.5010.010	REGULAR-NON UNION	82,035.00	65,817.95	81,240.00	81,240.00	0.00	0.00%
001.6020.5101.010	SOCIAL SECURITY-NON UNION	5,086.00	3,876.02	5,040.00	5,040.00	0.00	0.00%
001.6020.5102.010	MEDICARE-NON UNION	1,190.00	906.43	1,179.00	1,179.00	0.00	0.00%
001.6020.5111.010	IPERS-NON UNION	7,744.00	6,213.14	7,669.00	7,669.00	0.00	0.00%
001.6020.5121.010	GRP INSUR-NON UNION	12,743.00	10,487.86	12,614.00	12,614.00	0.00	0.00%
001.6020.5122.000	RETIRES GRP HLTH INS	4,601.00	2,956.68	4,490.00	4,490.00	0.00	0.00%
001.6020.5123.010	WORKCOMP-NON UNION	123.00	60.41	122.00	122.00	0.00	0.00%
001.6020.5210.000	ADVERTISING & LEGAL PUB	8,500.00	5,102.20	8,500.00	8,500.00	0.00	0.00%
001.6020.5230.000	CONSULTING & PROF FEES	0.00	15,625.00	15,805.00	15,805.00	0.00	0.00%
001.6020.5250.000	COURT, RECORD & FILING FEES	750.00	52.00	750.00	750.00	0.00	0.00%
001.6020.5280.000	DUES, MEMBER, SUBSCRIPTN	9,305.00	9,832.00	9,305.00	9,305.00	0.00	0.00%
001.6020.5300.000	INSURANCE - TORT LIAB	297.00	285.69	297.00	286.00	-11.00	-3.70%
001.6020.5344.000	CONTRACT-MAINTENANCE	720.00	970.34	720.00	720.00	0.00	0.00%
001.6020.5360.000	POSTAGE & SHIPPING	8,000.00	7,386.23	8,000.00	8,000.00	0.00	0.00%
001.6020.5410.000	REPAIRS & MAINTENANCE	100.00	0.00	100.00	100.00	0.00	0.00%
001.6020.5450.000	TELEPHONE/OTHR COMMNCTN	750.00	306.90	750.00	750.00	0.00	0.00%
001.6020.5460.000	CONFERENCE EXPENSE	1,000.00	310.00	1,000.00	1,000.00	0.00	0.00%
001.6020.5605.000	OFFICE SUPPLIES	2,280.00	845.17	2,280.00	2,280.00	0.00	0.00%
001.6020.5980.000	REFUNDS/REIMB	0.00	422.50	0.00	0.00	0.00	0.00%
001.6020.5990.000	CASH SHORT & (OVER)	0.00	-1.00	0.00	0.00	0.00	0.00%
Total Function: 6020 - Clerk:		145,224.00	131,455.52	159,861.00	159,850.00	-11.00	-0.01%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget		%	
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
Function: 6021 - Finance							
001.6021.5010.010	REGULAR-NON UNION	303,892.00	242,925.33	283,520.00	283,520.00	0.00	0.00%
001.6021.5020.010	OVERTIME-NON UNION	2,000.00	1,250.73	2,888.00	2,888.00	0.00	0.00%
001.6021.5050.060	PART-TIME REGULAR	19,110.00	0.00	19,110.00	0.00	-19,110.00	-100.00%
001.6021.5101.010	SOCIAL SECURITY-NON UNION	18,841.00	13,982.60	17,599.00	17,599.00	0.00	0.00%
001.6021.5101.060	SOCIAL SECURITY-PT REGULAR	1,185.00	0.00	0.00	0.00	0.00	0.00%
001.6021.5102.010	MEDICARE-NON UNION	4,406.00	3,270.10	4,153.00	4,153.00	0.00	0.00%
001.6021.5102.060	MEDICARE-PT REGULAR	277.00	0.00	0.00	0.00	0.00	0.00%
001.6021.5111.010	IPERS-NON UNION	28,687.00	23,050.15	26,754.00	26,754.00	0.00	0.00%
001.6021.5111.060	IPERS-PT REGULAR	1,804.00	0.00	0.00	0.00	0.00	0.00%
001.6021.5121.010	GRP INSUR-NON UNION	54,643.00	44,969.80	51,122.00	51,122.00	0.00	0.00%
001.6021.5122.000	RETIRES GRP HLTH INS	6,465.00	4,243.83	6,310.00	6,310.00	0.00	0.00%
001.6021.5123.010	WORKCOMP-NON UNION	454.00	224.31	435.00	435.00	0.00	0.00%
001.6021.5123.060	WORKCOMP-PT REGULAR	29.00	0.00	0.00	0.00	0.00	0.00%
001.6021.5210.000	ADVERTISING & LEGAL PUB	432.00	0.00	432.00	432.00	0.00	0.00%
001.6021.5215.000	BANK CHARGES	0.00	44.50	15.00	15.00	0.00	0.00%
001.6021.5216.000	BACKGROUND CHECKS	10.00	0.00	10.00	10.00	0.00	0.00%
001.6021.5230.000	CONSULTING & PROF FEES	1,800.00	2,635.00	8,200.00	8,500.00	300.00	3.66%
001.6021.5232.000	AUDITING FEES	50,100.00	39,410.00	40,100.00	40,100.00	0.00	0.00%
001.6021.5280.000	DUES, MEMBER, SUBSCRIPTN	1,800.00	1,075.00	1,800.00	1,800.00	0.00	0.00%
001.6021.5290.000	INSURANCE - GENERAL	1,000.00	0.00	1,000.00	0.00	-1,000.00	-100.00%
001.6021.5300.000	INSURANCE - TORT LIAB	1,404.00	1,205.32	1,404.00	1,205.00	-199.00	-14.17%
001.6021.5344.000	CONTRACT-MAINTENANCE	1,500.00	360.99	1,500.00	1,500.00	0.00	0.00%
001.6021.5347.000	CONTRACT-SOFTWARE MAINT	47,550.00	42,443.87	47,550.00	47,550.00	0.00	0.00%
001.6021.5360.000	POSTAGE & SHIPPING	2,000.00	410.21	2,000.00	2,000.00	0.00	0.00%
001.6021.5410.000	REPAIRS & MAINTENANCE	200.00	0.00	200.00	200.00	0.00	0.00%
001.6021.5450.000	TELEPHONE/OTHR COMMNCTN	1,000.00	1,226.46	1,600.00	1,600.00	0.00	0.00%
001.6021.5460.000	CONFERENCE EXPENSE	2,000.00	45.00	2,000.00	2,000.00	0.00	0.00%
001.6021.5464.000	TRAVEL-PER DIEM	150.00	0.00	150.00	150.00	0.00	0.00%
001.6021.5465.000	TRAVEL - HOTEL/MOTEL	500.00	0.00	500.00	500.00	0.00	0.00%
001.6021.5470.000	TRAINING	470.00	198.00	470.00	470.00	0.00	0.00%
001.6021.5472.000	MILEAGE REIMBURSE	400.00	71.37	400.00	400.00	0.00	0.00%
001.6021.5600.000	OPERATING SUPPLIES	200.00	384.49	300.00	300.00	0.00	0.00%
001.6021.5605.000	OFFICE SUPPLIES	2,000.00	1,614.75	2,000.00	2,000.00	0.00	0.00%
001.6021.5612.000	COMPUTER COMPONENTS	500.00	454.97	500.00	500.00	0.00	0.00%
001.6021.5702.000	MINOR OFFICE FURN/EQUIP	100.00	74.99	100.00	100.00	0.00	0.00%
001.6021.5703.000	MINOR COMPUTER	200.00	0.00	200.00	200.00	0.00	0.00%
001.6021.5718.000	MINOR EQUIP, UNCLASSIFIED	100.00	0.00	100.00	100.00	0.00	0.00%
001.6021.5870.000	FINES & SERVICE CHRGS	25.00	31.50	25.00	25.00	0.00	0.00%

Budget Comparison Report

Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget 2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	%
001.6021.5990.000	CASH SHORT & (OVER)	10.00	0.00	10.00	10.00	0.00	0.00%
	Total Function: 6021 - Finance:	557,244.00	425,603.27	524,457.00	504,448.00	-20,009.00	-3.82%
Function: 6025 - HR							
001.6025.5010.010	REGULAR-NON UNION	78,663.00	64,856.14	78,456.00	78,456.00	0.00	0.00%
001.6025.5101.010	SOCIAL SECURITY-NON UNION	4,877.00	3,817.57	4,865.00	4,865.00	0.00	0.00%
001.6025.5102.010	MEDICARE-NON UNION	1,141.00	892.78	1,138.00	1,138.00	0.00	0.00%
001.6025.5111.010	IPERS-NON UNION	7,426.00	6,122.43	7,407.00	7,407.00	0.00	0.00%
001.6025.5121.010	GRP INSUR-NON UNION	10,959.00	9,124.06	10,928.00	10,928.00	0.00	0.00%
001.6025.5123.010	WORKCOMP-NON UNION	118.00	59.97	118.00	118.00	0.00	0.00%
001.6025.5151.000	PHYSICALS/IMMUNIZATIONS	0.00	267.50	0.00	0.00	0.00	0.00%
001.6025.5280.000	DUES, MEMBER, SUBSCRIPTN	1,000.00	260.00	1,000.00	1,000.00	0.00	0.00%
001.6025.5300.000	INSURANCE - TORT LIAB	270.00	238.89	270.00	239.00	-31.00	-11.48%
001.6025.5360.000	POSTAGE & SHIPPING	0.00	7.90	0.00	0.00	0.00	0.00%
001.6025.5450.000	TELEPHONE/OTHR COMMNCTN	500.00	306.90	500.00	500.00	0.00	0.00%
001.6025.5460.000	CONFERENCE EXPENSE	1,500.00	849.00	1,500.00	1,500.00	0.00	0.00%
001.6025.5472.000	MILEAGE REIMBURSE	500.00	101.79	500.00	500.00	0.00	0.00%
001.6025.5600.000	OPERATING SUPPLIES	100.00	477.00	100.00	100.00	0.00	0.00%
001.6025.5605.000	OFFICE SUPPLIES	2,000.00	382.62	2,000.00	2,000.00	0.00	0.00%
	Total Function: 6025 - HR:	109,054.00	87,764.55	108,782.00	108,751.00	-31.00	-0.03%
Function: 6040 - Legal Services							
001.6040.5210.000	ADVERTISING & LEGAL PUB	0.00	414.20	0.00	0.00	0.00	0.00%
001.6040.5234.000	LEGAL EXPENSES	70,000.00	72,268.92	90,000.00	90,000.00	0.00	0.00%
001.6040.5236.000	LEGAL-PERSONNEL	7,000.00	6,904.18	7,000.00	7,000.00	0.00	0.00%
001.6040.5300.000	INSURANCE - TORT LIAB	0.00	220.33	0.00	220.00	220.00	0.00%
001.6040.5331.000	PAYMENTS-OTHER ENTITIES	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00%
	Total Function: 6040 - Legal Services:	87,000.00	89,807.63	107,000.00	107,220.00	220.00	0.21%
Function: 6050 - City Hall & Gen Buildings							
001.6050.5050.060	PART-TIME REGULAR	12,089.00	10,599.86	12,089.00	12,089.00	0.00	0.00%
001.6050.5101.060	SOCIAL SECURITY-PT REGULAR	750.00	657.20	750.00	750.00	0.00	0.00%
001.6050.5102.060	MEDICARE-PT REGULAR	175.00	153.71	175.00	175.00	0.00	0.00%
001.6050.5111.060	IPERS-PT REGULAR	1,141.00	1,000.63	1,141.00	1,141.00	0.00	0.00%
001.6050.5123.060	WORKCOMP-PT REGULAR	333.00	190.15	333.00	333.00	0.00	0.00%
001.6050.5251.000	LICENSE & PERMITS	325.00	135.00	325.00	325.00	0.00	0.00%
001.6050.5290.000	INSURANCE - GENERAL	4,428.00	3,464.41	4,428.00	3,464.00	-964.00	-21.77%
001.6050.5300.000	INSURANCE - TORT LIAB	324.00	124.89	324.00	125.00	-199.00	-61.42%
001.6050.5342.000	CONTRACT-OUTSIDE HELP	2,700.00	2,746.04	2,700.00	2,700.00	0.00	0.00%
001.6050.5344.000	CONTRACT-MAINTENANCE	5,600.00	3,378.95	5,600.00	5,600.00	0.00	0.00%
001.6050.5410.000	REPAIRS & MAINTENANCE	3,300.00	752.00	3,300.00	3,300.00	0.00	0.00%

Budget Comparison Report

				Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget			%
Account Number		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	
001.6050.5450.000	TELEPHONE/OTHR COMMNCTN	2,700.00	3,129.71	2,700.00	2,700.00	0.00	0.00%
001.6050.5481.000	ELECTRICITY	5,000.00	1,930.12	5,000.00	5,000.00	0.00	0.00%
001.6050.5482.000	NATURAL GAS	5,000.00	5,539.68	5,000.00	5,000.00	0.00	0.00%
001.6050.5600.000	OPERATING SUPPLIES	6,000.00	5,341.95	6,000.00	6,000.00	0.00	0.00%
001.6050.5605.000	OFFICE SUPPLIES	0.00	341.10	0.00	0.00	0.00	0.00%
001.6050.5611.000	BLDG,GRD OPER/MAINT SPLY	100.00	617.42	100.00	100.00	0.00	0.00%
001.6050.5718.000	MINOR EQUIP, UNCLASSIFIED	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00%
Total Function: 6050 - City Hall & Gen Buildings:		51,165.00	40,102.82	51,165.00	50,002.00	-1,163.00	-2.27%
Function: 6051 - Carnegie Bldg							
001.6051.5290.000	INSURANCE - GENERAL	0.00	1,403.09	0.00	1,403.00	1,403.00	0.00%
001.6051.5300.000	INSURANCE - TORT LIAB	0.00	67.00	0.00	67.00	67.00	0.00%
001.6051.5342.000	CONTRACT-OUTSIDE HELP	0.00	1,002.07	0.00	0.00	0.00	0.00%
001.6051.5344.000	CONTRACT-MAINTENANCE	3,800.00	1,948.22	3,800.00	3,800.00	0.00	0.00%
001.6051.5410.000	REPAIRS & MAINTENANCE	1,200.00	181.18	1,200.00	1,200.00	0.00	0.00%
001.6051.5481.000	ELECTRICITY	13,000.00	9,691.20	13,000.00	13,000.00	0.00	0.00%
001.6051.5482.000	NATURAL GAS	2,600.00	3,270.59	2,600.00	2,600.00	0.00	0.00%
001.6051.5600.000	OPERATING SUPPLIES	660.00	874.74	660.00	660.00	0.00	0.00%
001.6051.5611.000	BLDG,GRD OPER/MAINT SPLY	200.00	305.00	200.00	200.00	0.00	0.00%
Total Function: 6051 - Carnegie Bldg:		21,460.00	18,743.09	21,460.00	22,930.00	1,470.00	6.85%
Function: 6070 - Data Processing,IT							
001.6070.5230.000	CONSULTING & PROF FEES	0.00	750.00	1,000.00	1,000.00	0.00	0.00%
001.6070.5300.000	INSURANCE - TORT LIAB	324.00	111.20	324.00	111.00	-213.00	-65.74%
001.6070.5344.000	CONTRACT-MAINTENANCE	4,638.00	0.00	4,638.00	4,638.00	0.00	0.00%
001.6070.5347.000	CONTRACT-SOFTWARE MAINT	55,100.00	47,525.84	55,100.00	55,100.00	0.00	0.00%
001.6070.5360.000	POSTAGE & SHIPPING	25.00	0.00	25.00	25.00	0.00	0.00%
001.6070.5410.000	REPAIRS & MAINTENANCE	0.00	205.00	0.00	0.00	0.00	0.00%
001.6070.5450.000	TELEPHONE/OTHR COMMNCTN	400.00	0.00	400.00	400.00	0.00	0.00%
001.6070.5600.000	OPERATING SUPPLIES	1,025.00	29.60	1,025.00	1,025.00	0.00	0.00%
001.6070.5612.000	COMPUTER COMPONENTS	3,600.00	0.00	3,600.00	3,600.00	0.00	0.00%
001.6070.5703.000	MINOR COMPUTER	1,000.00	1,273.50	1,000.00	1,000.00	0.00	0.00%
001.6070.5704.000	MINOR SOFTWARE <\$5,000	0.00	1,208.70	0.00	0.00	0.00	0.00%
Total Function: 6070 - Data Processing,IT:		66,112.00	51,103.84	67,112.00	66,899.00	-213.00	-0.32%
Function: 6075 - Cable TV							
001.6075.5010.080	REGULAR-OTHER AGENCIES	31,800.00	33,076.28	31,800.00	31,800.00	0.00	0.00%
001.6075.5199.080	BENEFITES-OTHER AGENCIES	5,490.00	0.00	5,490.00	5,490.00	0.00	0.00%
001.6075.5230.000	CONSULTING & PROF FEES	7,500.00	3,750.00	7,500.00	7,500.00	0.00	0.00%
001.6075.5300.000	INSURANCE - TORT LIAB	130.00	87.72	130.00	88.00	-42.00	-32.31%
001.6075.5347.000	CONTRACT - SOFTWARE MAINT	0.00	480.00	0.00	480.00	480.00	0.00%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget		
		2018-2019 Total Budget	2018-2019 YTD Activity Through Apr	2018-2019 FY2019 Re-Esti...	2018-2019 FY2019 Amend 1	Increase / (Decrease)	%	
Account Number								
001.6075.5360.000	POSTAGE & SHIPPING	0.00	8.37	0.00	0.00	0.00	0.00%	
001.6075.5460.000	CONFERENCE EXPENSE	200.00	0.00	200.00	200.00	0.00	0.00%	
001.6075.5600.000	OPERATING SUPPLIES	2,300.00	52.43	2,300.00	2,300.00	0.00	0.00%	
001.6075.5605.000	OFFICE SUPPLIES	0.00	9.08	0.00	0.00	0.00	0.00%	
001.6075.5612.000	COMPUTER COMPONENTS	0.00	14.99	0.00	0.00	0.00	0.00%	
001.6075.5718.000	MINOR EQUIP, UNCLASSIFIED	3,500.00	0.00	3,500.00	3,500.00	0.00	0.00%	
Total Function: 6075 - Cable TV:		50,920.00	37,478.87	50,920.00	51,358.00	438.00	0.86%	
Function: 6900 - Other Gen Gov								
001.6900.5061.000	RHSA PAYOUTS	109,594.00	0.00	10,000.00	10,000.00	0.00	0.00%	
001.6900.5215.000	BANK CHARGES	1,400.00	528.01	1,400.00	1,400.00	0.00	0.00%	
001.6900.5230.000	CONSULTING & PROF FEES	550.00	0.00	550.00	550.00	0.00	0.00%	
001.6900.5290.000	INSURANCE - GENERAL	12,560.00	0.01	12,560.00	0.00	-12,560.00	-100.00%	Charged to Engineering, housing, rec
001.6900.5300.000	INSURANCE - TORT LIAB	0.00	70.05	0.00	70.00	70.00	0.00%	
001.6900.5341.000	FLEXIBLE BENEFIT CLAIMS	0.00	572.52	0.00	575.00	575.00	0.00%	
001.6900.5342.000	CONTRACT-OUTSIDE HELP	600.00	350.00	600.00	600.00	0.00	0.00%	
001.6900.5450.000	TELEPHONE/OTHR COMMNCTN	2,100.00	0.00	2,100.00	2,100.00	0.00	0.00%	
001.6900.5485.000	STORM WATER FEES	263.00	799.01	263.00	800.00	537.00	204.18%	
001.6900.5600.000	OPERATING SUPPLIES	2,800.00	63.66	2,800.00	2,800.00	0.00	0.00%	
001.6900.5605.000	OFFICE SUPPLIES	0.00	564.80	0.00	600.00	600.00	0.00%	
001.6900.5700.000	MINOR EQUIP 500-4999	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%	
001.6900.5980.000	REFUNDS/REIMB	100.00	2,500.00	100.00	2,500.00	2,400.00	2,400.00%	
001.6900.5991.000	CHECKS RETURNED & COLLECTED	100.00	-147.19	100.00	100.00	0.00	0.00%	
Total Function: 6900 - Other Gen Gov:		131,067.00	5,300.87	31,473.00	23,095.00	-8,378.00	-26.62%	
Function: 9000 - 9000								
001.9000.7500.050	TR TO COLISEUM	11,502.00	0.00	20,402.00	0.00	-20,402.00	-100.00%	Moved fund 050 to 001
001.9000.7500.150	TRANSFER OUT - COPS	0.00	1.25	0.00	1.00	1.00	0.00%	
001.9000.7500.152	TR TO POLICE GRANTS	0.00	869.60	0.00	870.00	870.00	0.00%	
001.9000.7500.355	TRANSFER OUT - D&D	0.00	478,745.00	478,745.00	478,745.00	0.00	0.00%	
001.9000.7500.690	TR TO TRANSIT	256,481.00	150,786.84	256,481.00	256,481.00	0.00	0.00%	
Total Function: 9000 - 9000:		267,983.00	630,402.69	755,628.00	736,097.00	-19,531.00	-2.58%	
Total Expense:		15,194,506.00	11,984,318.41	15,325,848.00	15,363,920.00	38,072.00	0.25%	
Report Total:		0.00	411,035.80	-137,510.00	42,431.00	179,941.00	-130.86%	

FY19 Budgeted Cash Balances

Fund	Fund Name	ENDING CASH 06/30/18	REVISED FYE 19 NET BUDGET	ESTIMATED 06/30/19 ENDING BALANCE
001	GENERAL FUND	1,555,998.00	42,431.00	1,598,429.00
010	CASH FLOW RESERVE FUND	2,086,101.00	183,683.00	2,269,784.00
030	CAPITAL RESERVE (CIP-GF; Levy in Fund 300)	224,802.00	(224,501.00)	301.00
031	CAPITAL RSRV-BLDG MAINT	440,030.00	(253,454.00)	186,576.00
032	CIP LARGE VEHICLE/EQUIPMENT	106,000.00	106,000.00	212,000.00
050	COLISEUM ACTIVITY FUND	-	-	-
110	ROAD USE TAX	4,534,181.00	(39,422.00)	4,494,759.00
112	EMPLOYEE BENEFITS FUND (Levy actual)	2,443,813.00	196,912.00	2,640,725.00
117	POLICE/FIRE RETIREMENT (Levy actual)	423,995.00	59,708.00	483,703.00
119	EMERGENCY FUND (Levy maximum \$.27/\$1,000)	-	-	-
121	LOCAL OPTION SALES TAX (L.O.S.T.)	4,084,222.00	(530,466.00)	3,553,756.00
125	TAX INCREMENT FINANCING (TIF)	500,739.00	(57,181.00)	443,558.00
126	TIF-LMI (Low to Moderate Income: Housing)		8,859.00	8,859.00
130	CITY TORT LIABILITY (Insurance Claims)	71,646.00	5,887.00	77,533.00
132	GRANTS-STATE/LOCAL AGENCIES (Downtown Master Plan \$100K, Iowa River Trail Design \$50K, 3rd Ave Corridor \$25K, Wayfinding \$50K)	(5,261.00)	(54,990.00)	(60,251.00)
140	PARK & REC DONATION FUND (Park shelters/equip, benches, trees)	67,725.00	20,890.00	88,615.00
141	MTOWN TENNIS ASSOC	1,686.00	20.00	1,706.00
142	SOFTBALL ASSOCIATION FUND (City is reimbursed)	1,021.00	-	1,021.00
144	LIVE HEALTHY IOWA (Hersey)	1,434.00	5,149.00	6,583.00
145	TORNADO GENERAL (Non-enterprise: Insurance/FEMA)		(1,131,447.00)	(1,131,447.00)
146	FEMA VALOR (tornado related residential repair assistance)		(86,605.00)	(86,605.00)
147	FEMA DEMO (tornado related residential demolitions)		(77,871.00)	(77,871.00)
150	COPS FAST GRANTS (School Resource Officer)	(3,750.00)	5,599.00	1,849.00
151	DEPT OF JUSTICE GRANTS (Edward Byrne Justice Assistance Grant, Bulletproof Vest Partnership)	(686.00)	(20,000.00)	(20,686.00)
152	POLICE UNDESIGNATED GRANTS (Violence Against Women, Drug Enforcement, etc.)	(3,265.00)	(15,327.00)	(18,592.00)
153	POLICE DEPT DONATION FUND (Incl. Rotary Vest for the Best, Child Safety Seats, Canine)	151,172.00	(75,126.00)	76,046.00
156	FIRE DEPT DONATION FUND	16,896.00	(15,000.00)	1,896.00
157	FIRE DEPT GRANTS	4,608.00	60.00	4,668.00
160	ECONOMIC DEVELOPMENT GIFT	50,000.00	650.00	50,650.00
161	SURETY DEPOSITS/SUBDIVIDER	10,431.00	185.00	10,616.00
170	LIBRARY DONATION FUND	97,430.00	(11,100.00)	86,330.00
177	SEIZED ASSETS (Police Dept. Abandoned Assets)	40,445.00	(875.00)	39,570.00
179	OTHER COMM AND ECON DEVELOPMENT (incl. Neighborhood grants)	155,353.00	(92,220.00)	63,133.00
180	HOUSING GRANTS (incl. State Lead Grant, bal to Fund 189)	16,124.00	(16,124.00)	-
183	FY 08 EDI (ECON DEV INCENTIVE)- Funds recovered when sell housing	(12,189.00)	(640.00)	(12,829.00)
184	VOUCHERS - 002, 003 (Section 8 Housing Choice Voucher)	83,917.00	(71,465.00)	12,452.00
189	#6 HUD LEAD GRANT (Match from Fund 180)	-	(111,849.00)	(111,849.00)
190	911 SURCHARGE (Marshall Co Joint 911 Services Board took over)	464.00	(464.00)	-
200	GO BONDS DEBT FUND	86,909.00	58,866.00	145,775.00

FY19 Budgeted Cash Balances

Fund	Fund Name	ENDING CASH 06/30/18	REVISED FYE 19 NET BUDGET	ESTIMATED 06/30/19 ENDING BALANCE
300	CIP COLLECTION FUND (Levy \$.675/\$1,000)	169,223.00	(169,223.00)	-
310	FEDERAL STREET GRANTS	(66,984.00)	66,984.00	-
311	RISE STREET GRANTS	(98,178.00)	98,178.00	-
312	AIRPORT PROJECT FUND	(123,355.00)	105,376.00	(17,979.00)
320	SPECIAL ASSESSMENT PROJECTS	(38,529.00)	10,000.00	(28,529.00)
340	BIKE PATH PROJECT FUND	(225,706.00)	59,537.00	(166,169.00)
341	TREES FOREVER PROJECT	2,196.00	4,885.00	7,081.00
350	GO BONDS CAPITAL PROJECTS	8,498.00	100.00	8,598.00
354	POLICE & FIRE STATIONS	11,912,131.00	(11,912,131.00)	-
355	2015 GO BONDS (Dangerous&Delapidated)	112,035.00	364,745.00	476,780.00
356	2016 BONDS - STREET PROJECTS	-	-	-
357	2018 CY STREET PROJECTS	(15.00)	5,000.00	4,985.00
381	CAPITAL STREET PROJECTS	-	2,304,031.00	2,304,031.00
383	CARNAGIE/CITY HALL REVITALIZTN	-	304,101.00	304,101.00
392	TIF DISTRICT III CAP PROJECTS	(8,017.00)		(8,017.00)
393	TIF DISTRICT IV CAP PROJECTS	-		-
395	ECONOMIC DEVELOPMENT PROJECT	-	-	-
610	WATER POLLUTION CONTROL	5,778.00	(6,623,517.00)	(6,617,739.00)
611	WPCP REVENUE	10,296,771.00	7,337,264.00	17,634,035.00
612	WPCP REVENUE BOND FUND (Manhole Project)	(32.00)	2,880,032.00	2,880,000.00
614	WPCP CAPITAL IMPROVEMENT RSRV	1,020,099.00	13,000.00	1,033,099.00
615	WPCP PLANT & IMPROVEMENTS	-		-
616	SANITARY SEWER REHAB PROJECT	-	(5,304.00)	(5,304.00)
617	SANITARY SEWER NEW CONSTRUCTN REVENUE	89,981.00	14,000.00	103,981.00
618	TORNADO-WPCP	-	(4,402.00)	(4,402.00)
690	TRANSIT OPERATING	126,126.00	(118,468.00)	7,658.00
740	STORM SEWER UTILITY	1,891,777.00	608,978.00	2,500,755.00
741	2016 GO STORM WATER PROJ	1,561,196.00	(590,450.00)	970,746.00
742	TORNADO-STORM/SEWER	-	(4,140.00)	(4,140.00)
750	COMPOSTING FACILITY	181,574.00	(132,136.00)	49,438.00
751	TORNADO-COMPOST	-	(523,038.00)	(523,038.00)
760	P&R CONCESSIONS ENTERPRISE	(13,461.00)	494.00	(12,967.00)
	WATER WORKS	3,678,378.00	372,475.00	4,050,853.00
TOTAL		47,713,477.00	(8,097,332.00)	39,988,620.00

**RESOLUTION TO APPROVE THE FAÇADE GRANT APPLICATION FOR
17 N. 1st STREET, MARSHALLTOWN, IOWA**

WHEREAS, the City created a program under which grants are provided to owners or business tenants of buildings in the Urban Renewal Area No. 4 for the purpose of improving building facades (the “Façade Improvement Program”) and the Marshalltown Central Business District administers the Façade Improvement Program; and

WHEREAS, the Incentive Grant Committee has received an application for 17 N 1st St., which is owned by Abarrotes La Salud Inc. (applicant is Gabriela Vargas Avalos), for exterior lighting, signage, storefront rehab and windows, and

WHEREAS, the property owners or business tenants who will make at least \$5,000 in qualifying improvements are eligible to receive a matching grant and the grant can reimburse eligible construction costs up to 25% or up to \$8,500 for a 1 story structure or \$12,500 if it also relates to upper story improvements, whichever is less; and

WHEREAS, the owner has provided an estimate of construction costs of \$43,674.85 so the maximum is \$8,500 would be eligible; and

WHEREAS, the Incentive Grant Committee is recommending that Council approve this grant application since the project meets the requirements and funds certified for the façade grant are available to cover this expenditure.

THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, to approve the grant up to \$8,500 for the reimbursement to Abarrotes La Salud, Inc. for the façade improvement at 17 N. 1st St.

PASSED this 13th day of May, 2019, and signed this ____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



MEMO

From: Marshalltown Central Business District

To: Marshalltown City Council

RE: Incentive Grant Committee- Recommendations

May 13, 2019

The Incentive Grant Committee members have met and reviewed grant requests from Barb Hagstrand, Gabriela Vargas Avalos, and Dave Thompson. After a review of the applications and discussions were held the committee unanimously voted to recommend the requests from Hagstrand and Avalos for approval from the Council. It was agreed by the committee that because Dave Thompson's project is a new build that it did not meet the grant criteria to "rehabilitate and restore eligible buildings".

Grant applications and associated materials have been provided to you for your review as well as an overview of current funds available for these grants.

Respectfully Submitted,

Incentive Grant Committee: Doug Husak, Diana Steiner, Joe Roenfeldt
MCBD Director: Jenny Etter

Marshalltown Central Business District Façade Grant Application

*Façade 1
Phase 1*

Property Information:

Address: 17 N. 1st St.
Current Tenant (Business Name): La Salud
Use: restaurant/grocery Zoning: _____

Applicant Information:

Name of Applicant: Gabriela Vargas Avalos
Mailing Address: 404 N 15th Ave Marshalltown, IA 50158
Street City, State Zip
Phone: 641-691-4117 Fax: 641-752-3252 Cell: 641-691-4117

Owner Information (If different from applicant information):

Name of Applicant: _____
Mailing Address: _____
Street City, State Zip
Phone: _____ Fax: _____ Cell: _____

Proposed use of funds (Check all that apply)

	Est. Cost
☐ Awning	\$ _____
☐ Awning with façade project	\$ _____
☒ Brick cleaning and tuckpointing <u>installation</u>	\$ <u>14,172.75</u>
☐ Exterior lighting	\$ _____
☐ Painting of exterior surface	\$ _____
☐ Preservation of architectural elements	\$ _____
☐ Removal of inappropriate elements	\$ _____
☐ Signage	\$ _____
☐ Storefront rehabilitation/restoration	\$ <u>15,801.00</u>
☐ Window and/or door repair	\$ <u>9,676.10</u>
☐ Other; explain <u>Tree repair to allow for new facade</u>	\$ <u>4,025.00</u>
Total estimated cost	\$ <u>43,674.85</u>
Grant amount requested	\$ <u>8,500.</u>
Low Interest Loan amount requested	\$ <u>0</u>

(Low Interest Loan Available with Participating Banks – See overview)

Note: Applicant must provide a copy of all proposed materials and design drawings for estimated scope of work and, upon completion, a copy of the contractor's waiver of lien for evidence of payment. The Main Street Downtown Incentive Committee/City reserves the right to request additional information.

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my knowledge. The owner invites M CBD representatives to make all reasonable inspections, investigations and take pictures of the subject property during the processing period of this request.

I understand that this is a voluntary program. I also understand the Main Street Downtown Incentive Committee/City has the right and discretion to approve or deny any project portions thereof.

I authorize the use of any pictures involving this project by the Main Street Downtown Incentive Committee/City



Signature of Applicant

5-7-19

Date

Signature of Owner

Date

Return to:
Marshalltown CBD, Jenny Etter, Executive Director
16 E Main St Suite 280
Marshalltown, IA 50158
Phone: 641-844-2001 Fax: 641-844-2002
director@marshalltownmainstreet.org

Work commenced prior to approval of the Façade Grant Application is not eligible.

Ciro Dilorio Masonry & Landscaping,
 LLC
 901 N. 3rd Ave
 Marshalltown, IA
 50158

Estimate

Date	Estimate #
8/29/2018	581

Name / Address
Abarrotes La Salud 17 N. 1st Street Marshalltown, IA 50158

Facade 2
 Facade 1
 COMPLETED

BLDG.

			Project
Description	Qty	Rate	Total
Windows: Remove and dispose of 6 existing windows. Replace with new Marvin windows that meet historical requirements. Install exterior trim and necessary flashing. Install interior trim.	11-13 N. 1ST	25,076.50	25,076.50
Cultured Stone Veneer: Install honey comb drain tech to wall. Install wire lath using wafer screws. Apply stucco with Acrylic 60 additive. Install 300 sqft of Country Ledge Stone. Install Limestone sills.	17 N. 1ST	* 14,172.75	14,172.75
Front Windows and Door: Install new door with tempered glass as necessary. Install 4 new metal and tempered glass windows.	17 N. 1ST	- 9,676.10	9,676.10
Front Facade (Carpentry): Remove and dispose of existing materials. Install 2x6 pressure treated lumber for walls and sills. Install 5/8 plywood sheathing throughout.	17 N. 1ST	* 15,801.00	15,801.00
Office and Bathroom (Carpentry and Sheetrock): Construct rooms to desired dimensions using lumber. Install sheetrock to all constructed walls. Finish all sheetrock joints with tape and compound. Install selected doors and trim to code.	11-13 N. 1ST	7,590.00	7,590.00
Bathroom Plumbing: Install toilet, urinal, and sink according to code.	11-13 N. 1ST	4,600.00	4,600.00
Office and Bathroom Electrical: Install selected lighting fixtures and outlets according to code.	11-13 N. 1ST	2,300.00	2,300.00
		Total	

Ciro DiIorio Masonry & Landscaping,
LLC
901 N. 3rd Ave
Marshalltown, IA
50158

Estimate

Date	Estimate #
8/29/2018	581

Name / Address
Abarrotes La Salud 17 N. 1st Street Marshalltown, IA 50158

Project

Description	Qty	Rate	Total
<i>Facade 1</i> Front Roofing Repair: Install roofing to allow for new facade area. Payment Agreement: 10% Upon Scheduling 40% Upon Starting 25% Midway 25% Upon Completion	17 N 1st St.	4,025.00	4,025.00
		Total	\$83,241.35

MCBD - Main Street Program, Façade and Code Grants - since inception

Year	Address	Owner	Grant Amt	Total	
				Investment	
2006	36 E Main St	Those Ink Guys	5,003.00	\$20,015	
2007	219 E Main St	Bob's Furniture	7,110.00	\$30,325	
2007	117 W Main St	Mike's Bikes	7,395.00	\$31,927	
2008	118 W Main St	Headliner	5,743.00	\$22,973	
2010	107 N Center St	Showroom Auto	21,698.00	\$179,528	
2010	118 E Main St	Peglow Law	8,500.00	\$49,545	
2010	101 W Main St	Devaul Inc	14,994.00	\$105,000	
2010	23 W Main St	Lillie Mae - approved not funded			
2010	5 W Main St	Ocean City	16,693.00	\$91,243	
2011	4 E Main St	Zamora Market	2,688.50	\$50,000	
2012	5 W Boone St	Don Anderson	13,121.50	\$160,609	
2013	134 E Main St	Common Bond	45,500.00	\$8,000,000	
2013	119 E Main St	Kester	20,000.00	\$160,000	
2014	105 W Main St: Downtown Leases &	McGregor - Antique	12,500.00	\$180,000	
2015	125-131 E Main St	Hagstrand - Kibbey (Downtown Leases & Lofts)	50,972.50	\$282,776	
2015	208 E Church St	Aaron Benscoster	20,000.00	\$490,000	
2015	16 E Main St	CGA	5,740.00	\$22,960	
2015	119 E Main St	Kester	5,445.70	\$24,053	
2015	207 E Church St	Stufflebeam Plaza	2,583.75	\$29,622	
2017	116 W Main St; Optical Center	Julie Schossow	8,500.00	\$38,650	
2019	216-218 E. Main St.	Hawkins & Urbanowski	2,539.50	\$10,158	
2019	14 E. Main: Northwestern	CGA Properties	8,500.00	\$48,460	
SUB-TOTAL			285,227.45	\$10,027,844	
PROJECT APPROVED BUT NOT PAID (Iowa Valley Antiques 12/27/17)			1,822.00	\$7,300	
COUNCIL REALLOCATED TO MCB D FOR OPERATIONS DUE TO TORNADO			40,000.00		
TOTAL COMMITTED			327,049.45		
CERTIFIED FUNDS			390,000.00		
BALANCE REMAINING BEFORE COUNCIL APPROVAL MAY 13, 2019			62,950.55		
Requests for consideration:					
17 N. 1st St.	Avalos	\$	(8,500.00)	\$	43,674.85
19-21 S. 2nd Ave	Hagstrand	\$	(10,728.00)	\$	42,915.00
*New 106 S. Center Street	Thompson	\$	-	\$	143,854.00
			(19,228.00)		* Requested \$35,963.50
Balance if requests approved			43,722.55		

2019-__

**RESOLUTION TO APPROVE THE FAÇADE GRANT APPLICATION FOR
19-21 S. 2nd AVENUE, MARSHALLTOWN, IOWA**

WHEREAS, the City created a program under which grants are provided to owners or business tenants of buildings in the Urban Renewal Area No. 4 for the purpose of improving building facades (the “Façade Improvement Program”) and the Marshalltown Central Business District administers the Façade Improvement Program; and

WHEREAS, the Incentive Grant Committee has received an application for 19-21 S. 2nd Ave, which is owned by Barb Hagstrand, for exterior painting, lighting, window, awning, door, etc; and

WHEREAS, the property owners or business tenants who will make at least \$5,000 in qualifying improvements are eligible to receive a matching grant and the grant can reimburse eligible construction costs up to 25% or up to \$8,500 for a 1 story structure or \$12,500 if it also relates to upper story improvements, whichever is less; and

WHEREAS, the owner has provided an estimate of construction costs of \$42,915, so the 25% maximum is \$10,728 would be eligible; and

WHEREAS, the Incentive Grant Committee is recommending that Council approve this grant application since the project meets the requirements and funds certified for the façade grant are available to cover this expenditure.

THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, to approve the grant up to \$10,728 for the reimbursement to Barb Hagstrand for the façade improvement at 19-21 S. 2nd Ave.

PASSED this 13th day of May, 2019, and signed this ____ day of May, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Barb Hagstrand
19-21 S 2nd Ave
Marshalltown, IA 50158

April 20, 2019

Description of Façade Work

East Façade Improvement Project at 19-21 S 2nd Ave

This project includes removing the storefront pea-gravel paneling and installing new masonry board, adding a wood grid pattern, followed by paint. In addition, two upper story windows will be removed and new windows installed to match the other windows on the upper story. The windows will fill the entire original historic opening. A metal accent divider will be inserted between the windows and painted. The upper and lower fascia trim eyebrows on the building façade will be repainted. The two old light fixtures at the front door will be replaced. There will be a historical door installed at the apartment door entrance to replace the current damaged door. And finally, there will be new awnings added above two of the storefront doors, with the option of adding 3 large awnings over the first-floor windows if desired after the painting is complete.

This building is two stories, 60ft long. Currently the commercial space on first floor is rented by REM Iowa, and the second story has an owner-occupied residence plus one rented apartment. The building was built in 1913 and called the Bowman building.

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my knowledge. The owner invites MCBD representatives to make all reasonable inspections, investigations and take pictures of the subject property during the processing period of this request.

I understand that this is a voluntary program. I also understand the Main Street Downtown Incentive Committee/City has the right and discretion to approve or deny any project portions thereof.

I authorize the use of any pictures involving this project by the Main Street Downtown Incentive Committee/City

Signature of Applicant

Date

Brian Hegstland

4-22-19

Signature of Owner

Date

Return to:
Marshalltown CBD, Jenny Etter, Executive Director
16 E Main St Suite 280
Marshalltown, IA 50158
Phone: 641-844-2001 Fax: 641-844-2002
director@marshalltownmainstreet.org

Work commenced prior to approval of the Façade Grant Application is not eligible.

April 23, 2019

East Storefront Façade for 19-21 S 2nd Ave Marshalltown

Cost Estimates

Window Replacement - Westbrook Co. Labor & Materials	14,464
Exterior Surface Hardie Board- Westbrooke	9,586
Paint Labor - Rosewood Co. -Hardie Board, eyebrows, trim, door	11,948
Paint Materials – Strand’s Paint Co.	591
Awnings - Sign Creations Labor & Materials	5,826
Electrical – Balvanz Co. Labor only	300
Menards – 2 exterior front door light fixtures	200
Total	\$42,915

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#9-1 GYMPSUM WALL ASSEMBLIES FOR
HILSABEK SCHACHT, INC.
AN INCREASE OF \$3,183.00

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with
Hilsabek Schacht, Inc. 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 \$1,122,955.00 is hereby accepted and approved.

Passed this 13th day of May 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. 09-1 Gypsum Wall Assemblies					
Hilsabeck Schacht, Inc.					
		Change Order		Change Order	
CO #		Date	Change #	Amount	Contract Amount
Original Contract Sum					\$ 1,092,350.00
1	CR-005R PR #004 Evidence Processing Modifications	3/9/2018	1	\$ 865.00	
2	CR 031 PR #23 Lobby Modifications	6/14/2018	2	\$ 1,905.00	
2	CR 032 - PR #026 Booking Ext. East Wall	6/14/2018	2	\$ 560.00	
3	CR 017R -PR #018R Dispatch Dept Changes	7/24/2018	3	\$ 438.00	
4	CR 039 - PR #034 Lighting Changes	9/18/2018	4	\$ 677.00	
5	CR 040 - PR #036 Storage Room F134	10/9/2018	5	\$ 815.00	
6	CR 044 - ASE #14 & ASI #21 Floor Finish Changes	11/28/2018	6	\$ 14,650.00	
6	CCD 007 - Flat Strap Installation at Exterior Sheathing	11/28/2018	6	\$ 2,382.00	
6	CCD 017 - Fitness Room East Exterior Wall Furring	11/28/2018	6	\$ 1,816.00	
7	CCD 13 Racom Entry Port	1/2/2019	7	\$ 801.00	
8	CCD 16 Aluminum Window Foam Infill	3/12/2019	8	\$ 2,513.00	
Net change by Fully Executed Change Orders					\$ 27,422.00
Contract Sum to Date based upon Fully Executed Change Orders					\$ 1,119,772.00
Pending Changes					
	CR 083 - Misc. Hilsabeck Work Orders			\$ 3,183.00	
New Contract Sum					\$ 1,122,955.00



Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters** CHANGE REQUEST NO.: **CR-083**
Marshalltown, IA

DATE: April 29, 2019

SUBJECT: Misc. Hilsabeck Work Orders

PROPOSED CHANGE DESCRIPTION:

Miscellaneous work orders from Hilsabeck Schacht to perform the following:

FWO 016452 Police Wing First Floor Drywall Rework
FWO 014843 Racom Entry Port
FWO 016464 Backer Rod/Spray Foam
FWO 016463 Bulkhead C106
FWO 016466 Lobby Catwalk Level 2 Repairs

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
09-1	Gypsum Wall Assemblies	Hilsabeck-Schacht, Inc.	\$3,183.00
Total			\$3,183.00

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 West*

By: *William R. Huey III*

By: _____

Date: 4-29-19

Date: 5/01/19

Date: _____

cc: Field
File

617 S. 19th St.
West Des Moines, IA 50265
Ph: 515-221-3243 • Fax: 515-223-1379

016452

DATE 10-10-18 YOUR ORDER _____ OUR JOB NO. _____

CHARGE TO STORY CONST:

JOB NAME MARSHALLTOWN POLICE & FIRE

WORK DESCRIPTION FIXED 1ST FLOOR CORR. POLICE WING

☒ TIME AND MATERIAL ☐ QUOTED PRICE \$

LABOR

[illegible]

THE MATERIAL

[illegible]

APPROVAL FOR CUSTOMER

APPROVAL FOR HSI

Date 10/23/18

Date _____

LABOR 552

MATERIAL 20

TAX _____

TOTAL 4572

Hilsabeck Schacht Inc.
617 S. 19th St.
West Des Moines, IA 50265
Ph: 515-221-3243 • Fax: 515-223-1379

014843

CHARGE TO STOREY CONST.

WORK DESCRIPTION REFRAME CONDUIT HOLES FOR 911 TOWER

LABOR

MATERIAL

Date 9/12/18 Date 10/1/18 TAX 801
TOTAL 801

Ph: 515-221-3243 • Fax: 515-223-1379

016464

CHARGE TO STORY CONST.

WORK DESCRIPTION ROPE / SPRAY FOAM / INSULATE LAST OF WINDOWS & DOORS
~~REPAIR~~ CIGAR STORY IN LOBBY / STAIR 2 / LOBBY ENTRANCE / WEST FIRE ALARM
ENTRANCES / & FILL GAP OUTSIDE ON CIGAR STORY LOBBY

☒ TIME AND MATERIAL ☐ QUOTED PRICE \$

LABOR

[illegible]

2. MATERIAL

[illegible]

APPROVAL FOR CUSTOMER

APPROVAL FOR HSI

Date _____

Date _____

LABOR

MATERIAL

TAX

TOTAL

Hilsabeck Schacht Inc.
617 S. 19th St.
West Des Moines, IA 50265
Ph: 515-221-3243 • Fax: 515-223-1379

016463

CHARGE TO STORY CONST.

WORK DESCRIPTION BUILT BULKHEAD IN TRAINING ROOM STORAGE

DOCTS too Low

☒ TIME AND MATERIAL ☐ QUOTED PRICE \$

LABOR

[illegible]

= MATERIAL

[illegible]

APPROVAL FOR CUSTOMER

APPROVAL FOR HSI

Date 2/28/19

Date _____

LABOR

\$ 6.32

MATERIAL

共 124—

TAX

756

TOTAL

HSI

Hilsabeck Schacht Inc.

617 S. 19th St.

West Des Moines, IA 50265

Ph: 515-221-3243 • Fax: 515-223-1379

FIELD WORK
ORDER

016466

DATE 2-26-19 YOUR ORDER _____ OUR JOB NO. _____

CHARGE TO STORCONST

JOB NAME MARSHALLTOWN POLICE & FIRE

WORK DESCRIPTION FIX 2 FLOOR BALCONY

Drywall repairs

☒ TIME AND MATERIAL ☐ QUOTED PRICE \$ _____

LABOR

EMPLOYEE NAME	F	J	CRAFT	RATE	HOURS	AMOUNT
<u>IUAN C</u>		<u>X</u>	<u>FINISHER</u>	<u>68</u>	<u>4</u>	<u>272</u>

I signed this for acknowledgement only. From my position, they were correcting their own work. They have not provided a reason otherwise.
JC 4/5/19

MATERIAL

ITEM	QTY	PRICE	AMT	ITEM	QTY	PRICE	AMT
In the absence of additional & more specific documentation, other than job order invoices, Prochaska & Associates would agree with the above comments, and therefore cannot support the change request. WRH 5/01/19							

APPROVAL FOR CUSTOMER

APPROVAL FOR HSI

Date

Date

LABOR

MATERIAL

TAX

TOTAL

272

1

272



Change Request Summary

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

CHANGE REQUEST NO.: **CR-084**

DATE: April 15, 2019

SUBJECT: TV Installation

PROPOSED CHANGE DESCRIPTION:

Labor for Meycon Construction to install owner furnished television sets in the Police and Fire Departments on a time and material basis.

SUMMARY OF COST BREAKDOWN:

<u>Contractor</u>	<u>Amount</u>
Meycon Construction	\$2,225.00
Total	\$2,225.00

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. Hays III*

By: _____

Date: 4-16-19

Date: 4/25/19

Date: _____

cc: Field
File

Story Construction Police& Fire Project – Time Sheet (04/01/2019–04/03/2019)

04/01/19: 16hours /\$840.00
04/02/19: 16 hours /\$840.00
04/03/19: 10.5 hours /\$545.00

Per Diem: \$0

Total hours: 42.5HRS

Total wages: \$2,225.00

Material: \$0

Total: \$2,225.00

Meycon Construction

Jesse Geisler, President
(515) 707.0696
1825 Industrial Circle
West Des Moines, IA. 50265
JGEISLER1981@MSN.COM

Story Construction Daily Time Sheet

monday

Date: 4-1-19

[illegible]

Equip. & Mater.

[illegible]

Rates do not include overhead, profit or other mark-ups

Total: \$840.00

Story Construction Daily Time Sheet

Tuesday For Police & Fine

Date: 4-2-19

[illegible]

Equip. & Mater.

[illegible]

Rates do not include overhead, profit or other mark-ups

Total: \$840.00

Story Construction Daily Time Sheet

For Police & Fire

Date: Wednesday
4-3-19

[illegible]

Equip. & Mater.

[illegible]

Rates do not include overhead, profit or other mark-ups

Total \$ 545.00

HEADQUARTERS PROJECT # BLD17001 BP#8-1 ALUMINUM
STOREFRONTS,CURTAINWALLS RESOLUTION APPROVING CONTRACT CHANGE
ORDER FOR THE POLICE & FIRE & GLAZING FOR FORMAN FORD
AN INCREASE OF \$728.00

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

WHEREAS an increase is requested 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 \$660,834.00 is hereby accepted and approved.

Passed this 13th day of May 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		Marshalltown Police & Fire Station Headquarters			
City of Marshalltown		City of Marshalltown			
Marshalltown, Iowa		Marshalltown, Iowa			
BP No. 08-1 Aluminum Storefronts, Curtainwall and Glazing		BP No. 08-1 Aluminum Storefronts, Curtainwalls & Glazing			
Forman Ford		Forman Ford			
		Change Order		Change Order	
CO #		Date	Change #	Amount	Contract Amount
Original Contract Sum					\$ 636,900.00
1	CR 013 PR #017 Second Floor Doors to Roof	3/12/2018	1	\$ (3,416.00)	
1	CR 020 ASI #009 I & I.1 Aluminum Frame Revision	3/12/2018	1	\$ 1,179.00	
2	CR 036 - PR #030 HM Frame P220 Mods	7/24/2018	2	\$ 305.00	
3	CR 042 - PR #035 Aluminum Door Stiles	9/18/2018	3	\$ 18,104.00	
4	CR 058 Locker Room Window Privacy Film	11/28/2018	4	\$ 719.00	
5	CR 068 Fire Wing Wicket Screens	3/12/2019	5	\$ 2,887.00	
5	CR 075 Fire Rated Glass Size Changes	3/12/2019	5	\$ 2,830.00	
5	CCD 15 - CW Steel Lintel	3/12/2019	5	\$ 598.00	
Net change by Fully Executed Change Orders					\$ 23,206.00
Contract Sum to Date based upon Fully Executed Change Orders					\$ 660,106.00
Pending Changes					
	CCD 030 - Window Privacy Film - Swat Room & Bike Shop			\$ 728.00	
New Contract Sum					\$ 660,834.00



CONSTRUCTION CHANGE DIRECTIVE NO. CCD-030

Date: April 11, 2019
To: BP 08-1 Forman Ford, Nate Magill
Subject: Window Privacy Film: Swat Room & Bike Shop
Re: **Marshalltown Police & Fire Station Headquarters**
City of Marshalltown
Marshalltown, Iowa

The following change in the contract document is approved and the work is authorized to proceed accordingly. Determine and submit final costs and time adjustments (if any) in accordance with the conditions of the contract. **Document and confirm quantities with the Construction Manager on a daily basis.** This change will be incorporated in a subsequent change order.

DESCRIPTION:

- Provide and install 3M 'Crystal Frost' window privacy film at the following openings. Film opacity to be 70%. See attached elevation views.
 - Swat Room P113: Opening I which includes door, transom, and window glazing.
 - Bike Shop P112 Opening I.1 which includes door, transom, and window glazing.

Contractor:

BP 08-1 Forman Ford

P112 Opening I, P113 Opening I.1 Privacy Film

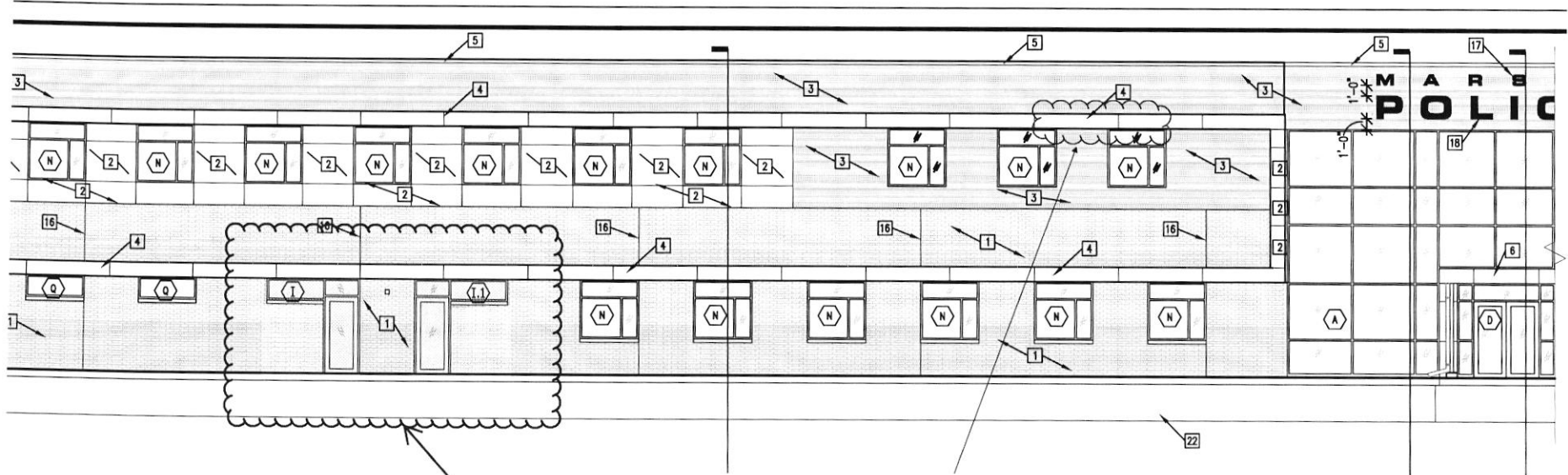
Issued by Story Construction Co.

Authorized by:


Jace Christensen
Project Engineer

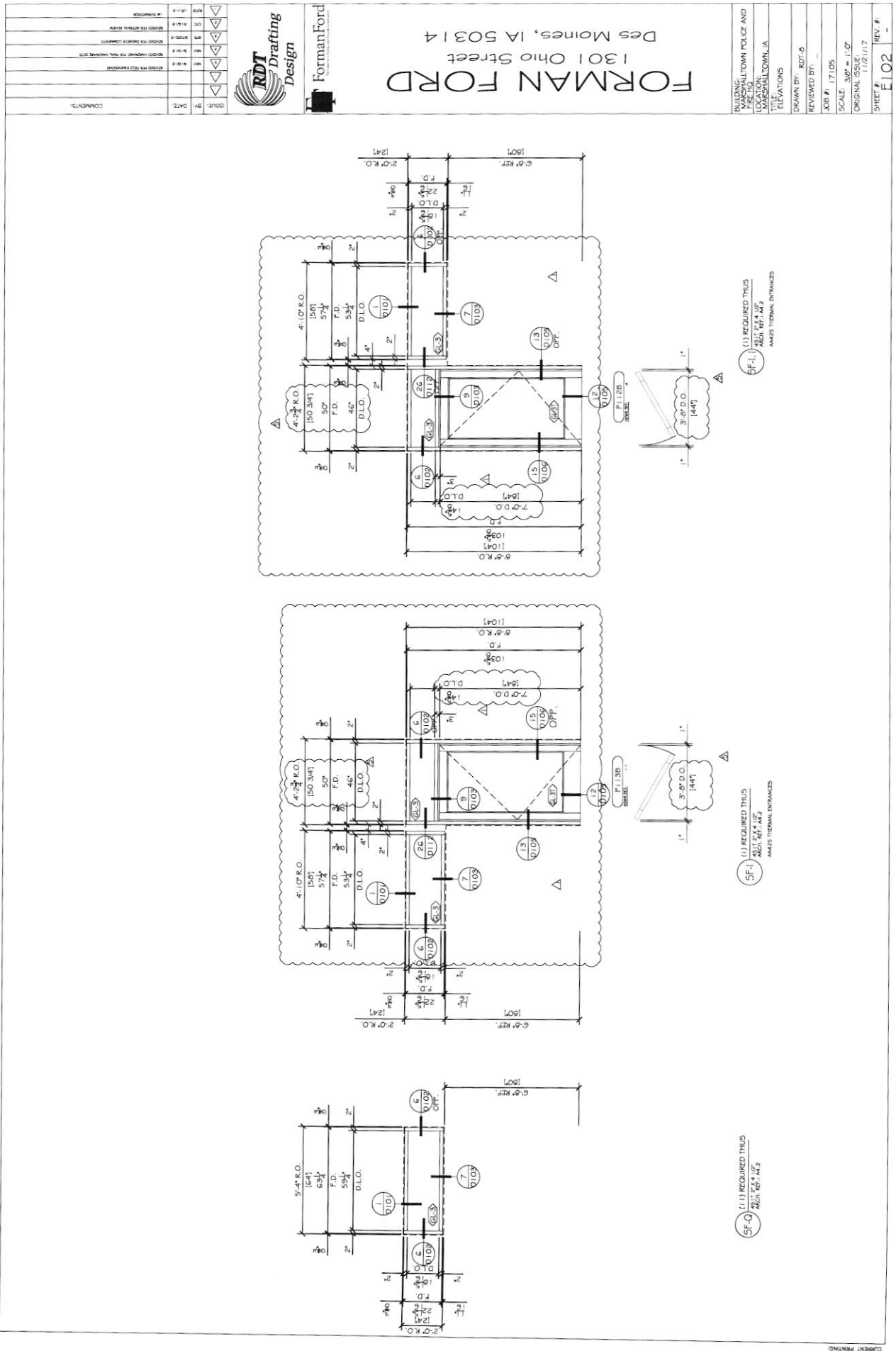
City of Marshalltown
Justin Nickel, Director of Public Works

cc: Mike Welter
Jace Christensen
Rebecca Lensch



P113 and P112

DIMSCALE: /ELTSSCALE:





FormanFord

Professional Glazing and Façade Contractor

Job Name: Marshalltown Police and Fire Station HQ

Date: 4/13/2019

General Contractor: Story Construction

RFI or PR Description: CCD 030 - Widow Privacy Film Swat Room and Bike Shop

Item Description	QTY	COST	TOTAL
MATERIAL/SUB			
Add 3M Crystal Frost (70% Opacity) to 4 transom and 2 doors	1	\$632.77	\$632.77
			\$0.00
			\$0.00
			\$0.00
			\$0.00
	Tax	0%	\$0.00
	SUBTOTAL		\$632.77
SHOP LABOR			
		\$65.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
	SUBTOTAL		\$0.00
FIELD LABOR			
		\$65.00	\$0.00
		\$65.00	\$0.00
		\$65.00	\$0.00
	SUBTOTAL		\$0.00
FREIGHT			
		\$0.00	\$0.00
	SUBTOTAL		\$0.00
TOTAL COST			\$632.77
MARKUP			15%
TOTAL			\$728

Estimate

402646

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

100

[illegible]

SUBTOTAL	\$632.77
TAX	
TOTAL	\$632.77
ADDITIONAL	
GRAND TOTAL	
	Due Upon Receipt

Date _____

Thank you for your business

Date Printed: 4/12/2019

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#26-1 ELECTRICAL COMMUNICATIONS
& SECURITY FOR DEVRIES ELECTRIC
AN INCREASE OF \$12,837.54

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 \$1,172,142.64 is hereby accepted and approved.

Passed this 13th day of May 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	CR 005R – PR #004 Evidence Processing Modifications	3/12/2018	1	\$ 2,766.86	\$ 1,013,000.00
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	
11	CR 065R IT Modifications	4/9/2019	11	\$ 15,993.19	
11	CR 078 Additional Conduit Boring	4/9/2019	11	\$ 2,091.13	
11	CR 079 Electrical RFI Responses	4/9/2019	11	\$ 2,414.88	
	Net change by Fully Executed Change Orders				\$ 146,242.10
	Contract Sum to Date based upon Fully Executed Change Orders				\$ 1,159,242.10
	Pending Changes				
	CR 081 - PR #043 Add Panic Strips			\$ 6,919.25	\$ 12,837.54
	CR 082R - PR #044 Police Conf. Rm 210 Lighting			\$ 5,918.29	
	New Contract Sum				\$ 1,172,142.64



Change Request Summary

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

CHANGE REQUEST NO.: **CR-081**

DATE: April 11, 2019

SUBJECT: PR #043 Add Panic Strips

PROPOSED CHANGE DESCRIPTION:

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

1. Provide and install added panic strips in the Detention Area as shown on attached Supplemental Drawing E2.1m.

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.	\$6,919.25
Total			\$6,919.25

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: 4-11-19

Date: 4/25/19

Date: _____

cc: Field
File



CHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: CR #081
DATE: April 5, 2019
SUBJECT: PR #043 Add Panic Strips

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☐ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☐ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☐ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☒ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Friday, April 12, 2019**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost and claims for additional cost or time for these changes will not be honored if submitted after this date.

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

1. Provide and install added panic strips in the Detention Area as shown on attached Supplemental Drawing E2.1m.

Provide all work in accordance with Change Request No. CR #081 dated April 5, 2019, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached PR #043 from Prochaska & Associates.

- Supplemental Drawing E2.1m

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS -- ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	_____
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	_____
Overhead and Profit - (15% max.)	\$	_____
Subtotal	\$	_____

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	_____
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	_____
Overhead and Profit - (5% max.)	\$	_____
Subtotal	\$	_____

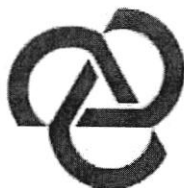
Bond	\$	_____
<u>GRAND TOTAL</u>	\$	

Company: _____ Date: _____

Signature: _____ Name: _____

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 043

Project No.: 160308

DATE ISSUED: 03/27/19

DATE REQUIRED: 04/10/19

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. The Contractor(s)/Supplier(s) shall provide pricing for additional panic strips. Connect to zone 6. Surface mount Rigid conduit down wall near corner, secure with strap type supports tight to wall (no clamp type). Paint to match wall. EMT is acceptable where concealed in walls or ceilings. See attached Supplemental Drawing E2.1m.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(Increase) (decrease) (no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATION.....From: A/E To: Owner

We have reviewed the CM's/Contractor's **(proposal) (estimate)** for the change described above and recommend your **(approval) (disapproval)** of the Contract Sum, and **(approval) (disapproval)** of Contract Time.

By: _____ Date: _____

OWNER'S ACTION.....From: Owner To: A/E

The CM/Contractor is **(authorized) (not authorized)** to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

E2.1m



DeVries Electric Inc.

Electrical Designing & Contracting

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

PROPOSAL REQUEST

April 08, 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#081 <PR #043 Add Panic Strips>

Jace:

Please see the enclosed change request **CR#081 - PR #043 Add Panic Strips**

This proposal includes the furnishing labor and material to install the 2 additional surface mounted panic strip locations shown in PR#43.

Please note the panic strips have a 6 week lead time and will be installed after we receive them.

This proposal also excludes, but not limited to; installing/supplying access panels/holes, painting new surface mounted conduit/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

\$1,511.93

- Labor

38.22 hrs.

Quantity	Item Name
1	INSTALL PANIC STRIPS
1	REWORK
20	1/2 Rigid
2	1/2 COMBO COUP
10	1/2 FLEX
4	1/2 CONN
2	3 HOLE WP BOX 1 G
2	4/S BOX
2	4/S BLANK COVER
2	WP BLANK COVER
6	1/2 EMT STRAP
14	3/4" J HOOKS
2	1/2 PUSH ON BUSH
120	18/4 WIRE
~	MISC. FASTNERS & TERMINATIONS



DeVries Electric INC.

Electrical Designing & Contracting

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

TOTAL MATERIAL ADD	\$	1,511.93
TOTAL MATERIAL DEDUCT	\$	-
SALES TAX EXEMPT	\$	-
MATERIAL SUBTOTAL	\$	1,511.93
TOTAL LABOR ADD (38.22 hr. x \$72.54)	\$	2,772.48
TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)	\$	-
PROJECT MANAGER (3 hr. x \$89.50)	\$	268.50
PROJECT COORDINATOR (1 hr. x \$55.57)	\$	55.57
ESTIMATOR (1.5 hr. x \$89.50)	\$	134.25
BIM/CAD	\$	-
LABOR SUBTOTAL	\$	3,230.80
MATERIAL & LABOR SUBTOTAL	\$	4,742.73
OTHER ITEMS:		
COORD./LAYOUT/AS-BUILTS (8 hr. x \$72.54)	\$	580.32
EQUIPMENT	\$	-
RENTAL EQUIPMENT	\$	-
EXPENDABLE TOOLS (3% Mat.)	\$	45.36
TOOLS/EQUIP. (5% Lab.)	\$	161.54
FIRE/SOUND CAULKING (3% Mat. + Lab.)	\$	-
CLEAN-UP LABOR (2% Subtotal + Subcont.)	\$	184.20
SAFETY (2% Lab.)	\$	64.62
TESTING/START-UP/CXM	\$	-
PERMITS/INSPECTIONS	\$	-
COREDRILLING		
FREIGHT	\$	120.00
FUEL/TRAVEL	\$	-
TONER TRUCK DELIVERY	\$	-
STORAGE	\$	-
SHOP LABOR	\$	-
DRAWINGS/CAD PLOT/XEROX	\$	-
OTHER ITEMS SUBTOTAL	\$	1,156.03
SUBTOTAL	\$	5,898.76
OVERHEAD FEE (15%)	\$	884.81
SUBCONTRACTOR	\$	-
OVERHEAD FEE (5%)	\$	-
INSURANCE	\$	135.67
TOTAL	\$	6,919.25

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-082 R**

DATE: April 15, 2019

SUBJECT: PR #044 Police Conf Rm P210 Lighting

PROPOSED CHANGE DESCRIPTION:

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

1. Provide and install added recessed lighting in Police Conference Room P210. Reconnect sconces to be nightlights and connect new downlights to room controller zone 2. Downlights to be controlled the same as the sconces would have been. See attached Supplemental Drawing E1.2b.

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.	\$6,984.34 \$5,981.29
Total			\$6,984.34 \$5,981.29

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: <u>Mike Welts</u>	By: <u>William R. Hays III</u>	By: _____
Date: <u>4-15-19</u>	Date: <u>5/01/19</u>	Date: _____

cc: Field
File



CHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: CR #082
DATE: April 5, 2019
SUBJECT: PR #044 Police Conf Rm P210 Lighting

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☐ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☐ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☐ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☒ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Friday, April 12, 2019**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost and claims for additional cost or time for these changes will not be honored if submitted after this date.

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

1. Provide and install added recessed lighting in Police Conference Room P210. Reconnect sconces to be nightlights and connect new downlights to room controller zone 2. Downlights to be controlled the same as the sconces would have been. See attached Supplemental Drawing E1.2b.

Provide all work in accordance with Change Request No. CR #082 dated April 5, 2019, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached PR #044 from Prochaska & Associates.

- Supplemental Drawing E1.2b

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS – ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	_____
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	_____
Overhead and Profit - (15% max.)	\$	_____
Subtotal	\$	_____

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	_____
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	_____
Overhead and Profit - (5% max.)	\$	_____
Subtotal	\$	_____

Bond	\$	_____
GRAND TOTAL	\$	

Company: _____	Date: _____
Signature: _____	Name: _____

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 044

Project No.: 160308

DATE ISSUED: 04/01/19

DATE REQUIRED: 04/15/19

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. The Contractor(s)/Supplier(s) shall provide pricing for additional downlights in Police Conference Room 210. Reconnect sconces to be nightlights and connect new downlights to room controller zone 2. Downlights to be controlled the same as the sconces would have been. See attached Supplemental Drawing E1.2b.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an (addition) (deduction) (no change) of \$ _____ to the Contract Sum.

As an (increase) (decrease) (no change) of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an (addition) (deduction) (no change) of \$ _____ to the Contract Sum.

As an (increase) (decrease) (no change) of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATIONFrom: A/E To: Owner

We have reviewed the CM's/Contractor's (proposal) (estimate) for the change described above and recommend your (approval) (disapproval) of the Contract Sum, and (approval) (disapproval) of Contract Time.

By: _____ Date: _____

OWNER'S ACTIONFrom: Owner To: A/E

The CM/Contractor is (authorized) (not authorized) to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

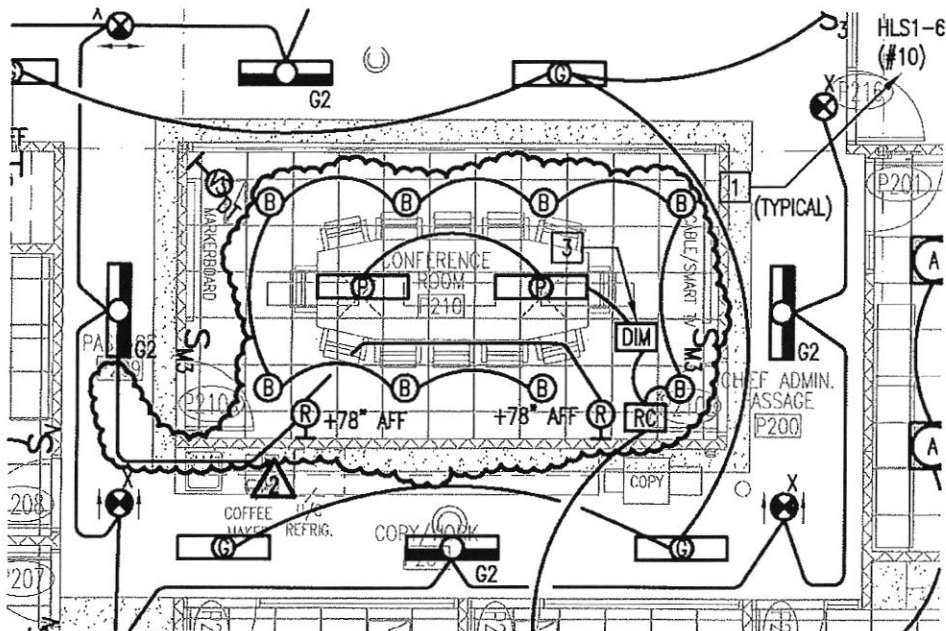
PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

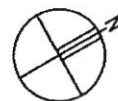
FAX: (402) 334-0868

E-Mail: mail@prochaska.us



SECOND FLOOR LIGHTING PLAN POLICE WING

SCALE: 1/8" = 1'-0"



TRUE NORTH



PLAN NORTH

PR 044

Date:
04/01/19
Project No.
160308

Project: MARSHALLTOWN POLICE
& FIRE HEADQUARTERS

SUPPLEMENTAL DRAWING



PLANNING ARCHITECTURE ENGINEERING
PROCHASKA & ASSOCIATES
INTERIORS & FACILITY MANAGEMENT
11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68154-2633
PHONE: 402.334.0755 FAX: 402.334.0868 E-MAIL: mol@prochaska.us

Sheet:
E1.2b



De Vries Electric INC.

Electrical Designing & Contracting

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

PROPOSAL REQUEST

April 10, 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#082 < PR #044 - P210 Police Conference Room Lighting >

Jace:

Please see the enclosed change request **CR#082 - PR #044 - P210 Police Conference Room Lighting**

This Proposal includes Material and Labor to install 8 additional Type B Fixtures to the existing room controller. Proposal includes working in finished conditions above existing ceiling grid.

This proposal also excludes, but not limited to; installing/supplying access panels/holes, painting new surface mounted conduit/re-finishing, sheetrock/plaster patching or removal, replacing fireproofing, all damages to finishes including ceiling tile and grid, block/"soaps", wood backing, damages to owners furniture having to work over top of, dumpster/hand-off costs, and/or final clean to be included by others.

ADD/DEDUCT:

- Material

\$1,841.13

- Labor

34.92 hrs.

Quantity	Item Name
2	DEMO TYPE R
1	REWORK/ABOVE CEILING
60	3/4 EMT
10	3/4 EMT CONN
6	3/4 EMT COUP
48	1/2 FLEX STEEL
16	1/2 FLEX CONN
4	4/S BOX
4	4/S SG BLANK
6	COND SUPPORT
4	BOX SUPPORT
12	3/4 EMT STRAP
8	TYPE B FIXTURE
230	16 THHN CU
420	12 THHN CU
~	MISC. FASTNERS & TERMINATIONS



DeVries Electric INC.

Electrical Designing & Contracting

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

TOTAL MATERIAL ADD	\$	1,841.13
TOTAL MATERIAL DEDUCT	\$	-
SALES TAX EXEMPT	\$	-
MATERIAL SUBTOTAL	\$	1,841.13
TOTAL LABOR ADD (34.92 hr. x \$72.54)	\$	2,533.10
TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)	\$	-
PROJECT MANAGER (3 hr. x \$89.50)	\$	268.50
PROJECT COORDINATOR (1 hr. x \$55.57)	\$	55.57
ESTIMATOR (1.5 hr. x \$89.50)	\$	134.25
BIM/CAD	\$	-
LABOR SUBTOTAL	\$	2,991.42
MATERIAL & LABOR SUBTOTAL	\$	4,832.55
OTHER ITEMS:		
COORD./LAYOUT/AS-BUILTS (8 hr. x \$72.54)	\$	580.32
EQUIPMENT	\$	-
RENTAL EQUIPMENT	\$	-
EXPENDABLE TOOLS (3% Mat.)	\$	55.23
TOOLS/EQUIP. (5% Lab.)	\$	149.57
FIRE/SOUND CAULKING (3% Mat. + Lab.)	\$	-
CLEAN-UP LABOR (2% Subtotal + Subcont.)	\$	184.20
SAFETY (2% Lab.)	\$	59.83
TESTING/START-UP/CXM	\$	-
PERMITS/INSPECTIONS	\$	-
COREDILLING		
FREIGHT	\$	90.00
FUEL/TRAVEL	\$	-
TONER TRUCK DELIVERY	\$	-
STORAGE	\$	-
SHOP LABOR	\$	-
DRAWINGS/CAD PLOT/XEROX	\$	-
OTHER ITEMS SUBTOTAL	\$	1,119.15
SUBTOTAL	\$	5,951.70
OVERHEAD FEE (15%)	\$	892.75
SUBCONTRACTOR	\$	-
OVERHEAD FEE (5%)	\$	-
INSURANCE	\$	136.89
TOTAL	\$	6,981.34

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



De Vries Electric inc.

Electrical Designing & Contracting

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

PROPOSAL REQUEST

April 24, 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#082 < PR #044 - P210 Police Conference Room Lighting > Revised

Jace:

Please see the enclosed change request **CR#082 - PR #044 - P210 Police Conference Room Lighting**

This Proposal includes Material and Labor to install 8 additional Type B Fixtures to the existing room controller. Proposal includes working in finished conditions above existing ceiling grid.

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

ADD/DEDUCT:

- Material

\$1,828.27

- Labor

29.37 hrs.

Quantity	Item Name
2	DEMO TYPE R
1	REWORK/ABOVE CEILING
50	3/4 EMT
10	3/4 EMT CONN
5	3/4 EMT COUP
48	1/2 FLEX STEEL
16	1/2 FLEX CONN
4	4/S BOX
4	4/S SG BLANK
6	COND SUPPORT
4	BOX SUPPORT
12	3/4 EMT STRAP
8	TYPE B FIXTURE
202	16 THHN CU 0-10V
393	12 THHN CU
~	MISC. FASTNERS & TERMINATIONS



DeVries Electric INC.

Electrical Designing & Contracting

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

TOTAL MATERIAL ADD	\$	1,828.27
TOTAL MATERIAL DEDUCT	\$	-
SALES TAX EXEMPT	\$	-
MATERIAL SUBTOTAL	\$	1,828.27
TOTAL LABOR ADD (29.37 hr. x \$72.54)	\$	2,130.50
TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)	\$	-
PROJECT MANAGER (3 hr. x \$89.50)	\$	268.50
PROJECT COORDINATOR (1 hr. x \$55.57)	\$	-
ESTIMATOR (1.5 hr. x \$89.50)	\$	134.25
BIM/CAD	\$	-
LABOR SUBTOTAL	\$	2,533.25
MATERIAL & LABOR SUBTOTAL	\$	4,361.52
OTHER ITEMS:		
COORD./LAYOUT/AS-BUILTS (4 hr. x \$72.54)	\$	290.16
EQUIPMENT	\$	-
RENTAL EQUIPMENT	\$	-
EXPENDABLE TOOLS (3% Mat.)	\$	54.85
TOOLS/EQUIP. (5% Lab.)	\$	126.66
FIRE/SOUND CAULKING (3% Mat. + Lab.)	\$	-
CLEAN-UP LABOR (2% Subtotal + Subcont.)	\$	125.28
SAFETY (2% Lab.)	\$	50.66
TESTING/START-UP/CXM	\$	-
PERMITS/INSPECTIONS	\$	-
COREDILLING		
FREIGHT	\$	90.00
FUEL/TRAVEL	\$	-
TONER TRUCK DELIVERY	\$	-
STORAGE	\$	-
SHOP LABOR	\$	-
DRAWINGS/CAD PLOT/XEROX	\$	-
OTHER ITEMS SUBTOTAL	\$	737.62
SUBTOTAL	\$	5,099.14
OVERHEAD FEE (15%)	\$	764.87
SUBCONTRACTOR	\$	-
OVERHEAD FEE (5%)	\$	-
INSURANCE	\$	117.28
TOTAL	\$	5,981.29

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

ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA BY
AMENDING CHAPTER 20, SECTION 20-161 NO PARKING ANYTIME, BY ADDING NO PARKING ON
EAST MAIN STREET BETWEEN 8TH AVENUE AND 9TH AVENUE

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

Section 1. The Code of Ordinances, City of Marshalltown, Iowa is hereby amended by inserting the following line into the table listed in Section 20-161. No parking anytime. The parking of vehicles is hereby prohibited at all times on certain streets and locations hereafter set forth as follows:

Side		On Street	From	To
BOTH	W	MAIN ST	8 th AVE	9 TH AVE

Section 2. That this ordinance shall be in full force and effect after its passage and publication as by law.

Passed this __ day of _____, 2019, and signed this __ day of _____, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

I, Shari L. Coughenour, CMC, City Clerk of the City of Marshalltown, Iowa, do hereby certify that the foregoing ORDINANCE was passed and approved by the City Council of the City of Marshalltown, Iowa, on the __ day of _____, 2019, and was published in the Marshalltown Times-Republican, a newspaper of general circulation in the City of Marshalltown, Iowa, on the __ day of _____, 2019.

Shari L. Coughenour, CMC, City Clerk

Reference: CHAPTER 77. SCHEDULE II. NO PARKING ANYTIME

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. 8th 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.

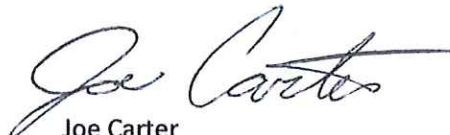
The areas of concern are clouded on page 1 of the attached document. You can see the area extends east from the S. 8th Ave on both sides of Main street past the Marshalltown Co. east property line (approx.. dimensions given on page 2). On page 2 you will see an engineered drawing illustrating the typical 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.

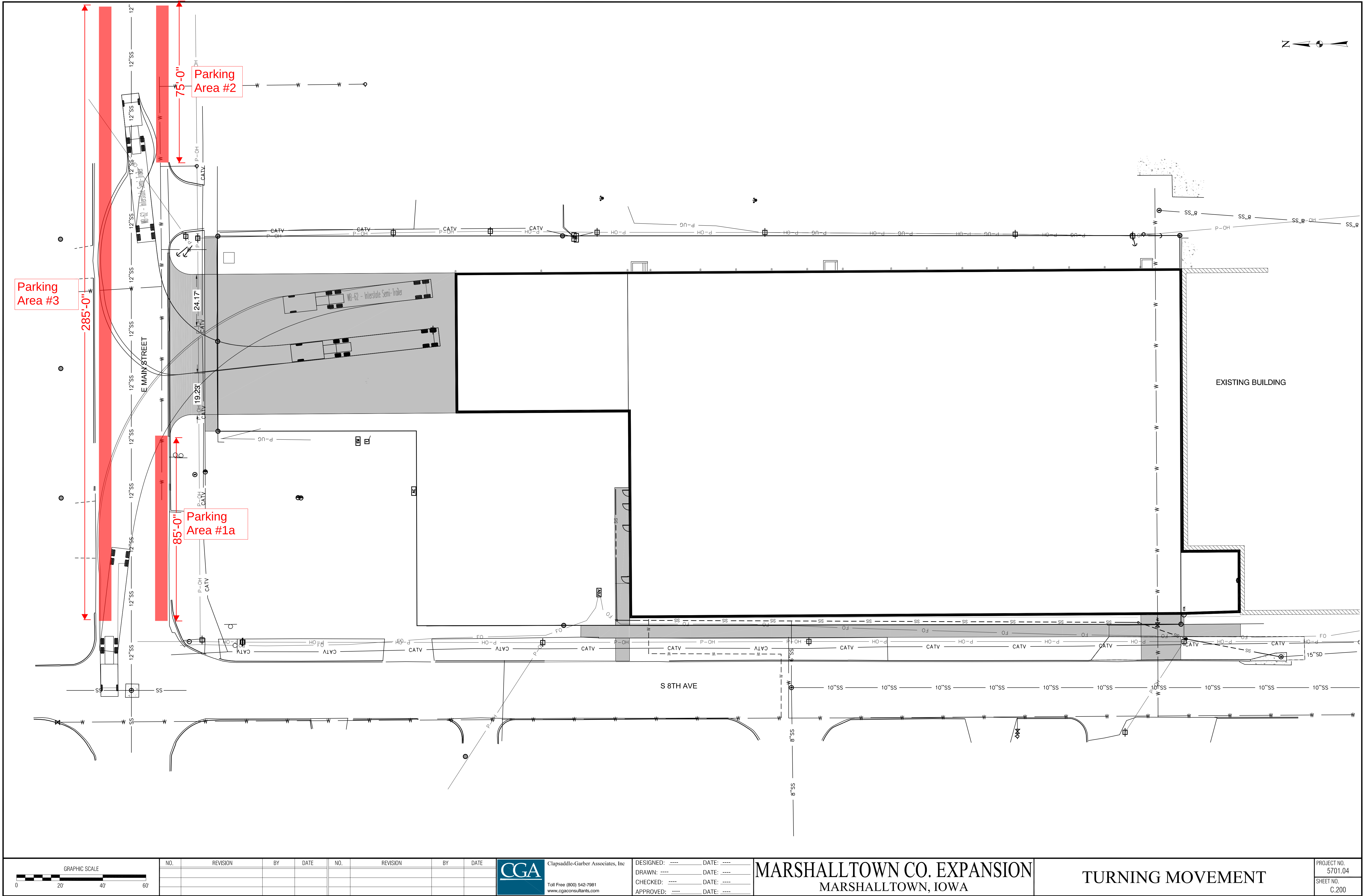
Sincerely,


John Mallen
NE Region Vice President
Woodruff Construction


Joe Carter
President
Marshalltown Company



J:\5701\wg\Exhibits\5701 - Turning Movement.dwg - C:200 LAYOUT PLAN - 11:28:18 - 10/20am - B:6293



AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE CITY OF MARSHALLTOWN, IOWA, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF THE CITY OF MARSHALLTOWN, IOWA, DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OF ORDINANCES, AND DECLARING AN EMERGENCY.

WHEREAS, the present general and permanent ordinances of the CITY OF MARSHALLTOWN, IOWA, are inadequately arranged and classified and are insufficient in form and substance for the complete preservation of the public peace, health, safety and general welfare of the municipality and for the proper conduct of its affairs; and

WHEREAS, the Acts of the Legislature of the State of IOWA empower and authorize the political subdivision to revise, amend, restate, codify and compile any existing ordinances and all new ordinances not heretofore adopted or published and to incorporate such ordinances into one ordinance in book form; and

WHEREAS, the Legislative Authority of the CITY OF MARSHALLTOWN, IOWA, has authorized a general compilation, revision and codification of the ordinances of the CITY OF MARSHALLTOWN, IOWA, of a general and permanent nature and publication of such ordinance in book form; and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date.

NOW, THEREFORE, BE IT ORDAINED BY THE LEGISLATIVE AUTHORITY OF THE CITY OF MARSHALLTOWN, IOWA,

Section 1. The general ordinances of the CITY OF MARSHALLTOWN, IOWA, as revised, amended, restated, codified, and compiled in book form are hereby adopted as and shall constitute the "Code of Ordinances of the CITY OF MARSHALLTOWN, IOWA.

Section 2. Such Code of Ordinances as adopted in Section 1 shall consist of the following Titles:

TABLE OF CONTENTS	TITLE IX: GENERAL REGULATIONS
TITLE I: GENERAL PROVISIONS	90. Animals
10. Rules of Construction; General Penalty	91. Fire Prevention and Protection
11. Boundaries	92. Hazardous Conditions and Substances
TITLE III: ADMINISTRATION	93. Parks and Recreation; Leisure
30. General Provisions	94. Human Rights; Non-Discrimination
31. Officers and Organizations	95. Public Nuisances
32. Fire Department	TITLE XI: BUSINESS REGULATIONS
33. Police Department	110. Licenses and Permits
34. Civil Emergencies	111. Airports and Aircraft
35. Council Manual	112. Alcoholic Beverages
TITLE V: PUBLIC WORKS	113. Amusements and Recreation
50. Garbage and Refuse	114. Cable Television
51. Solid Waste Management Assessment	115. Gas and Plumbing
52. Sewers and Sewage Disposal	116. Hotels
53. Storm Water	117. Junk Dealers and Pawnbrokers
54. Illicit Discharges to Storm Sewer System	118. Peddlers and Solicitors
55. Erosion and Sediment Control for Construction Sites	119. Public Sales
56. Post-Construction Storm Water Management	120. Tree Trimmers
57. Streets and Sidewalks	TITLE XIII: GENERAL OFFENSES
58. Vegetation	130. Offenses Against Peace and Safety
59. Mailboxes	131. Offenses Against Property
TITLE VII: TRAFFIC CODE	132. Offenses Against Persons
70. General Provisions	133. Offenses Concerning Minors
71. Traffic Regulations	TITLE XV: LAND USAGE
72. Parking Rules	150. Planning
73. Recreational Vehicles	151. Building Regulations; Construction
74. Public Transportation	152. Housing Code
75. Pedestrians	153. Plumbing Code
76. Traffic Schedules	154. Electricity
77. Parking Schedules	155. Swimming Pools
	156. Zoning

TABLE OF SPECIAL ORDINANCES

- I. Franchises
- II. Zoning Map Changes

PARALLEL REFERENCES

- References to Iowa Code Annotated
- References to 2013 Code
- References to Resolutions
- References to Ordinances
- INDEX

Section 3. All prior ordinances pertaining to the subjects treated in such Code of Ordinances shall be deemed repealed from and after the effective date of this ordinance except as they are included and reordained in whole or in part in such Code; provided, such repeal shall not affect any offense committed or penalty incurred or any right established prior to the effective date of this ordinance, nor shall such repeal affect the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, or granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting the boundaries of streets or other public places; nor shall such repeal affect any other ordinance of a temporary or special nature or pertaining to subjects not contained in or covered by the Code.

Section 4. Such Code shall be deemed published as of the day of its adoption and approval by the Legislative Authority and the Clerk of the CITY OF MARSHALLTOWN, IOWA, is hereby authorized and ordered to file a copy of such Code of Ordinances in the Office of the Clerk.

Section 5. Such Code shall be in full force and effect as provided in Section 6, and such Code shall be presumptive evidence in all courts and places of the ordinance and all provisions, sections, penalties and regulations therein contained and of the date of passage, and that the same is properly signed, attested, recorded, and approved and that any public hearings and notices thereof as required by law have been given.

Section 6. This ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

Section 7. The public hearing on this code is set for June 10, 2019 at the regular meeting of the City Council.

PASSED AND ADOPTED by the Legislative Authority of the CITY OF MARSHALLTOWN, IOWA, on the ____ day of _____, 2019.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

I, Shari L. Coughenour, CMC, City Clerk of the City of Marshalltown, Iowa, do hereby certify that the foregoing ORDINANCE was passed and approved by the City Council of the City of Marshalltown, Iowa, on the __ day of _____, 2019, and was published in the Marshalltown Times-Republican, a newspaper of general circulation in the City of Marshalltown, Iowa, on the __ day of _____, 2019.

Shari L. Coughenour, CMC, City Clerk

MARSHALLTOWN

— I O W A —

24 N Center Street
Marshalltown, IA 50158

May 10, 2019

To: Mayor Joel Greer
Members of the City Council

From: Shari L. Coughenour, CMC, City Clerk

Re: 2019 City Code recodification

Policy Issue: State law requires cities perform annual code supplements or five year recodification, per Iowa Code section 380.8. The last recodification was August 2013.

Recommendation: Staff recommends approval of the Recodification Ordinance following a public hearing on June 10, 2019, or at the May 28, 2019, council meeting, should the council desire to waive a reading. Staff asks that no changes be made to the code, as presented, at this time. Staff asks that council continue review of the code and submit changes to the clerk. If there are any changes, they will be adopted following the adoption of the 2016 International Fire and Building Code, which will be the first amendment to this code by ordinance.

The new code is available online through the publisher's website and updated as ordinances pass.

Background: The City of Marshalltown entered into a contractual agreement with American Legal Publishing Corporation for review of the city's code of ordinances by Resolution 2018-024, on February 26, 2018. American Legal Publishing revised the code sections to fit their standard indexing for their efficiency, and returned the proposed code in August, 2018, for review by Department Heads and the City Administrator, with the final draft released in late March 2019. While there were no substantial changes to the code, staff recommends holding a public hearing on June 10, 2019, due to reorganization of the city code sections. Administrative changes include inclusion of the zoning ordinance and council manual, reorganization of references relating to insurance requirements, garbage, recycle and yard waste licenses. The council manual was included as a reference, updated by Resolution. The City will be working closely with the District Clerk of Court to facilitate the code section changes during the next few weeks.

Please contact me regarding questions. I have a hard copy of the code available for inspection.

Budget Impact: This contract is for five years, the base contract price was \$17,100, plus \$450 per year for hosting the city code on their website. Supplements cost \$19 per reprinted page. The base contract price was for 900 pages; with \$16 per page for each page over 900. The final page count was 1,000 pages. The base contract included 10 printed books and binders in addition to their legal expertise. The publisher provides a subscribers service for other entities desiring books.

Attachment: link to code: www.marshalltown-ia.gov/CityCode

cc: Jessica Kinser, City Administrator

City of Marshalltown
24 N Center Street
Marshalltown, IA 50158

MARSHALLTOWN

— I O W A —

City Administrator's Office

Joel Greer, Mayor
Jessica Kinser, Administrator
Shari L. Coughenour, Clerk
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5799
Fax - (641) 754-5717

To: Mayor Greer and the City Council
From: Jessica Kinser, City Administrator
Date: May 9, 2019
RE: Follow-up on City-Held Liquor License

At the meeting on April 22nd, we presented a request to consider the City holding a liquor license for the Coliseum once renovated. The purpose of having the discussion so far in advance of the building being available was due to the design on the kitchen/concession area being impacted by this decision. The Council requested more information about what other cities are doing, and I was able to get a variety of responses from an email to a listserv. Below is the summary of those responses.

City	Population	License Holder	Location(s)
Bettendorf	33,217	City	Golf Course
Burlington	25,663	Non-Profit Mgmt Firm	Event Center
Charles City	7,652	City	Golf Course
Coralville	18,907	City	Conference Center Golf Course Softball Complex
Independence	5,966	City	Event Center Softball Complex
Laurens	1,258	City	Special Events Only
Sioux Center	7,048	Management Firm	Event Center
Wilton	2,802	City	Community Center

We are still of the recommendation at this time to move forward with designing the kitchen to be functional for alcohol sales and storage, and defer a conversation of who should hold a liquor license until a time when the building is nearing completion.

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



MARSHALLTOWN

— I O W A —

City Administrator's Office

Joel Greer, Mayor
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Tel - (641) 754-5799
Fax - (641) 754-5717

To: Mayor Greer and the City Council
From: Jessica Kinser, City Administrator
Date: May 10, 2019
RE: First Quarter Strategic Plan Update

With the completion of the first quarter of 2019, I am able to provide an update on the City's Strategic Plan. The purpose of this update is to keep elected officials, departments and staff, and myself on the same page about the tasks we have set out to complete in 2019 and 2020. I have used green, yellow and red to highlight areas where an item is complete, likely to miss a deadline, or has missed a deadline/is no longer relevant. Below is a brief summary of the progress on each goal:

- **Goal 1: Expand and improve development in the community**

There were no active deadlines in Q1 for this goal, but there are some in the second and third quarters which likely need to change based upon new information. Due to Conlin Properties not receiving any LIHTC funds, the item to extend LaFrentz Lane is no longer necessary.

In ongoing items, the City has filed multiple municipal infractions to maintain insurance reserve dollars on incomplete projects. We have also had 1 development meeting in March, with group meetings about economic development in January, February, and March. The City also continued to work with Habitat for Humanity on the VALOR program through March 12th.

- **Goal 2: Enhance Marshalltown's public image**

There was one deadline in Q1, which we achieved, to have press info posted on our website automatically post on the City's Facebook page. Otherwise all items are still on track. There are no updates on any on-going items in the first quarter.

- **Goal 3: Continually improve the City's organization & services**

There were no active deadlines in Q1 for this goal, but there are some in the second and third quarters which likely need to change based upon new information.

Staff had a semi-annual training day on President's Day, where many completed the required online trainings for 2019. Much time in Q1 has been spent getting FEMA documents needed to verify costs submitted on December 28th, which will continue into other quarters.

- **Goal 4: Partner with citizens, non-profit and others to improve quality of life**

There were no active deadline in Q1 for this goal, and all appears on track at this time. Additional partnerships have been identified, and include working with the Iowa Valley Leadership class to install accessible playground equipment at Anson Park, coordinating

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



with the 13th Street District on future projects/repairs at West End Park, and the YMCA for use of parking for the Aquatic Center.

The City continues to work with Trails Inc. as they continue on the path of board development and eventually a strategic plan. Michelle and Jessica have continued to attend and support the Long Term Family Recovery Committee as the City, with Sarah Rosenblum co-chairing the Communications subcommittee. Jessica participated in the Iowa League of Cities Legislative Day on February 19th.

City Council

Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



GOAL 1: Expand and improve development in the community	Projected Completion	Assigned Resources
Objective 1: Support the Marshalltown Central Business District and development in Downtown		
Accept the Downtown Master Plan	6/30/2019	H&CD
Initiate Downtown zoning updates	8/31/2019	H&CD
Accept applications/award Catalyst grant dollars	6/30/2019	H&CD, Admin
Review Façade and Code Compliance Grant programs with MCBD for viability	9/30/2019	Admin
Monitor downtown buildings with insurance reserves for repair or demolition activity	Ongoing	H&CD
Complete the sale of 22 North Center to YSS of Marshall County	9/30/2019	Admin
Objective 2: Support and promote commercial and industrial development		
Continue development meetings and other meetings w/ project partners	Ongoing	H&CD, Admin, PW/Engr
Amend/add area to UR Area/Plan #3	6/30/2019	Admin
Complete the rezoning of the Highway 14 Corridor	7/31/2019	H&CD
Objective 3: Look at innovative ways to further enhance housing quality and quantity		
Review ordinance changes needed to allow for minimum dwelling size in residential zones	12/31/2019	H&CD
Partner with Habitat for Humanity on the Blitz Build and rebuilding of homes	Ongoing	Admin, H&CD
Identify improvements/market PUD area near Merle Hibbs/6th Street	12/31/2019	H&CD, Admin, PW/Engr
Identify vacant lots for housing redevelopment through D&D or tax certificates	Ongoing	Admin, H&CD
Work with partners on the formation of a Community Development Corporation (CDC)	6/30/2019	Admin, H&CD
Objective 4: Ensure appropriate infrastructure exists for all types of development		
Design the East Merle Hibbs extension to Governor Road	12/31/2019	PW/Engr
Construct Phase 1 of East Merle Hibbs extension	12/31/2020	PW/Engr
Secure land, design and construct South 5th Avenue extension from Plaza Heights Road	12/31/2019	PW/Engr, Admin
Secure land, funding for the Bypass Roadway off of Highway 14	8/31/2019	PW/Engr, Admin
Install LaFrentz Lane extension if needed for LIHTC project	6/30/2020	PW/Engr

GOAL 2: Enhance Marshalltown's public image

Projected
Completion

Assigned Resources

Objective 1: Visually enhance the appearance of the community

Demolish 10 structures under the D&D program	12/31/2019	H&CD, Admin
Demolish up to 60 structures under the FEMA demolition program	9/30/2019	H&CD
Initiate cases for commercial property demolitions	Ongoing	H&CD
Complete the renovation of the Veterans Memorial Coliseum	2/29/2020	Admin, P&R
Complete the design of the Airport Terminal/Hangar project	12/31/2019	PW/Engr
Hire staff necessary for HUD Lead Abatement grant	4/30/2019	H&CD
Complete the installation of one monument entry sign as part of the Wayfinding Plan	12/31/2019	Admin, PW/Engr
Complete the railroad crossing safety improvements	12/31/2019	Admin, PW/Engr

Objective 2: Improve communication of City programs and initiatives

Integrate City departmental Facebook pages into one City of Marshalltown page	6/30/2019	Admin
Integrate third party connection for automatic push of marshalltown-ia.gov stories on FB	2/28/2019	Admin
Provide the Citizens Police Academy	5/30/2019	Police
Provide the Citizens Fire Academy	9/30/2019	Fire
Update and hold Budgeting 101 info meetings	9/30/2019	Finance
Implement a communications plan for City positive stories	Ongoing	All Departments
Develop and implement a public campaign for stormwater education	12/31/2019	PW/Engr

Objective 3: Support public relations and marketing of Marshalltown

Support Vision Marshalltown's communications strategy	Ongoing	Admin
Identify and fund other community-wide marketing efforts	Ongoing	Admin

GOAL 3: Continually improve the City's organization & servicesProjected
Completion

Assigned Resources

Objective 1: Review policies, procedures, and ordinances for updates

Adopt updates to City personnel policies	6/30/2019	HR
Recodify the City's Code of Ordinances	4/30/2019	Clerk
Adopt the 2015 version of the State Building Code	6/30/2019	Clerk
Issue an RFP for the rewriting of the City's zoning ordinance	12/31/2019	H&CD
Rewrite the Emergency Operations Plan	9/30/2019	All Departments

Objective 2: Develop comprehensive plans for City infrastructure and improvements

Continue an annual Street Improvement Plan	Ongoing	PW/Engr
Continue with construction of the Police and Fire Building	6/30/2019	PW/Engr, Police, Fire
Complete 12th Avenue Sidewalk Project	12/31/2019	PW/Engr
Complete study of Transit with Iowa State	12/31/2019	Admin, PW/Engr
Hold a meeting with City Council and Library Board to discuss the expansion of the Library	6/30/2019	Admin, Library
Close out all property insurance claims on tornado-damaged buildings (except the Coliseum)	12/31/2019	Admin, PW/Engr

Objective 3: Recruit, retain, and train employees in order to maintain a successful workforce

Continue annual training days on Veteran's Day and Presidents Day	Ongoing	HR
Conduct an employee survey	12/31/2019	HR
Continue monthly Safety Committee meetings	Ongoing	HR
Re-initiate the 30 minute mini-trainings for staff	Ongoing	HR

Objective 4: Review existing functions and finances for efficiencies

Complete long term financial projections for the General Fund revenues and expenditures	12/31/2019	Finance
Develop a plan for the loss of taxable value in FY2021	12/31/2019	All Departments
Convene a discussion on recreation programming in Marshalltown	12/31/2019	P&R
Submit all necessary documents for the FEMA reimbursement process	Ongoing	Admin, Finance
Complete a LEAN process improvement review of the building permit process	12/31/2019	HR, H&CD, PW/Engr, Fire
Complete a LEAN process improvement review of the City's special event process	12/31/2019	HR
Identify at least 2 departmental processes to review for process improvement	12/31/2019	All Departments

GOAL 4: Partner with citizens, for-profit, non-profit & others to improve quality of life

Projected
Completion
Assigned Resources

Objective 1: Partner with the Marshall County Arts and Culture Alliance/MPAC to promote public art in the community

Procure public art in the Police and Fire Building	12/31/2019	Admin
Discuss public art as part of the Airport Terminal project	12/31/2019	Admin, PW/Engr
Discuss public art as part of the Veterans Memorial Coliseum Renovation	6/30/2019	Admin, P&R
Discuss public art as part of the 3rd Ave/Highway 14 resurfacing project	6/30/2020	Admin, PW/Engr

Objective 2: Partner with Trails Inc. on trail-related initiatives

Paint sharrows and bike symbols on designated routes	8/31/2019	PW/Engr
Assist Trails Inc. with plan development	Ongoing	Parks/Rec, PW/Engr, Admin
Promote the fundraising efforts of Trails Inc.	Ongoing	All Departments
Complete the IRT Placemaking Plan (NEA grant)	12/31/2019	Admin, H&CD

Objective 3: Work with other entities on partnerships which benefit the community

Continue participation on Vision Marshalltown Aesthetics sub-committee	Ongoing	H&CD, Admin
Work with the County Treasurer's office to claim County-held tax certificates	Ongoing	Admin
Support Habitat for Humanity in Blitz Build effort	4/30/2019	All Departments
Continue to participate and support the Long Term Recovery Committee	Ongoing	Admin, H&CD
Work with ISU senior design courses on aspects of tornado rebuilding	5/31/2019	Admin, H&CD
Coordinate and work with partners to ensure an accurate 2020 Census	Ongoing	Clerk

Objective 4: Use legislative resources to affect positive change for the City

Attend League of Cities or other state or local association legislative events	Ongoing	All Departments
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