

CITY OF MARSHALLTOWN
COUNCIL AGENDA
CITY HALL COUNCIL CHAMBERS
10 W STATE STREET
MARCH 23, 2020, 5:30 PM

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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, Martin, Thompson, Wirin.

E. MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS

F. CONSENT AGENDA

1. Approve 3/09/2020 Minutes And Bill List, \$1,898,161.32

Documents:

[2020-03-09_Council Minutes.pdf](#)
[2020-03-23_Bill List.pdf](#)

2. Approve January 2020 Monthly Financial Statements

Documents:

[January 2020 Financials Memo.pdf](#)
[January 2020 Financial Statements.pdf](#)

3. Approve February 2020 Monthly Financial Statements

Documents:

[February 2020 Financials Memo.pdf](#)
[03-23-2020_FIN_2020-02_February 2020 Financial Statements.pdf](#)

4. MAYORAL APPOINTMENTS TO LIBRARY BOARD TO FILL VACANCIES

Appoint Ruzan Morrison and Jim Lowrance to the Library Board of Directors.

5. Receipt Of Building Permit Reports - December 2019, January And February 2020

Documents:

[1219.pdf](#)
[0120.pdf](#)
[0220.pdf](#)

6. Approve Marshalltown Speedway - Toby Kruse - Liquor License

Documents:

[2020-03-23-2020_MotorSportsKruse.pdf](#)

7. Resolution 2020-060 Declaring A Civil Emergency

Documents:

[03-23-2020_2020-060_Res Declare Civil Emergency.pdf](#)

8. RESOLUTION 2020-061 APPROVING AGREEMENT BETWEEN THE CITY OF MARSHALLTOWN AND THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS, LOCAL UNION NO.16

Documents:

[03-23-2020_2020-061_Fire contract resolution.pdf](#)

9. RESOLUTION 2020-062 APPROVING AGREEMENT BETWEEN THE CITY OF MARSHALLTOWN AND THE MARSHALLTOWN

POLICE DEPARTMENT CHAUFFEURS, TEAMSTERS AND
HELPERS LOCAL NO. 238 AFFILIATED WITH THE
INTERNATIONAL BROTHERHOOD OF TEAMSTERS

Documents:

[03-23-2020_2020-062_Police contract resolution.pdf](#)

10. RESOLUTION 2020-063 APPROVING AGREEMENT BETWEEN
THE CITY OF MARSHALLTOWN AND THE MARSHALLTOWN
ENGINEERING DIVISION, SEWER DIVISION, STREET DIVISION,
AND UTILITY DIVISION OF THE PUBLIC WORKS DEPARTMENT
PUBLIC, PROFESSIONAL AND MAINTENANCE EMPLOYEES
LOCAL NO. 2003, IUPAT

Documents:

[03-23-2020_2020-063_PPME contract resolution.pdf](#)

11. RESOLUTION 2020-064 APPROVING AGREEMENT BETWEEN
THE CITY OF MARSHALLTOWN AND THE MARSHALLTOWN
PARKS & RECREATION DEPARTMENT, UAW AMALGAMATED
LOCAL NO. 893

Documents:

[03-23-2020_2020-064_UAW contract resolution.pdf](#)

12. RESOLUTION 2020-065 TO APPROVE THE CODE BUILDING
UPGRADE GRANT APPLICATION FOR 207 E. MAIN STREET,
MARSHALLTOWN, IOWA

Documents:

[Resolution to Approve Code Building Upgrade Grant
Application for 207 E Main Street.pdf](#)
[207 E Main Code Upgrade by Denny Gray Mtown Council
Request.pdf](#)
[FacadeGrantListing Updated March 23 2020.pdf](#)

13. TENTATIVE RESOLUTION 2020-066 PROVIDING FOR THE
CONVEYANCE AND TRANSFER OF TITLE TO THE PROPERTY
HEREIN DESCRIBED FROM THE CITY OF MARSHALLTOWN,
IOWA TO MARK EATON, 712 E BOONE ST, \$750.00

Documents:

[03-23-2020_2020-066_712 E Boone MEMO Sale of
Property.pdf](#)
[03-23-2020_2020-066_2.25.20 Vacant Lot Bid
Notice_202002261000172938.pdf](#)
[03-23-2020_2020-066_712 E BOONE ST TENT RES.pdf](#)

14. TENTATIVE RESOLUTION 2020-067 PROVIDING FOR THE
CONVEYANCE AND TRANSFER OF TITLE TO THE PROPERTY

HEREIN DESCRIBED FROM THE CITY OF MARSHALLTOWN,
IOWA TO RENE MARTINEZ AND JUANA RUIZ, 401.5 MAY ST,
\$500.00

Documents:

[03-23-2020_2020-067_401.5 May St MEMO Sale of
Property.pdf](#)
[03-23-2020_2020-067_401.5 MAY ST TENT RES.pdf](#)

15. TENTATIVE RESOLUTION 2020-068 PROVIDING FOR THE
CONVEYANCE AND TRANSFER OF TITLE TO THE PROPERTY
HEREIN DESCRIBED FROM THE CITY OF MARSHALLTOWN,
IOWA TO MARK EATON, 105 N 6TH ST \$750.00

Documents:

[03-23-2020_2020-068_105 N 6th St MEMO Sale of
Property.pdf](#)
[03-23-2020_2020-068_105 N 6TH ST TENT RES.pdf](#)

16. RESOLUTION 2020-069 APPROVING CONTRACT CHANGE
ORDERS #1-12 FOR THE VETERANS MEMORIAL COLISEUM
RENOVATION PROJECT, AN INCREASE OF \$ 145,757.42

Documents:

[03-23-2020_2020-069_Res for VMC CHANGE ORDERS 1-
12.pdf](#)
[03-23-2020_2020-069_Memo and Coliseum Change
Orders 1-12.pdf](#)

17. RESOLUTION 2020-071 APPROVING A PERPETUAL
ELECTRICAL EASEMENT WITH INTERSTATE POWER AND
LIGHT COMPANY FOR 702 SWAYZE STREET

Documents:

[Res for Alliant Easement 702 Swayze.pdf](#)
[702 Swayze Electric Line Easement.pdf](#)

18. RESOLUTION 2020-072 APPROVING AN AGREEMENT WITH
BOLTON AND MENK FOR THE COMPLETION OF A FEDERAL
BUILD GRANT APPLICATION FOR THE HIGHWAY 14/NORTH 3RD
AVENUE CORRIDOR IMPROVMENTS

Documents:

[Res for BUILD Grant Agreement.pdf](#)
[Marshalltown BUILD Grant Letter.pdf](#)
[2020.3.16 - BUILD Grant Agreement.pdf](#)

19. RESOLUTION 2020-073 ORDERING CONSTRUCTION OF THE 7th
AVENUE EXTENSION PROJECT IN THE CITY OF

MARSHALLTOWN, IOWA, SETTING PUBLIC HEARING ON
PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND ESTIMATED COST AND DIRECTING PUBLICATION OF
NOTICE TO BIDDERS, PROJECT ECO18001

[ECO18001 PROJECT BID INFORMATION](#)

<https://www.marshalltown-ia.gov/Bids.aspx?BidID=63>

Documents:

[ECO18001 South 7th Ave Memo to Order Construction.pdf](#)
[Prj - 88010 !8th Ave. P.C.C. Paving.pdf](#)
[03-23-2020_2020-073_Res Order Construction 7th
AVENUE EXTENSION PROJECT ECO18001 .pdf](#)

20. RESOLUTION 2020-074 ORDERING CONSTRUCTION OF THE
WPCP CONCRETE REPAIR PHASE 3, PROJECT WPC19001,
DIRECTING PUBLICATION OF NOTICE TO BIDDERS

[WPC19001 PROJECT BID INFORMATION](#)

<https://www.marshalltown-ia.gov/Bids.aspx?BidID=59>

Documents:

[03-23-2020_2020-074_ORDER CONSTRUCTION WPCP
PH3-1.pdf](#)

21. RESOLUTION 2020-075 SETTING DATE FOR PUBLIC HEARING
ON A LOAN AGREEMENT WITH THE IOWA ECONOMIC
DEVELOPMENT AUTHORITY

Documents:

[IEDA Nuisance Loan Agreement.pdf](#)
[Memo on IEDA Forgivable Loan.pdf](#)
[03-23-2020_2020-075_SetHrngIEDALoan
Marshalltown422742-39-v1.pdf](#)

22. RESOLUTION 2020-076 ALLOCATING \$50,000 IN COUNCIL-
DESIGNATED LOCAL OPTION SALES TAX FOR THE SIDEWALK
IMPROVEMENT REIMBURSEMENT

Documents:

[Res to Funding Sidewalk Program LOST.pdf](#)

23. RESOLUTION 2020-077 APPROVING MODIFICATIONS TO THE
FINAL PLAT FOR MERLE HIBBS WEST

Documents:

[03-23-2020_2020-077 Res Order Merle Hibbs W Final Plat
Modifications.pdf](#)
[CC Memo_Merle Hibbs West_Platform
Modifications_032320.pdf](#)
[5773-Final Plat 2020-03-04.pdf](#)

24. RESOLUTION 2020-084 APPROVING A DEVELOPMENT AGREEMENT WITH DANI AND GARRETT GOODMAN FOR A \$175,000 CATALYST BUILDING GRANT AND \$50,000 NEW CONSTRUCTION INCENTIVE GRANT

Documents:

[03-23-2020_2020-084_ Res Appv Goodman Grant Catalyst and New Building Incentive 35 N Center St.pdf](#)
[Goodman Catalyst Agreement.pdf](#)

25. RESOLUTION 2020-085 APPROVING A DEVELOPMENT AGREEMENT WITH FLINT HILLS HOLDINGS FOR A \$75,000 CATALYST BUILDING GRANT AND \$50,000 NEW CONSTRUCTION INCENTIVE GRANT

Documents:

[03-23-2020_2020-085_FLINT HILLS CATALYST RES.pdf](#)
[Flint Hills Catalyst Development Agreement.pdf](#)

26. RESOLUTION 2020-086 TRANSFERRING FUNDS FOR FISCAL YEAR 2020 THROUGH SEPTEMBER 30, 2019

Documents:

[03-23-2020_2020-086_Resolution Transferring Funds for Fiscal Year 2020 Through September 30 2019.pdf](#)

27. Liquor License Renewals

American Legion
Caseys #1441
Elmwood Country Club
Fareway Stores, Inc. #467
Food & Gas Mart
La Caretta Mexican Grill
Smokin G's
The Spot
Yesway # 1148

G. RESOLUTIONS

1. RESOLUTION 2020-078 APPROVING AN ECONOMIC DEVELOPMENT GRANT TO ABERROTES LA SALUD FOR THE DEMOLITION OF 14 NORTH 1ST STREET

Documents:

[Res for Demo Assistance 14 N 1st St.pdf](#)
[Memo on Blight Remediation Grant 14 N 1st St.pdf](#)
[14 N 1st St Blight Grant Info.pdf](#)

2. RESOLUTION 2020-079 APPROVING DEVELOPMENT AGREEMENT WITH FLINT HILLS HOLDINGS, AUTHORIZING

ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS AND
PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE
PAYMENT OF THE AGREEMENT

Documents:

[03-23-2020_2020-079_RES
ApprvDevAgmtFlinHillsMarshalltown422742-36-v1.pdf
Development Agreement FlinHills Holdings
Marshalltown422742-36-v1.pdf](#)

3. Public Hearing And RESOLUTION 2020-080 APPROVING PLANS,
SPECIFICATIONS, FORM OF CONTRACT AND COST FOR THE
WEST END PARK IMPROVEMENTS 2020, PROJECT NO.
PRK19004

[Link to Plans and Specifications](#)

Documents:

[PRK19004 RESOLUTION APPROVING PLANS WEST
END PARK.pdf](#)

4. PUBLIC HEARING AND RESOLUTION 2020-081 ADOPTING THE
BUDGET AMENDMENT FOR THE FISCAL YEAR ENDING JUNE
30, 2020, AND APPROVING RELATED TRANSFERS

Documents:

[03-23-2020_2020-081_RESOLUTION ADOPTING THE
BUDGET AMENDMENT FOR THE FISCAL YEAR ENDING
JUNE 30, 2020.pdf
03-23-2020_2020-081_FY20 Budget Amendment 1
Adopted March 23 2020.pdf
FY2020 Budget Amendment 1 For Adoption Memo .pdf
Transfers for Re-estimated budget March 23 2020.pdf](#)

5. PUBLIC HEARING AND RESOLUTION 2020-082 APPROVING
THE FY2020-FY2024 CAPITAL IMPROVEMENT PLAN

Documents:

[Resolution to Approve Capital Improvement Plan for FY20 to
FY24.pdf
Budget Memo for Approval of CIP FY20 to FY24.pdf
Capital Plan FY20 to FY24.pdf
Debt Capacity Project Workbook.pdf](#)

6. PUBLIC HEARING AND RESOLUTION 2020-083 ADOPTING THE
BUDGET AND CERTIFYING TAXES FOR THE FISCAL YEAR
ENDING JUNE 30, 2021, AND APPROVING RELATED
TRANSFERS

Documents:

[03-23-2020 2020-083 Resolution to Adopt Budget and](#)

[Certify Taxes for FY2021.pdf](#)
[FY21 Adoption of Budget Memo.pdf](#)
[FY21_citybudget for public hearing.pdf](#)
[Projected Cash Balances FY20 and FY21.pdf](#)
[Budget Comparison Report By Fund.pdf](#)
[Transfers for FY21 for Adopted Budget.pdf](#)

7. RESOLUTION 2020-070 APPROVING A 28E AGREEMENT WITH THE MARSHALLTOWN COMMUNITY SCHOOL DISTRICT FOR THE CONSTRUCTION OF TENNIS COURTS

Documents:

[Res Approving 28E MCSD Tennis Court Construction.pdf](#)
[28E AGREEMENT FOR TENNIS COURTS \(1\).pdf](#)

H. ORDINANCES

1. ORDINANCE 14995 RELATING TO THE ANNUAL COMPENSATION OF THE MAYOR AND CITY COUNCIL, First Reading

Documents:

[04-27-2020_14995 Ordinance MayorCouncilSalary.pdf](#)

I. DISCUSSION

1. 12th Avenue Sidewalk Easement Acquisition Update

Documents:

[03-23-2020_12th Ave Sidewalk Acquisition Memo.pdf](#)

2. Draft Of The Multi-Hazard Emergency Operations Plan

Documents:

[Memo on EOP.pdf](#)
[20191023 Marshalltown EOP.pdf](#)

J. 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.

K. ADJOURN

The City of Marshalltown collaborates to provide a welcoming, safe, vibrant, and growing community.

Please visit the City's website for the complete agenda packet and to subscribe to agenda notices and department news. www.marshalltown-ia.gov

Council Proceedings
March 9, 2020

Mayor Greer called the meeting to order at 5:30 PM, March 9, 2020, in the Council Chambers at 10 W State Street and led the pledge of allegiance. Roll call- Present: Gowdy, Hoop, Isom actively participated by phone until 6:58 PM, Martin, Thompson. Cahill and Wirin were absent.

CONSENT AGENDA:

Gowdy moved to adopt the Consent Agenda: Approve Minutes, 2/24/2020, And Bill List, \$1,521,306.182; Approve November 2019 Financial Statements; Approve December 2019 Financial Statements; RESOLUTION 2020-052 ACCEPTING QUOTE AND AUTHORIZING THE PURCHASE OF A 2020 CHEVROLET SILVERADO 2500HD FOR THE STREET DEPARTMENT, FROM KARL CHEVROLET INC. FOR THE PRICE OF \$28,544.20 RESOLUTION 2020-053 PROVIDING FOR THE DESIGNATION OF A HEALTH OFFICER AS REQUIRED IN THE CITY OF MARSHALLTOWN CODE OF ORDINANCES; License Renewal: Vaughn's Pub; second by Martin. Motion carried 5-0.

MOTIONS

Martin moved to approve new liquor licenses for Hall Of Fame Concessions (Joel Cordt) and Impala Ballroom - Liquor License - Sole Proprietor Changing To Corporation, second by Gowdy. Motion carried 4-1, Hoop dissenting.

RESOLUTIONS:

Gowdy moved to adopt RESOLUTION 2020-054 ALLOWING OPEN CONTAINERS IN RIVERVIEW PARK, 402 WOODLAND STREET, FOR BLESSING OF THE BIKES AND APPROVAL OF LIQUOR LICENSE AND OUTDOOR SERVICE AREA EVENT ON MAY 2, 2020, FOR THE POWESHIEK ANIMAL LEAGUE SHELTER, second by Thompson. Resolution adopted 4-1, Hoop dissenting.

Isom moved to adopt RESOLUTION 2020-055 SETTING THE RESERVE FOR THE AUCTION OF 109 SOUTH 1ST AVENUE AND 8 EAST LINN STREET, second by Thompson. The reserve for both parcels was set at \$80,000. Resolution adopted 5-0.

Martin moved to adopt RESOLUTION 2020-056 ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT FOR THE 2019 PCC PATCH REPAIR PROJECT PROJECT NO. STR 19002 IN THE AMOUNT OF \$149,021.00, second by Hoop. Resolution adopted 5-0.

Gowdy moved to adopt RESOLUTION 2020-057 ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT FOR THE SOUTH 3RD STREET BRIDGE REPAIR PROJECT NO. STR 18003 IN THE AMOUNT OF \$137,909.00, second by Martin. Resolution adopted 5-0.

Thompson moved to adopt RESOLUTION 2020-058 ORDERING CONSTRUCTION OF THE WEST END PARK IMPROVEMENTS 2020 PROJECT 19004, SETTING PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST AND DIRECTING PUBLICATION OF NOTICE TO BIDDERS, second by Hoop. Resolution adopted 5-0.

Martin moved to adopt RESOLUTION 2020-059 AUTHORIZING THE CITY OF MARSHALLTOWN TO SUBMIT A GRANT APPLICATION TO REGION 6 RESOURCE PARTNERS FOR A TRANSPORTATION ALTERNATIVE PROGRAM GRANT FOR THE IOWA RIVER TRAIL, second by Gowdy. Staff confirmed the initial \$30,000 city contribution has been spent. Trails Inc. President Jeff Schneider informed the council Trails Inc. has money in hand for the proposed project. Resolution adopted 5-0.

ORDINANCES:

The council took no action on the first reading of Ordinance 14995 RELATING TO THE ANNUAL COMPENSATION OF THE MAYOR AND CITY COUNCIL, and will consider at the next meeting.

DISCUSSION:

12th AVENUE SIDEWALK EASEMENT ACQUISITION UPDATE. Public Works Director Nickel asked the council for direction, citing easement acquisition difficulties with the Central Iowa Fair Board. The fair board expressed concern over cost of snow removal. The council expressed concern for pedestrians. Thompson moved to forgo the 5' sidewalk as designed, second by Gowdy. Motion failed 2-3, Hoop, Isom, Martin dissenting. The council asked that

staff determine options for the sidewalk. Thompson reminded the council that initial project design was for an 8' wide recreation path, with snow removal by the city.

SIDEWALK IMPROVEMENT REIMBURSEMENT PROGRAM. Pursuant to city code, adjacent property owners are required to maintain sidewalks. The American's Disability Act (ADA) Transition Plan identified about 56.2 miles of sidewalks that do not meet ADA criteria. The city intends to implement a Phase 1 program to address 7.2 miles of deficient sidewalks in fiscal year 2020-2021, estimated at \$1.3M for completion. Staff will be sending out notices by March 31 to property owners with problem sidewalks within Phase 1, part of the 7.2 miles. It is anticipated most of the sidewalk repair work will be completed by August 31, 2020. Property owners may either contract with a repair company on their own or be part of a city sidewalk repair project. Property owners that are not able to contract for their own repair will have two options for paying for the repair completed by the city, 1) voluntary assessment over a period of years, 2) direct billing by the city. Property owners that do not respond to the notification as to their planned method of fixing their sidewalk can be expected to be part of the city sidewalk project for Phase 1 and pay for the work on an involuntary assessment. Properties affected by incomplete tornado stump removal and within the Highway 14 corridor area will not be included until those projects are completed. Brick sidewalks are not "grandfathered" in the ADA Transition Plan. The council briefly discussed five-foot wide sidewalks and "passing panels" in areas with four-foot wide sidewalks.

POLICE & FIRE BUILDING COST UPDATE. Public Works Director Nickel answered questions from the council about the project, with no resolution of the mason issue to date.

PUBLIC COMMENT

Mark Eaton questioned if the \$75K in the Park and Recreation gift fund was available to fund some Veterans Memorial Building reconstruction cost.

CLOSED SESSION- COLLECTIVE BARGAINING PURPOSE

At 6:39 pm, Gowdy moved to enter into closed session pursuant to Section 20.17 subsection 3 of the Code of Iowa concerning strategy meetings of the public employer for collective bargaining purposes. The City of Marshalltown has an attorney-client relationship with Michael Galloway, Ahlers & Cooney, PC, pursuant to an engagement letter dated July 1, 2011, second by Hoop. Motion carried 5-0.

At 6:58 pm, Gowdy moved to enter into open session, second by Martin. Motion carried 4-0, with Isom having left the meeting immediately prior to the motion.

ADJOURNMENT:

Meeting Adjourned at 6:58 PM

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

ATTEST:

Joel T.S. Greer, Mayor

Shari L. Coughenour, CMC, City Clerk

BILL LIST, COUNCIL MEETING MARCH 23, 2020

Advertising

T-R/15 1,230.36

Consulting & Professional Fees

Allender.Butzke/1 5,385.00
Bolton&Menk.Inc/2 17,932.00
Fox.Engrg.Assc/2 8,623.00
Howard.R.Green/1 23,717.74
I.L.E.A./1 300.00
Iowa.One.Call/2 46.80
Lynch.Dallas.PC/4 5,260.00
McClure.Engrg/1 82,335.20
Stone.Environment/1 2,200.00
TSP.Inc/1 4,472.40

Contracts

Abarrotes.Villa/2 200,000.00
Aramark.Unfrm/2 77.49
Chamber.Commerc/1 95,411.86
Clarke.Mosquito/1 9,624.12
Engineered.Equi/2 34,364.02
Garling.Constr/1 159,813.75
Hogeland.Auto.P/1 300.00
IA.ENV.SERV./1 1,780.00
Impact.7G.Inc/1 1,150.00
Marsh.Co.Landfi/1 41.80
Marshall.Co.Aud/2 5,000.00
Marshall.Co.IT./1 5,000.00
MarshalltownCBD/2 15,000.00
Mtn.Aviation/1 642.00
Nagle.Signs/1 9,048.26
Open.Edge/2 188.55
Premier.Equip/1 113.22
Schendel.Pest.C/2 102.00
Schumacher.Elev/2 440.84
Servicemaster/1 1,772.00
Sje.Rhombus/1 2,500.00
Stericycle.Inc/3 151.30
Sterling.Fire/1 400.00
Stone.Sanit/1 115.56
Unique.Mgmt.Svc/1 26.85
Verizon.Connect/1 435.30
Xerox.Corp/1 36.66

Library Books

Baker.Taylor/16 607.03
BRODART.CO/3 950.39
Cengage.Learn/6 294.55
CenterPoint.Prn/2 332.91
Diamond.Lake/1 537.60
Findaway.World/2 713.90
MicroMarketing./7 1,115.77
Midwest.Tape/2 97.44
Mt.Library.Serv/2 1,190.10
OVERDRIVE,INC./4 820.88

Medical

Health.Partners/1 103,165.41
Unity.Point.Clc/2 42.00
WellmarkSD/1 50,043.96

Payroll.Deductions

American.Educa./1 64.41
AMS.INC/2 47.20
AXA/1 325.00
Collection.Svs./5 1,325.16
Colonial.Life/1 435.76
Fidelity.Securt/2 465.79
Fire.Union.Dues/2 1,260.00
I.P.E.R.S./7 79,386.70
I.R.S./6 83,482.60

IA.Treasurer/4 18,117.00
ICMA.457/10 13,699.28
M.F.P.R.S.I./4 121,249.87
PettyCash/1 200.00
Texas.Child.Sup/2 252.57
TotalAdmin.Serv/4 8,807.57
UAW.Local 893/1 148.48
United.Way/4 863.02

Payroll.Net

Payroll/1 298,924.90

Refund/Reimbursed

Baker.Taylor/9 506.69
BRODART.CO/1 12.56
Gabler,M/1 12.00
Green,A/1 9.99
IA.Treasurer/1 4.00
Nunez,J/1 120.00
Rodriguez,D/1 120.00
Rodriguez,R/1 125.00
Seventh.Art.Rel/1 360.00
Tupper,M/1 23.49
WellmarkSD/1 -20,769.84

Service/Repairs

Background.Inv./1 11.95
Century.Link/100 1,486.02
Centurylink.Id/6 14.03
Cert.Pwr.Inc./1 499.09
Clemons.Inc./1 1,696.47
Eugene,R/1 350.00
FIRSTNET.ATT/1 642.55
For.Sure.Roofin/1 42,722.00
Gale-Hazen,E/1 45.00
Gale-Hazen,K/1 112.50
Hardin.Co. Recr/4 28.00
Hartwig.Plmbg/1 166.43
Hawkeye.Truck/1 26.00
Heart.of.Iowa/12 3,554.16
I.C.A.P./2 249,287.40
IA.Treasurer/2 12,985.00
Johnson.Control/1 1,729.86
Kapaun.Brown/2 298.00
Kinser,J/1 1,440.00
Language.Line.S/1 521.75
Ledford,M/1 850.00
M.Co.Recorder/36 259.00
McAtee.Tire/1 50.00
Midwest.Liq.Sys/1 144.00
Mikes.Turf.Righ/1 1,360.80
Mtn.Aviation/3 994.05
Mtn.Wtrwrks/3 8,773.28
Parra,M/1 15.00
R.M.Young/1 580.09
Racom.Corp/1 65.00
Rainbow.Car.Was/3 959.50
Salvation.Army/1 800.00
Schossow,J/1 12,500.00
Sports.Plus.Med/1 75.00
T.S.Y.S./2 127.58
Vajgrt.R/1 50.00
Wood,K/1 300.00
WW.Grainger/1 347.16
YRC/1 459.97

Supplies/Parts

Airgas.U.S.A./2 54.21
Anderson.Proces/1 6,442.47
Arnold.Motor.Su/28 957.72
Baker.Taylor/7 334.17

BILL LIST, COUNCIL MEETING MARCH 23, 2020

Bassett,K/1	35.58
BDH/2	1,495.00
Bobcat.Ames/1	666.33
Bowermaster,D/1	37.57
Browns.Shoe.Fit/1	157.50
Cessford.Constr/2	4,165.06
Cntrl.IA.Farm/1	54.40
Crop.Rite.Inc/1	132.50
DEMCO.INCORP./1	522.63
Diamond.Vogel/1	38.69
Fastenal.Co/6	724.05
Galls.LLC/1	21.39
Gervich.Sons/2	93.00
Gillig.LLC/5	1,110.12
Hawkeye.Truck/2	700.87
Hogan.Mfg/1	266.39
IA.History.Jrnl/1	35.95
IA.Prison.Ind/3	593.90
IA.Wholesale.Su/1	18.83
Iowa.Outdoors/1	15.00
ISS.of.CF.LLC/1	2,778.00
Kapaun.Brown/1	403.33
Laville,J/1	25.00
Marsh.Co.Engr/23	14,270.53
Menards/4	303.99
MID.COUNTRY.MAC/1	276.22
Midland.Scienti/7	3,927.07
Midwest.Liq.Sys/1	92.39
MINITEX.UN.MINN/1	542.00
Mtwn.Aviation/1	22.14
Mtwn.Wtrwrks/1	14.00
Nagle,Signs/1	1,824.40
Napa.Auto/3	113.53
New.Pig/1	476.54
Noble.Medical/1	453.01
Office.Express/3	75.24
Oreilly.Automot/4	159.48
Racom.Corp/2	627.25
Rycom.Instr./1	651.43
Shetler,D/1	9.00
Sho.Biz Inc/1	4.19
Showcases,Inc/2	1,037.92
Storey.Kenwrthy/2	406.81
Terminal.Supply/1	138.10
Thiesens.Supply/10	795.74
Thompson.Tr.V/1	3.99
Vajgrt.R/2	238.88
Willco.Inc/1	1,950.00
WW.Grainger/8	1,461.80
Travel/Training	
Krimmer,N/1	94.54
Utilities	
AlliantEnergy/41	32,315.34
Consumr.Energy/2	403.84
Mtwn.Wtrwrks/17	833.97
WoodRiver.Enrgy/2	1,902.46
Total/620	1,898,161.32

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

March 17, 2020

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: January Monthly Financial Statements

Policy Issue: N/A.

Recommendation: Staff recommends approving the January 2020 monthly financial statements.

Background: The Finance department has prepared and reconciled the January 2020 financial statements for your review. The attached reports include the following:

- Fund Balance Report, which includes the beginning balance at 6/30/19, the year-to-date revenues and expenses for 7 months and the ending fund cash balance.
- Cash & Investments Report, which includes current balances and interest rates for all city investments.
- Monthly Budget Report, which reflects monthly and year-to-date revenues and expenses by each fund and then in summary. If the YTD Activity amount is less than the YTD Budget amount, it will show as unfavorable for revenues and favorable for expenses.

Items of interest this month:

*In fund 145, we received a FEMA payment of \$831,134 for the Category A Debris Removal City-wide project. We are still owed \$277,045 for this Cat A project from FEMA and the state share in the amount of \$147,757.

*The Police & Fire Building expenses in fund 354 were \$242,884.

*Fund 355 shows revenue from the State Revolving Fund and related expenses for the Manhole & Point Repair Project.

*Fund 611 (WPCP Revenue) includes bond proceeds of \$5,065,000 for the refunding of the 2012 & 2014 Sewer Revenue Bonds. In Fund 610 (WPCP Expenses), the 2012 & 2014 Revenue Bonds were paid off in the amount of 1,060,000 and \$3,921,000 for principal and \$3,250 and \$13,326 for interest and transaction fees respectively.

Budget Impact: N/A

Attachment: January 2020 Financial Statements

cc: Jessica Kinser, City Administrator



**FUND BALANCE REPORT
AS OF 01/31/2020**

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
001 - GENERAL FUND	1,761,714.82	8,338,478.70	8,874,030.76	1,226,162.76
010 - CASH FLOW RESERVE FUND	2,295,731.37	50,185.35	-	2,345,916.72
030 - CAPITAL RESERVE	237,270.57	280,000.61	397,330.74	119,940.44
031 - CAPITAL RSRV-BLDG MAINT	274,259.88	3,875.04	-	278,134.92
032 - CIP LARGE VEHICLE/EQUIPMENT	212,000.00	-	-	212,000.00
110 - ROAD USE TAX	6,078,797.75	2,316,156.37	2,376,764.39	6,018,189.73
112 - EMPLOYEE BENEFITS FUND	2,694,901.22	1,517,735.92	1,224,058.82	2,988,578.32
117 - POLICE/FIRE RETIREMENT	510,413.10	640,860.07	540,246.24	611,026.93
119 - EMERGENCY FUND	-	133,264.09	132,132.29	1,131.80
121 - LOCAL OPTION SALES TAX	3,741,656.76	2,651,619.61	1,923,132.22	4,470,144.15
125 - TAX INCREMENT FINANCING	518,758.81	534,634.83	147,664.12	905,729.52
126 - TIF-LMI	-	24,752.11	-	24,752.11
130 - CITY TORT LIABILITY	83,777.25	24,314.98	27,792.37	80,299.86
132 - GRANTS-STATE/LOCAL AGENCIES	(49,516.79)	-	85,520.01	(135,036.80)
140 - PARK & REC DONATION FUND	95,747.77	62,110.19	13,352.83	144,505.13
141 - MTOWN TENNIS ASSOC	1,727.92	24.19	-	1,752.11
142 - SOFTBALL ASSOCIATION FUND	13,729.77	15,267.25	26,283.91	2,713.11
144 - LIVE HEALTHY IOWA	3,128.44	-	5,126.33	(1,997.89)
145 - TORNADO GENERAL	600,160.23	1,126,985.24	653,412.60	1,073,732.87
146 - FEMA VALOR	(64,348.56)	8,103.40	-	(56,245.16)
147 - FEMA DEMO	(29,608.21)	-	18,341.85	(47,950.06)
150 - COPS FAST GRANTS	(2,818.95)	25,079.40	39,803.55	(17,543.10)
151 - DEPT OF JUSTICE GRANTS	(11,019.59)	1,809.69	344.50	(9,554.40)
152 - POLICE UNDESIGNATED GRANTS	1,194.10	33,507.39	67,616.04	(32,914.55)
153 - POLICE DEPT DONATION FUND	94,557.84	10,778.58	15,069.59	90,266.83
156 - FIRE DEPT DONATION FUND	9,053.60	2,059.97	2,821.63	8,291.94
157 - FIRE DEPT GRANTS	4,723.45	66.13	-	4,789.58
160 - ECONOMIC DEVELOPMENT GIFT	51,247.83	717.49	-	51,965.32
161 - SURETY DEPOSITS/SUBDIVIDER	10,691.60	149.69	-	10,841.29
170 - LIBRARY DONATION FUND	110,317.71	18,663.84	18,444.70	110,536.85
177 - SEIZED ASSETS (POLICE)	42,225.68	(1,709.76)	386.04	40,129.88
179 - OTHER COMM AND ECON DEVELOPMENT	81,277.34	1,092.73	4,985.75	77,384.32
180 - HOUSING GRANTS	26,505.26	371.10	-	26,876.36
182 - #4 HUD LEAD GRANT	334.00	-	7.00	327.00
183 - FY 08 EDI (ECON DEV INCENTIVE)	(13,029.25)	-	360.00	(13,389.25)
184 - VOUCHERS - 002, 003	126,587.21	557,119.97	651,780.25	31,926.93
189 - #6 HUD LEAD GRANT	(12,834.57)	118,169.43	110,795.82	(5,460.96)
200 - GO BONDS DEBT FUND	146,285.51	2,285,878.00	442,417.50	1,989,746.01

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
300 - CIP COLLECTION FUND	122,311.52	335,670.53	274,478.77	183,503.28
311 - RISE STREET GRANTS	-	-	4,902.50	(4,902.50)
312 - AIRPORT PROJECT FUND	(22,135.42)	-	31,961.86	(54,097.28)
320 - SPECIAL ASSESSMENT PROJECTS	(24,083.95)	4,932.00	-	(19,151.95)
340 - BIKE PATH PROJECT FUND	(78,661.75)	17,214.10	92,224.24	(153,671.89)
341 - TREES FOREVER PROJECT	8,186.72	8,814.66	8,692.50	8,308.88
350 - GO BONDS CAPITAL PROJECTS	8,710.07	121.96	-	8,832.03
354 - POLICE & FIRE STATIONS	2,886,834.75	63,661.29	2,221,507.81	728,988.23
355 - 2015 GO BONDS (D&D)	533,217.44	6,776.05	171,861.05	368,132.44
357 - 2018 CY STREET PROJECTS	-	44,388.31	44,388.31	-
360 - 2019 GO BONDS & PROJECTS	-	5,691,651.75	32,892.66	5,658,759.09
381 - 2019 CY STREET, SIDEWALK, PARKING PROJECTS	2,331,666.52	37,135.28	303,838.18	2,064,963.62
382 - PUBLIC WORKS FACILITY	-	-	-	-
383 - COLISEUM REMODEL	495,473.00	907,846.14	23,540.16	1,379,778.98
392 - TIF DISTRICT III CAP PROJECTS	7,913.64	110.80	-	8,024.44
393 - TIF DISTRICT IV CAP PROJECTS	107,871.50	-	100,996.50	6,875.00
610 - WATER POLLUTION CONTROL	(7,795.76)	10,559,351.34	10,548,872.44	2,683.14
611 - WPCP REVENUE	13,229,747.88	13,489,840.20	10,575,252.61	16,144,335.47
612 - WPCP REVENUE BOND FUND	-	1,151,516.79	1,269,811.44	(118,294.65)
614 - WPCP CAPITAL IMPROVEMENT RSRV	1,037,278.81	21,997.67	-	1,059,276.48
616 - SANITARY SEWER REHAB PROJECT	-	13,122.25	13,122.25	-
617 - SANITARY SEWER NEW CONSTRUCTN	104,843.90	7,969.00	-	112,812.90
618 - TORNADO-WPCP	(2,295.51)	-	-	(2,295.51)
690 - TRANSIT OPERATING	37,700.65	423,570.05	424,336.01	36,934.69
740 - STORM SEWER UTILITY	2,541,393.49	855,547.13	977,906.26	2,419,034.36
741 - 2016 GO STORM WATER PROJ	1,132,463.68	531,003.41	1,722,879.23	(59,412.14)
742 - TORNADO - STORM/SEWER	(4,140.06)	-	-	(4,140.06)
750 - COMPOSTING FACILITY	184,889.99	37,469.45	45,733.85	176,625.59
751 - TORNADO - COMPOST	(463,058.08)	-	153,380.00	(616,438.08)
760 - P&R CONCESSIONS ENTERPRISE	(14,588.69)	23,186.15	27,488.94	(18,891.48)
881 - OCCUPATIONAL INSURANCE ESCROW	72,836.76	77,208.61	116,815.84	33,229.53
884 - GROUP HEALTH INSURANCE ESCROW	2,309,319.84	1,988,272.02	2,075,664.18	2,221,927.68
886 - WORKMAN'S COMP DEDUCTIBLE FUND	37,287.84	551.81	626.96	37,212.69
899 - INVENTORY FUND	-	-	-	-
910 - POLICE PENSION - T & A	-	5,798.03	6,626.32	(828.29)
913 - 911 COMMISION	(72,698.73)	480,380.82	598,978.57	(191,296.48)
950 - SUBDIVIDER IMPROVEMENT ESCROW	-	-	-	-
951 - SALES TAX REIMBURSEMENT	5,713.34	3,884.02	14,470.55	(4,873.19)
952 - SURETY BONDS/DEPOSITS	2,833.61	405.09	-	3,238.70
953 - IA STATE SLEUTH USR GRP	14,971.67	-	-	14,971.67
TOTAL	46,169,609.54	57,571,518.31	49,683,271.84	54,057,856.01

Account	Name	Ending Balance	Interest Rate
BalObject: 0110 - P&R Deposits			
999.0110.100	GWB P&R Deposits	39,028.89	2.00
Total BalObject: 0110 - P&R Deposits :		39,028.89	
BalObject: 0111 - Operating			
999.0111.000	UB&T Operating	187,914.37	1.33
999.0111.100	GWB Operating	43,435,597.80	2.00
Total BalObject: 0111 - Operating:		43,623,512.17	
BalObject: 0112 - COLISEUM			
999.0112.100	GWB COLISEUM	1,040,311.80	2.00
Total BalObject: 0112 - COLISEUM:		1,040,311.80	
BalObject: 0113 - Payroll			
999.0113.100	GWB Payroll	43,421.37	2.00
Total BalObject: 0113 - Payroll:		43,421.37	
BalObject: 0114 - Dev Inspections			
999.0114.100	GWB Dev Inspections	31,938.22	2.00
Total BalObject: 0114 - Dev Inspections:		31,938.22	
BalObject: 0115 - HUD Admin			
999.0115.100	GWB HUD Admin	38,476.77	2.00
Total BalObject: 0115 - HUD Admin:		38,476.77	
BalObject: 0116 - HUD HAP			
999.0116.100	GWB HUD HAP	12,982.33	2.00
Total BalObject: 0116 - HUD HAP:		12,982.33	
BalObject: 0117 - Police			
999.0117.100	GWB Police	14,204.88	2.00
Total BalObject: 0117 - Police:		14,204.88	
BalObject: 0120 - PETTY CASH			
610.0120.000	PETTY CASH	200.00	0.00
Total BalObject: 0120 - PETTY CASH:		200.00	
BalObject: 0122 - PETTY CASH-CITY CLERK			
001.0122.000	PETTY CASH-CITY CLERK	200.00	0.00
Total BalObject: 0122 - PETTY CASH-CITY CLERK:		200.00	
BalObject: 0123 - PETTY CASH-LIBRARY			
001.0123.000	PETTY CASH-LIBRARY	100.00	0.00
Total BalObject: 0123 - PETTY CASH-LIBRARY:		100.00	
BalObject: 0125 - PETTY CASH-PARK			
001.0125.000	PETTY CASH-PARK	225.00	0.00
Total BalObject: 0125 - PETTY CASH-PARK:		225.00	
BalObject: 0130 - CASH HELD BY INSUR ADMI			
885.0130.000	CASH HELD BY INSUR ADMI	1.00	0.00
Total BalObject: 0130 - CASH HELD BY INSUR ADMI:		1.00	

Account	Name	Ending Balance	Interest Rate
BalObject: 0216 - GREAT WESTERN BANK MM			
999.0216.000	GREAT WESTERN BANK MM	69,794.85	1.60
Total BalObject: 0216 - GREAT WESTERN BANK MM:		69,794.85	
BalObject: 0240 - MIDWEST ONE CD (91-365 DAYS)			
611.0240.000	MIDWEST ONE CD (91-365 DAYS)	1,519,403.48	2.55 -- 2.73
999.0240.000	MIDWEST ONE CD (91-365 DAYS)	4,065,307.76	2.05 -- 2.73
Total BalObject: 0240 - MIDWEST ONE CD (91-365 DAYS):		5,584,711.24	
BalObject: 0243 - GNB CD (91-364 DYS)			
999.0243.000	GNB CD (91-364 days)	500,000.00	2.15
Total BalObject: 0243 - GNB CD (91-364 DYS):		500,000.00	
BalObject: 0252 - GNB 365 INV			
010.0252.000	GNB CD (365 DAYS)	500,000.00	2.72
884.0252.000	GNB CD (365 DAYS)	505,973.70	2.37
999.0252.000	GNB CD (365 DAYS)	2,026,206.03	2.11-2.72
Total BalObject: 0252 - GNB 365 INV:		3,032,179.73	
BalObject: 0999 - POOLED CASH			
999.0999.000	POOLED CASH	26,567.76	0.00
Total BalObject: 0999 - POOLED CASH		26,567.76	
		<u>54,057,856.01</u>	



City of Marshalltown, IA

Monthly Budget Report - Marshalltown

Group Summary

For Fiscal: Current Period Ending: 01/31/2020

Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Fund: 001 - GENERAL FUND					
Revenue	143,428.82	9,173,159.52	8,338,478.70	-834,680.82	15,726,058.00
Expense	1,115,556.19	9,171,179.43	8,874,030.76	297,148.67	15,726,058.00
Total Fund: 001 - GENERAL FUND:	-972,127.37	1,980.09	-535,552.06	-537,532.15	0.00
Fund: 010 - CASH FLOW RESERVE FUND					
Revenue	13,921.13	43,155.00	50,185.35	7,030.35	74,000.00
Total Fund: 010 - CASH FLOW RESERVE FUND:	13,921.13	43,155.00	50,185.35	7,030.35	74,000.00
Fund: 030 - CAPITAL RESERVE					
Revenue	791.40	296,621.85	280,000.61	-16,621.24	508,698.00
Expense	122,851.97	294,348.81	397,330.74	-102,981.93	504,668.00
Total Fund: 030 - CAPITAL RESERVE:	-122,060.57	2,273.04	-117,330.13	-119,603.17	4,030.00
Fund: 031 - CAPITAL RSRV-BLDG MAINT					
Revenue	663.12	1,750.00	3,875.04	2,125.04	3,000.00
Expense	0.00	73,082.24	0.00	73,082.24	125,334.00
Total Fund: 031 - CAPITAL RSRV-BLDG MAINT:	663.12	-71,332.24	3,875.04	75,207.28	-122,334.00
Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT					
Revenue	0.00	61,833.31	0.00	-61,833.31	106,000.00
Total Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT:	0.00	61,833.31	0.00	-61,833.31	106,000.00
Fund: 110 - ROAD USE TAX					
Revenue	374,614.13	1,983,333.31	2,316,156.37	332,823.06	3,400,000.00
Expense	235,788.43	2,949,335.48	2,376,764.39	572,571.09	5,056,937.00
Total Fund: 110 - ROAD USE TAX:	138,825.70	-966,002.17	-60,608.02	905,394.15	-1,656,937.00
Fund: 112 - EMPLOYEE BENEFITS FUND					
Revenue	12,860.30	1,621,784.99	1,517,735.92	-104,049.07	2,780,203.00
Expense	0.00	1,571,493.00	1,224,058.82	347,434.18	2,693,988.00
Total Fund: 112 - EMPLOYEE BENEFITS FUND:	12,860.30	50,291.99	293,677.10	243,385.11	86,215.00
Fund: 117 - POLICE/FIRE RETIREMENT					
Revenue	6,816.62	678,255.55	640,860.07	-37,395.48	1,162,724.00
Expense	0.00	662,220.93	540,246.24	121,974.69	1,135,685.00
Total Fund: 117 - POLICE/FIRE RETIREMENT:	6,816.62	16,034.62	100,613.83	84,579.21	27,039.00
Fund: 119 - EMERGENCY FUND					
Revenue	1,131.80	142,731.75	133,264.09	-9,467.66	244,683.00

Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 01/31/2020

Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Expense	0.00	142,731.75	132,132.29	10,599.46	244,683.00
Total Fund: 119 - EMERGENCY FUND:	1,131.80	0.00	1,131.80	1,131.80	0.00
Fund: 121 - LOCAL OPTION SALES TAX					
Revenue	336,235.12	1,852,083.31	2,651,619.61	799,536.30	3,175,000.00
Expense	1,620.00	1,951,726.98	1,923,132.22	28,594.76	3,347,111.00
Total Fund: 121 - LOCAL OPTION SALES TAX:	334,615.12	-99,643.67	728,487.39	828,131.06	-172,111.00
Fund: 125 - TAX INCREMENT FINANCING					
Revenue	5,184.70	374,089.24	534,634.83	160,545.59	641,296.00
Expense	0.00	462,069.93	147,664.12	314,405.81	792,120.00
Total Fund: 125 - TAX INCREMENT FINANCING:	5,184.70	-87,980.69	386,970.71	474,951.40	-150,824.00
Fund: 126 - TIF-LMI					
Revenue	59.01	10,238.62	24,752.11	14,513.49	17,552.00
Total Fund: 126 - TIF-LMI:	59.01	10,238.62	24,752.11	14,513.49	17,552.00
Fund: 130 - CITY TORT LIABILITY					
Revenue	4,925.48	583.31	24,314.98	23,731.67	1,000.00
Expense	8,103.18	2,916.62	27,792.37	-24,875.75	5,000.00
Total Fund: 130 - CITY TORT LIABILITY:	-3,177.70	-2,333.31	-3,477.39	-1,144.08	-4,000.00
Fund: 132 - GRANTS-STATE/LOCAL AGENCIES					
Revenue	0.00	29,166.62	0.00	-29,166.62	50,000.00
Expense	0.00	0.00	85,520.01	-85,520.01	0.00
Total Fund: 132 - GRANTS-STATE/LOCAL AGENCIES:	0.00	29,166.62	-85,520.01	-114,686.63	50,000.00
Fund: 140 - PARK & REC DONATION FUND					
Revenue	45,550.56	3,383.31	62,110.19	58,726.88	5,800.00
Expense	129.95	2,858.24	13,352.83	-10,494.59	4,900.00
Total Fund: 140 - PARK & REC DONATION FUND:	45,420.61	525.07	48,757.36	48,232.29	900.00
Fund: 141 - MTOWN TENNIS ASSOC					
Revenue	4.18	11.62	24.19	12.57	20.00
Total Fund: 141 - MTOWN TENNIS ASSOC:	4.18	11.62	24.19	12.57	20.00
Fund: 142 - SOFTBALL ASSOCIATION FUND					
Revenue	6.47	17,110.31	15,267.25	-1,843.06	29,332.00
Expense	84.08	17,093.93	26,283.91	-9,189.98	29,332.00
Total Fund: 142 - SOFTBALL ASSOCIATION FUND:	-77.61	16.38	-11,016.66	-11,033.04	0.00
Fund: 144 - LIVE HEALTHY IOWA					
Revenue	0.00	4,373.25	0.00	-4,373.25	7,500.00
Expense	0.00	4,287.57	5,126.33	-838.76	7,351.00
Total Fund: 144 - LIVE HEALTHY IOWA :	0.00	85.68	-5,126.33	-5,212.01	149.00
Fund: 145 - TORNADO GENERAL					
Revenue	831,134.00	1,938,201.02	1,126,985.24	-811,215.78	3,323,960.00
Expense	3,920.69	0.00	653,412.60	-653,412.60	0.00

Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 01/31/2020

Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Total Fund: 145 - TORNADO GENERAL:	827,213.31	1,938,201.02	473,572.64	-1,464,628.38	3,323,960.00
Fund: 146 - FEMA VALOR					
Revenue	0.00	0.00	8,103.40	8,103.40	0.00
Total Fund: 146 - FEMA VALOR:	0.00	0.00	8,103.40	8,103.40	0.00
Fund: 147 - FEMA DEMO					
Revenue	0.00	666,345.61	0.00	-666,345.61	1,142,764.00
Expense	17,955.00	704,093.25	18,341.85	685,751.40	1,207,500.00
Total Fund: 147 - FEMA DEMO:	-17,955.00	-37,747.64	-18,341.85	19,405.79	-64,736.00
Fund: 150 - COPS FAST GRANTS					
Revenue	3,903.86	32,070.50	25,079.40	-6,991.10	55,000.00
Expense	7,807.73	29,472.59	39,803.55	-10,330.96	50,545.00
Total Fund: 150 - COPS FAST GRANTS:	-3,903.87	2,597.91	-14,724.15	-17,322.06	4,455.00
Fund: 151 - DEPT OF JUSTICE GRANTS					
Revenue	0.00	13,416.62	1,809.69	-11,606.93	23,000.00
Expense	0.00	13,416.62	344.50	13,072.12	23,000.00
Total Fund: 151 - DEPT OF JUSTICE GRANTS:	0.00	0.00	1,465.19	1,465.19	0.00
Fund: 152 - POLICE UNDESIGNATED GRANTS					
Revenue	5,690.88	53,384.52	33,507.39	-19,877.13	91,553.00
Expense	12,167.72	54,902.33	67,616.04	-12,713.71	94,153.00
Total Fund: 152 - POLICE UNDESIGNATED GRANTS:	-6,476.84	-1,517.81	-34,108.65	-32,590.84	-2,600.00
Fund: 153 - POLICE DEPT DONATION FUND					
Revenue	260.21	1,574.93	10,778.58	9,203.65	2,700.00
Expense	284.77	5,510.89	15,069.59	-9,558.70	9,450.00
Total Fund: 153 - POLICE DEPT DONATION FUND:	-24.56	-3,935.96	-4,291.01	-355.05	-6,750.00
Fund: 156 - FIRE DEPT DONATION FUND					
Revenue	19.77	2,916.62	2,059.97	-856.65	5,000.00
Expense	0.00	2,916.62	2,821.63	94.99	5,000.00
Total Fund: 156 - FIRE DEPT DONATION FUND:	19.77	0.00	-761.66	-761.66	0.00
Fund: 157 - FIRE DEPT GRANTS					
Revenue	11.42	35.00	66.13	31.13	60.00
Total Fund: 157 - FIRE DEPT GRANTS:	11.42	35.00	66.13	31.13	60.00
Fund: 160 - ECONOMIC DEVELOPMENT GIFT					
Revenue	123.89	204.12	717.49	513.37	350.00
Total Fund: 160 - ECONOMIC DEVELOPMENT GIFT:	123.89	204.12	717.49	513.37	350.00
Fund: 161 - SURETY DEPOSITS/SUBDIVIDER					
Revenue	25.85	107.87	149.69	41.82	185.00
Total Fund: 161 - SURETY DEPOSITS/SUBDIVIDER:	25.85	107.87	149.69	41.82	185.00

Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 01/31/2020

Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Fund: 170 - LIBRARY DONATION FUND					
Revenue	2,228.54	12,424.93	18,663.84	6,238.91	21,300.00
Expense	3,721.58	19,016.55	18,444.70	571.85	32,600.00
Total Fund: 170 - LIBRARY DONATION FUND:	-1,493.04	-6,591.62	219.14	6,810.76	-11,300.00
Fund: 177 - SEIZED ASSETS (POLICE)					
Revenue	119.71	2,507.61	-1,709.76	-4,217.37	4,300.00
Expense	0.00	2,332.61	386.04	1,946.57	4,000.00
Total Fund: 177 - SEIZED ASSETS (POLICE):	119.71	175.00	-2,095.80	-2,270.80	300.00
Fund: 179 - OTHER COMM AND ECON DEVELOPMENT					
Revenue	184.50	0.00	1,092.73	1,092.73	0.00
Expense	0.00	0.00	4,985.75	-4,985.75	0.00
Total Fund: 179 - OTHER COMM AND ECON DEVELOPMENT:	184.50	0.00	-3,893.02	-3,893.02	0.00
Fund: 180 - HOUSING GRANTS					
Revenue	64.08	0.00	371.10	371.10	0.00
Total Fund: 180 - HOUSING GRANTS:	64.08	0.00	371.10	371.10	0.00
Fund: 182 - #4 HUD LEAD GRANT					
Expense	0.00	0.00	7.00	-7.00	0.00
Total Fund: 182 - #4 HUD LEAD GRANT:	0.00	0.00	7.00	-7.00	0.00
Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE)					
Expense	0.00	373.17	360.00	13.17	640.00
Total Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE):	0.00	373.17	360.00	13.17	640.00
Fund: 184 - VOUCHERS - 002, 003					
Revenue	96,078.71	715,713.53	557,119.97	-158,593.56	1,226,938.00
Expense	95,410.38	722,897.42	651,780.25	71,117.17	1,239,330.00
Total Fund: 184 - VOUCHERS - 002, 003:	668.33	-7,183.89	-94,660.28	-87,476.39	-12,392.00
Fund: 189 - #6 HUD LEAD GRANT					
Revenue	26,067.46	968,993.62	118,169.43	-850,824.19	1,661,132.00
Expense	17,483.97	916,344.87	110,795.82	805,549.05	1,571,506.00
Total Fund: 189 - #6 HUD LEAD GRANT:	8,583.49	52,648.75	7,373.61	-45,275.14	89,626.00
Fund: 200 - GO BONDS DEBT FUND					
Revenue	9,016.77	2,457,573.09	2,285,878.00	-171,695.09	4,213,129.00
Expense	0.00	2,437,085.63	442,417.50	1,994,668.13	4,179,531.00
Total Fund: 200 - GO BONDS DEBT FUND:	9,016.77	20,487.46	1,843,460.50	1,822,973.04	33,598.00
Fund: 300 - CIP COLLECTION FUND					
Revenue	3,266.97	358,282.05	335,670.53	-22,611.52	614,198.00
Expense	0.00	358,282.12	274,478.77	83,803.35	614,198.00
Total Fund: 300 - CIP COLLECTION FUND:	3,266.97	-0.07	61,191.76	61,191.83	0.00

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For Fiscal: Current Period Ending: 01/31/2020

Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Fund: 311 - RISE STREET GRANTS					
Expense	908.00	0.00	4,902.50	-4,902.50	0.00
Total Fund: 311 - RISE STREET GRANTS:	908.00	0.00	4,902.50	-4,902.50	0.00
Fund: 312 - AIRPORT PROJECT FUND					
Revenue	0.00	1,312,499.93	0.00	-1,312,499.93	2,250,000.00
Expense	5,822.64	1,312,500.00	31,961.86	1,280,538.14	2,250,000.00
Total Fund: 312 - AIRPORT PROJECT FUND:	-5,822.64	-0.07	-31,961.86	-31,961.79	0.00
Fund: 320 - SPECIAL ASSESSMENT PROJECTS					
Revenue	88.00	5,833.24	4,932.00	-901.24	10,000.00
Total Fund: 320 - SPECIAL ASSESSMENT PROJECTS:	88.00	5,833.24	4,932.00	-901.24	10,000.00
Fund: 340 - BIKE PATH PROJECT FUND					
Revenue	12,214.10	0.00	17,214.10	17,214.10	0.00
Expense	10,838.60	0.00	92,224.24	-92,224.24	0.00
Total Fund: 340 - BIKE PATH PROJECT FUND:	1,375.50	0.00	-75,010.14	-75,010.14	0.00
Fund: 341 - TREES FOREVER PROJECT					
Revenue	19.81	5,833.31	8,814.66	2,981.35	10,000.00
Expense	0.00	5,833.31	8,692.50	-2,859.19	10,000.00
Total Fund: 341 - TREES FOREVER PROJECT:	19.81	0.00	122.16	122.16	0.00
Fund: 350 - GO BONDS CAPITAL PROJECTS					
Revenue	21.06	0.00	121.96	121.96	0.00
Total Fund: 350 - GO BONDS CAPITAL PROJECTS:	21.06	0.00	121.96	121.96	0.00
Fund: 354 - POLICE & FIRE STATIONS					
Revenue	1,738.02	0.00	63,661.29	63,661.29	0.00
Expense	242,884.34	0.00	2,221,507.81	-2,221,507.81	0.00
Total Fund: 354 - POLICE & FIRE STATIONS:	-241,146.32	0.00	-2,157,846.52	-2,157,846.52	0.00
Fund: 355 - 2015 GO BONDS (D&D)					
Revenue	877.68	1,166.62	6,776.05	5,609.43	2,000.00
Expense	133,017.98	29,166.62	171,861.05	-142,694.43	50,000.00
Total Fund: 355 - 2015 GO BONDS (D&D):	-132,140.30	-28,000.00	-165,085.00	-137,085.00	-48,000.00
Fund: 357 - 2018 CY STREET PROJECTS					
Revenue	0.00	154,521.50	44,388.31	-110,133.19	265,000.00
Expense	0.00	154,521.50	44,388.31	110,133.19	265,000.00
Total Fund: 357 - 2018 CY STREET PROJECTS:	0.00	0.00	0.00	0.00	0.00
Fund: 360 - 2019 GO BONDS & PROJECTS					
Revenue	0.00	0.00	5,691,651.75	5,691,651.75	0.00
Expense	4,400.00	0.00	32,892.66	-32,892.66	0.00
Total Fund: 360 - 2019 GO BONDS & PROJECTS:	-4,400.00	0.00	5,658,759.09	5,658,759.09	0.00
Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS					
Revenue	4,923.18	236,250.00	37,135.28	-199,114.72	405,000.00

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For Fiscal: Current Period Ending: 01/31/2020

Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Expense	7,933.70	1,560,416.62	303,838.18	1,256,578.44	2,675,000.00
Total Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS:	-3,010.52	-1,324,166.62	-266,702.90	1,057,463.72	-2,270,000.00
Fund: 383 - COLISEUM REMODEL					
Revenue	221,572.53	1,995,086.87	907,846.14	-1,087,240.73	3,420,949.00
Expense	55.89	2,104,414.62	23,540.16	2,080,874.46	3,607,568.00
Total Fund: 383 - COLISEUM REMODEL:	221,516.64	-109,327.75	884,305.98	993,633.73	-186,619.00
Fund: 392 - TIF DISTRICT III CAP PROJECTS					
Revenue	19.13	0.00	110.80	110.80	0.00
Total Fund: 392 - TIF DISTRICT III CAP PROJECTS:	19.13	0.00	110.80	110.80	0.00
Fund: 393 - TIF DISTRICT IV CAP PROJECTS					
Revenue	0.00	70,360.29	0.00	-70,360.29	120,666.00
Expense	0.00	70,360.29	100,996.50	-30,636.21	120,666.00
Total Fund: 393 - TIF DISTRICT IV CAP PROJECTS:	0.00	0.00	-100,996.50	-100,996.50	0.00
Fund: 610 - WATER POLLUTION CONTROL					
Revenue	5,240,010.99	0.00	10,559,351.34	10,559,351.34	0.00
Expense	5,239,961.13	4,032,227.15	10,548,872.44	-6,516,645.29	6,913,461.00
Total Fund: 610 - WATER POLLUTION CONTROL:	49.86	-4,032,227.15	10,478.90	4,042,706.05	-6,913,461.00
Fund: 611 - WPCP REVENUE					
Revenue	5,804,091.87	4,373,422.41	13,489,840.20	9,116,417.79	7,497,296.00
Expense	5,240,010.99	0.00	10,575,252.61	-10,575,252.61	0.00
Total Fund: 611 - WPCP REVENUE:	564,080.88	4,373,422.41	2,914,587.59	-1,458,834.82	7,497,296.00
Fund: 612 - WPCP REVENUE BOND FUND					
Revenue	670,818.46	0.00	1,151,516.79	1,151,516.79	0.00
Expense	186,208.37	0.00	1,269,811.44	-1,269,811.44	0.00
Total Fund: 612 - WPCP REVENUE BOND FUND:	484,610.09	0.00	-118,294.65	-118,294.65	0.00
Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV					
Revenue	21,565.87	7,583.31	21,997.67	14,414.36	13,000.00
Total Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV:	21,565.87	7,583.31	21,997.67	14,414.36	13,000.00
Fund: 616 - SANITARY SEWER REHAB PROJECT					
Revenue	0.00	1,115,333.31	13,122.25	-1,102,211.06	1,912,000.00
Expense	0.00	1,574,393.31	13,122.25	1,561,271.06	2,700,000.00
Total Fund: 616 - SANITARY SEWER REHAB PROJECT:	0.00	-459,060.00	0.00	459,060.00	-788,000.00
Fund: 617 - SANITARY SEWER NEW CONSTRUCTN					
Revenue	24.00	8,166.62	7,969.00	-197.62	14,000.00
Total Fund: 617 - SANITARY SEWER NEW CONSTRUCTN:	24.00	8,166.62	7,969.00	-197.62	14,000.00
Fund: 690 - TRANSIT OPERATING					
Revenue	26,216.52	459,106.34	423,570.05	-35,536.29	787,040.00
Expense	60,040.23	458,972.36	424,336.01	34,636.35	787,040.00

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Account Typ...	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Total Fund: 690 - TRANSIT OPERATING:	-33,823.71	133.98	-765.96	-899.94	0.00
Fund: 740 - STORM SEWER UTILITY					
Revenue	140,374.20	867,416.62	855,547.13	-11,869.49	1,487,000.00
Expense	65,347.54	645,172.92	977,906.26	-332,733.34	1,106,162.00
Total Fund: 740 - STORM SEWER UTILITY:	75,026.66	222,243.70	-122,359.13	-344,602.83	380,838.00
Fund: 741 - 2016 GO STORM WATER PROJ					
Revenue	0.00	1,327,083.31	531,003.41	-796,079.90	2,275,000.00
Expense	59,416.76	973,787.50	1,722,879.23	-749,091.73	1,670,000.00
Total Fund: 741 - 2016 GO STORM WATER PROJ:	-59,416.76	353,295.81	-1,191,875.82	-1,545,171.63	605,000.00
Fund: 750 - COMPOSTING FACILITY					
Revenue	486.10	40,196.73	37,469.45	-2,727.28	68,909.00
Expense	1,611.99	50,456.98	45,733.85	4,723.13	86,522.00
Total Fund: 750 - COMPOSTING FACILITY:	-1,125.89	-10,260.25	-8,264.40	1,995.85	-17,613.00
Fund: 751 - TORNADO - COMPOST					
Expense	0.00	0.00	153,380.00	-153,380.00	0.00
Total Fund: 751 - TORNADO - COMPOST:	0.00	0.00	153,380.00	-153,380.00	0.00
Fund: 760 - P&R CONCESSIONS ENTERPRISE					
Revenue	0.00	23,333.31	23,186.15	-147.16	40,000.00
Expense	0.00	20,667.15	27,488.94	-6,821.79	35,435.00
Total Fund: 760 - P&R CONCESSIONS ENTERPRISE:	0.00	2,666.16	-4,302.79	-6,968.95	4,565.00
Fund: 881 - OCCUPATIONAL INSURANCE ESCROW					
Revenue	11,061.53	0.00	77,208.61	77,208.61	0.00
Expense	38,282.59	0.00	116,815.84	-116,815.84	0.00
Total Fund: 881 - OCCUPATIONAL INSURANCE ESCROW:	-27,221.06	0.00	-39,607.23	-39,607.23	0.00
Fund: 884 - GROUP HEALTH INSURANCE ESCROW					
Revenue	306,935.54	0.00	1,988,272.02	1,988,272.02	0.00
Expense	225,987.57	0.00	2,075,664.18	-2,075,664.18	0.00
Total Fund: 884 - GROUP HEALTH INSURANCE ESCROW:	80,947.97	0.00	-87,392.16	-87,392.16	0.00
Fund: 886 - WORKMAN'S COMP DEDUCTIBLE FUND					
Revenue	88.72	0.00	551.81	551.81	0.00
Expense	0.00	0.00	626.96	-626.96	0.00
Total Fund: 886 - WORKMAN'S COMP DEDUCTIBLE FUND:	88.72	0.00	-75.15	-75.15	0.00
Fund: 910 - POLICE PENSION - T & A					
Revenue	0.00	0.00	5,798.03	5,798.03	0.00
Expense	828.29	0.00	6,626.32	-6,626.32	0.00
Total Fund: 910 - POLICE PENSION - T & A:	-828.29	0.00	-828.29	-828.29	0.00
Fund: 913 - 911 COMMISION					
Revenue	0.00	0.00	480,380.82	480,380.82	0.00
Expense	93,681.08	0.00	598,978.57	-598,978.57	0.00

Account Typ...					
	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Total Fund: 913 - 911 COMMISION:	-93,681.08	0.00	-118,597.75	-118,597.75	0.00
Report Total:	1,127,413.44	-44,269.68	7,898,427.91	7,942,697.59	-85,179.00

Fund Summary

Fund	January Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
001 - GENERAL FUND	-972,127.37	1,980.09	-535,552.06	-537,532.15	0.00
010 - CASH FLOW RESERVE FUND	13,921.13	43,155.00	50,185.35	7,030.35	74,000.00
030 - CAPITAL RESERVE	-122,060.57	2,273.04	-117,330.13	-119,603.17	4,030.00
031 - CAPITAL RSRV-BLDG MAINT	663.12	-71,332.24	3,875.04	75,207.28	-122,334.00
032 - CIP LARGE VEHICLE/EQUIPMI	0.00	61,833.31	0.00	-61,833.31	106,000.00
110 - ROAD USE TAX	138,825.70	-966,002.17	-60,608.02	905,394.15	-1,656,937.00
112 - EMPLOYEE BENEFITS FUND	12,860.30	50,291.99	293,677.10	243,385.11	86,215.00
117 - POLICE/FIRE RETIREMENT	6,816.62	16,034.62	100,613.83	84,579.21	27,039.00
119 - EMERGENCY FUND	1,131.80	0.00	1,131.80	1,131.80	0.00
121 - LOCAL OPTION SALES TAX	334,615.12	-99,643.67	728,487.39	828,131.06	-172,111.00
125 - TAX INCREMENT FINANCING	5,184.70	-87,980.69	386,970.71	474,951.40	-150,824.00
126 - TIF-LMI	59.01	10,238.62	24,752.11	14,513.49	17,552.00
130 - CITY TORT LIABILITY	-3,177.70	-2,333.31	-3,477.39	-1,144.08	-4,000.00
132 - GRANTS-STATE/LOCAL AGEN	0.00	29,166.62	-85,520.01	-114,686.63	50,000.00
140 - PARK & REC DONATION FUNI	45,420.61	525.07	48,757.36	48,232.29	900.00
141 - MTOWN TENNIS ASSOC	4.18	11.62	24.19	12.57	20.00
142 - SOFTBALL ASSOCIATION FUN	-77.61	16.38	-11,016.66	-11,033.04	0.00
144 - LIVE HEALTHY IOWA	0.00	85.68	-5,126.33	-5,212.01	149.00
145 - TORNADO GENERAL	827,213.31	1,938,201.02	473,572.64	-1,464,628.38	3,323,960.00
146 - FEMA VALOR	0.00	0.00	8,103.40	8,103.40	0.00
147 - FEMA DEMO	-17,955.00	-37,747.64	-18,341.85	19,405.79	-64,736.00
150 - COPS FAST GRANTS	-3,903.87	2,597.91	-14,724.15	-17,322.06	4,455.00
151 - DEPT OF JUSTICE GRANTS	0.00	0.00	1,465.19	1,465.19	0.00
152 - POLICE UNDESIGNATED GRAI	-6,476.84	-1,517.81	-34,108.65	-32,590.84	-2,600.00
153 - POLICE DEPT DONATION FUN	-24.56	-3,935.96	-4,291.01	-355.05	-6,750.00
156 - FIRE DEPT DONATION FUND	19.77	0.00	-761.66	-761.66	0.00
157 - FIRE DEPT GRANTS	11.42	35.00	66.13	31.13	60.00
160 - ECONOMIC DEVELOPMENT G	123.89	204.12	717.49	513.37	350.00
161 - SURETY DEPOSITS/SUBDIVIDI	25.85	107.87	149.69	41.82	185.00
170 - LIBRARY DONATION FUND	-1,493.04	-6,591.62	219.14	6,810.76	-11,300.00
177 - SEIZED ASSETS (POLICE)	119.71	175.00	-2,095.80	-2,270.80	300.00
179 - OTHER COMM AND ECON DE	184.50	0.00	-3,893.02	-3,893.02	0.00
180 - HOUSING GRANTS	64.08	0.00	371.10	371.10	0.00
182 - #4 HUD LEAD GRANT	0.00	0.00	-7.00	-7.00	0.00
183 - FY 08 EDI (ECON DEV INCENT	0.00	-373.17	-360.00	13.17	-640.00
184 - VOUCHERS - 002, 003	668.33	-7,183.89	-94,660.28	-87,476.39	-12,392.00
189 - #6 HUD LEAD GRANT	8,583.49	52,648.75	7,373.61	-45,275.14	89,626.00
200 - GO BONDS DEBT FUND	9,016.77	20,487.46	1,843,460.50	1,822,973.04	33,598.00
300 - CIP COLLECTION FUND	3,266.97	-0.07	61,191.76	61,191.83	0.00
311 - RISE STREET GRANTS	-908.00	0.00	-4,902.50	-4,902.50	0.00

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312 - AIRPORT PROJECT FUND	-5,822.64	-0.07	-31,961.86	-31,961.79	0.00
320 - SPECIAL ASSESSMENT PROJEC	88.00	5,833.24	4,932.00	-901.24	10,000.00
340 - BIKE PATH PROJECT FUND	1,375.50	0.00	-75,010.14	-75,010.14	0.00
341 - TREES FOREVER PROJECT	19.81	0.00	122.16	122.16	0.00
350 - GO BONDS CAPITAL PROJECT	21.06	0.00	121.96	121.96	0.00
354 - POLICE & FIRE STATIONS	-241,146.32	0.00	-2,157,846.52	-2,157,846.52	0.00
355 - 2015 GO BONDS (D&D)	-132,140.30	-28,000.00	-165,085.00	-137,085.00	-48,000.00
357 - 2018 CY STREET PROJECTS	0.00	0.00	0.00	0.00	0.00
360 - 2019 GO BONDS & PROJECTS	-4,400.00	0.00	5,658,759.09	5,658,759.09	0.00
381 - 2019 CY STREET, SIDEWALK, P	-3,010.52	-1,324,166.62	-266,702.90	1,057,463.72	-2,270,000.00
383 - COLISEUM REMODEL	221,516.64	-109,327.75	884,305.98	993,633.73	-186,619.00
392 - TIF DISTRICT III CAP PROJECT	19.13	0.00	110.80	110.80	0.00
393 - TIF DISTRICT IV CAP PROJECT	0.00	0.00	-100,996.50	-100,996.50	0.00
610 - WATER POLLUTION CONTROL	49.86	-4,032,227.15	10,478.90	4,042,706.05	-6,913,461.00
611 - WPCP REVENUE	564,080.88	4,373,422.41	2,914,587.59	-1,458,834.82	7,497,296.00
612 - WPCP REVENUE BOND FUND	484,610.09	0.00	-118,294.65	-118,294.65	0.00
614 - WPCP CAPITAL IMPROVEMENT	21,565.87	7,583.31	21,997.67	14,414.36	13,000.00
616 - SANITARY SEWER REHAB PRC	0.00	-459,060.00	0.00	459,060.00	-788,000.00
617 - SANITARY SEWER NEW CONS	24.00	8,166.62	7,969.00	-197.62	14,000.00
690 - TRANSIT OPERATING	-33,823.71	133.98	-765.96	-899.94	0.00
740 - STORM SEWER UTILITY	75,026.66	222,243.70	-122,359.13	-344,602.83	380,838.00
741 - 2016 GO STORM WATER PRC	-59,416.76	353,295.81	-1,191,875.82	-1,545,171.63	605,000.00
750 - COMPOSTING FACILITY	-1,125.89	-10,260.25	-8,264.40	1,995.85	-17,613.00
751 - TORNADO - COMPOST	0.00	0.00	-153,380.00	-153,380.00	0.00
760 - P&R CONCESSIONS ENTERPR	0.00	2,666.16	-4,302.79	-6,968.95	4,565.00
881 - OCCUPATIONAL INSURANCE	-27,221.06	0.00	-39,607.23	-39,607.23	0.00
884 - GROUP HEALTH INSURANCE I	80,947.97	0.00	-87,392.16	-87,392.16	0.00
886 - WORKMAN'S COMP DEDUCT	88.72	0.00	-75.15	-75.15	0.00
910 - POLICE PENSION - T & A	-828.29	0.00	-828.29	-828.29	0.00
913 - 911 COMMISSION	-93,681.08	0.00	-118,597.75	-118,597.75	0.00
Report Total:	1,127,413.44	-44,269.68	7,898,427.91	7,942,697.59	-85,179.00

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

March 17, 2020

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: February Monthly Financial Statements

Policy Issue: N/A.

Recommendation: Staff recommends approving the February 2020 monthly financial statements.

Background: The Finance department has prepared and reconciled the February 2020 financial statements for your review. The attached reports include the following:

- Fund Balance Report, which includes the beginning balance at 6/30/19, the year-to-date revenues and expenses for 8 months and the ending fund cash balance.
- Cash & Investments Report, which includes current balances and interest rates for all city investments.
- Monthly Budget Report, which reflects monthly and year-to-date revenues and expenses by each fund and then in summary. If the YTD Activity amount is less than the YTD Budget amount, it will show as unfavorable for revenues and favorable for expenses.

Items of interest this month:

*In fund 383 (Coliseum Remodel) expenses of \$238,840 were paid for the architect and general contractor.

*The Police & Fire Building expenses in fund 354 were \$14,470.

Budget Impact: N/A

Attachment: February 2020 Financial Statements

cc: Jessica Kinser, City Administrator

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
001 - GENERAL FUND	1,761,714.82	8,745,661.00	9,946,846.69	560,529.13
010 - CASH FLOW RESERVE FUND	2,295,731.37	68,076.14	-	2,363,807.51
030 - CAPITAL RESERVE	237,270.57	280,587.07	399,656.44	118,201.20
031 - CAPITAL RSRV-BLDG MAINT	274,259.88	4,369.91	-	278,629.79
032 - CIP LARGE VEHICLE/EQUIPMENT	212,000.00	-	-	212,000.00
110 - ROAD USE TAX	6,078,797.75	2,656,080.89	2,552,697.33	6,182,181.31
112 - EMPLOYEE BENEFITS FUND	2,694,901.22	1,533,952.72	1,224,058.82	3,004,795.12
117 - POLICE/FIRE RETIREMENT	510,413.10	648,717.99	540,246.24	618,884.85
119 - EMERGENCY FUND	-	134,691.31	132,132.29	2,559.02
121 - LOCAL OPTION SALES TAX	3,741,656.76	2,927,166.50	1,929,507.22	4,739,316.04
125 - TAX INCREMENT FINANCING	518,758.81	541,524.52	147,664.12	912,619.21
126 - TIF-LMI	-	25,180.68	-	25,180.68
130 - CITY TORT LIABILITY	83,777.25	25,505.71	27,792.37	81,490.59
132 - GRANTS-STATE/LOCAL AGENCIES	(49,516.79)	-	95,520.00	(145,036.79)
140 - PARK & REC DONATION FUND	95,747.77	66,842.77	13,482.78	149,107.76
141 - MTOWN TENNIS ASSOC	1,727.92	27.31	-	1,755.23
142 - SOFTBALL ASSOCIATION FUND	13,729.77	15,271.98	26,340.92	2,660.83
144 - LIVE HEALTHY IOWA	3,128.44	-	5,126.33	(1,997.89)
145 - TORNADO GENERAL	600,160.23	1,126,985.24	673,419.56	1,053,725.91
146 - FEMA VALOR	(64,348.56)	8,103.40	-	(56,245.16)
147 - FEMA DEMO	(29,608.21)	-	18,341.85	(47,950.06)
150 - COPS FAST GRANTS	(2,818.95)	28,983.26	47,611.25	(21,446.94)
151 - DEPT OF JUSTICE GRANTS	(11,019.59)	1,809.69	344.50	(9,554.40)
152 - POLICE UNDESIGNATED GRANTS	1,194.10	55,667.63	75,753.02	(18,891.29)
153 - POLICE DEPT DONATION FUND	94,557.84	11,188.79	15,544.59	90,202.04
156 - FIRE DEPT DONATION FUND	9,053.60	2,071.40	4,688.61	6,436.39
157 - FIRE DEPT GRANTS	4,723.45	74.65	-	4,798.10
160 - ECONOMIC DEVELOPMENT GIFT	51,247.83	809.95	-	52,057.78
161 - SURETY DEPOSITS/SUBDIVIDER	10,691.60	168.98	-	10,860.58
170 - LIBRARY DONATION FUND	110,317.71	23,161.68	19,749.77	113,729.62
177 - SEIZED ASSETS (POLICE)	42,225.68	1,735.19	3,737.04	40,223.83
179 - OTHER COMM AND ECON DEVELOPMENT	81,277.34	1,230.42	4,985.75	77,522.01
180 - HOUSING GRANTS	26,505.26	418.92	-	26,924.18
182 - #4 HUD LEAD GRANT	334.00	-	7.00	327.00
183 - FY 08 EDI (ECON DEV INCENTIVE)	(13,029.25)	-	360.00	(13,389.25)
184 - VOUCHERS - 002, 003	126,587.21	648,214.03	750,782.53	24,018.71
189 - #6 HUD LEAD GRANT	(12,834.57)	135,653.40	126,177.97	(3,359.14)
200 - GO BONDS DEBT FUND	146,285.51	2,294,865.80	442,417.50	1,998,733.81
300 - CIP COLLECTION FUND	122,311.52	339,571.36	274,478.77	187,404.11
311 - RISE STREET GRANTS	-	-	22,866.50	(22,866.50)
312 - AIRPORT PROJECT FUND	(22,135.42)	-	40,181.86	(62,317.28)
320 - SPECIAL ASSESSMENT PROJECTS	(24,083.95)	5,436.00	-	(18,647.95)
340 - BIKE PATH PROJECT FUND	(78,661.75)	17,214.10	102,379.54	(163,827.19)
341 - TREES FOREVER PROJECT	8,186.72	8,829.44	8,692.50	8,323.66
350 - GO BONDS CAPITAL PROJECTS	8,710.07	137.67	-	8,847.74
354 - POLICE & FIRE STATIONS	2,886,834.75	64,932.59	2,235,977.69	715,789.65
355 - 2015 GO BONDS (D&D)	533,217.44	7,422.89	176,447.48	364,192.85
357 - 2018 CY STREET PROJECTS	-	44,388.31	44,388.31	-
360 - 2019 GO BONDS & PROJECTS	-	5,691,651.75	38,362.66	5,653,289.09
381 - 2019 CY STREET, SIDEWALK, PARKING PROJECTS	2,331,666.52	40,566.47	440,345.50	1,931,887.49
383 - COLISEUM REMODEL	495,473.00	914,664.87	262,380.21	1,147,757.66
392 - TIF DISTRICT III CAP PROJECTS	7,913.64	125.08	-	8,038.72
393 - TIF DISTRICT IV CAP PROJECTS	107,871.50	-	100,996.50	6,875.00
610 - WATER POLLUTION CONTROL	(7,795.76)	10,798,729.32	10,788,250.42	2,683.14
611 - WPCP REVENUE	13,229,747.88	14,001,836.26	10,814,218.54	16,417,365.60
612 - WPCP REVENUE BOND FUND	-	1,151,516.79	1,319,397.34	(167,880.55)
614 - WPCP CAPITAL IMPROVEMENT RSRV	1,037,278.81	23,882.38	-	1,061,161.19
616 - SANITARY SEWER REHAB PROJECT	-	13,122.25	13,122.25	-
617 - SANITARY SEWER NEW CONSTRUCTN	104,843.90	8,108.00	-	112,951.90
618 - TORNADO-WPCP	(2,295.51)	-	-	(2,295.51)
690 - TRANSIT OPERATING	37,700.65	534,127.01	481,271.77	90,555.89
740 - STORM SEWER UTILITY	2,541,393.49	983,865.34	1,040,351.33	2,484,907.50
741 - 2016 GO STORM WATER PROJ	1,132,463.68	531,003.41	1,724,937.23	(61,470.14)
742 - TORNADO - STORM/SEWER	(4,140.06)	-	-	(4,140.06)
750 - COMPOSTING FACILITY	184,889.99	38,609.10	48,149.40	175,349.69
751 - TORNADO - COMPOST	(463,058.08)	-	153,380.00	(616,438.08)
760 - P&R CONCESSIONS ENTERPRISE	(14,588.69)	23,186.15	27,488.94	(18,891.48)
881 - OCCUPATIONAL INSURANCE ESCROW	72,836.76	87,908.57	121,108.67	39,636.66
884 - GROUP HEALTH INSURANCE ESCROW	2,309,319.84	2,267,729.96	2,484,250.86	2,092,798.94
886 - WORKMAN'S COMP DEDUCTIBLE FUND	37,287.84	617.45	944.96	36,960.33
910 - POLICE PENSION - T & A	-	5,798.03	7,454.61	(1,656.58)
913 - 911 COMMISSION	(72,698.73)	562,015.19	669,461.29	(180,144.83)
951 - SALES TAX REIMBURSEMENT	5,713.34	3,910.73	14,558.55	(4,934.48)
952 - SURETY BONDS/DEPOSITS	2,833.61	455.71	-	3,289.32
953 - IA STATE SLEUTH USR GRP	14,971.67	-	-	14,971.67
TOTAL	46,169,609.54	60,186,161.11	52,680,836.17	53,674,934.48

Account	Name	Ending Balance	Interest Rate
BalObject: 0110 - P&R Deposits			
999.0110.100	GWB P&R Deposits	45,008.17	2.00
Total BalObject: 0110 - P&R Deposits :		45,008.17	
BalObject: 0111 - Operating			
999.0111.000	UB&T Operating	7,935.40	1.32
999.0111.100	GWB Operating	45,226,311.07	2.00
Total BalObject: 0111 - Operating:		45,234,246.47	
BalObject: 0112 - COLISEUM			
999.0112.100	GWB COLISEUM	1,137,432.55	2.00
Total BalObject: 0112 - COLISEUM:		1,137,432.55	
BalObject: 0113 - Payroll			
999.0113.100	GWB Payroll	43,538.23	2.00
Total BalObject: 0113 - Payroll:		43,538.23	
BalObject: 0114 - Dev Inspections			
999.0114.100	GWB Dev Inspections	31,989.84	2.00
Total BalObject: 0114 - Dev Inspections:		31,989.84	
BalObject: 0115 - HUD Admin			
999.0115.100	GWB HUD Admin	21,864.55	2.00
Total BalObject: 0115 - HUD Admin:		21,864.55	
BalObject: 0116 - HUD HAP			
999.0116.100	GWB HUD HAP	7,911.51	2.00
Total BalObject: 0116 - HUD HAP:		7,911.51	
BalObject: 0117 - Police			
999.0117.100	GWB Police	14,227.39	2.00
Total BalObject: 0117 - Police:		14,227.39	
BalObject: 0120 - PETTY CASH			
610.0120.000	PETTY CASH	200.00	0.00
Total BalObject: 0120 - PETTY CASH:		200.00	
BalObject: 0122 - PETTY CASH-CITY CLERK			
001.0122.000	PETTY CASH-CITY CLERK	200.00	0.00
Total BalObject: 0122 - PETTY CASH-CITY CLERK:		200.00	
BalObject: 0123 - PETTY CASH-LIBRARY			
001.0123.000	PETTY CASH-LIBRARY	100.00	0.00
Total BalObject: 0123 - PETTY CASH-LIBRARY:		100.00	
BalObject: 0125 - PETTY CASH-PARK			
001.0125.000	PETTY CASH-PARK	225.00	0.00
Total BalObject: 0125 - PETTY CASH-PARK:		225.00	
BalObject: 0130 - CASH HELD BY INSUR ADMI			
885.0130.000	CASH HELD BY INSUR ADMI	1.00	0.00
Total BalObject: 0130 - CASH HELD BY INSUR ADMI:		1.00	
BalObject: 0216 - GREAT WESTERN BANK MM			
999.0216.000	GREAT WESTERN BANK MM	4,794.85	1.60
Total BalObject: 0216 - GREAT WESTERN BANK MM:		4,794.85	
BalObject: 0240 - MIDWEST ONE CD (91-365 DAYS)			
611.0240.000	MIDWEST ONE CD (91-365 DAYS)	1,519,403.48	2.05 -- 2.73
999.0240.000	MIDWEST ONE CD (91-365 DAYS)	4,065,307.76	2.37 -- 2.73
Total BalObject: 0240 - MIDWEST ONE CD (91-365 DAYS):		5,584,711.24	
BalObject: 0252 - GNB 365 INV			
884.0252.000	GNB CD (365 DAYS)	505,973.70	2.37
999.0252.000	GNB CD (365 DAYS)	1,005,973.70	2.11 -- 2.37
Total BalObject: 0252 - GNB 365 INV:		1,511,947.40	
BalObject: 0999 - POOLED CASH			
999.0999.000	POOLED CASH	36,536.28	0.00
Total BalObject: 0999 - POOLED CASH		36,536.28	
		53,674,934.48	



City of Marshalltown, IA

Monthly Budget Report - Marshalltown

Group Summary

For Fiscal: Current Period Ending: 02/29/2020

Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Fund: 001 - GENERAL FUND					
Revenue	407,182.30	10,483,610.88	8,745,661.00	-1,737,949.88	15,726,058.00
Expense	1,072,815.93	10,481,347.92	9,946,846.69	534,501.23	15,726,058.00
Total Fund: 001 - GENERAL FUND:	-665,633.63	2,262.96	-1,201,185.69	-1,203,448.65	0.00
Fund: 010 - CASH FLOW RESERVE FUND					
Revenue	17,890.79	49,320.00	68,076.14	18,756.14	74,000.00
Total Fund: 010 - CASH FLOW RESERVE FUND:	17,890.79	49,320.00	68,076.14	18,756.14	74,000.00
Fund: 030 - CAPITAL RESERVE					
Revenue	586.46	338,996.40	280,587.07	-58,409.33	508,698.00
Expense	2,325.70	336,398.64	399,656.44	-63,257.80	504,668.00
Total Fund: 030 - CAPITAL RESERVE:	-1,739.24	2,597.76	-119,069.37	-121,667.13	4,030.00
Fund: 031 - CAPITAL RSRV-BLDG MAINT					
Revenue	494.87	2,000.00	4,369.91	2,369.91	3,000.00
Expense	0.00	83,522.56	0.00	83,522.56	125,334.00
Total Fund: 031 - CAPITAL RSRV-BLDG MAINT:	494.87	-81,522.56	4,369.91	85,892.47	-122,334.00
Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT					
Revenue	0.00	70,666.64	0.00	-70,666.64	106,000.00
Total Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT:	0.00	70,666.64	0.00	-70,666.64	106,000.00
Fund: 110 - ROAD USE TAX					
Revenue	339,924.52	2,266,666.64	2,656,080.89	389,414.25	3,400,000.00
Expense	175,932.94	3,370,669.12	2,552,697.33	817,971.79	5,056,937.00
Total Fund: 110 - ROAD USE TAX:	163,991.58	-1,104,002.48	103,383.56	1,207,386.04	-1,656,937.00
Fund: 112 - EMPLOYEE BENEFITS FUND					
Revenue	16,216.80	1,853,468.56	1,533,952.72	-319,515.84	2,780,203.00
Expense	0.00	1,795,992.00	1,224,058.82	571,933.18	2,693,988.00
Total Fund: 112 - EMPLOYEE BENEFITS FUND:	16,216.80	57,476.56	309,893.90	252,417.34	86,215.00
Fund: 117 - POLICE/FIRE RETIREMENT					
Revenue	7,857.92	775,149.20	648,717.99	-126,431.21	1,162,724.00
Expense	0.00	756,823.92	540,246.24	216,577.68	1,135,685.00
Total Fund: 117 - POLICE/FIRE RETIREMENT:	7,857.92	18,325.28	108,471.75	90,146.47	27,039.00
Fund: 119 - EMERGENCY FUND					
Revenue	1,427.22	163,122.00	134,691.31	-28,430.69	244,683.00

Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/29/2020

Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Expense	0.00	163,122.00	132,132.29	30,989.71	244,683.00
Total Fund: 119 - EMERGENCY FUND:	1,427.22	0.00	2,559.02	2,559.02	0.00
Fund: 121 - LOCAL OPTION SALES TAX					
Revenue	275,546.89	2,116,666.64	2,927,166.50	810,499.86	3,175,000.00
Expense	6,375.00	2,230,545.12	1,929,507.22	301,037.90	3,347,111.00
Total Fund: 121 - LOCAL OPTION SALES TAX:	269,171.89	-113,878.48	997,659.28	1,111,537.76	-172,111.00
Fund: 125 - TAX INCREMENT FINANCING					
Revenue	6,889.69	427,530.56	541,524.52	113,993.96	641,296.00
Expense	0.00	528,079.92	147,664.12	380,415.80	792,120.00
Total Fund: 125 - TAX INCREMENT FINANCING:	6,889.69	-100,549.36	393,860.40	494,409.76	-150,824.00
Fund: 126 - TIF-LMI					
Revenue	428.57	11,701.28	25,180.68	13,479.40	17,552.00
Total Fund: 126 - TIF-LMI:	428.57	11,701.28	25,180.68	13,479.40	17,552.00
Fund: 130 - CITY TORT LIABILITY					
Revenue	1,190.73	666.64	25,505.71	24,839.07	1,000.00
Expense	0.00	3,333.28	27,792.37	-24,459.09	5,000.00
Total Fund: 130 - CITY TORT LIABILITY:	1,190.73	-2,666.64	-2,286.66	379.98	-4,000.00
Fund: 132 - GRANTS-STATE/LOCAL AGENCIES					
Revenue	0.00	33,333.28	0.00	-33,333.28	50,000.00
Expense	9,999.99	0.00	95,520.00	-95,520.00	0.00
Total Fund: 132 - GRANTS-STATE/LOCAL AGENCIES:	-9,999.99	33,333.28	-95,520.00	-128,853.28	50,000.00
Fund: 140 - PARK & REC DONATION FUND					
Revenue	4,732.58	3,866.64	66,842.77	62,976.13	5,800.00
Expense	129.95	3,266.56	13,482.78	-10,216.22	4,900.00
Total Fund: 140 - PARK & REC DONATION FUND:	4,602.63	600.08	53,359.99	52,759.91	900.00
Fund: 141 - MTOWN TENNIS ASSOC					
Revenue	3.12	13.28	27.31	14.03	20.00
Total Fund: 141 - MTOWN TENNIS ASSOC:	3.12	13.28	27.31	14.03	20.00
Fund: 142 - SOFTBALL ASSOCIATION FUND					
Revenue	4.73	19,554.64	15,271.98	-4,282.66	29,332.00
Expense	57.01	19,535.92	26,340.92	-6,805.00	29,332.00
Total Fund: 142 - SOFTBALL ASSOCIATION FUND:	-52.28	18.72	-11,068.94	-11,087.66	0.00
Fund: 144 - LIVE HEALTHY IOWA					
Revenue	0.00	4,998.00	0.00	-4,998.00	7,500.00
Expense	0.00	4,900.08	5,126.33	-226.25	7,351.00
Total Fund: 144 - LIVE HEALTHY IOWA :	0.00	97.92	-5,126.33	-5,224.25	149.00
Fund: 145 - TORNADO GENERAL					
Revenue	0.00	2,215,086.88	1,126,985.24	-1,088,101.64	3,323,960.00
Expense	20,006.96	0.00	673,419.56	-673,419.56	0.00

Monthly Budget Report - Marshalltown

For Fiscal: Current Period Ending: 02/29/2020

Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Total Fund: 145 - TORNADO GENERAL:	-20,006.96	2,215,086.88	453,565.68	-1,761,521.20	3,323,960.00
Fund: 146 - FEMA VALOR					
Revenue	0.00	0.00	8,103.40	8,103.40	0.00
Total Fund: 146 - FEMA VALOR:	0.00	0.00	8,103.40	8,103.40	0.00
Fund: 147 - FEMA DEMO					
Revenue	0.00	761,537.84	0.00	-761,537.84	1,142,764.00
Expense	0.00	804,678.00	18,341.85	786,336.15	1,207,500.00
Total Fund: 147 - FEMA DEMO:	0.00	-43,140.16	-18,341.85	24,798.31	-64,736.00
Fund: 150 - COPS FAST GRANTS					
Revenue	3,903.86	36,652.00	28,983.26	-7,668.74	55,000.00
Expense	7,807.70	33,682.96	47,611.25	-13,928.29	50,545.00
Total Fund: 150 - COPS FAST GRANTS:	-3,903.84	2,969.04	-18,627.99	-21,597.03	4,455.00
Fund: 151 - DEPT OF JUSTICE GRANTS					
Revenue	0.00	15,333.28	1,809.69	-13,523.59	23,000.00
Expense	0.00	15,333.28	344.50	14,988.78	23,000.00
Total Fund: 151 - DEPT OF JUSTICE GRANTS:	0.00	0.00	1,465.19	1,465.19	0.00
Fund: 152 - POLICE UNDESIGNATED GRANTS					
Revenue	22,160.24	61,010.88	55,667.63	-5,343.25	91,553.00
Expense	8,136.98	62,745.52	75,753.02	-13,007.50	94,153.00
Total Fund: 152 - POLICE UNDESIGNATED GRANTS:	14,023.26	-1,734.64	-20,085.39	-18,350.75	-2,600.00
Fund: 153 - POLICE DEPT DONATION FUND					
Revenue	410.21	1,799.92	11,188.79	9,388.87	2,700.00
Expense	475.00	6,298.16	15,544.59	-9,246.43	9,450.00
Total Fund: 153 - POLICE DEPT DONATION FUND:	-64.79	-4,498.24	-4,355.80	142.44	-6,750.00
Fund: 156 - FIRE DEPT DONATION FUND					
Revenue	11.43	3,333.28	2,071.40	-1,261.88	5,000.00
Expense	1,866.98	3,333.28	4,688.61	-1,355.33	5,000.00
Total Fund: 156 - FIRE DEPT DONATION FUND:	-1,855.55	0.00	-2,617.21	-2,617.21	0.00
Fund: 157 - FIRE DEPT GRANTS					
Revenue	8.52	40.00	74.65	34.65	60.00
Total Fund: 157 - FIRE DEPT GRANTS:	8.52	40.00	74.65	34.65	60.00
Fund: 160 - ECONOMIC DEVELOPMENT GIFT					
Revenue	92.46	233.28	809.95	576.67	350.00
Total Fund: 160 - ECONOMIC DEVELOPMENT GIFT:	92.46	233.28	809.95	576.67	350.00
Fund: 161 - SURETY DEPOSITS/SUBDIVIDER					
Revenue	19.29	123.28	168.98	45.70	185.00
Total Fund: 161 - SURETY DEPOSITS/SUBDIVIDER:	19.29	123.28	168.98	45.70	185.00

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For Fiscal: Current Period Ending: 02/29/2020

Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Fund: 170 - LIBRARY DONATION FUND					
Revenue	4,497.84	14,199.92	23,161.68	8,961.76	21,300.00
Expense	1,305.07	21,733.20	19,749.77	1,983.43	32,600.00
Total Fund: 170 - LIBRARY DONATION FUND:	3,192.77	-7,533.28	3,411.91	10,945.19	-11,300.00
Fund: 177 - SEIZED ASSETS (POLICE)					
Revenue	3,444.95	2,865.84	1,735.19	-1,130.65	4,300.00
Expense	3,351.00	2,665.84	3,737.04	-1,071.20	4,000.00
Total Fund: 177 - SEIZED ASSETS (POLICE):	93.95	200.00	-2,001.85	-2,201.85	300.00
Fund: 179 - OTHER COMM AND ECON DEVELOPMENT					
Revenue	137.69	0.00	1,230.42	1,230.42	0.00
Expense	0.00	0.00	4,985.75	-4,985.75	0.00
Total Fund: 179 - OTHER COMM AND ECON DEVELOPMENT:	137.69	0.00	-3,755.33	-3,755.33	0.00
Fund: 180 - HOUSING GRANTS					
Revenue	47.82	0.00	418.92	418.92	0.00
Total Fund: 180 - HOUSING GRANTS:	47.82	0.00	418.92	418.92	0.00
Fund: 182 - #4 HUD LEAD GRANT					
Expense	0.00	0.00	7.00	-7.00	0.00
Total Fund: 182 - #4 HUD LEAD GRANT:	0.00	0.00	7.00	-7.00	0.00
Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE)					
Expense	0.00	426.48	360.00	66.48	640.00
Total Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE):	0.00	426.48	360.00	66.48	640.00
Fund: 184 - VOUCHERS - 002, 003					
Revenue	91,094.06	817,958.32	648,214.03	-169,744.29	1,226,938.00
Expense	99,002.28	826,168.48	750,782.53	75,385.95	1,239,330.00
Total Fund: 184 - VOUCHERS - 002, 003:	-7,908.22	-8,210.16	-102,568.50	-94,358.34	-12,392.00
Fund: 189 - #6 HUD LEAD GRANT					
Revenue	17,483.97	1,107,421.28	135,653.40	-971,767.88	1,661,132.00
Expense	15,382.15	1,047,251.28	126,177.97	921,073.31	1,571,506.00
Total Fund: 189 - #6 HUD LEAD GRANT:	2,101.82	60,170.00	9,475.43	-50,694.57	89,626.00
Fund: 200 - GO BONDS DEBT FUND					
Revenue	8,987.80	2,808,654.96	2,294,865.80	-513,789.16	4,213,129.00
Expense	0.00	2,785,240.72	442,417.50	2,342,823.22	4,179,531.00
Total Fund: 200 - GO BONDS DEBT FUND:	8,987.80	23,414.24	1,852,448.30	1,829,034.06	33,598.00
Fund: 300 - CIP COLLECTION FUND					
Revenue	3,900.83	409,465.20	339,571.36	-69,893.84	614,198.00
Expense	0.00	409,465.28	274,478.77	134,986.51	614,198.00
Total Fund: 300 - CIP COLLECTION FUND:	3,900.83	-0.08	65,092.59	65,092.67	0.00

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For Fiscal: Current Period Ending: 02/29/2020

Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Fund: 311 - RISE STREET GRANTS					
Expense	17,964.00	0.00	22,866.50	-22,866.50	0.00
Total Fund: 311 - RISE STREET GRANTS:	17,964.00	0.00	22,866.50	-22,866.50	0.00
Fund: 312 - AIRPORT PROJECT FUND					
Revenue	0.00	1,499,999.92	0.00	-1,499,999.92	2,250,000.00
Expense	8,220.00	1,500,000.00	40,181.86	1,459,818.14	2,250,000.00
Total Fund: 312 - AIRPORT PROJECT FUND:	-8,220.00	-0.08	-40,181.86	-40,181.78	0.00
Fund: 320 - SPECIAL ASSESSMENT PROJECTS					
Revenue	504.00	6,666.56	5,436.00	-1,230.56	10,000.00
Total Fund: 320 - SPECIAL ASSESSMENT PROJECTS:	504.00	6,666.56	5,436.00	-1,230.56	10,000.00
Fund: 340 - BIKE PATH PROJECT FUND					
Revenue	0.00	0.00	17,214.10	17,214.10	0.00
Expense	10,155.30	0.00	102,379.54	-102,379.54	0.00
Total Fund: 340 - BIKE PATH PROJECT FUND:	-10,155.30	0.00	-85,165.44	-85,165.44	0.00
Fund: 341 - TREES FOREVER PROJECT					
Revenue	14.78	6,666.64	8,829.44	2,162.80	10,000.00
Expense	0.00	6,666.64	8,692.50	-2,025.86	10,000.00
Total Fund: 341 - TREES FOREVER PROJECT:	14.78	0.00	136.94	136.94	0.00
Fund: 350 - GO BONDS CAPITAL PROJECTS					
Revenue	15.71	0.00	137.67	137.67	0.00
Total Fund: 350 - GO BONDS CAPITAL PROJECTS:	15.71	0.00	137.67	137.67	0.00
Fund: 354 - POLICE & FIRE STATIONS					
Revenue	1,271.30	0.00	64,932.59	64,932.59	0.00
Expense	14,469.88	0.00	2,235,977.69	-2,235,977.69	0.00
Total Fund: 354 - POLICE & FIRE STATIONS:	-13,198.58	0.00	-2,171,045.10	-2,171,045.10	0.00
Fund: 355 - 2015 GO BONDS (D&D)					
Revenue	646.84	1,333.28	7,422.89	6,089.61	2,000.00
Expense	4,586.43	33,333.28	176,447.48	-143,114.20	50,000.00
Total Fund: 355 - 2015 GO BONDS (D&D):	-3,939.59	-32,000.00	-169,024.59	-137,024.59	-48,000.00
Fund: 357 - 2018 CY STREET PROJECTS					
Revenue	0.00	176,596.00	44,388.31	-132,207.69	265,000.00
Expense	0.00	176,596.00	44,388.31	132,207.69	265,000.00
Total Fund: 357 - 2018 CY STREET PROJECTS:	0.00	0.00	0.00	0.00	0.00
Fund: 360 - 2019 GO BONDS & PROJECTS					
Revenue	0.00	0.00	5,691,651.75	5,691,651.75	0.00
Expense	5,470.00	0.00	38,362.66	-38,362.66	0.00
Total Fund: 360 - 2019 GO BONDS & PROJECTS:	-5,470.00	0.00	5,653,289.09	5,653,289.09	0.00
Fund: 381 - 2019 CY STREET, SIDEWALK, PARKING PROJECTS					
Revenue	3,431.19	270,000.00	40,566.47	-229,433.53	405,000.00

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For Fiscal: Current Period Ending: 02/29/2020

Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Expense	136,507.32	1,783,333.28	440,345.50	1,342,987.78	2,675,000.00
Total Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS:	-133,076.13	-1,513,333.28	-399,779.03	1,113,554.25	-2,270,000.00
Fund: 383 - COLISEUM REMODEL					
Revenue	6,818.73	2,280,099.28	914,664.87	-1,365,434.41	3,420,949.00
Expense	238,840.05	2,405,045.28	262,380.21	2,142,665.07	3,607,568.00
Total Fund: 383 - COLISEUM REMODEL:	-232,021.32	-124,946.00	652,284.66	777,230.66	-186,619.00
Fund: 392 - TIF DISTRICT III CAP PROJECTS					
Revenue	14.28	0.00	125.08	125.08	0.00
Total Fund: 392 - TIF DISTRICT III CAP PROJECTS:	14.28	0.00	125.08	125.08	0.00
Fund: 393 - TIF DISTRICT IV CAP PROJECTS					
Revenue	0.00	80,411.76	0.00	-80,411.76	120,666.00
Expense	0.00	80,411.76	100,996.50	-20,584.74	120,666.00
Total Fund: 393 - TIF DISTRICT IV CAP PROJECTS:	0.00	0.00	-100,996.50	-100,996.50	0.00
Fund: 610 - WATER POLLUTION CONTROL					
Revenue	239,377.98	0.00	10,798,729.32	10,798,729.32	0.00
Expense	239,377.98	4,608,259.60	10,788,250.42	-6,179,990.82	6,913,461.00
Total Fund: 610 - WATER POLLUTION CONTROL:	0.00	-4,608,259.60	10,478.90	4,618,738.50	-6,913,461.00
Fund: 611 - WPCP REVENUE					
Revenue	511,996.06	4,998,197.04	14,001,836.26	9,003,639.22	7,497,296.00
Expense	238,965.93	0.00	10,814,218.54	-10,814,218.54	0.00
Total Fund: 611 - WPCP REVENUE:	273,030.13	4,998,197.04	3,187,617.72	-1,810,579.32	7,497,296.00
Fund: 612 - WPCP REVENUE BOND FUND					
Revenue	0.00	0.00	1,151,516.79	1,151,516.79	0.00
Expense	49,585.90	0.00	1,319,397.34	-1,319,397.34	0.00
Total Fund: 612 - WPCP REVENUE BOND FUND:	-49,585.90	0.00	-167,880.55	-167,880.55	0.00
Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV					
Revenue	1,884.71	8,666.64	23,882.38	15,215.74	13,000.00
Total Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV:	1,884.71	8,666.64	23,882.38	15,215.74	13,000.00
Fund: 616 - SANITARY SEWER REHAB PROJECT					
Revenue	0.00	1,274,666.64	13,122.25	-1,261,544.39	1,912,000.00
Expense	0.00	1,799,306.64	13,122.25	1,786,184.39	2,700,000.00
Total Fund: 616 - SANITARY SEWER REHAB PROJECT:	0.00	-524,640.00	0.00	524,640.00	-788,000.00
Fund: 617 - SANITARY SEWER NEW CONSTRUCTN					
Revenue	139.00	9,333.28	8,108.00	-1,225.28	14,000.00
Total Fund: 617 - SANITARY SEWER NEW CONSTRUCTN:	139.00	9,333.28	8,108.00	-1,225.28	14,000.00
Fund: 690 - TRANSIT OPERATING					
Revenue	110,556.96	524,692.96	534,127.01	9,434.05	787,040.00
Expense	56,935.76	524,539.84	481,271.77	43,268.07	787,040.00

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Account Typ...	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Total Fund: 690 - TRANSIT OPERATING:	53,621.20	153.12	52,855.24	52,702.12	0.00
Fund: 740 - STORM SEWER UTILITY					
Revenue	128,318.21	991,333.28	983,865.34	-7,467.94	1,487,000.00
Expense	62,445.07	737,340.48	1,040,351.33	-303,010.85	1,106,162.00
Total Fund: 740 - STORM SEWER UTILITY:	65,873.14	253,992.80	-56,485.99	-310,478.79	380,838.00
Fund: 741 - 2016 GO STORM WATER PROJ					
Revenue	0.00	1,516,666.64	531,003.41	-985,663.23	2,275,000.00
Expense	2,058.00	1,112,900.00	1,724,937.23	-612,037.23	1,670,000.00
Total Fund: 741 - 2016 GO STORM WATER PROJ:	-2,058.00	403,766.64	-1,193,933.82	-1,597,700.46	605,000.00
Fund: 750 - COMPOSTING FACILITY					
Revenue	1,139.65	45,939.12	38,609.10	-7,330.02	68,909.00
Expense	2,415.55	57,665.12	48,149.40	9,515.72	86,522.00
Total Fund: 750 - COMPOSTING FACILITY:	-1,275.90	-11,726.00	-9,540.30	2,185.70	-17,613.00
Fund: 751 - TORNADO - COMPOST					
Expense	0.00	0.00	153,380.00	-153,380.00	0.00
Total Fund: 751 - TORNADO - COMPOST:	0.00	0.00	153,380.00	-153,380.00	0.00
Fund: 760 - P&R CONCESSIONS ENTERPRISE					
Revenue	0.00	26,666.64	23,186.15	-3,480.49	40,000.00
Expense	0.00	23,619.60	27,488.94	-3,869.34	35,435.00
Total Fund: 760 - P&R CONCESSIONS ENTERPRISE:	0.00	3,047.04	-4,302.79	-7,349.83	4,565.00
Fund: 881 - OCCUPATIONAL INSURANCE ESCROW					
Revenue	10,699.96	0.00	87,908.57	87,908.57	0.00
Expense	4,292.83	0.00	121,108.67	-121,108.67	0.00
Total Fund: 881 - OCCUPATIONAL INSURANCE ESCROW:	6,407.13	0.00	-33,200.10	-33,200.10	0.00
Fund: 884 - GROUP HEALTH INSURANCE ESCROW					
Revenue	279,457.94	0.00	2,267,729.96	2,267,729.96	0.00
Expense	408,586.68	0.00	2,484,250.86	-2,484,250.86	0.00
Total Fund: 884 - GROUP HEALTH INSURANCE ESCROW:	-129,128.74	0.00	-216,520.90	-216,520.90	0.00
Fund: 886 - WORKMAN'S COMP DEDUCTIBLE FUND					
Revenue	65.64	0.00	617.45	617.45	0.00
Expense	318.00	0.00	944.96	-944.96	0.00
Total Fund: 886 - WORKMAN'S COMP DEDUCTIBLE FUND:	-252.36	0.00	-327.51	-327.51	0.00
Fund: 910 - POLICE PENSION - T & A					
Revenue	0.00	0.00	5,798.03	5,798.03	0.00
Expense	828.29	0.00	7,454.61	-7,454.61	0.00
Total Fund: 910 - POLICE PENSION - T & A:	-828.29	0.00	-1,656.58	-1,656.58	0.00
Fund: 913 - 911 COMMISION					
Revenue	81,634.37	0.00	562,015.19	562,015.19	0.00
Expense	70,482.72	0.00	669,461.29	-669,461.29	0.00

Account Typ...		February	YTD	YTD	Variance	Total Budget
		Activity	Budget	Activity	Favorable (Unfavorable)	
	Total Fund: 913 - 911 COMMISION:	11,151.65	0.00	-107,446.10	-107,446.10	0.00
	Report Total:	-382,910.86	-50,593.92	7,515,517.05	7,566,110.97	-85,179.00

Fund Summary

Fund	February Activity	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
001 - GENERAL FUND	-665,633.63	2,262.96	-1,201,185.69	-1,203,448.65	0.00
010 - CASH FLOW RESERVE FUND	17,890.79	49,320.00	68,076.14	18,756.14	74,000.00
030 - CAPITAL RESERVE	-1,739.24	2,597.76	-119,069.37	-121,667.13	4,030.00
031 - CAPITAL RSRV-BLDG MAINT	494.87	-81,522.56	4,369.91	85,892.47	-122,334.00
032 - CIP LARGE VEHICLE/EQUIPMI	0.00	70,666.64	0.00	-70,666.64	106,000.00
110 - ROAD USE TAX	163,991.58	-1,104,002.48	103,383.56	1,207,386.04	-1,656,937.00
112 - EMPLOYEE BENEFITS FUND	16,216.80	57,476.56	309,893.90	252,417.34	86,215.00
117 - POLICE/FIRE RETIREMENT	7,857.92	18,325.28	108,471.75	90,146.47	27,039.00
119 - EMERGENCY FUND	1,427.22	0.00	2,559.02	2,559.02	0.00
121 - LOCAL OPTION SALES TAX	269,171.89	-113,878.48	997,659.28	1,111,537.76	-172,111.00
125 - TAX INCREMENT FINANCING	6,889.69	-100,549.36	393,860.40	494,409.76	-150,824.00
126 - TIF-LMI	428.57	11,701.28	25,180.68	13,479.40	17,552.00
130 - CITY TORT LIABILITY	1,190.73	-2,666.64	-2,286.66	379.98	-4,000.00
132 - GRANTS-STATE/LOCAL AGEN	-9,999.99	33,333.28	-95,520.00	-128,853.28	50,000.00
140 - PARK & REC DONATION FUNI	4,602.63	600.08	53,359.99	52,759.91	900.00
141 - MTOWN TENNIS ASSOC	3.12	13.28	27.31	14.03	20.00
142 - SOFTBALL ASSOCIATION FUN	-52.28	18.72	-11,068.94	-11,087.66	0.00
144 - LIVE HEALTHY IOWA	0.00	97.92	-5,126.33	-5,224.25	149.00
145 - TORNADO GENERAL	-20,006.96	2,215,086.88	453,565.68	-1,761,521.20	3,323,960.00
146 - FEMA VALOR	0.00	0.00	8,103.40	8,103.40	0.00
147 - FEMA DEMO	0.00	-43,140.16	-18,341.85	24,798.31	-64,736.00
150 - COPS FAST GRANTS	-3,903.84	2,969.04	-18,627.99	-21,597.03	4,455.00
151 - DEPT OF JUSTICE GRANTS	0.00	0.00	1,465.19	1,465.19	0.00
152 - POLICE UNDESIGNATED GRAI	14,023.26	-1,734.64	-20,085.39	-18,350.75	-2,600.00
153 - POLICE DEPT DONATION FUN	-64.79	-4,498.24	-4,355.80	142.44	-6,750.00
156 - FIRE DEPT DONATION FUND	-1,855.55	0.00	-2,617.21	-2,617.21	0.00
157 - FIRE DEPT GRANTS	8.52	40.00	74.65	34.65	60.00
160 - ECONOMIC DEVELOPMENT G	92.46	233.28	809.95	576.67	350.00
161 - SURETY DEPOSITS/SUBDIVIDI	19.29	123.28	168.98	45.70	185.00
170 - LIBRARY DONATION FUND	3,192.77	-7,533.28	3,411.91	10,945.19	-11,300.00
177 - SEIZED ASSETS (POLICE)	93.95	200.00	-2,001.85	-2,201.85	300.00
179 - OTHER COMM AND ECON DE	137.69	0.00	-3,755.33	-3,755.33	0.00
180 - HOUSING GRANTS	47.82	0.00	418.92	418.92	0.00
182 - #4 HUD LEAD GRANT	0.00	0.00	-7.00	-7.00	0.00
183 - FY 08 EDI (ECON DEV INCENT	0.00	-426.48	-360.00	66.48	-640.00
184 - VOUCHERS - 002, 003	-7,908.22	-8,210.16	-102,568.50	-94,358.34	-12,392.00
189 - #6 HUD LEAD GRANT	2,101.82	60,170.00	9,475.43	-50,694.57	89,626.00
200 - GO BONDS DEBT FUND	8,987.80	23,414.24	1,852,448.30	1,829,034.06	33,598.00
300 - CIP COLLECTION FUND	3,900.83	-0.08	65,092.59	65,092.67	0.00
311 - RISE STREET GRANTS	-17,964.00	0.00	-22,866.50	-22,866.50	0.00

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312 - AIRPORT PROJECT FUND	-8,220.00	-0.08	-40,181.86	-40,181.78	0.00
320 - SPECIAL ASSESSMENT PROJEC	504.00	6,666.56	5,436.00	-1,230.56	10,000.00
340 - BIKE PATH PROJECT FUND	-10,155.30	0.00	-85,165.44	-85,165.44	0.00
341 - TREES FOREVER PROJECT	14.78	0.00	136.94	136.94	0.00
350 - GO BONDS CAPITAL PROJECT	15.71	0.00	137.67	137.67	0.00
354 - POLICE & FIRE STATIONS	-13,198.58	0.00	-2,171,045.10	-2,171,045.10	0.00
355 - 2015 GO BONDS (D&D)	-3,939.59	-32,000.00	-169,024.59	-137,024.59	-48,000.00
357 - 2018 CY STREET PROJECTS	0.00	0.00	0.00	0.00	0.00
360 - 2019 GO BONDS & PROJECTS	-5,470.00	0.00	5,653,289.09	5,653,289.09	0.00
381 - 2019 CY STREET, SIDEWALK, P	-133,076.13	-1,513,333.28	-399,779.03	1,113,554.25	-2,270,000.00
383 - COLISEUM REMODEL	-232,021.32	-124,946.00	652,284.66	777,230.66	-186,619.00
392 - TIF DISTRICT III CAP PROJECT	14.28	0.00	125.08	125.08	0.00
393 - TIF DISTRICT IV CAP PROJECT	0.00	0.00	-100,996.50	-100,996.50	0.00
610 - WATER POLLUTION CONTROL	0.00	-4,608,259.60	10,478.90	4,618,738.50	-6,913,461.00
611 - WPCP REVENUE	273,030.13	4,998,197.04	3,187,617.72	-1,810,579.32	7,497,296.00
612 - WPCP REVENUE BOND FUND	-49,585.90	0.00	-167,880.55	-167,880.55	0.00
614 - WPCP CAPITAL IMPROVEMENT	1,884.71	8,666.64	23,882.38	15,215.74	13,000.00
616 - SANITARY SEWER REHAB PRC	0.00	-524,640.00	0.00	524,640.00	-788,000.00
617 - SANITARY SEWER NEW CONS	139.00	9,333.28	8,108.00	-1,225.28	14,000.00
690 - TRANSIT OPERATING	53,621.20	153.12	52,855.24	52,702.12	0.00
740 - STORM SEWER UTILITY	65,873.14	253,992.80	-56,485.99	-310,478.79	380,838.00
741 - 2016 GO STORM WATER PRC	-2,058.00	403,766.64	-1,193,933.82	-1,597,700.46	605,000.00
750 - COMPOSTING FACILITY	-1,275.90	-11,726.00	-9,540.30	2,185.70	-17,613.00
751 - TORNADO - COMPOST	0.00	0.00	-153,380.00	-153,380.00	0.00
760 - P&R CONCESSIONS ENTERPR	0.00	3,047.04	-4,302.79	-7,349.83	4,565.00
881 - OCCUPATIONAL INSURANCE	6,407.13	0.00	-33,200.10	-33,200.10	0.00
884 - GROUP HEALTH INSURANCE I	-129,128.74	0.00	-216,520.90	-216,520.90	0.00
886 - WORKMAN'S COMP DEDUCT	-252.36	0.00	-327.51	-327.51	0.00
910 - POLICE PENSION - T & A	-828.29	0.00	-1,656.58	-1,656.58	0.00
913 - 911 COMMISSION	11,151.65	0.00	-107,446.10	-107,446.10	0.00
Report Total:	-382,910.86	-50,593.92	7,515,517.05	7,566,110.97	-85,179.00

BUILDING REPORT FOR THE MONTH OF DECEMBER 2019

MARSHALLTOWN
IOWA

PERMIT NUMBER	OWNER OF IMPROVEMENT	LOCATION OF IMPROVEMENT	TYPE OF IMPROVEMENT	NEW DWELLING	ALTER DWELLING	MINOR BUILDING	MISC. IMPROVEMENT	FEE
25266	Diamond Vogel	711 South 3rd Ave.	Alter Building				\$963,000	\$5,549
25267	Genaro Avalos	310 Newcastle Road	Alter Dwelling		\$4,000			\$97
25268	Cathy Clawson	1700 West Lincolnway	New Shed			\$2,000		\$69
25269	Village Cooperative of M'town	915 W. Merle Hibbs Bd.	Alter Building				\$2,000	\$69
25270	Kwik Trip, Inc.	412 Player Street	Demolish Building					\$25
25271	Jeanne Pforts	510 Greenbriar Lane	Alter Dwelling		\$41,000			\$552
25272	Stephanie Morford	605 North 3rd Avenue	New Building				\$2,000	\$69
25273	Wal-Mart	2802 South Center St.	Alter Building				\$24,000	\$377
25274	McGregors Furniture	105 West Main Street	Alter Building				\$20,000	\$321
25275	Eric & Carol Ziel Revocable Trust	101 Iowa Ave. West	Alter Building				\$608,000	\$3,774
25276	Joe Burke	608 East State Street	Alter Dwelling		\$6,000			\$125
25277	City of Marshalltown (storm)	20 West State Street	Alter Building				\$3,500,000	Fee Waived
			TOTALS:	\$0	\$51,000	\$2,000	\$5,119,000	\$11,027
			TOTAL IMPROVEMENT AMOUNT: \$5,172,000					
				Units	Permits	Permits	Permits	Demo Permits
Scott A. Riemenschneider, Chief Building Official			# OF PERMITS:	0	0	3	1	7
								1

Building Division Improvement Value & Fee Summary - Dec. 2019

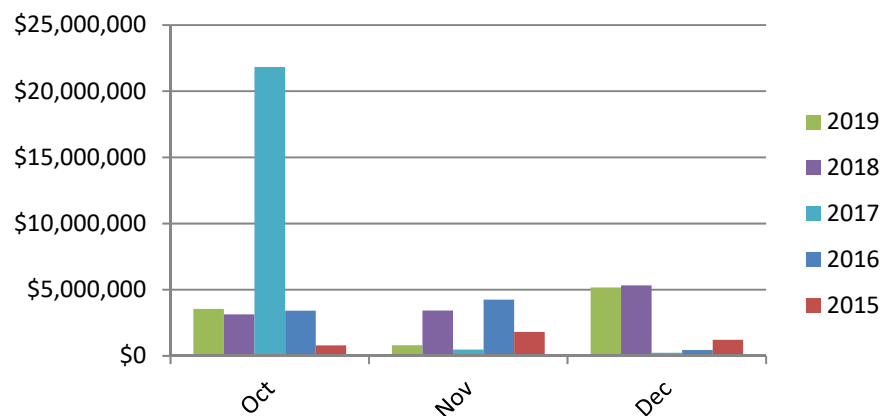
Total Improvement Value Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2019	\$903,000	\$3,132,000	\$5,177,000	\$1,176,000	\$870,000	\$1,546,000	\$2,188,000	\$471,000	\$13,287,000	\$3,550,000	\$802,000	\$5,172,000	\$38,274,000
2018	\$205,000	\$1,722,000	\$271,000	\$3,050,000	\$1,104,000	\$306,000	\$2,725,000	\$12,653,000	\$3,882,000	\$3,136,000	\$3,432,000	\$5,334,000	\$37,820,000
2017	\$74,000	\$331,000	\$7,559,000	\$1,214,000	\$8,277,000	\$1,171,000	\$671,000	\$547,000	\$937,000	\$21,827,000	\$480,000	\$234,000	\$43,322,000
2016	\$479,000	\$1,034,000	\$2,977,000	\$1,699,000	\$2,257,000	\$113,000	\$945,000	\$555,000	\$1,246,000	\$3,416,000	\$4,254,000	\$443,000	\$19,418,000
2015	\$0	\$57,000	\$941,000	\$3,671,000	\$1,516,000	\$3,067,000	\$6,572,000	\$1,391,000	\$2,944,000	\$788,000	\$1,803,000	\$1,212,000	\$23,962,000

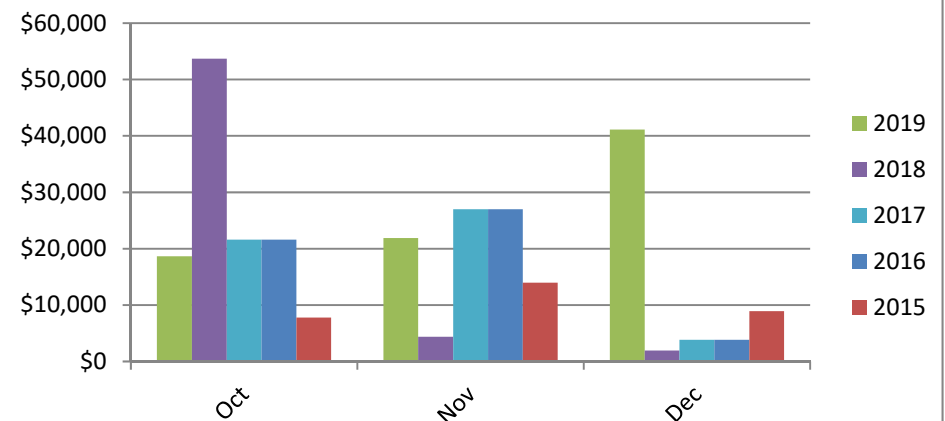
Total Fees Received Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2019	\$6,828	\$16,366	\$27,102	\$11,467	\$11,308	\$16,389	\$15,200	\$6,479	\$61,975	\$22,847	\$6,751	\$11,027	\$213,739
2018	\$1,114	\$10,996	\$3,815	\$17,067	\$9,589	\$3,038	\$17,654	\$57,378	\$26,618	\$18,654	\$21,900	\$41,131	\$228,954
2017	\$1,006	\$3,995	\$35,959	\$9,819	\$39,400	\$10,063	\$5,237	\$5,075	\$7,933	\$53,706	\$4,385	\$1,930	\$178,508
2016	\$3,860	\$7,490	\$18,014	\$12,229	\$16,500	\$1,553	\$6,946	\$5,912	\$11,069	\$21,606	\$27,022	\$3,841	\$136,042
2015	\$0	\$762	\$8,610	\$24,464	\$12,214	\$18,787	\$34,441	\$11,625	\$18,742	\$7,793	\$13,969	\$8,935	\$160,342

Total Improvement Value Comparison



Total Fees Received Comparison



BUILDING REPORT FOR THE MONTH OF JANUARY 2020

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
25278	Kwik Trip	2500 S. Center Street	New Building				\$1,500,000	\$7,734
25279	Kwik Trip	2500 S. Center Street	New Building				\$300,000	\$2,194
25280	Kwik Trip	2500 S. Center Street	New Canopy				\$95,000	\$959
25281	Audel Ruiz (storm)	1611 East Nevada St.	Demolish Garage					\$25
25282	Audel Ruiz (storm)	1611 East Nevada St.	New Garage			\$6,000		\$125
25283	Lloyd Fisher	310 South 18th Ave.	Demolish Garage					\$25
25284	Rigoberto Alcala	412 Swayze Street	Alter Dwelling		\$2,000			\$69
25285	Xceed Advisors	16 E. Southridge Rd.	Alter Building				\$10,000	\$181
25286	Marshalltown RC Flyers	301 North 18th Ave.	New Building				\$3,000	\$83
25287	Iracema Soberanis	309 West Nevada St.	New Garage			\$5,000		\$111
			TOTALS:	\$0	\$2,000	\$11,000	\$1,908,000	\$11,506
			TOTAL IMPROVEMENT AMOUNT: \$1,921,000					
				Units	Permits	Permits	Permits	Demo Permits
Scott A. Riemenschneider, Chief Building Official			# OF PERMITS:	0	0	1	2	5

Building Division Improvement Value & Fee Summary - Jan. 2020

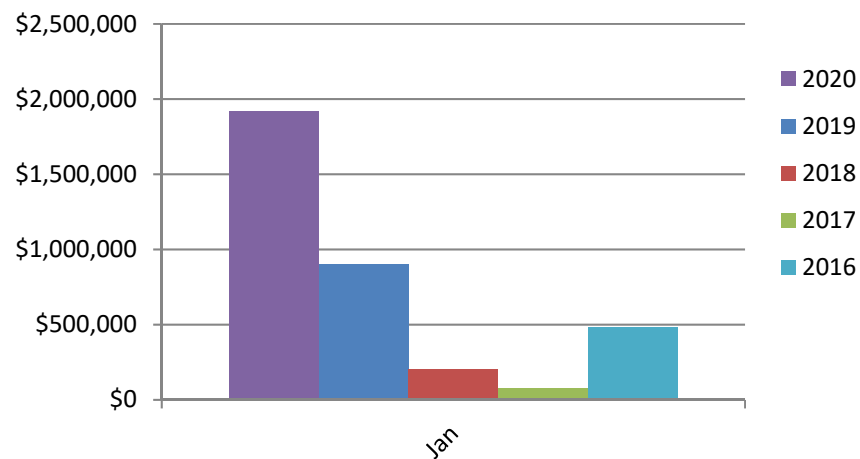
Total Improvement Value Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2020	\$1,921,000												\$1,921,000
2019	\$903,000												\$903,000
2018	\$205,000												\$205,000
2017	\$74,000												\$74,000
2016	\$479,000												\$479,000

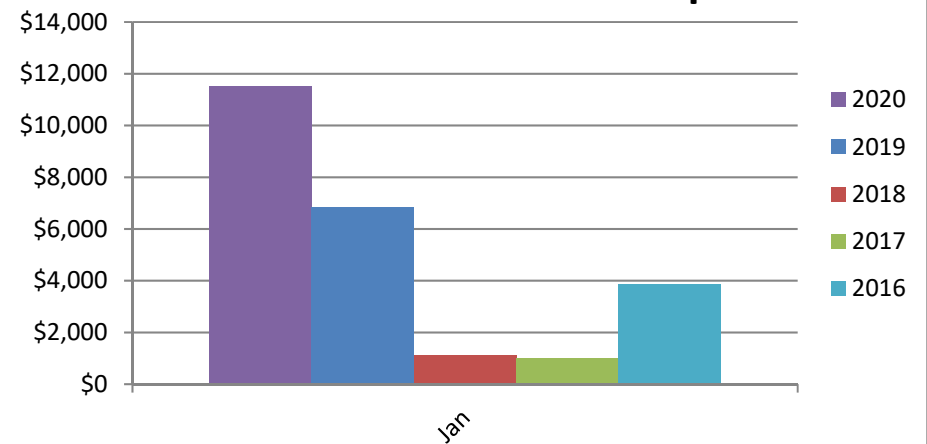
Total Fees Received Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2020	\$11,506												\$11,506
2019	\$6,828												\$6,828
2018	\$1,114												\$1,114
2017	\$1,006												\$1,006
2016	\$3,860												\$3,860

Total Improvement Value Comparison



Total Fees Received Comparison



BUILDING REPORT FOR THE MONTH OF FEBRUARY 2020

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
25288	Ciro Dilorio	223 East Anson Street	Alter Building				\$40,000	\$542
25289	J.P. Howard	30 West Main Street	Alter Building				\$38,000	\$522
25290	Enrique Gomez	307 South 4th Avenue	Alter Dwelling		\$10,000			\$181
25291	Kathleen Knox Hoogland Trust	104 West State Street	Alter Building				\$127,000	\$1,156
25292	AT & T	1210 IA. Avenue West	New Building				\$100,000	\$994
25293	Chandra Bell (storm)	103 North 8th Street	New Garage			\$5,000		\$111
25294	Daniel Martinez	806 East State Street	Demolish Garage					\$25
25295	Daniel Martinez	806 East State Street	New Garage			\$16,000		\$265
25296	Mirna Paz	207 East Olive Street	New Shed			\$3,000		\$83
			TOTALS:	\$0	\$10,000	\$24,000	\$305,000	\$3,879
			TOTAL IMPROVEMENT AMOUNT: \$339,000					
				Units	Permits	Permits	Permits	Demo Permits
Scott A. Riemenschneider, Chief Building Official			# OF PERMITS:	0	0	1	3	4
								1

Building Division Improvement Value & Fee Summary - Feb. 2020

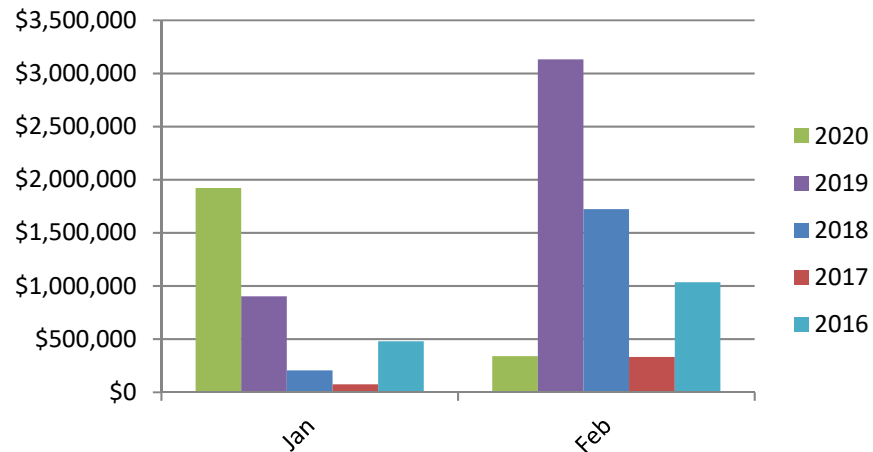
Total Improvement Value Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2020	\$1,921,000	\$339,000											\$2,260,000
2019	\$903,000	\$3,132,000											\$4,035,000
2018	\$205,000	\$1,722,000											\$1,927,000
2017	\$74,000	\$331,000											\$405,000
2016	\$479,000	\$1,034,000											\$1,513,000

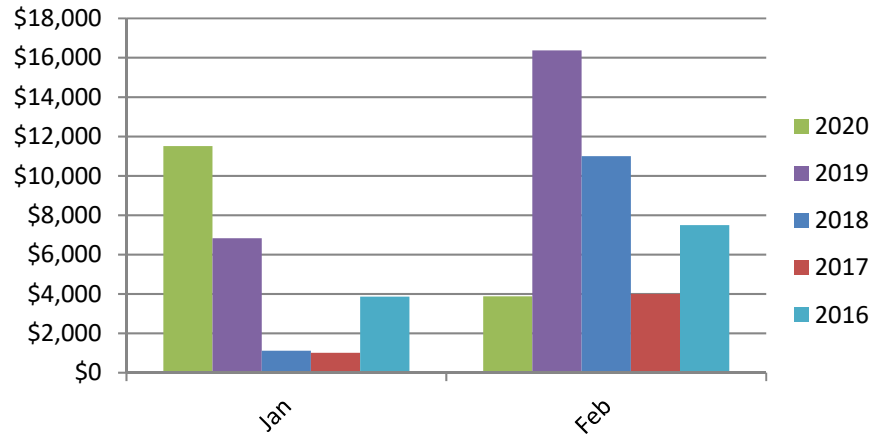
Total Fees Received Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2020	\$11,506	\$3,879											\$15,385
2019	\$6,828	\$16,366											\$23,194
2018	\$1,114	\$10,996											\$12,110
2017	\$1,006	\$3,995											\$5,001
2016	\$3,860	\$7,490											\$11,350

Total Improvement Value Comparison



Total Fees Received Comparison



Applicant

I hereby declare that all information contained in the E-license Application is true and correct. I understand that misrepresentation of material fact in the Application is a serious misdemeanor crime and grounds for denial of the license or permit under Iowa law. Please submit this form to your local authority.

[Signature]
Applicant's Signature

2/24/2020
Date

+++++

NOTARY

State of Iowa
County of Marshall

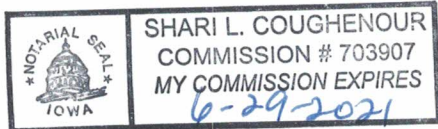
Signed and sworn to (or affirmed) before me

on 2-24-2020
Date

by Toby Godfrey
Print Name of Applicant

[Signature]
Signature of Notary Public

2-24-2020
Date



Applicant License Application ()

Name of Applicant: Kruse Motorsports, Inc

Name of Business (DBA): Marshalltown Speedway

Address of Premises: 1308 E. Olive

City Marshalltown

County: Marshall

Zip: 50158

Business (515) 231-5444

Mailing 1428 Garst Ave

City Boone

State IA

Zip: 50036

Contact Person

Name Toby Kruse

Phone: (515) 231-5444

Email

krusemotorsports@yahoo.com

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

Term: 8 months

Effective Date: 03/27/2020

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: Privately Held Corporation

Corporate ID Number: XXXXXXXXXX

Federal Employer ID XXXXXXXXXX

Ownership

Toby Kruse

First Name: Toby

Last Name: Kruse

City: Boone

State: Iowa

Zip: 50036

Position: President

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: New York Marine and General

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective Date

Temp Transfer Expiration Date:

**LEASE AGREEMENT
RACE TRACK**

THIS LEASE AGREEMENT, executed in duplicate, made and entered into this ____ day of January, 2017, by and between the Central Iowa Fair, 1308 E. Olive Street, Marshalltown, Iowa, 50158, an Iowa Non-Profit Corporation, as Landlord, and Kruse Motor Sports, Inc., 1428 Garst Avenue, Boone, Iowa 50036, an Iowa Corporation, as Tenant, WITNESSETH THAT:

1. The Landlord, in consideration of the rents herein reserved, and of the agreements and conditions herein contained, on the part of the Tenant, to be kept and performed, leases unto the Tenant, and Tenant hereby rents and leases from Landlord, the race track, grandstand, pit area, concession area, restroom area, VIP area, adequate parking facilities, (behind grandstands and the west lot along 12th Avenue, except during fair week when other suitable parking may be provided) and other necessary facilities for the purpose of automobile racing, during the racing season, located on the grounds of Central Iowa Fair at 1308 East Olive Street, Marshalltown, Iowa, with the improvements thereon and all rights, easements, and appurtenances thereto belonging, for a term beginning on January 1, 2017, and ending on September 31, 2026, upon the condition that the Tenant pays rent therefor, and otherwise performs as in this Lease Agreement provided.

2. Tenant agrees to pay to Landlord as rental for said term, a fee of Twenty-Nine Thousand Dollars (\$29,000.00) per year with payments being made as follows: April 30th, Eight Thousand Three Hundred Thirty-Three Dollars and Thirty-Three Cents (\$8,333.33); June 15th, Eight Thousand Three Hundred Thirty-Three Dollars and Thirty-Three Cents (\$8,333.33) and July 30th, Eight Thousand Three Hundred Thirty-Three Dollars and Thirty-Four Cents (\$8,333.34) .

3. Tenant shall be entitled to possession of the race track facilities on October 1, 2005 and shall yield possession of the facilities to Landlord at the time and date of the close of this Lease term. The Tenant shall have exclusive rights to the track facilities on Thursday and Fridays during the term of this Lease for purposes of conducting auto racing programs on Friday evenings, except the Thursday night of fair week, when the fair board shall have the use of the grandstand in connection with the Central Iowa Fair program. Tenant shall only run IMCA sanctioned events and shall have exclusive rights to all stockcar race events on the Central Iowa Fair's track during the term of this Lease. The Landlord reserves the right to hold other events in the race track area with grandstand, which do not interfere with Tenant's race program or the condition of the track. No race events may be held on any day besides Friday without prior approval of the Landlord.

4. Tenant covenants and agrees during the term of this lease to use and occupy the Leased premises only for the purpose of conducting automobile races and serving concessions in conjunction with said race programs.

5. Landlord covenants that it is in possession of said premises and has control of said premises under the Iowa Code and that the Tenant, on paying the rent herein reserved and performing all the agreements by the Tenant as provided in this Lease, shall and may peacefully

have, hold and enjoy the demised premises for the term of this Lease free from eviction or disturbance by the Landlord or any other persons or legal entities whatsoever.

6. Tenant takes said premises in its present condition. The Tenant, after taking possession of said premises, and until termination of this Lease and the actual removal from the premises at its own expense, must care for and maintain said premises in a reasonably safe and serviceable condition except for structural parts of the buildings. Tenant shall be responsible for mowing inside the race track and pit area. Tenant shall not permit or allow said premises to be damaged or depreciated in value by any act or negligence of the Tenant, its agents, employees or spectators. The Tenant shall make no unlawful use of said premises and agrees to comply with all valid regulations of city ordinances, the laws of the State of Iowa, and the federal government, but this provision shall not be construed as creating any duty by the Tenant to members of the general public.

7. The Tenant will not allow trash, of any kind, including used oil and tires, during Tenant's use of the premises, to accumulate on the premises and will remove the same from the premises at its own expense. Tenant shall have the premises cleaned up within forty-eight hours after the conclusion of each racing event.

8. Tenant shall be responsible within five years of the start of this lease, to complete all necessary improvements to bleachers pursuant to the bid received in December of 2015, lighting in the pit area and repair or replacement of VIP Booth. All improvements shall be approved by the landlord prior to the commencement of said improvements.

9. Tenant shall be responsible for all repairs and damage caused, during Tenant's use of the premises, by the racing of vehicles, or other participants, employees, agents or spectators during the term of this lease.

10. No improvements shall be made to the premises by Tenant without the prior written approval of the Landlord. All improvements placed on the property shall become the property of the Landlord at the conclusion of the lease.

11. Tenant shall pay all expenses in connection with the operation of said races including but not limited to personnel, purse, and advertising expenses, as well as all expenses connected with the operation of the concession stand.

12. Tenant shall provide all necessary equipment to prepare the racing surface and operate concession stand. Landlord shall provide winter storage for equipment in exchange for tenant allowing periodic use of equipment for grounds maintenance.

13. Tenant shall maintain exclusive rights to the concession stand during the term of this Lease. Landlord will cooperate with Tenant in obtaining and maintaining a valid liquor license in Tenant's name. Tenant shall operate the concession stand at the request of Landlord, provided reasonable notice is given, during events sponsored by Landlord.

14. Tenant agrees that no one shall be permitted to enter the pit area without receiving a pit pass and without signing the insurance "sign-up" sheet. Minors must also provide Tenant with a valid waiver of liability, executed by the appropriate parents or guardians, for the benefit of the Central Iowa Fair. Nothing in this provision shall in any way alter, modify or restrict Tenant's obligation to hold harmless the Central Iowa Fair, its members or employees, and the County of Marshall for any and all liability for injuries received by persons in the pit area or spectator area, by participants in the events, or by employees and agents of Tenant. No alcoholic beverages shall be sold to drivers or their pit crew by Tenant before completion of the final race of the evening.

15. Tenant, during the term of this lease, must pay before delinquent all charges for use of water on the premises. All electrical usage is included in the yearly rental, provided that the electrical usage of the track does not increase by more than 10%.

16. Tenant agrees that upon the expiration of the original term of this lease, the lease will terminate unless Tenant exercises its option to renew for a five (5) year period. Tenant may renew this lease for an additional five (5) years by giving Landlord a written notice of intent to renew prior to the first race date of the 2025 race season. The renewal will be on the same terms and conditions as the original lease, except that rent and insurance may be renegotiated to reflect the current value of the property and liability consensus. Tenant agrees that upon the termination of this lease, it will surrender, yield up and deliver the leased premises in a condition satisfactory to Landlord.

17. Tenant shall not assign this Lease or sublet the premises or any part thereof, without the Landlord's written permission.

18. The Landlord and the Tenant will each keep its respective property interest in the premises and its liability in regard thereto, and the personal property of the premises, reasonably insured against all hazards and casualties: that is, fire and those items usually covered by extended coverage; and Tenant will procure and deliver to the Landlord a certificate from the respective insurance company to that effect. Such insurance shall be payable to the parties hereto as their interest may appear, except that the Tenant's share of such insurance proceeds are hereby assigned and made payable to Landlord to secure rent or other obligations then due and owing by Tenant.

19. Should the whole or any part of the premises be condemned or taken for any public or quasi-public purpose, each party shall be entitled to retain, as its own property, any award payable to it. Or in the event that a single entire award is made on account of the condemnation, each party will then be entitled to take such proportion of said award as may be fair and reasonable.

20. Each of the following shall constitute an event of default by Tenant:
- a. Failure to pay rent when due.
 - b. Failure to observe or perform any duties, obligations, agreements or conditions imposed on Tenant pursuant to terms of the lease.
 - c. Abandonment of the premises, "Abandonment" means the Tenant has failed

- to engage in its usual and customary business activities on the premises for more than thirty (30) consecutive days, during the racing season.
- d. Institution of voluntary bankruptcy proceedings in which the Court orders relief against the Tenant as a debtor; assignment for the benefit of creditors of the interest of Tenant under this lease agreement; appointment of a receiver for the property or affairs of Tenant, where the receivership is not vacated within ten (10) days after the appointment of the receiver.

Landlord shall give Tenant a written notice specifying the default and giving the Tenant thirty (30) days in which to correct the default, except for non payment of a monetary obligation of Tenant, including rent, for which a ten (10) day written notice shall be given. If there is a default (other than for nonpayment of a monetary obligation of Tenant, including rent) that cannot be remedied in thirty (30) days by diligent efforts of the Tenant, Tenant shall propose an additional period of time in which to remedy the default. Consent to additional time shall not be unreasonably withheld by the Landlord. Landlord shall not be required to give Tenant any more than three notices for the same default within any 365 day period.

In the event Tenant has not remedied a default in a timely manner following a Notice of Default, Landlord may proceed with all available remedies at law or in equity, including but not limited to the following:

- a. **Termination.** Landlord may declare this lease to be terminated and shall give Tenant a written notice of such termination. In the event of termination of this lease, Landlord shall be entitled to prove claim for and obtain judgment against Tenant for the balance of the rent agreed to be paid for the term herein provided, plus all expenses of Landlord in regaining possession of the premises and the reletting thereof, including attorney's fees and court costs, crediting against such claim, however, any amount obtained by reason of such reletting.
- b. **Forfeiture.** If a default is not remedied in a timely manner, Landlord may then declare this lease to be forfeited and shall give the Tenant a written notice of such forfeiture, and may, at the time, give Tenant the notice to quit provided for in Chapter 648 of the Code of Iowa.

21. Except as to any negligence of the Landlord, arising out of roof and structural parts of the buildings or improvements, Tenant will protect, defend, indemnify and hold harmless the Landlord, its assigns, directors, employees and Marshall County from and against any and all loss, costs, damage and expenses occasioned by or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the leased premises, during Tenant's use of the premises, or due directly or indirectly to the tenancy, use or occupancy thereof, or any part thereof by the Tenant or any person claiming through or under the Tenant.

22. The Tenant agrees that it will, at its own expense, procure and maintain casualty and

liability insurance with a responsible company or companies authorized to do business in the State of Iowa, in amounts not less than Two Million (\$2,000,000.00) for any one person injured, and Two Million (\$2,000,000.00) for any one accident and with the limits of Five Hundred Thousand Dollars (\$500,000.00) for property damage, protecting the Landlord against such claims, damages, costs or expenses on account of injury to any person or persons or to any property belonging to any person or persons, by reason of such casualty, acts or other happening on or about the demised premises during the Tenant's use thereof. Tenant also agrees to carry racing participant accident insurance consistent with those of other IMCA events in the state of Iowa. Certificates or copies of said policies naming the Landlord and Marshall County, and providing for fifteen days notice to the Landlord before cancellation shall be delivered to the Landlord within twenty days prior to the beginning of each race season. All injuries or claims are to be reported to Landlord within a seventy-two (72) hour period. The insurance amount of two million (\$2,000,000.00) may be adjusted up or down during the term of this agreement, with the approval of both parties or as may be recommended by the Iowa Insurance Services Officer. Landlord shall require all Tenants using the race track area, to obtain casualty and liability insurance.

23. In the event of a partial destruction or damage of the leased premises, which is a business interference, that is, which prevents the conducting of a normal business operation and for which damages are reasonably repairable within sixty days after its occurrence, this Lease shall not terminate, but the rent for the leased premises shall abate during the time of such business interference. In the event of partial destruction, the Landlord shall repair such damage within sixty days of its occurrence, unless prevented from doing so by acts of God, the elements, government regulations, city ordinances, labor, material or transportation shortages, or other causes beyond Landlord's reasonable control.

24. Neither the Tenant nor anyone claiming by, through or under the Tenant shall have the right to file or place any Mechanic's Lien, or other lien, of any kind or character whatsoever upon said premises, upon any building or improvement thereon, or upon the leasehold interest of the Tenant herein, and notice is hereby given, that no contractor, sub-contractor or anyone else who may furnish any material, service or labor for any building, improvement, alteration, repair or any part thereof shall at any time be or become entitled to a lien thereon and that for the further security of the Landlord, the Tenant covenants and agrees to give actual notice of this provision in advance to any and all contractors and sub-contractors who may furnish or agree to furnish any such material, services or labor.

25. None of the covenants, provisions, terms or conditions of this Lease to be kept or performed by the Landlord or Tenant shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to the Landlord and Tenant. Any written modification must be approved by the Central Iowa Fair Board. This Lease contains the whole agreement of the parties.

26. The Tenant may establish and administer a 50/50 drawing at each race event, with profits being deposited with landlord into a separate bank account for maintenance improvement projects at the facilities. Any and all permits needed to conduct said drawing will be obtained by Landlord under Landlord's name. All proceeds will be used by the tenant on the maintenance of the facilities.

27. Tenant shall be responsible to provide, at Tenant's cost, security, a certified ambulance crew and a fire crew at each race event.

28. To the best of Landlord's knowledge to date:

- a. Neither Landlord nor Landlord's former or present tenants are subject to any investigation concerning the premises by any governmental authority under any applicable federal, state, or local codes, rules and regulations pertaining to air and water quality, the handling, transportation, storage, treatment, usage, or disposal of toxic or hazardous substances, air emissions, other environmental matters, and all zoning and other land use matters.
- b. Any handling, transportation, storage, treatment, or use of toxic or hazardous substances that has occurred on the premises has been in compliance with all applicable federal, state and local codes, rules and regulations.
- c. No leak, spill release, discharge, emission or disposal of toxic or hazardous substances has occurred on the premises.
- d. The soil, groundwater, and soil vapor on or under the premises is free of toxic or hazardous substances.
- e. Landlord shall assume liability and shall indemnify and hold Tenant harmless against all liability or expense arising from any condition which existed, whether known or unknown, at the time of execution of the lease which condition is not a result of actions of the Tenant or which condition arises after date of execution but which is not a result of actions of the Tenant.

Tenant expressly represents and agrees:

- a. During the lease term, Tenant's use of the property will not include the use of any hazardous substance without Tenant first obtaining the written consent of Landlord, except for gas, oil and other materials normally associated with the conduct of racing. Tenant understands and agrees that Landlord's consent is at Landlord's sole option and complete discretion and that such consent may be withheld or may be granted with any conditions or requirements that Landlord deems appropriate.
- b. During the lease term, Tenant shall be fully liable for all costs and expenses related to the use, storage, removal and disposal of hazardous substances used or kept on the property by Tenant, and Tenant shall give immediate notice to Landlord of any violation or any potential violation of any environmental regulation, rule, statute or ordinance relating to the use, storage or disposal of any hazardous substance.

- c. Tenant, at its sole cost and expense, agrees to remediate, correct or remove from the premises any contamination of the property caused by any hazardous substances which have been used or permitted by Tenant on the premises during any term of this lease. Remediation, correction or removal shall be in a safe and reasonable manner, and in conformance with all applicable laws, rules and regulations. Tenant reserves all rights allowed by law to seek indemnity or contribution from any person, other than Landlord, who is or may be liable for any such cost and expense.
- d. Tenant agrees to indemnify and hold Landlord harmless from and against all claims, causes of action, damages, loss, costs, expense, penalties, fines, lawsuits, liabilities, attorney fees, engineering and consulting fees, arising out of or in any manner connected with hazardous substances, which are caused or created by Tenant on or after the date of this lease and during any term of this lease, including, but not limited to, injury or death to persons or damage to property, and including any diminution of the value of any leased premises which may result from the foregoing. This indemnity shall survive the cessation, termination, abandonment or expiration of this lease.

29. The provisions of this lease are severable. If any paragraph, section, sentence or class of this agreement, except the provisions requiring Tenant to pay rent, for any reason, is held to be unenforceable, the remaining portions of this lease shall remain in effect. In the event that any provision relating to the payment of rent by the Tenant is unenforceable, then this entire agreement shall be null and void.

30. The various rights, powers, options, elections and remedies of either party, provided in this lease shall be construed as cumulative and no one of them as exclusive of the others, or exclusive of any rights, remedies or priorities allowed either party by law, and shall in no way affect or impair the right of either party to pursue any other equitable or legal remedy to which either party may be entitled as long as any default remains in any way unremedied, unsatisfied or undischarged.

31. Notices as provided for in this lease shall be given to the respective parties hereto at the respective addresses designated on page one of this lease unless either party notifies the other, in writing, of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such message shall be considered given under the terms of this lease when sent, addressed as above designated, postage prepaid, by certified mail deposited in a United States mail box.

32. Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

IN WITNESS WHEREOF, the parties hereto have duly executed this Lease Agreement in duplicate this day and year first above written.

CENTRAL IOWA FAIR

KRUSE MOTOR SPORTS, INC.

BY: *Lynd J. Wollam*

BY: *Mark Kruse*

2020-__

**RESOLUTION DECLARING A STATE OF PUBLIC EMERGENCY
BEGINNING MARCH 17, 2020**

WHEREAS, the City of Marshalltown Code of Ordinances, Chapter 34, sets forth the City's policy for civil emergencies; and

WHEREAS, following a declaration of a State Public Health Emergency declared by Governor Reynolds, Mayor Greer declared a civil emergency on March 17, 2020, relating to the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, the powers granted to the Mayor and other City officials in Chapter 34 of the Code of Ordinances are hereby in effect until Mayor Greer declares the civil emergency to be over, including the authorization of emergency repairs and services necessary to restore the City to a normal state.

Passed this 23rd day of March, 2020, and signed this _____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

#2020-

**RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY
OF MARSHALLTOWN AND THE INTERNATIONAL
ASSOCIATION OF FIREFIGHTERS, LOCAL UNION NO.16**

WHEREAS the City of Marshalltown has negotiated an Employment Agreement with Local Union No. 16, concerning continued employment; and

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

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

Section 1. That the Agreement by and between the City of Marshalltown, Iowa and the International Association of Firefighters, Local Union No. 16, for collective bargaining effective July 1, 2020 through June 30, 2024, is hereby approved in all respects and particulars and the Mayor and City Clerk are hereby authorized and directed to execute same for and on behalf of said City.

Passed this 23rd day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

#2020-062

**RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY
OF MARSHALLTOWN AND THE MARSHALLTOWN POLICE
DEPARTMENT CHAUFFEURS, TEAMSTERS AND HELPERS
LOCAL NO. 238 AFFILIATED WITH THE INTERNATIONAL
BROTHERHOOD OF TEAMSTERS**

WHEREAS the City of Marshalltown has negotiated an Employment Agreement with Local Union No. 238, concerning continued employment; and

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

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

Section 1. That the Agreement by and between the City of Marshalltown, Iowa and the Marshalltown Police Department Chauffeurs, Teamsters, and Helpers Local No. 238 affiliated with the International Brotherhood of Teamsters, for collective bargaining effective July 1, 2020 through June 30, 2024, is hereby approved in all respects and particulars and the Mayor and City Clerk are hereby authorized and directed to execute same for and on behalf of said City.

Passed this 23rd day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

#2020-063

**RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY
OF MARSHALLTOWN AND THE MARSHALLTOWN
ENGINEERING DIVISION, SEWER DIVISION, STREET DIVISION,
AND UTILITY DIVISION OF THE PUBLIC WORKS
DEPARTMENT PUBLIC, PROFESSIONAL AND MAINTENANCE
EMPLOYEES LOCAL NO. 2003, IUPAT**

WHEREAS the City of Marshalltown has negotiated an Employment Agreement with Local Union No. 2003, concerning continued employment; and

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

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

Section 1. That the Agreement by and between the City of Marshalltown, Iowa and Marshalltown Engineering Division, Sewer Division, Street Division, and Utility Division of the Public Works Department Public, Professional and Maintenance Employees Local No. 2003, IUPAT for collective bargaining effective July 1, 2020 through June 30, 2024, is hereby approved in all respects and particulars and the Mayor and City Clerk are hereby authorized and directed to execute same for and on behalf of said City.

Passed this 23rd day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

#2020-064

**RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY
OF MARSHALLTOWN AND THE MARSHALLTOWN PARKS &
RECREATION DEPARTMENT, UAW AMALGAMATED LOCAL
NO. 893**

WHEREAS the City of Marshalltown has negotiated an Employment Agreement with Local Union No. 893, concerning continued employment; and

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

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

Section 1. That the Agreement by and between the City of Marshalltown, Iowa and Marshalltown Parks & Recreation Department, UAW Amalgamated Local No. 893 for collective bargaining effective July 1, 2020 through June 30, 2022, is hereby approved in all respects and particulars and the Mayor and City Clerk are hereby authorized and directed to execute same for and on behalf of said City.

Passed this 23rd day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

2020-____

**RESOLUTION TO APPROVE THE CODE BUILDING UPGRADE GRANT
APPLICATION FOR
207 E. MAIN 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 historic district to help rehabilitate and restore eligible buildings and upgrade to City code. The Marshalltown Central Business District administers the Code Building Upgrade Grant Program; and

WHEREAS, the Downtown Incentive Grant Committee has received an application for 207 E. Main St., which is owned by Denny Gray (business name formerly known as Dave's Bar), for a sprinkler and fire alarm system; 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 \$20,000, whichever is less; and

WHEREAS, the owner has provided an estimate of construction costs of \$15,278.00 so 25% would be eligible, which is \$3,819.50; and

WHEREAS, the Downtown Incentive Grant Committee is recommending that Council approve this grant application since the project meets the requirements and funds certified for the code building upgrade 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 \$3,819.50 for the reimbursement to Denny Gray for the code building upgrade improvement at 207 E. Main Street.

PASSED this 23rd day of March, 2020, and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Marshalltown Central Business District
16 East Main St., Ste. 280
Marshalltown, IA 50158
director@marshalltownmainstreet.org
641-844-2001 – Office

City Council
Marshalltown, IA

March 6, 2020

Dear Mayor and Councilors,

I am writing this to submit a City Code Upgrade Grant request, on behalf of Denny Gray, the owner of Dave's Bar, located at 207 E. Main St. Denny Gray has been remodeling and updating his building since the 2018 tornado devastation, which includes a sprinkler and fire alarm system. Denny Gray will be renaming his establishment and expanding his business to include an outside bar & restaurant complete with seating in a courtyard.

The Downtown Incentive Committee had discussion on March 5th, regarding this request. The request is as follows:

Sprinkler & Fire Alarm Total \$15,278.00 x 25% Reimbursement = **\$3,819.50 Reimbursable Expense**

This request complies with the City Code Upgrade Grant guidelines. Committee members, Diana Steiner, Doug Husak, Joe Roenfeldt, and Deb Millizer recommend to approve this request.

On behalf of the downtown community, thank you for your continued support of downtown Marshalltown.

Regards,

Deb Millizer
Executive Director
Marshalltown Central Business District

BLACKHAWK AUTOMATIC SPRINKLERS, INC.

FIRE PROTECTION CONTRACTORS • DESIGN, INSTALLATION & MAINTENANCE

P.O. BOX 998	CEDAR FALLS, IA 50613	TELEPHONE: (800) 232-7721
EMPLOYEE OWNED	525 EAST 18 th STREET	FAX: (319) 277-0000
	PROPOSAL	DATE March 2, 2020

TO: Owner

RE: 207 E Main Street
Marshalltown, IA
Automatic Fire Sprinklers

Att: Denny Gray

BLACKHAWK AUTOMATIC SPRINKLERS, INC. (SELLER) PROPOSES TO PROVIDE &/OR INSTALL:

EQUIPMENT	QUANTITY	SIZE & DESCRIPTION
SPRINKLERS	18 26 4	½" Chrome/Bronze Pendent ½" Bronze Upright ½" Dry Chrome Sidewall (Under Canopy)
SYSTEM DESIGN	Exist -Wet	Light hazard Occupancy
ALARM ACTUATING DEVICE	1	6" Flow switch (No wiring included)
ALARM	2	Elec. Horn and strobes, 1 inside, 1 outside (No wiring included)
CONTROL VALVES	2	6" Butterfly control valves with tamper switches. (No wiring included)
WATER SUPPLY	None	Existing 6" underground sprinkler main.
FIRE DEPT. CONN.	None	Existing.
STANDARD ITEMS	1 lot	Reserve Head Cabinet, Wrench, Inspectors Test & Main Drain Piped Outside.
SPECIALS	1 <i>Notes:</i>	6" Double Check Valve backflow preventer in main valve assembly. <i>Includes local permit fee, figures to demo out the old single check and replace with a backflow, raises line in the pool table area and changes heads to uprights, reconnects 3½" main in basement and replaces 15 heads on reconnected portion, and extends main on 1st floor for coverage of rebuilt area and dry sidewalls for coverage below canopy.. Includes 1 final system test.</i>
APPROVAL BY:		Local Fire Marshal

EXCLUSIONS: Painting, Wiring, Supervisory Alarms, Special Markers, Special Environmental Requirements, Sprinklers In Combustible Blind Spaces, Installation From Other Than Concrete Slab Floors, Underground Piping, More than one System Test, Holes in Ceiling Tiles or Beams, or any Overtime. **NOTE: Due to the current tariff related volatility & unpredictability of the steel market our price is subject to change to cover potential material increases.**

NET Price Fifteen Thousand Two Hundred Seventy-Eight Dollars ----- (\$ 15,278.00)
--

Includes Freight & Transportation of Men to Site. Subject to General Terms & Conditions. Quote good for 30 days.

Alternate No. _____ NA	Alternate No. _____ NA
Alternate No. _____ NA	Alternate No. _____ NA

We Acknowledge Addendum No. _____ 1 – 3 By _____

Jenny Kruger
Jenny Kruger Sales/Project Manager
jkruger@blackhawksprinklers.com

GENERAL TERMS AND CONDITIONS

a. Buyer shall furnish all necessary facilities for performance of its work by Seller, adequate space for storage and handling of material, light, water, heat, local telephone, watchman and crane and elevator service, if available, and necessary permits. Except where dry pipe system is installed Buyer shall supply and maintain sufficient heat to prevent freezing of system, including all blind or concealed spaces.

b. When the Seller does excavating, if water, quicksand, rock, frost or other unforeseen obstructions are encountered or shoring is required, Buyer shall pay for, as an Extra to the contract price, the additional expense involved.

c. Said installation will be made in accordance with this proposal by Seller, based on the present or proposed type of occupancy. If any changes in said system are required by any change in type of occupancy or by obstructions not in position when said proposal was made or not indicated on plans furnished to seller or by reason of any alterations of, or additions or extensions to, said premises Buyer agrees to pay to Seller any additional cost at Seller's current market price for the same.

d. While employees of Seller will exercise reasonable care in this respect, Seller shall be under no responsibility for loss or damage due to the character, condition or use of foundations, walls or other structures not erected by it or resulting from excavation in proximity thereto, nor for damage resulting from concealed piping, wiring, fixtures or other equipment or condition of water pressure. All shoring or protection of foundations, walls or other structures subject to being disturbed by any excavation required hereunder shall be the responsibility of the Buyer unless otherwise specified. Buyer warrants the sufficiency of the structure to support the sprinkler system and its related equipment (including tanks).

e. Seller shall not be liable if work on said installation be delayed or discontinued by reason of strikes, acts of God or other causes of the same or different nature beyond its control and shall not be liable for any consequent loss or damage. In case work shall be discontinued all unpaid installments of price less an amount equal to the value of material and labor not furnished shall become immediately due and payable.

f. Any claims against Seller arising hereunder must be presented in writing, with particulars, within ten (10) days after they arise.

g. Unless otherwise specified by Buyer all installation work will be performed during regular working hours. If Buyer shall require any overtime labor Buyer agrees to reimburse Seller for the overtime premium on the same, payable when invoiced under terms of "payment", hereafter described.

h. Seller agrees to furnish all design work and the "off site" pre-fabricated piping done in Seller's shop only.

i. All loss or damage from any cause (not the fault of the Seller) to the materials, tools, equipment, work or workmen of the Seller or its agents or subcontractors while in or about the premises of the Buyer shall be borne and paid for by the Buyer.

j. In case of any default by Buyer, Seller may declare the contract price or all unpaid installments thereof to be immediately due and payable (whether or not said installation shall have been completed).

k. Seller agrees that for a period of one (1) year after approval or completion of said installation it will make at its expense all repairs made necessary be defective materials or workmanship. It is understood that Seller does not guarantee the operation of the system or adequacy of the water supply.

Default by Buyer shall consist of: Failure to pay any installment of price when due, no demand being necessary, or any act or omission on the part of Buyer whereby Seller is prevented from completing said installation, or Receivership, bankruptcy, assignment for the benefit of creditors or any other form of insolvency proceedings by or against Buyer or in case said premises or said system shall be attached, lien or seized by process of law and such attachment or lien shall not be vacated or seizure terminated within ten (10) days after its occurrence.

PAYMENT:

To be paid in monthly installments on the fifth day of each month in the sum of ninety per cent (90%) of the price of materials delivered and also work performed during the preceding month and the balance within thirty (30) days after substantial completion of the installation or, if approved prior thereto, then upon approval.

The above price is based on the installation of _____ total sprinklers. If not more or less than 5% of this number are required the difference will be charged or credited at \$ _____ each. This shall not include additional sprinklers or work required by reason of any changes in the building or type of occupancy or additional sprinkler valves or other devices or underground piping required.

A 1-1/2 % Service Charge will be added to all accounts over 30 days past invoice date.

Accepted By _____ (Buyer)

Witness _____ Date _____

MCBD - Main Street Program, Façade and Code Grants - since inception

F=Façade C=Code					Total	
Year	B=Both	Address	Owner	Grant Amt	Investment	
2006	F	36 E Main St	Those Ink Guys	5,003.00	\$20,015	
2007	F	219 E Main St	Bob's Furniture	7,110.00	\$30,325	
2007	F	117 W Main St	Mike's Bikes	7,395.00	\$31,927	
2008	F	118 W Main St	Headliner	5,743.00	\$22,973	
2010	F	107 N Center St	Showroom Auto	21,698.00	\$179,528	
2010	F	118 E Main St	Peglow Law	8,500.00	\$49,545	
2010	B	101 W Main St	Devaul Inc	14,994.00	\$105,000	
2010		23 W Main St	Lillie Mae - approved not funded			
2010	F	5 W Main St	Ocean City	16,693.00	\$91,243	
2011	B	4 E Main St	Zamora Market	2,688.50	\$50,000	
2012	B	5 W Boone St	Don Anderson	13,121.50	\$160,609	
2013	B	134 E Main St	Common Bond	45,500.00	\$8,000,000	
2013	B	119 E Main St	Kester	20,000.00	\$160,000	
2014	F	105 W Main St	McGregor - Antique	12,500.00	\$180,000	
2015	B	125-131 E Main St	Hagstrand - Kibbey (Downtown Leases & Lofts)	50,972.50	\$282,776	
2015	C	208 E Church St	Aaron Benscoster	20,000.00	\$490,000	
2015	F	16 E Main St	CGA	5,740.00	\$22,960	
2015	F	119 E Main St	Kester	5,445.70	\$24,053	
2015	F	207 E Church St	Stufflebeam Plaza	2,583.75	\$29,622	
2017	B	116 W Main St; Optical Center	Schossow	8,500.00	\$38,650	
2019	F	216-218 E. Main St.	Hawkins & Urbanowski	2,539.50	\$10,158	
2019	F	14 E. Main: Northwestern	CGA Properties	8,371.75	\$33,487	
2019	F	17 N. 1st St.	Avalos	8,500.00	\$35,303	
2019	F	19-21 S. 2nd Ave	Hagstrand	10,728.00	\$42,915	
2019	F	30 E Main (Façade)	Miller	5,500.73	\$22,003	
2019	C	30 E. Main (Code Upgrade)	Miller	15,284.25	\$61,137	
2019-306	C	10 E. Main 2nd Floor (Code Upgrade)	Professional Developers	7,930.50	\$31,722	
2019-328	F	128 E. Main Street (Façade)	CKROBIN: Craig Robinson	1,821.16	\$7,285	
2019-336	F	116 W Main St; Optical Center (East wall)	Schossow	12,500.00	\$84,240	
SUB-TOTAL				347,363.84	\$10,297,476	
COUNCIL REALLOCATED TO MCB D FOR OPERATIONS DUE TO TORNADO FY19				40,000.00		
TOTAL COMMITTED				387,363.84		
CERTIFIED FUNDS				390,000.00		
9-28-19 Council approved additional funding for FY20 from TIF Cash on Hand				20,000.00		
BALANCE REMAINING BEFORE COUNCIL APPROVAL DEC 23, 2019				22,636.16		
Requests for consideration 3/23/2020: 207 E. Main St.				(3,819.50)		
Balance if requests approved				18,816.66		

MARSHALLTOWN

— I O W A —

24 N Center Street
Marshalltown, IA 50158

March 17, 2020

To: Mayor, Members of the City Council and City Administrator

From: Shari L. Coughenour, CMC, City Clerk

Re: Sale of Vacant Properties, 401 ½ May Street, 105 N 6th Street, 712 E Boone St

Policy Issue: Disposal of surplus real estate for a fair market price.

Recommendation:

Staff recommends accepting the following bids and setting a public hearing for the sale of three properties at the April 13, 2020, council meeting:

<u>Bidder</u>	<u>Address</u>	<u>Property Address</u>	<u>Bid Amount</u>
Rene Martinez and Juana Ruiz	401 May Street	401 ½ May Street	\$500.00
Mark Eaton	1007 S 10 th Ave	105 N 6th Street	\$750.00
Mark Eaton	1007 S 10 th Ave	712 E Boone Street	\$750.00

Other bidders:

<u>Bidder</u>	<u>Address</u>	<u>Property Address</u>	<u>Bid Amount</u>
Rev. Robert P. White	106 N 5 th Ave	105 N 6 th Street	\$536.00
Dan Oswald	Conrad	105 N 6 th Street	\$100.00
Marshalltown Company	104 S 8 th Ave	712 E Boone Street	\$ 51.00

Background:

Bids were advertised for the sale of three properties acquired by the City's dangerous and dilapidated building program, with the intent to place the properties back on the tax roll. These properties do not provide value to city operations.

Budget Impact:

Attachment: Resolutions

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

REQUEST FOR SEALED BIDS FOR THE PURCHASE OF VACANT LOTS

The City of Marshalltown is selling three (3) vacant lots which were acquired through the Dangerous and Dilapidated Building Program. Demolition of all structures on each property occurred in late 2019. Each lot will be seeded when weather allows in 2020. The City is offering a quit claim deed for the properties, which are being sold as is. The highest bid for each lot will be selected as the winning bid.

Sealed bids are due by **10:00AM CST on March 17, 2020**. Bids must include the name, address, telephone number, and email address of the bidder as well as the amount of the bid. If bidding on multiple lots, please provide a separate bid for each property. The bid should be in a sealed envelope marked "Sealed Bid for Vacant Lots" and submitted to the City Clerk by the date and time above at:

City of Marshalltown
Attn: City Clerk
24 North Center Street
Marshalltown, Iowa 50158

Bids received after the due date and time will not be accepted. The City reserves the right to reject all bids.

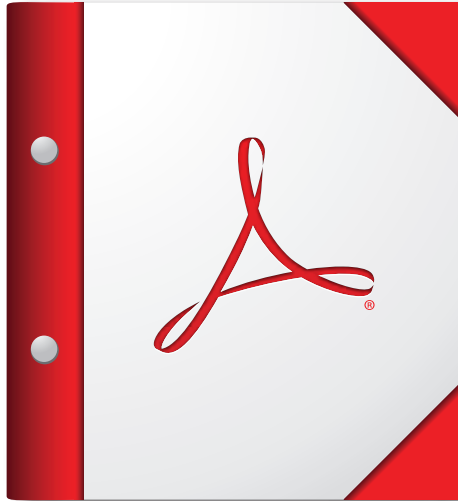
Following the acceptance of bids, the City of Marshalltown will have resolutions setting public hearings on the sale of the parcels on the March 23rd City Council meeting. The public hearings will be held at the April 13th City Council meeting, following consideration of a resolution to approve the sale. Closing on the properties will take place after that time, with the purchaser to provide payment in full.

The information below is a brief description of each of the properties for sale. Please note that an accessory building will not be allowed as the only structure on each of these parcels, unless an adjoining property owner is the purchaser and provides an affidavit of non-separation.

- 105 North 6th Street – PIN: 8418-26-356-005; 60 x 90 feet or 0.12 acres; R-3 zoning
- 401 ½ May Street – PIN: 8418-35-428-011; 30 x 180 feet or 0.12 acres; R-3 zoning
- 712 East Boone Street – PIN: 8418-36-107-017; 60 x 106 feet or 0.15 acres; R-4 zoning

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Bill Martin, Gary Thompson, Bethany Wirin





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MARSHALLTOWN

— I O W A —

24 N Center Street
Marshalltown, IA 50158

March 17, 2020

To: Mayor, Members of the City Council and City Administrator

From: Shari L. Coughenour, CMC, City Clerk

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Other bidders:

<u>Bidder</u>	<u>Address</u>	<u>Property Address</u>	<u>Bid Amount</u>
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Dan Oswald	Conrad	105 N 6 th Street	\$100.00
Marshalltown Company	104 S 8 th Ave	712 E Boone Street	\$ 51.00

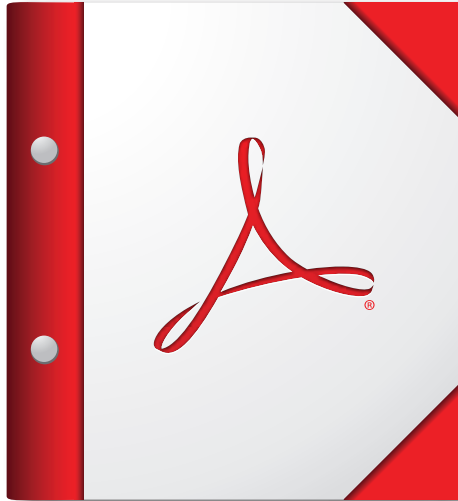
Background:

Bids were advertised for the sale of three properties acquired by the City's dangerous and dilapidated building program, with the intent to place the properties back on the tax roll. These properties do not provide value to city operations.

Budget Impact:

Attachment: Resolutions

City of Marshalltown
24 N Center Street
Marshalltown, IA 50158



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MARSHALLTOWN

— I O W A —

24 N Center Street
Marshalltown, IA 50158

March 17, 2020

To: Mayor, Members of the City Council and City Administrator

From: Shari L. Coughenour, CMC, City Clerk

Re: Sale of Vacant Properties, 401 ½ May Street, 105 N 6th Street, 712 E Boone St

Policy Issue: Disposal of surplus real estate for a fair market price.

Recommendation:

Staff recommends accepting the following bids and setting a public hearing for the sale of three properties at the April 13, 2020, council meeting:

<u>Bidder</u>	<u>Address</u>	<u>Property Address</u>	<u>Bid Amount</u>
Rene Martinez and Juana Ruiz	401 May Street	401 ½ May Street	\$500.00
Mark Eaton	1007 S 10 th Ave	105 N 6th Street	\$750.00
Mark Eaton	1007 S 10 th Ave	712 E Boone Street	\$750.00

Other bidders:

<u>Bidder</u>	<u>Address</u>	<u>Property Address</u>	<u>Bid Amount</u>
Rev. Robert P. White	106 N 5 th Ave	105 N 6 th Street	\$536.00
Dan Oswald	Conrad	105 N 6 th Street	\$100.00
Marshalltown Company	104 S 8 th Ave	712 E Boone Street	\$ 51.00

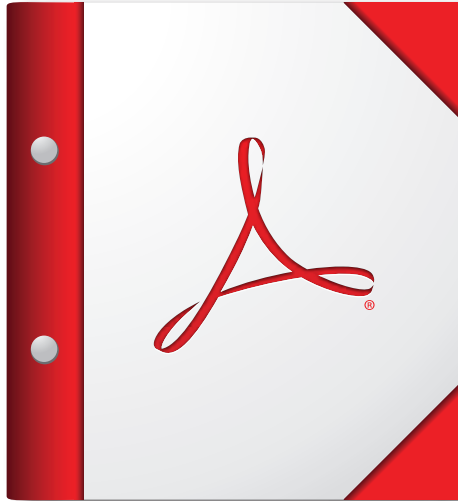
Background:

Bids were advertised for the sale of three properties acquired by the City's dangerous and dilapidated building program, with the intent to place the properties back on the tax roll. These properties do not provide value to city operations.

Budget Impact:

Attachment: Resolutions

City of Marshalltown
24 N Center Street
Marshalltown, IA 50158



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RESOLUTION APPROVING CONTRACT CHANGE ORDERS #1-
12 FOR THE VETERANS MEMORIAL COLISEUM RENOVATION
PROJECT, AN INCREASE OF \$145,757.42

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Garling Construction, for the labor and material for the Veterans Memorial Coliseum Renovation Project; and

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

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

Section1. That the contract Change Orders #1-13 for the Veterans Memorial Coliseum Renovation Project, in the increased amount of \$145,757.42 is hereby accepted and approved.

Passed this 23rd day of March 2020, and signed this _____ day of March 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

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: Geoff Hubbard, Parks & Recreation Director
Date: March 18, 2020
RE: Coliseum Change Orders 1-12

Policy Issue: City policy requires Governing Body approval of Change Orders in excess of \$25,000 aggregate amount for the project. Change Orders #1-3 were approved by the Park & Recreation Director, totaling \$22,835.48.

Recommendation: Staff recommends approving the Change Order with Garling Construction for the additional work needed in the Coliseum.

Background: During the demolition of the inside of the Coliseum several items were uncovered that need to be address before construction can begin. There were also some items not address in the plans by the architects/engineers that have now been addressed so changes in the plans are needed to complete the project. Here is a breakdown of each Change Order and the costs. Also attached are each change order and their description.

- COR-01 – Add - \$7,494.84 - Remove gypcrete from scope add Homasote sound barrier – due to 2nd floor flex space elevations being uneven would not allow gypcrete to be installed.
- COR-02 – Add - \$5,143.06 – This change order deals with openings and the ceiling in the basement. It was decided to leave a few walls and doors as-is, to use the walls being knocked down as fill material in the basement, and removing the existing framing materials. A to be determined credit is forthcoming upon competing infill of the basement.
- COR-03 – Add - \$10,197.58 – Add stain block primer to gym ceiling instead of latex to provide a better block against existing stains and possible future stains and mildew.
- COR-05 – Add - \$977.77 – Eliminate the rolltop door into the gym and the SW door and infill with masonry and door hardware changes to remaining gym doors leaving 1 leaf active and 1 leave inactive with the ability to open both leaf's to get larger equipment into the building if needed.
- COR-06 – Deduct – (\$1,400.00) – Reduce size of sunshade at new entrance.
- COR-07 – Add - \$2,019.60 – Add wireless scoreboard controllers (2), electrical for wired controllers not shown – The plans did not include power being provided to the scoreboards controllers and adding wireless controllers allows for less outlets in the gym and flexibility of keeping score on different courts.
- COR-08, 09 & 10 – Add - \$68,245.65 – The change order addresses the removal of the stage wall and walls connecting to the back/south wall. During demolition of the walls the south wall began to crack and open up where previous tuckpoint and caulking had occurred. There is a need for the south wall to have added structural modifications and roof blocking. Additional elevator structural steel is needed to support the elevator structure as well as added structural steel for air handling unit above the 2nd floor flex

City Council

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



space. Due to the delays these change orders have caused it also includes general conditions for the contractor to extend the schedule 6 weeks. Additional Change Orders will most likely result in additional weeks toward the project completion.

- COR-11 – Add \$5,680.69 – Caulking & masonry work to the interior and exterior of the south wall.
- COR-12 – Add \$47,398.23 – This change order address abandoning the existing 4" sprinkler main due to it leaking and it was not scheduled to be addressed (Removal to main in street-per WaterWorks requirements), changing new water service to 6" in lieu of 4" to allow domestic water and sprinkler supply to utilize same entrance service, adding vent piping to the new water heater (not included on bid documents), eliminate sewage ejector pump (contractor suggestion as value engineering), add gas and vent piping for regulator & move sump pump location & lower due to existing conditions of original pit scheduled to stay in place and add an interior trench drain at base of floor to help avoid future water filtration issues in the basement storage area.

These add up to \$145,757.42

Budget Impact: Please see the attachment for the full breakdown of revenues and expenditures. The change orders above result in a \$133,362.42 project deficit. We are not recommending transferring of LOST or TIF at this time in order to see the impact of future change orders/deducts.

Attachment: Change Orders 1-12

Expenditures		Funding	
Garling Construction	3,469,000	Insurance- RC	1,658,366
Alternate 1	22,000	Insurance- ORD	250,000
Alternate 2	8,500	Donations/Grants	1,350,000
GTG Bidding Phase	10,100	Alliant Rebate	48,200
GTG Construction Phase	92,350	City Sources	568,239
CPMI	160,460	SRC Proceeds	428,239
Furniture, Fixtures, AV	100,000	TIF Reimb	140,000
Total	3,862,410	3,874,805	12,395
Change Orders 1-12	145,757.42	(3/23/20)	Deficit (133,362.42)

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





General Contractors

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COR #. 001

CITY OF MARSHALLTOWN
24 N CENTER STREET
MARSHALLTOWN, IA 50158

Date Tuesday, February 4, 2020

Project: Vets Memorial Coliseum Marshalltown

Change order for RFI 009-Homasote Change and remove gypcrete from scope of work.

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00001	Bond	Other Expense		0.000	146.960	0.0000	\$146.96
00001	Garling Labor	Labor Expense	80.000	56.000	4480.000	15.0000	\$5,152.00
00001	Garling Material	Material Expense		0.000	6431.200	15.0000	\$7,395.88
00001	Skold Construction				-5200.000	0.0000	(\$5,200.00)

PROPOSAL SUMMARY

Other Expense	\$146.96
Labor Expense	\$5,152.00
Material Expense	\$7,395.88
	(\$5,200.00)
Net Costs	\$7,494.84

Proposal Total \$7,494.84

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

Architect: x

Date: 2/20/2020

Owner: x

CITY OF MARSHALLTOWN

Date: 2/19/2020

PM: x

Doug Mertens, Project Manager

Date: 02/12/2020

54118 - VETS.

COR#001 - Homasote Change

REFERENCE TO RFT 009

AS OF: 1/31/2020

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	LABOR		SUB	OTHER	TOTALS	
										HRS	\$				
030-311	Gypcrete														
	Remove from Contract (3KOLD)								0.00	0.00	0.00	(5,200.00)		(5,200.00)	
060-400	Rough Framing														
	Homasote 4x8x1/2" sheets	160	shts	26.90	80	hrs	56.00		4,304.00	80.00	4,480.00			8,784.00	
	Adhesive - Quart	80	ea	6.99					559.20	0.00	0.00			559.20	
	2 1/2" quick drive screws	14	boxes	112.00					1,568.00	0.00	0.00			1,568.00	
	PHASE TOTAL														5,711.20
	JOB TOTAL							0.00	6,431.20	80.00	4,480.00	(5,200.00)	0.00		5,711.20

NET CHANGE

5,711.20

Sub Mark up 10%

0.00

Mark up 15% on self performed

1,636.68

Subtotal Change

7,347.88

Bond 2%

146.96

Total

\$7,494.84



General Contractors

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COR #. 0002

CITY OF MARSHALLTOWN 24 N CENTER STREET MARSHALLTOWN, IA 50158	Date Wednesday, February 19, 2020
Project: Vets Memorial Coliseum Marshalltown Change order due to response to RFI 002. Omit openings 015A and 001 Save concrete wall and use clay tile (aggregate fill credit, at a later time) Framing material for floor elevations to 0'0" noted on S101 per RFI002 Remove existing ceiling framing materials at Grid A and B	

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00002	Bond	Other Expense		0.000	86.320	0.0000	\$86.32
00002	Garling Equipment	Equipment Expense		0.000	-100.000	15.0000	(\$115.00)
00002	Garling Labor	Labor Expense		0.000	-196.000	0.0000	(\$196.00)
00002	Grosse Steel Material				-588.000	15.0000	(\$676.20)
00002	Grosse Steel Material				-265.000	15.0000	(\$304.75)
00002	Dvorak Paint				-140.000	15.0000	(\$161.00)
00002	Garling	SUB LABOR		0.000	-198.000	15.0000	(\$227.70)
00002	Garling Material	Material Expense			-19.700	15.0000	(\$22.66)
00002	Garling Labor	Labor Expense			-5.600	15.0000	(\$6.14)
00002	Sub Labor	Subcontract Expense			-72.000	10.0000	(\$72.00)
00002	Garling Equipment	Equipment Expense			-1500.000	15.0000	(\$1,725.00)
00002	Garling Labor	Labor Expense			-3920.000	15.0000	(\$4,508.00)
00002	Garling Material	Material Expense			1964.000	15.0000	\$2,258.60
00002	Garling Labor	Labor Expense			6720.000	15.0000	\$7,728.00
00002	Garling Equipment	Equipment Expense			350.000	15.0000	\$402.50
00002	Garling Labor	Labor Expense			2240.000	15.0000	\$2,576.00
00002	Garling Other	Other Expense			400.000	15.0000	\$460.00
00002	Garling Labor	Labor Expense			-392.000	15.0000	(\$450.80)
00002	Garling Other	Other Expense			-560.000	15.0000	(\$644.00)
00002							

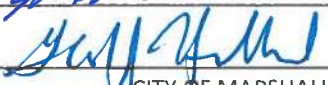
PROPOSAL SUMMARY

Other Expense	(\$97.68)
Equipment Expense	(\$1,437.50)
Labor Expense	\$5,143.06

	(\$1,141.95)
SUB LABOR	(\$227.70)
Material Expense	\$2,235.94
Subcontract Expense	(\$72.00)
Net Costs	\$4,402.17

Proposal Total	\$4,402.17
-----------------------	-------------------

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

Architect:	x		Date:	<u>2/28/2020</u>
Owner:	x	 CITY OF MARSHALLTOWN	Date:	<u>2/26/2020</u>
PM:	x	 Douglas R Mertens, Project Manager	Date:	_____

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	HRS	LABOR \$	SUB	OTHER	TOTALS
D100	D100 Omit openings 015A & 001													
020-051	Cut Opening and remove wall	1 ea		588.00	-7 hrs		56.00	(100.00)	0.00	-7.00	(392.00)			(492.00)
080-051	015A Door/Frame and Hardware	-1 ea		285.00	-3.5 hrs		56.00		(588.00)	-3.50	(196.00)			(784.00)
080-051	001 Hardware	-1 ea			-2.5 hrs		56.00		(285.00)	-2.50	(140.00)			(405.00)
090-566	Painting Door and Frame	-1 ea		3.70	-0.1 hrs		56.00		0.00	0.00	0.00	(198.00)		(198.00)
090-052	3.625 metal track	-1 ea		4.00					(3.70)	-0.10	(5.60)			(9.30)
	3.625 studs	-4 ea							(16.00)	0.00	0.00			(16.00)
	Drywall 48 sf								0.00	0.00	0.00	(72.00)		(72.00)
	PHASE TOTAL													(1,976.30)
	Save Concrete Wall and Use Clay tile for fill. Aggregate fill credit will be figured later.													
020-051	Concrete Wall Removal	1 ea			-60 hrs		56.00	(750.00)	0.00	-60.00	(3,360.00)			(4,110.00)
020-051	Brick Wall Removal	1 ea			-10 hrs		56.00	(750.00)	0.00	-10.00	(560.00)			(1,310.00)
020-051	Haul Material from Site 7 Loads	1 ea							0.00	0.00	0.00	(560.00)		(560.00)
	PHASE TOTAL													(5,980.00)
D101 & S101	Framing materials to bring floor elevations to 0'0" at areas noted on S101 of RF002.													
	Yellow Area 5" +/- Infill													
060-400	2x6x16 SPF Joist	20 ea		9.00	30 hrs		56.00		180.00	30.00	1,680.00			1,860.00
	2x6x12 SPF Rim	4 ea		7.00	inc				28.00	0.00	0.00			28.00
	3/4" TAG OSB Floor Sheathing	12 ea		16.00	inc				192.00	0.00	0.00			192.00
	Titlbond	4 ea		6.00	inc				24.00	0.00	0.00			24.00
	Fasteners	1 ls		42.00	inc				42.00	0.00	0.00			42.00
	Green Area 18" +/- Infill													
	2x4x14 SPF Knee wall	4 ea		7.00	40 hrs		56.00		28.00	40.00	2,240.00			2,268.00
	2x12x16 #2 Joist	12 ea		29.00	inc				348.00	0.00	0.00			348.00
	2x12x14 #2 Rim Joist	2 ea		25.50	inc				51.00	0.00	0.00			51.00
	3/4" TAG OSB Floor Sheathing	8 ea		16.00	inc				128.00	0.00	0.00			128.00
	Joist Hangers	24 ea		2.00	inc				48.00	0.00	0.00			48.00
	Titlbond	4 ea		6.00	inc				24.00	0.00	0.00			24.00
	Fasteners	1 ls		63.00	inc				63.00	0.00	0.00			63.00
	Blue Area 18" +/- Infill													
	2x4x14 SPF Knee wall	4 ea		7.00	50 hrs		56.00		28.00	50.00	2,800.00			2,828.00
	2x12x14 #2 Joist	16 ea		25.50	inc				408.00	0.00	0.00			408.00
	2x12x14 #2 Rim Joist	2 ea		25.50	inc				51.00	0.00	0.00			51.00
	3/4" TAG OSB Floor Sheathing	10 ea		16.00	inc				160.00	0.00	0.00			160.00
	Joist Hangers	32 ea		2.00	inc				64.00	0.00	0.00			64.00
	Titlbond	4 ea		6.00	inc				24.00	0.00	0.00			24.00
	Fasteners	1 ls		73.00	inc				73.00	0.00	0.00			73.00
	PHASE TOTAL													8,684.00
D102	Remove existing ceiling framing members at Grid A-B													
020-051	Remove wood ceiling members	1 ea			40 hrs		56.00		0.00	40.00	2,240.00			2,240.00
	Scissor Lift	2 days						350.00	0.00	0.00	0.00			350.00
	Dumpster Pull	1 pull							0.00	0.00	0.00	400.00		400.00
	PHASE TOTAL													2,990.00
	JOB TOTAL								1,091.30	76.90	4,308.40	(270.00)	(160.00)	3,717.70
	NET CHANGE													

Sub Mark up 10%

0.00

Mark up 15% on self performed

598.16

Subtotal Change

4,315.86

Bond 2%

86.32

Total

\$4,402.17



General Contractors

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COR #. **0003**

CITY OF MARSHALLTOWN
24 N CENTER STREET
MARSHALLTOWN, IA 50158

Date

Thursday, February 20, 2020

Project: Vets Memorial Coliseum Marshalltown

Change order to have the gym ceiling done in oil based stain blocker primer not latex primer.

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00003	Bond	Other Expense		0.000	199.950	0.0000	\$199.95
00003	Dvorak Painting Deduct				-2274.250	10.0000	(\$2,501.68)
00003	Dvorak Painting Add				11363.000		\$12,499.31
00003							

PROPOSAL SUMMARY

Other Expense \$199.95

\$9,997.63

Net Costs \$10,197.58

Proposal Total \$10,197.58

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

Architect: x

[Signature]

Date: 3/10/2020

Owner: x

[Signature]

CITY OF MARSHALLTOWN

Date: 2/26/2020

PM: x

[Signature]

Douglas R Mertens, Project Manager

Date:

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	LABOR		SUB	OTHER	TOTAL:
090-566	Change Ceiling Primer in Gym to an Oil Base Stain Blocker									HRS	\$			
	Speedhide 6-2 Primer 275 Gal	1	sub						0.00	0.00	0.00	(2,274.25)		(2,274.25)
	Oil Based Sealer-Primer 275 Gal	1	sub						0.00	0.00	0.00	11,363.00		11,363.00
	PHASE TOTAL													
	JOB TOTAL							0.00	0.00	0.00	0.00	9,088.75	0.00	9,088.75
	NET CHANGE													

Sub Mark up 10% 908.88
 Mark up 15% on self performed 0.00

Subtotal Change 9,997.63
 Bond 2% 199.95
 Total \$10,197.58



General Contractors

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COR #. 0004

CITY OF MARSHALLTOWN 24 N CENTER STREET MARSHALLTOWN, IA 50158	Date	Thursday, February 27, 2020
--	-------------	-----------------------------

Project: Vets Memorial Coliseum Marshalltown

Removal of Plaster off exterior E,N,W Perimeter Walls on 1st and 2nd Floors

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00004	Equipment	Equipment Expense		0.000	250.000	15.0000	\$287.50
00004	Labor	Labor Expense		0.000	7840.000	15.0000	\$9,016.00
00004	Dumpster	Other Expense		0.000	300.000	15.0000	\$345.00
00004	bond	Other Expense		0.000	192.970	0.0000	\$192.97
00004							

PROPOSAL SUMMARY

Equipment Expense	\$287.50
Labor Expense	\$9,016.00
Other Expense	\$537.97
Net Costs	\$9,841.47

Proposal Total	\$9,841.47
-----------------------	-------------------

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

Architect: x _____ **Date:** _____

Owner: x _____ **Date:** _____

CITY OF MARSHALLTOWN



PM: x _____ **Date:** _____

Douglas R Mertens, Project Manager

AS OF: 2/27/2020

Remove plaster from 1st and 2nd Floor Perimeter E,N,W Walls															
020-051	Removal 3.5 day 4 Men				140	hrs	56.00	250.00	0.00	140.00	7,840.00		300.00	8,390.00	8,390.00
	PHASE TOTAL														
	JOB TOTAL							250.00	0.00	140.00	7,840.00	0.00	300.00	8,390.00	
NET CHANGE															8,390.00
Sub Mark up 10%															0.00
Mark up 15% on self performed															1,258.50
Subtotal Change															9,648.50
Bond 2%															192.97
Total															\$9,841.47



General Contractors

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COR #. 0006

CITY OF MARSHALLTOWN		Date	Monday, March 2, 2020
24 N CENTER STREET			
MARSHALLTOWN, IA 50158			
Project:	Vets Memorial Coliseum Marshalltown		
	Kawneer Sunshade - width to match width of storefront.		

#	Description	Type	Qty	Rate	Expense Amount	Mark Up	Cost
00007					-1400.000		(\$1,400.00)

PROPOSAL SUMMARY

(\$1,400.00)

Net Costs (\$1,400.00)

Proposal Total (\$1,400.00)

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

Architect: x _____ Date: _____

Owner: x _____ Date: _____

CITY OF MARSHALLTOWN



PM: x _____ Date: _____

Douglas R Mertens, Project Manager

Doug Mertens

From: John Scheppler <johnsc@orningglass.com>
Sent: Monday, January 20, 2020 4:51 PM
To: Doug Mertens
Cc: amy@orningglass.com
Subject: [External] Marshalltown Vets Coliseum RFI: Sunshade

Mert, I've got my pricing back from Kawneer for the sunshade option. If we use the Kawneer material, we can offer a \$
1,400.00 credit to the project.

thanks



John Scheppler
Orning Glass Company
515-232-3764 | johnsc@orningglass.com



General Contractors

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COR #. **0007**

CITY OF MARSHALLTOWN
24 N CENTER STREET
MARSHALLTOWN, IA 50158

Date Tuesday, March 3, 2020

Project: Vets Memorial Coliseum Marshalltown
Wireless Scoreboard Controllers one (1) for each scoreboard

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00009					1800.000	10.0000	\$1,980.00
00009	Bond	Other Expense		0.000	39.600	0.0000	\$39.60
00009							

PROPOSAL SUMMARY

\$1,980.00
Other Expense \$39.60
Net Costs \$2,019.60

Proposal Total \$2,019.60

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

Architect: x _____ Date: _____

Owner: x _____ Date: _____

CITY OF MARSHALLTOWN

PM: x _____ Date: **3-3-20**
Douglas R Mertens, Project Manager

AS OF: 3/3/2020

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	LABOR		SUB	OTHER	TOTALS	
										HRS	\$				
110-660	Gym Equipment														
	MP-80 Wireless Controller	1	sub		2	ea			0.00	0.00	0.00	1,800.00		1,800.00	
	PHASE TOTAL														1,800.00
	JOB TOTAL							0.00	0.00	0.00	0.00	1,800.00	0.00		1,800.00
NET CHANGE														1,800.00	
Sub Mark up 10%														180.00	
Mark up 15% on self performed														0.00	
Subtotal Change														1,980.00	
Bond 2%														39.60	
Total														\$2,019.60	



General Contractors

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

COR #. 0008

CITY OF MARSHALLTOWN
24 N CENTER STREET
MARSHALLTOWN, IA 50158

Date

Monday, March 9, 2020

Project: Vets Memorial Coliseum Marshalltown

South Wall 5x3 Angle Rev DWG Path 2-12-20 partial

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00010	GCI Labor	Labor Expense		0.000	5100.000	15.0000	\$5,865.00
00010	GCI Labor	Labor Expense		0.000	3800.000	15.0000	\$4,370.00
00010	5x3 Cont Angel thru bolts				3393.000	15.0000	\$3,901.95
00010	GCI Material	Other Expense		0.000	200.000	15.0000	\$230.00
00010	5x3 Cont angel thru bolts				8900.000	10.0000	\$9,790.00
00010	Bond	Other Expense		0.000	483.140	0.0000	\$483.14

PROPOSAL SUMMARY

Labor Expense	\$10,235.00
	\$13,691.95
Other Expense	\$713.14
Net Costs	\$24,640.09

Proposal Total **\$24,640.09**

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

Architect: x _____ **Date:** _____

Owner: x _____ **Date:** _____

CITY OF MARSHALLTOWN



PM: x _____ **Date:** 3-9-20

Douglas R Mertens, Project Manager

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	LABOR		SUB	OTHER	TOTALS	
										HRS	\$				
General Requirement - Add 6 wks to critical path															8,900.00
010-050	Job Surpervision 6x40				60	hrs	85.00		0.00	60.00	5,100.00			5,100.00	
010-020	Project Manager 6x20				40	hrs	95.00		0.00	40.00	3,800.00			3,800.00	
PHASE TOTAL															
1 Cracking in South Wall - b. Interior Face ii. & iii															12,493.00
050-350	5x3x3/8" Cont Angel/thru bolts	1	ea	3393.00	1	sub			3,393.00	0.00	0.00	8,900.00		12,293.00	
	misc fasteners/epoxy	1	ls	200.00					200.00	0.00	0.00			200.00	
PHASE TOTAL															
JOB TOTAL								0.00	3,593.00	100.00	8,900.00	8,900.00	0.00		21,393.00

NET CHANGE 21,393.00

Sub Mark up 10% 890.00

Mark up 15% on self performed 1,873.95

Subtotal Change 24,156.95



General Contractors

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

COR #. 0009

CITY OF MARSHALLTOWN 24 N CENTER STREET MARSHALLTOWN, IA 50158	Date	Thursday, March 12, 2020
--	-------------	--------------------------

Project: Vets Memorial Coliseum Marshalltown

Flex Roof and Elevator Structural, Basement Doors

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00011	Galv Beam & Columns	Grosse Steel Mtrl			2364.000	15.0000	\$2,718.60
00011	Misc Fasteners	Material Expense		0.000	200.000	15.0000	\$230.00
00011	Beams & Columns Elevator	Grosse Steel Mtrl			1689.000	15.0000	\$1,942.35
00011	Misc Fasteners/epoxy	Material Expense		0.000	100.000	15.0000	\$115.00
00011	Opening 42" Wide	Grosse Steel Mtrl			293.000	15.0000	\$336.95
00011	Flex roof galv beam	Steel Erectors of IA			8150.000	10.0000	\$8,965.00
00011	Flex roofing	ForSure Roofing			-3250.000	10.0000	(\$3,575.00)
00011	Flex roof mech deduct	Young P&H			-3353.000	10.0000	(\$3,688.30)
00011	Elevators beams columns	Steel Erectors of IA			3550.000	10.0000	\$3,905.00
00011	Job Supervision	Labor Expense		0.000	6800.000	15.0000	\$7,820.00
00011	Cut roof opening	Labor Expense		0.000	672.000	15.0000	\$772.80

PROPOSAL SUMMARY

	\$10,604.60
Material Expense	\$345.00
Labor Expense	\$8,592.80
Net Costs	\$19,542.40

Proposal Total	\$19,542.40
-----------------------	--------------------

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

Architect: x _____ Date: _____

GTG Architects LLC, Architect

Owner: x _____ Date: _____

CITY OF MARSHALLTOWN

Douglas R Mertens

PM: x _____ Date: _____

Douglas R Mertens, Project Manager

AS OF: 3/9/2020

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	LABOR		SUB	OTHER	TOTALS		
										HRS	\$					
General Requirement - Add 6 wks to critical path																
010-050	Job Supervision 6x40				80	hrs	85.00		0.00	80.00	6,800.00			6,800.00	6,800.00	
PHASE TOTAL																
3. Flex Area Roof - d. 11, 11000# DOAS Unit																
020-051	cut roof opening for columns/layout	6	loc		12	hrs	56.00		0.00	12.00	672.00			672.00		
050-350	Galy Beam and Columns	1	loc	2364.00	1	sub			2,364.00	0.00	0.00	8,150.00		10,514.00		
	misc fasteners/epoxy	1	ls	200.00					200.00	0.00	0.00			200.00		
070-480	Roofing	1	sub						0.00	0.00	0.00	(3,250.00)		(3,250.00)		
150-760	Mech, Deduct Curb,	1	sub						0.00	0.00	0.00	(3,353.00)		(3,353.00)		
PHASE TOTAL															4,783.00	
6. New Elevator/Stairwell a., i. & ii.																
050-350	Beam and Columns	1	loc	1689.00	1	sub			1,689.00	0.00	0.00	3,550.00		5,239.00		
	misc fasteners/epoxy	1	ls	100.00					100.00	0.00	0.00			100.00		
PHASE TOTAL															5,339.00	
7. Basement doorways a. & b.																
080-051	Opening 002&003 to 42" Wide opening	1	ls	293.00	1	sub			293.00	0.00	0.00			293.00		
PHASE TOTAL															293.00	
JOB TOTAL								0.00	4,646.00	92.00	7,472.00	5,097.00	0.00		17,215.00	
NET CHANGE														17,215.00		
Sub Mark up 10%														509.70		
Mark up 15% on self performed														1,817.70		
Subtotal Change														19,542.40		

Doug Mertens

From: Mark Myers <mark.grossesteel@cfu.net>
Sent: Monday, February 24, 2020 3:48 PM
To: Doug Mertens
Subject: [External] VETERANS MEMORIAL COLISEUM

Mert,

Here is a breakdown of the cost, for the revisions made on the updated structural drawings.

1) For the cont. angle at the south wall, including the thru-bolt anchors and galvanized plate washers on outside - \$3,393.00

2) For the elevator guide rail mounting plates and the added W10x12 beam - \$1,689.00

3) For the galvanized beam & column framing for RTU support on roof - \$2,164.00

Thanks.

add 200.00 for 4th cross beam
total \$2364.00

Mark

Mark Myers

Grosse Steel Co.

(319) 277-5900

Fax (319) 277-5902

Email: mark.grossesteel@cfu.net



General Contractors

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

COR #. 0010

CITY OF MARSHALLTOWN		Date	Thursday, March 12, 2020
24 N CENTER STREET			
MARSHALLTOWN, IA 50158			
Project:	Vets Memorial Coliseum Marshalltown		
Bridging Grid A to B			

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00012	Stage roof 1x3x8 #2	Material Expense		0.000	240.000	15.0000	\$276.00
00012	Fasteners	Material Expense		0.000	26.000	15.0000	\$29.90
00012	Job Supervision	Labor Expense		0.000	8500.000	15.0000	\$9,775.00
00012	Project Manager	Labor Expense		0.000	7600.000	15.0000	\$8,740.00
00012	Carpentry	Labor Expense		0.000	448.000	15.0000	\$515.20
00012	Install Bridging	Labor Expense		0.000	3360.000	15.0000	\$3,864.00
00012	Bond	GENERAL SALES LARGE CONTRACT		0.000		0.0000	\$470.90
00012	Equipment	Equipment Expense		0.000	300.000	15.0000	\$345.00

PROPOSAL SUMMARY

Material Expense	\$305.90
Labor Expense	\$22,894.20
GENERAL SALES LARGE CONTRACT	\$470.90
Equipment Expense	\$345.00
Net Costs	\$24,016.00

Proposal Total **\$24,016.00**

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

Architect: x _____	GTG Architects LLC, Architect	Date: _____
Owner: x _____	CITY OF MARSHALLTOWN	Date: _____
PM: x _____	Douglas R Mertens, Project Manager	Date: _____

PHASE	DESCRIPTION	QT	Unit	Unit Cost	QT	Unit	Unit Cost	EQUIP	MATERIAL	LABOR		SUB	OTHER	TOTALS	
										HRS	\$				
General Requirement - Add 6 wks to critical path in Gym															
010-050	Job Surpervision 6x40				100	hrs	85.00		0.00	100.00	8,500.00			8,500.00	16,100.00
010-020	Project Manager 6x20				80	hrs	95.00		0.00	80.00	7,600.00			7,600.00	
PHASE TOTAL															
2. Stage Roof - Bridging Grid A to B - 2x12 joist - 2 more rows															
060-400	1x3x8' #2	80	ea	3.00	8	hrs	56.00		240.00	8.00	448.00			688.00	4,374.00
	install bridging - 2 rows	360	pcs		60	hrs	56.00	300.00	0.00	60.00	3,360.00			3,660.00	
	Fasteners	1	ls	42.00		inc			26.00	0.00	0.00			26.00	
PHASE TOTAL															20,474.00
JOB TOTAL															
NET CHANGE														20,474.00	
Sub Mark up 10%														0.00	
Mark up 15% on self performed														3,071.10	
Subtotal Change														23,545.10	
Bond 2%														470.90	
Total														\$24,016.00	



General Contractors

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

COR #. 0011

CITY OF MARSHALLTOWN 24 N CENTER STREET MARSHALLTOWN, IA 50158	Date Monday, March 16, 2020
Project: Vets Memorial Coliseum Marshalltown Change order for south wall exterior caulking at existing cracks.	

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00013	Bond	Other Expense		0.000	111.390	0.0000	\$111.39
00013	QC Masonry				5063.000	10.0000	\$5,569.30

PROPOSAL SUMMARY

Other Expense	\$111.39
	\$5,569.30
Net Costs	\$5,680.69

Proposal Total	\$5,680.69
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~~✍~~ PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER ~~✍~~

Architect: x _____	GTG Architects LLC, Architect	Date: _____
Owner: x _____	CITY OF MARSHALLTOWN	Date: _____
		
PM: x _____	Douglas R Mertens, Project Manager	Date: 3-16-20

AS OF: 3/9/2020

1 Cracking in South Wall - a. South Face Caulking													
040-325	SBVC-AJ joint repair on south exterior face			1	sub		0.00	0.00	0.00	5,063.00		5,063.00	5,063.00
	PHASE TOTAL												
	JOB TOTAL					0.00	0.00	0.00	0.00	5,063.00	0.00	5,063.00	

NET CHANGE	5,063.00
Sub Mark up 10%	506.30
Mark up 15% on self performed	0.00
Subtotal Change	5,569.30



General Contractors

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

COR #. 0012

CITY OF MARSHALLTOWN 24 N CENTER STREET MARSHALLTOWN, IA 50158	Date	Wednesday, March 18, 2020
--	-------------	---------------------------

Project: Vets Memorial Coliseum Marshalltown

FB#02 Mechanical, Removals and Concrete work. Also cost to Install Drain-Eze System.

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00015	Construct				8320.000	10.0000	\$9,152.00
00015	Vision Concrete				3900.000	10.0000	\$4,290.00
00015	Youngs Plumbing and HVAC				25392.000	10.0000	\$27,931.20
00015	Concrete Removal	Labor Expense		0.000	3360.000	15.0000	\$3,864.00
00015		Equipment Expense		0.000	1071.000	15.0000	\$1,231.65
00015	Bond	Other Expense		0.000	929.380	0.0000	\$929.38

PROPOSAL SUMMARY

	\$41,373.20
Labor Expense	\$3,864.00
Equipment Expense	\$1,231.65
Other Expense	\$929.38
Net Costs	\$47,398.23

Proposal Total	\$47,398.23
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~~✍~~ PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER ~~✍~~

Architect: x _____ **Date:** _____

GTG Architects LLC, Architect

Owner: x _____ **Date:** _____

CITY OF MARSHALLTOWN



PM: x _____ **Date:** _____

Douglas R Mertens, Project Manager

AS OF: 3/9/2020

Sub Mark up 10%	3,761.20
Mark up 15% on self performed	664.65
Subtotal Change	46,468.85
Bond 2%	929.38
Total	\$47,398.23

**RESOLUTION APPROVING A PERPETUAL ELECTRICAL EASEMENT WITH
INTERSTATE POWER AND LIGHT COMPANY FOR 702 SWAYZE STREET**

WHEREAS, the City of Marshalltown owns 702 Swayze Street and has been asked to grant an easement of a five by ten foot area of the lot to Interstate Power and Light Company, dba Alliant Energy, for the extension of electric lines;

WHEREAS, an internal review of the proposed easement location shows no conflicts with future development of the lot;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, the Underground Electric Line and Equipment Easements is hereby approved.

Passed this 23rd day of March, 2020 and signed this ___ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

ELECTRIC LINE EASEMENT

For and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, **City of Marshalltown** ("Grantor(s)"), ADDRESS: **702 Swayze St., Marshalltown, Iowa** do(es) hereby warrant and convey unto **Interstate Power and Light Company, an Iowa Corporation**, its successor and assigns, ("Grantee") a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, expand, operate, repair, patrol and remove an underground electric and telecommunications line or lines, consisting of wires, transformers, switches and other necessary fixtures, appurtenances and equipment, (including associated surface mounted equipment) and construction (collectively, the "*Line*" or "*Lines*") for transmitting electricity, communications and all corporate purposes of Grantee together with the power to extend to any other party the right to use, jointly with the Grantee, pursuant to the provisions hereof, upon, under, and across the following described lands located in the County of Marshall, and the State of Iowa:

See Attached Exhibit A, page 3

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

Grantor(s) agrees that it will not construct or place any buildings, structures, plants, or other obstructions on the property described above.

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

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

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

Signed this _____ day of _____, 20__.

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

By: _____

By: _____

ALL PURPOSE ACKNOWLEDGMENT

STATE OF _____)

COUNTY OF _____) ss:

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

_____ to me personally known

or _____ provided to me on the basis of satisfactory
evidence

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

NOTARY SEAL _____
(Sign in Ink)

(Print/type name)

Notary Public in and for the State of _____

My Commission Expires: _____

CAPACITY CLAIMED BY SIGNER

_____ INDIVIDUAL
_____ CORPORATE
Title(s) of Corporate Officers(s):

_____ N/A
_____ Corporate Seal is affixed
_____ No Corporate Seal procured

_____ PARTNER(s)
_____ Limited Partnership
_____ General Partnership

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

SIGNER IS REPRESENTING:
List name(s) of persons(s) or entity(ies):

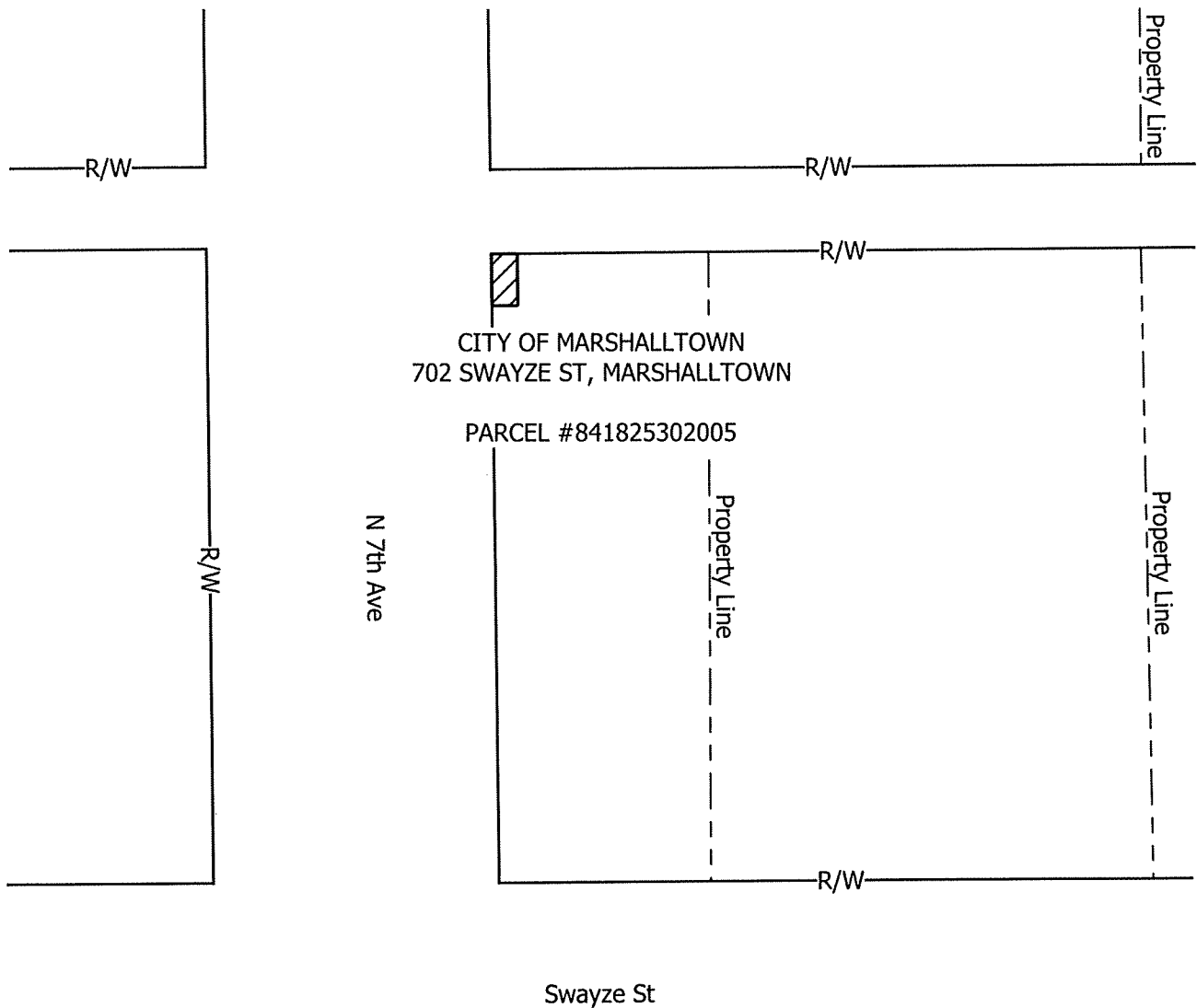
EXHIBIT 'A'

Easement being a 5 foot by 10 foot area, or extensions thereof, of an electric line(s) in the Northwest corner (on or adjacent) to the property of the grantor. More particularly described by placement of the facilities at the time of construction on the following described property.

Lot 10 in Block 2, Sunrise Addition to the Original Town of Marshall, Marshall County, Iowa.

SUBJECT TO EASEMENTS, RESTRICTIONS, COVENANTS, ORDINANCES AND LIMITED ACCESS PROVISIONS OF RECORD.

ALL IN PARCEL 841825302005 DESCRIBED BELOW



 5'X10' EASEMENT AREA

DRAFTED BY: MI-TECH SERVICES, INC
NJC

N

NOT TO SCALE
Alliant #4155229

**RESOLUTION APPROVING AN AGREEMENT WITH BOLTON AND MENK FOR
THE COMPLETION OF A FEDERAL BUILD GRANT APPLICATION FOR THE
HIGHWAY 14/NORTH 3RD AVENUE CORRIDOR IMPROVMENTS**

WHEREAS, the City of Marshalltown completed a study of the Highway 14/North 3rd Avenue corridor, in order to enhance the corridor further than a resurfacing proposed by the Iowa Department of Transportation; and

WHEREAS, the resurfacing project is proposed for calendar year 2022, with the City seeking multiple funding sources to help pay for the cost of the project, or approximately \$8 million; and

WHEREAS, the U.S. Department of Transportation has a Better Utilizing Investments to Leverage Development (BUILD) grant, which is due in May 2020, for which the City of Marshalltown may apply for a grant from a minimum of \$1 million up to \$25 million; and

WHEREAS, funds from sources outside of a general obligation bond or Road Use Tax relieve the citizens of Marshalltown from the financial costs of the project;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached agreement with Bolton and Menk for a not-to-exceed cost of \$49,900 is hereby approved, with Road Use Tax Fund as the designated funding source.

Passed this 23rd day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



**BOLTON
& MENK**

Real People. Real Solutions.

1519 Baltimore Drive
Ames, IA 50010-8783

Ph: (515) 233-6100
Fax: (515) 233-4430
Bolton-Menk.com

March 13, 2020

Jessica Kinser
City Administrator
City of Marshalltown
24 N. Center St.
Marshalltown, IA 50158

RE: BUILD Grant Application Proposal

Dear Jessica,

We are pleased to present the following proposal to prepare a BUILD Grant Application funding request for the Highway 14 improvements within the City of Marshalltown. Upon approval of this proposal, Bolton & Menk will work closely with the City staff to prepare a persuasive funding application that meets the submittal requirements of the BUILD program.

Better Utilizing Investments to Leverage Development (BUILD) Transportation Grant

BUILD Transportation grants replaced the pre-existing Transportation Investment Generating Economic Recovery (TIGER) grant program. U.S. DOT has formally announced a Notice of Funding Opportunity (NOFO) to apply for \$1 Billion in discretionary grant funding through the BUILD program. FY 2020 BUILD Transportation grants are for investments in surface transportation infrastructure and are to be awarded on a competitive basis for projects that will have a significant local or regional impact. BUILD funding can support roads, bridges, transit, rail, ports or intermodal transportation projects.

The deadline for applications to be submitted online is *May 18, 2020*. For this round of BUILD grants, the *maximum grant award is \$25 million*, and not more than \$100 million can be awarded to a single state.

Bolton & Menk will draft the BUILD Grant Application in partnership with the City. Our team will utilize existing and continually developing study content, our expertise in competitive federal grant programs, and our working relationship with agency stakeholders to guide development of a competitive BUILD application.

Estimate of Fees

Bolton & Menk, Inc. has identified a total estimated cost not to exceed \$49,900 to accomplish the services outlined above. Bolton & Menk is excited to have the opportunity to provide these services. If you have any questions, please do not hesitate to call me.

Sincerely,

Bolton & Menk, Inc.

Greg Broussard
Principal Engineer

HIGHWAY 14 – BUILD GRANT APPLICATION
CITY OF MARSHALLTOWN and BOLTON & MENK, INC.

This Agreement, made this 23rd day of March, 2020, by and between the City of Marshalltown, 24 North Center Street, Marshalltown, IA 50158, (“CLIENT”), and BOLTON & MENK, INC., 1519 Baltimore Dr. Ames, IA 50010, (“CONSULTANT”).

WITNESS, whereas the CLIENT requires professional services in conjunction with development and writing of a BUILD Grant application for Highway 14 Reconstruction (“Project”) and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties, Additional Services may be authorized as described in Paragraph IV.B.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use. Such information shall include but shall not be limited boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.

- F. The CONSULTANT’S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or “municipal advisor” (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC) professional services and the CLIENT shall provide such services as may be required for completion of the Project described in this Agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in Exhibit I.
- H. The CLIENT may hire, at its discretion, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the Project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement. If CLIENT elects not to hire an independent test company, CLIENT shall provide CONSULTANT with guidance and direction on completing those aspects of design and construction that require additional testing data.

(Remainder of this page intentionally left blank)

SECTION III - COMPENSATION FOR SERVICES

A. FEES.

1. The CLIENT will compensate the CONSULTANT in accordance with the following Schedule of Fees for the time spent in performance of Agreement services. Total cost of services shall not exceed \$49,900.00 without the prior consent of CLIENT.

Schedule of Fees

Employee Classification	Hourly Billing Rates
Sr. Principal	\$150-280/Hour
Principal Engineer/Surveyor/Planner/GIS/Landscape Architect	\$140-225
Senior Engineer/Surveyor/Planner/GIS/Landscape Architect	\$110-210
Project Manager (Inc. Survey, GIS, Landscape Architect)	\$100-195
Project Engineer/Surveyor/Planner/Landscape Architect	\$85-190
Design Engineer/Landscape Designer/Graduate Engineer/Surveyor	\$80-190
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)	\$60-175
Senior Technician (Inc. Construction, GIS, Survey¹)	\$85-180
Technician (Inc. Construction, GIS, Survey¹)	\$65-150
Administrative/Corporate Specialists	\$45-125
Structural/Electrical/Mechanical/Architect	\$120-150
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.

2. The preceding Schedule of Fees shall apply for services provided through December 31, 2020. Hourly rates may be adjusted by CONSULTANT, in consultation with CLIENT, on an annual basis thereafter to reflect reasonable changes in its operating costs. Adjusted rates will become effective on January 1st of each subsequent year, upon written acceptance by CLIENT.
3. Rates and charges do not include sales tax. If such taxes are imposed and become applicable after the date of this Agreement CLIENT agrees to pay any applicable sales taxes.
4. The rates in the Schedule of Fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey

stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.

5. Additional services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
6. Expenses required to complete the agreed scope of services or identified in Paragraph III.A.6 will be invoiced separately, and include but are not limited to large quantities of prints; extra report copies; out-sourced graphics and photographic reproductions; document recording fees; special field and traffic control equipment rental; outside professional and technical assistance; geotechnical services; and other items of this general nature required by the CONSULTANT to fulfill the terms of this Agreement. CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for these Direct Expenses incurred in the performance of the work, subject to the Total cost not to exceed fee or approved Additional services.

B. PAYMENTS AND RECORDS

1. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and terms.
2. If CLIENT fails to make any payment due CONSULTANT for undisputed services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.
3. In addition to the service charges described in preceding paragraph , if the CLIENT fails to make payment for undisputed services and expenses within 60 days after the date of the invoice, the CONSULTANT may, upon giving seven days' written notice to CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all past due amounts for undisputed services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. Documents Retention. The CONSULTANT will maintain records that reflect all revenues, costs incurred and services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to the contract for a period of six years.

(Remainder of this page intentionally left blank)

SECTION IV - GENERAL

A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope or duration of the project from that described in Exhibit I, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and Agreement will be revised in writing.

C. LIMITATION OF LIABILITY

1. General Liability of CONSULTANT. For liability other than professional acts, errors, or omissions, and to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts and omissions in the non-professional services of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants.
2. Professional Liability of CONSULTANT. With respect to professional acts, errors and omissions and to the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by a negligent act, error or omission of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT's liability insurance policies.
3. General Liability of Client. To the fullest extent permitted by law, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants.

4. To the fullest extent permitted by law, CLIENT and CONSULTANT waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes. CLIENT waives all claims against individuals involved in the services provided under this Agreement and agrees to limit all claims to the CONSULTANT's corporate entity.
5. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.

7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor. CLIENT acknowledges that on-site contractor(s) are solely responsible for construction site safety programs and their enforcement.

G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the Project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and

hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT.

H. REUSE OF DOCUMENTS

1. Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including Reports, Plans and Specifications) for any reasonable use relative to the Project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.
2. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse by CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two (2) years or until such other expressly identified completion date, after which time the Agreement may be extended upon mutual agreement of both parties.

K. TERMINATION

This Agreement may be terminated:

1. For cause, by either party upon 7 days written notice in the event of substantial failure by other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For termination by CONSULTANT, cause includes, but is not limited to,

failure by CLIENT to pay undisputed amounts owed to CONSULTANT within 120 days of invoice and delay or suspension of CONSULTANT's services by for more than 120 days for reasons beyond CONSULTANT'S cause; or,

2. For convenience by CLIENT upon 7 days written notice to CONSULTANT.
3. Notwithstanding, the foregoing, this Agreement will not terminate under paragraph IV.K if the party receiving such notice immediately commences correction of any substantial failure and cures same within 10 days of receipt of the notice.
4. In the event of termination by CLIENT for convenience or by CONSULTANT for cause, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement. CONSULTANT shall deliver and CLIENT shall have, at its sole risk, right of use of any completed or partially completed deliverables, subject to provisions of Paragraph IV. H.
5. In event of termination by CLIENT for cause and in addition to any other remedies available to CLIENT, CONSULTANT shall deliver to CLIENT and CLIENT shall have right of use of any completed or partially completed deliverables, in accordance with the provisions of Paragraph IV.H. CLIENT shall compensate CONSULTANT for all undisputed amounts owed CONSULTANT as of date of termination.

L. INDEPENDENT CONTRACTOR

Nothing in the Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under the Agreement.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein. **The CONSULTANT is an Equal Opportunity Employer** and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. ASSIGNMENT

Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

P. SURVIVAL

All obligations, representations and provisions made in or given in Section IV and Documents Retention clause of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY

Any provision or part of the Agreement 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 CLIENT and CONSULTANT, who agree that the Agreement 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.

R. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Iowa and venued in courts of Iowa; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which the project is located.

S. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a neutral from the American Arbitration Association Construction Industry roster. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

SECTION V - SIGNATURES

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Marshalltown

CONSULTANT: Bolton & Menk, Inc.

Greg Broussard

Principal Engineer

EXHIBIT I

CONSULTANT'S SERVICES

HIGHWAY 14 – BUILD GRANT APPLICATION

City of Marshalltown

March 23, 2020

DESCRIPTION OF PROJECT AND SCOPE OF IMPROVEMENTS

The Consultant agrees to provide Civil Engineering, Planning, Landscape Architecture and Environmental services required for the Highway 14 BUILD Grant Application.

The scope of work will include grant writing, benefit cost analysis, environmental risk analysis, and project administration

I.A. BASIC SERVICES

For purposes of this Project, Basic Services to be provided by the CONSULTANT are as follows:

TASK 1: BUILD GRANT NARRATIVE

Bolton & Menk will assist the City of Marshalltown with the development of an application for the BUILD (Better Utilizing Investments to Leverage Development) transportation Grant. The grant narrative will consist of the following tasks.

Subtask 1.1 Project Descriptions

Description: This task will include the development of a complete project description of the project including the following items.

- Description of the project, the transportation challenges that it is intended to address, and how it will address those challenges.
- Historical narrative of the project and roadway
- Summary of previous work completed on the project or any components.
- Documentation that places the project in a place into a broader context of other transportation infrastructure investments being pursued by the City including the Edgewood Extension and Mainstreet Improvement projects.
- Detailed statement of work that focuses on the technical and engineering aspects of the project and describes in detail the project to be constructed.

Subtask 1.2 Project Location

Description: This task will include providing an expanded view of the project location including the following items

- Detailed geographical description of the proposed project,
- A map of the project's location and connections to existing transportation infrastructure,
- Documenting geospatial data describing the project location.
- Identification of the location of the existing City of Marshalltown Opportunity Zone in reference to the project location.

- Documentation of project in reference to the Census designated Urbanized areas.

Subtask 1.3 Grant Funds, Sources and Use of Project Funds

Description: This task will include provide detail on the project budget including the following items.

- o Overall Project Preliminary Cost estimate for the BUILD 2020 Project
- o Summary of eligible project costs and the source and amount of funds.
- o Documentation of non-federal funds to the utilized and resolutions supporting those funds.
- o Breakdown of BUILD funds, other Federal Funds and Non-Federal Funds
- o Budget showing how each funding source will be utilized including percentages of each major construction activity.
- o Documentation on if projected outside source project funds have been acquired or the schedule to acquire those funds.

Subtask 1.4 Selection Criteria

Description: The Build Grant NOFO (Notice of Funding Opportunity) has 4 primary selection criteria and 2 secondary selection criteria listed as required part for the grant submittal. The grant application must show major benefit to at least one of the selection criteria. This task will document how the Highway 14 project aligns with these selection criteria including the following items.

Primary Selection Criteria

1) Safety

- a) Document the anticipated outcomes of the project that support Safety.
- b) Describing the project's ability to foster a safe transportation system for the movement of goods and people.
- c) Details on projects impact to crash rates, consequences of crashes, fatalities and injuries among transportation users

2) State of Good Repair

- a) Provide information on how the project will contribute to improved condition or resilience of the Highway 14.
- b) Documentation on existing roadway conditions and how the project will maintain or improve existing transportation facilities
- c) Documentation showing revenue is available for operations and maintenance of the project and that the project will reduce overall life-cycle costs for Highway 14.

3) Economic Competitiveness

- a) Documenting a decrease in transportation costs and improved access along the corridor.
- b) Showing how the project will result in long-term job creation and other economic opportunities.

4) Environmental Sustainability

- a) Documentation of how the project improves energy efficiency, reduces congestion-related emissions, improves water quality, avoids and mitigates environmental impacts and otherwise benefits the environment
- b) Tying the project to the recent Brownfield grant application, if successful, submitted by the City to the EPA for a City-wide Brownfield assessment.

5) Quality of Life

- a) Show how the project increases transportation choices for individuals to provide more freedom on transportation decisions along the corridor.

- b) Improves connectivity for citizens to jobs, health care, and other critical destinations.

Secondary Selection Criteria

- 1) Innovation** – Providing documentation on innovative technologies, project delivery or financing utilized on the project.
- 2) Partnership**
 - a) Bolton & Menk will assist the City with obtaining letter of support from project partners.
 - b) Document the projects strong collaboration among a broad range of stakeholders.

Subtask 1.5 Environmental Risk

Description: This task shall include information for the DOT to evaluate whether the project is reasonably expected to begin construction in a timely manner in reference to required approvals and permits from NEPA. Bolton & Menk will be partnering with Impact 7G to provide the required information for the Environmental Risk requirements including the following.

- Providing a detailed project schedule that identifies all major project milestones including state, local and federal agency approvals.
- Providing a list of required approvals including environmental permits, reviews and studies required.
- IM7G will complete the preliminary NEPA items for the project but does not include any intensive field work.
- Draft purpose and need statement and description of proposed action and alternatives as well as Phase 1A archaeological investigation along with other environmental resource characterization in the corridor.
- The work product would be a baseline resource document to be used to assist with NEPA classification and allow a more expedited NEPA process once federal funding is available.
- Assessment of project risks and mitigation strategies for possible risks.

Subtask 1.6 Benefit Cost Analysis

Description: Bolton & Menk will complete a benefit cost analysis (BCA) for the project to allow the DOT to evaluate the project's cost-effectiveness by evaluating the benefit-cost ratio and calculating the magnitude of net benefits for the project. The BCA for the project will include the following.

- Travel time benefit
- Collision analysis
- Operations and maintenance benefit
- Emissions benefit
- Vehicle operating benefit
- Clearly tying benefits claimed for the project, both quantified and unquantified, to the expected outcomes of the project.

EXPECTATION OF CITY STAFF

- Online system registration
- Critical review of draft materials
- Assistance / Leadership in obtaining resolutions and letters of support

ADDITIONAL SERVICES NOT INCLUDED IN THIS CONTRACT

Additional Services not included as part of this Scope. If authorized, under a supplemental agreement, the Consultant shall furnish or obtain from others the following services:

1. Project Design
2. In depth NEPA investigations.
3. Real Estate Acquisition Services

PROPOSED SCHEDULE

The project team can start immediately after approval with the proposed anticipated schedule as follows:

Council Considers Scope & Fee	March 23, 2020
Grant Development	March 24 – May 6
Council Approval of Grant Application	May 11, 2020
Grant Submittal	May 18, 2020

COMPENSATION

BUILD Grant Application	\$49,900
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Joel Greer, Mayor
Jessica Kinser, Administrator
Justin Nickel, Public Works Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

DEPARTMENT OF PUBLIC WORKS

March 18, 2020

To: Mayor Joel Greer
Members of the City Council

From: Jay C. Koch
Civil Engineer II

Re: Order Construction – South 7th Avenue Extension – ECO18001

Policy Issue: City policy requires Governing Body approval of Resolution ordering construction.

Recommendation: Staff recommends approving the Resolution ordering construction of the South 7th Avenue Extension.

Background: This project is the connection of the existing South 7th Avenue to Southridge Road. The work will include approximately 135 feet of new concrete roadway, sidewalks, and storm sewer. Construction will proceed this year and be completed by November 20, 2020.

Budget Impact: This project will be funded with Road Use Tax revenues.

Attachment: None

cc: Jessica Kinser, City Administrator

City Council
Susan Cahill, Gary Thompson, Mike Gowdy,
Al Hoop, Gabriel Isom, Bill Martin, Bethany Wirin



RFMX-0064(2)--56-64

P.C.C. PAVING

MARSHALL COUNTY

LETTING DATE MARCH 27, 1990

IOWA

DEPARTMENT OF TRANSPORTATION

Highway Division

PLANS OF PROPOSED IMPROVEMENTS ON THE

FARM TO MARKET ROAD SYSTEM

MARSHALL COUNTY

RFMX-0064(2)--56-64

P.C.C. PAVING

THE STANDARD SPECIFICATIONS, SERIES OF 1984 OF THE IOWA DEPARTMENT OF TRANSPORTATION PLUS CURRENT SPECIAL PROVISIONS AND SUPPLEMENTAL SPECIFICATIONS SHALL APPLY TO WORK ON THIS PROJECT.

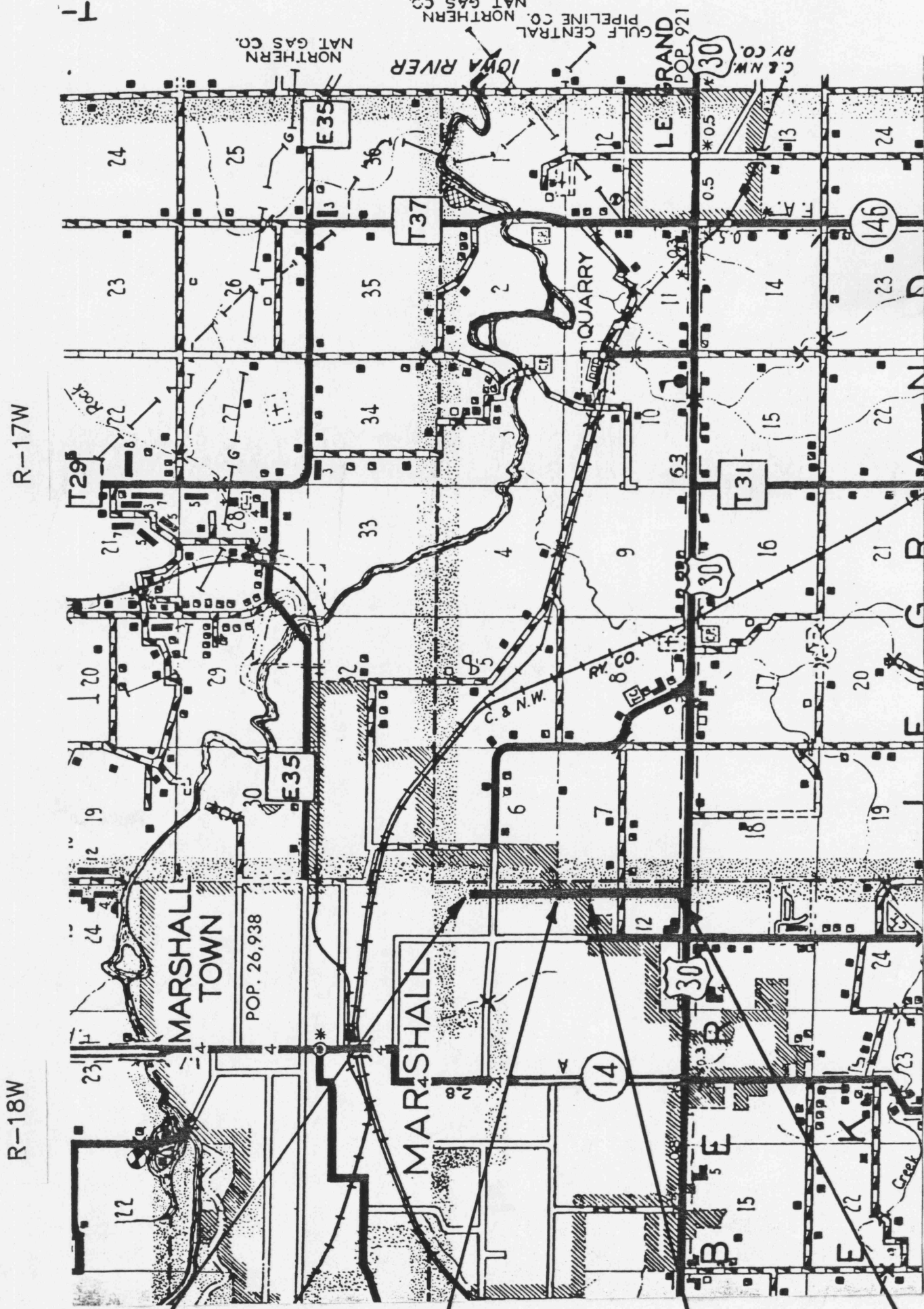
SCALES AS NOTED

FROM NEAR THE S.E. CORNER OF SECTION 12, T-83N, R-18W, TIMBER CREEK TOWNSHIP, NORTH APPROXIMATELY 1.6 MILES TO NORTH OF THE EAST 1/4 CORNER OF SECTION 1, T-83N, R-18W, TIMBER CREEK TOWNSHIP.

SEE SHEET 2 FOR TRAFFIC CONTROL PLAN

CURRENT A.D.T. = 0 DESIGN A.D.T. = 9000 V.P.D.

LEGEND	
FARM UNIT.....	NOT IN USE
DWELLING, OTHER THAN FARM.....	IN USE
ROWS OR GROUPS OF DWELLINGS.....	IN USE
STORES OR SMALL BUSINESS ESTABLISHMENT.....	IN USE
CHURCH OR OTHER RELIGIOUS INSTITUTION.....	IN USE
SCHOOL OR OTHER EDUCATIONAL INSTITUTION.....	IN USE
CENETERY.....	IN USE
GRAVEL PIT.....	IN USE
TOWNHALL OR COMMUNITY HALL.....	IN USE
ROCK QUARRY.....	IN USE
GOLF COURSE OR COUNTRY CLUB.....	IN USE
Gauging OR PUMPING STATION.....	IN USE
PICNIC GROUNDS.....	IN USE
WELL.....	IN USE
TRIANGULATION STATION.....	IN USE
SAWMILL.....	IN USE
PLAYGROUNDS, BALL FIELD, ETC.....	IN USE
COUNTY HOME.....	IN USE
UNITED STATES HIGHWAY.....	IN USE
STATE HIGHWAY SYSTEM.....	IN USE
COUNTY TRUNK SYSTEM.....	IN USE
FEDERAL AID HIGHWAY SYSTEM.....	IN USE
POINTS BETWEEN WHICH DISTANCES ARE MEASURED.....	IN USE
HIGHWAY GARAGE.....	IN USE
CAMP SITE, NO PERMANENCE.....	IN USE
PIPE LINE, GAS.....	IN USE
AUTO YUNK YARD.....	IN USE

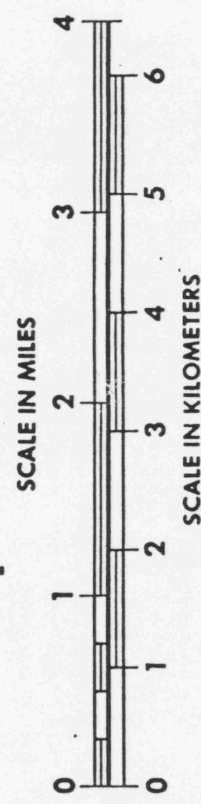


STA 105+2
E.O.P.
BEGIN DIV. I

STA 72+32
END DIV. I
BEGIN DIV. II

STA 59+2
END DIV. II
BEGIN DIV. III

STA 20+02
B.O.P.
END DIV. III



APPROVED

Michael A. Edler

APPROVED

Wayne L. Hartwig, Jr.
WAYNE L. HARTWIG, JR.

AL Yinner

Elmer L. Schneider
BOARD OF SUPERVISORS

INDEX OF SHEETS	
PAGE NO.	DESCRIPTION
1.	TITLE SHEET
2.	ESTIMATE OF QUANTITIES, GENERAL NOTES, TRAFFIC CONTROL PLAN
3.	TYPICAL SECTIONS
4.	TABULATIONS
5.	TABULATIONS
6.	U.S. #30 INTERSECTION STAKING DETAILS
7.	U.S. #30 INTERSECTION JOINT DETAILS
8.	235th STREET STAKING AND JOINT DETAILS
9.	OLIVE STREET INTERSECTION STAKING DETAILS
10.	OLIVE STREET INTERSECTION JOINT DETAILS
11.	WIDENING AND MEDIAN DETAILS
12.	STORM SEWER DETAILS
13,14,15.	PLAN AND PROFILE SHEETS

STANDARD ROAD PLANS					
THE FOLLOWING STANDARD ROAD PLANS SHALL BE CONSIDERED APPLICABLE TO CONSTRUCTION WORK ON THIS PROJECT					
NUMBER	DATE	NUMBER	DATE	NUMBER	DATE
RA-1	8-6-82	RG-1	8-8-89	RH-51	1-9-90
RA-2	8-8-89	RH-6	8-8-89	RH-52	1-9-90
RA-3	8-8-89	RH-22	8-8-89	RP-2	5-13-86
RF-19C	5-10-88	RH-37D	3-31-87	RS-2	10-11-88
RF-19E	2-17-87	RH-50	1-9-90	RS-3	11-15-88

MILEAGE SUMMARY

	LIN. FT.	MILES
DIV. III	20+02 TO 59+29	3927
DIV. II	59+29 TO 72+32	1303
DIV. I	72+32 TO 105+07	3275
TOTAL		8505

RECEIVED JAN 9 1990

RECEIVED JAN 9 1990

APPROVED
MARSHALL COUNTY

ROYCE J. FIGHTNER, P.E.

ROYCE J. FIGHTNER, P.E.

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, SERIES OF 1984, AS AMENDED, AND THAT THE DESIGN WAS MADE BY ME OR BY OTHER DULY REGISTERED PROFESSIONAL ENGINEERS UNDER THE LAWS OF THE STATE OF IOWA.

ROYCE J. FIGHTNER, P.E.

IOWA REGISTRATION NO. 6698 DATE 1-8-90

DESIGN NO.

MARSHALL COUNTY

SHEET 1 OF 15

STATE	FISCAL YEAR	SHEET NO.	TOTAL SHEETS
IOWA	5	1	15
PROJECT NUMBER			
RFMX-0064(2)--56-64			



AUTHORIZED FOR LETTING

DEPUTY CHIEF ENGINEER

DATE

U.S. DEPT. TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION

APPROVED

DIVISION ENGINEER

DATE

FILE NO.

ESTIMATE OF QUANTITIES						
NO.	ITEM	UNIT		DIVISION I	DIVISION II	DIVISION III
		SQ. YDS.	TONS	16,133.7	6,949.3	23,350.1
1.	9" P.C.C. PAVEMENT, STANDARD OR SLIPFORM					46,433.1
2.	TYPE A GRANULAR SHOULDER			3,359	1,819	5,484
3.	LONGITUDINAL SUBDRAIN, SHOULDER, 4" DIA.			3,118	1,653	4,254
4.	SUBDRAIN OUTLET, C.M.P. 6" DIA.			3	3	6
5.	PAVEMENT REMOVAL			1003	---	---
6.	CURB REMOVAL			15.34	---	---
7.	PAVEMENT WIDENING			1,023	---	---
8.	MANHOLE RA-1			1	---	---
9.	MANHOLE RA-2			1	---	---
10.	INTAKE RA-3			2	---	---
11.	REMOVE AND RELAY 24" CONC. ROADWAY PIPE			147	---	---
12.	REMOVE AND RELAY 36" CONC. ROADWAY PIPE			150	---	---
13.	CONCRETE PIPE ARCH ROADWAY CULVERT 51"x31"			13	---	---
14.	INCIDENTAL CONCRETE			1.8	---	---
15.	DRIVEWAY SURFACING			187	127	146
16.	PERMANENT PAVEMENT MARKINGS			185.12	58.64	183.90
17.	RUBBERIZED R.R. CROSSING MAT			72	---	---
18.	TYPE A SIGNS			89.75	6.00	158.29
19.	POSTS FOR TYPE A SIGNS 4"x6" WOOD			188	32	308
20.	CLASS 13 EXCAVATION			613	---	---
21.	BARRICADES			3	---	---
22.	SAMPLES			---	---	---
23.	CONSTRUCTION SURVEY			---	---	---
24.	MOBILIZATION			---	---	---
25.	TRAFFIC CONTROL			---	---	---
26.	FLAGGERS			---	---	---
27.	EARTH SHOULDER CONSTRUCTION			94.35	52.12	157.08
28.	SYMBOLS AS PER PLAN			6	---	6

TRAFFIC CONTROL PLAN

1. THIS ROAD WILL BE CLOSED TO THROUGH TRAFFIC DURING CONSTRUCTION. LOCAL TRAFFIC TO ADJACENT PROPERTIES WILL BE MAINTAINED AS PROVIDED FOR IN ARTICLE 1107.08 OF THE STANDARD SPECIFICATIONS PLUS CURRENT SUPPLEMENTAL SPECIFICATIONS.
2. TRAFFIC CONTROL DEVICES, PROCEDURES, AND LAYOUTS SHALL BE AS PROVIDED BY SUPPLEMENTAL SPECIFICATIONS FOR TRAFFIC CONTROLS FOR STREET AND HIGHWAY CONSTRUCTIONS AND MAINTENANCE OPERATIONS, SUPPLEMENTAL SPECIFICATION 1037, AND THE IOWA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
3. MARSHALL COUNTY SHALL PROVIDE ADVANCE WARNING SIGNS, EXCEPT THOSE REQUIRED ALONG HIGHWAY #30. THE CONTRACTOR SHALL ERECT AND MAINTAIN THESE SIGNS.
4. TRAFFIC CONTROL ALONG U.S. #30 SHALL BE AS PER STANDARD ROAD PLANS RS-2 AND RS-3 AS DIRECTED BY THE ENGINEER. SEE TABULATION OF CONSTRUCTION SIGNING AND LISTING OF BARRICADE LOCATIONS FOR ADDITIONAL REQUIREMENTS.
5. NO DROPOFFS WITHIN 12' OF THE PAVEMENT EDGE OF U.S. #30 WILL BE PERMITTED DURING NON-WORKING HOURS.
6. AT NO TIME WILL BOTH LANES OF U.S. #30 BE CLOSED.
7. THE BID ITEM FOR "TRAFFIC CONTROL" SHALL INCLUDE THE COST OF ALL TRAFFIC CONTROL MEASURES REQUIRED OF THE CONTRACTOR EXCEPT THOSE WHICH ARE SEPARATE BID ITEMS OR ARE INCIDENTAL TO OTHER BID ITEMS.

1-20-84
Special care shall be taken when forming at intersections so that the profiles shown on the cross sections and the elevations shown on the resident engineer's 10 or 20 scale are obtained. Short lengths of forms or flexible forms may be necessary at these locations.

22-1

1-20-84
Estimated quantity for new concrete pavement includes all integral curb, all street returns and special areas of repairs to connecting pavements.

22-1

ESTIMATE REFERENCE INFORMATION

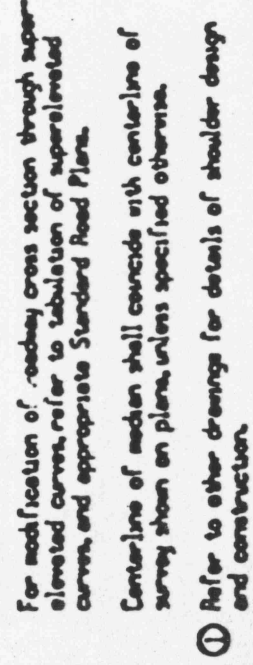
DATA LISTED BELOW IS FOR INFORMATIONAL PURPOSES ONLY AND SHALL NOT BE A BASIS FOR ANY EXTRA WORK ORDERS.

ITEM NO. DESCRIPTION

1. SHALL BE CLASS "C"
INCLUDES "CD" JOINTS @ 20' AND "L-2" JOINTS AS INCIDENTAL
INCLUDES 53' OF 6" INTEGRAL CURB AS INCIDENTAL
INCLUDES ALL LANE TAPERS, AUXILIARY LANES
AND INTERSECTION RADII.
INCLUDES REMOVAL AND DISPOSAL OF THREE CURB INTAKES
AND TWO MANHOLES.
INCLUDES 139' OF PAVEMENT SAWCUT.
REMOVED MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR
AND SHALL BE DISPOSED OF AS APPROVED BY THE ENGINEER.
SHALL BE ACCOMPLISHED THROUGH GRINDING.
INCLUDES DISPOSAL OF REMOVED MATERIAL.
REMOVED MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR
AND SHALL BE DISPOSED OF AS APPROVED BY THE ENGINEER.
INCLUDES 1378' OF 6" INTEGRAL CURB AS INCIDENTAL.
STORM SEWER RELOCATION.
FOR RAILROAD CROSSING HEADERS.
INCLUDES MATERIAL FOR MEDIAN CROSSINGS AND DRIVEWAYS AND
BLADING AND SHAPING OF DRIVES AND MEDIAN CROSSINGS.
INCLUDES REMOVAL OF 15.66 STA OF EXISTING 4" LINES.
INCLUDES REMOVAL AND DISPOSAL OF EXISTING CROSSING MAT.
SHALL BE "RED HAWK RUBBER CO. INC." OR APPROVED EQUIVALENT.
CONTACT: BOB CIGRANG
RED HAWK RUBBER CO. INC.
3911 DAYTON ST.
McHENRY, IL 60050
(815) 344-3100
20. REQUIRED FOR PAVEMENT WIDENING
INCLUDES BACKFILLING TO EXISTING GRADE. EXCESS MATERIAL SHALL
BE DISPOSED OF BY THE CONTRACTOR, AS APPROVED BY THE ENGINEER.
SEE SPECIAL PROVISIONS FOR SPECIFIC REQUIREMENTS.
INVOLVES CONSTRUCTION OF EARTH SHOULDER FILL.
SEE TYPICAL 7110 PAGE 3, AND GENERAL NOTE 1,2
23.
27.

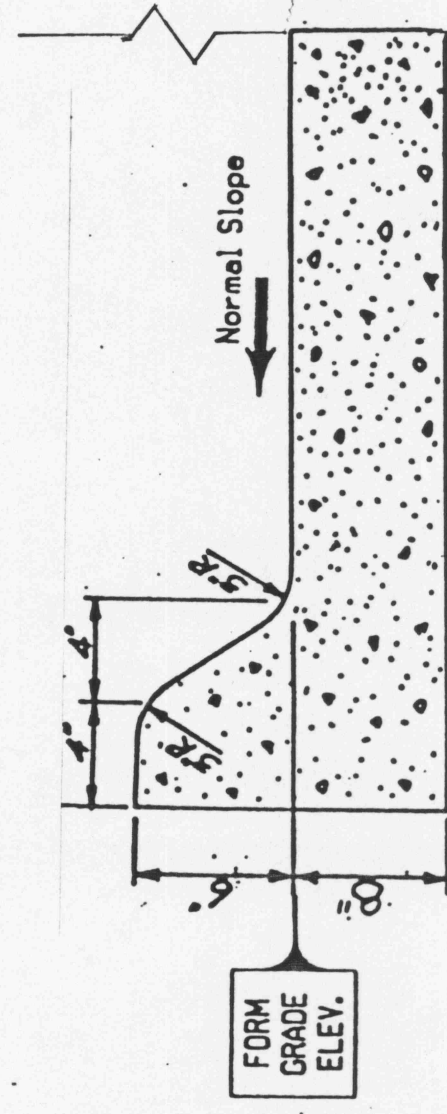
GENERAL NOTES

1. NATURAL SUBGRADE SHALL BE CONSTRUCTED FROM STA 20+02 TO STA 99+14.25, THIS SHALL BE INCIDENTAL AND NOT A BID ITEM. CUT MATERIAL SHALL BE USED FOR EARTH SHOULDER FILL. ALL STOCKPILE SITES SHALL BE APPROVED BY THE ENGINEER.
2. FINISHED PAVEMENT GRADES WILL BE SET TO ALLOW A SUBGRADE CUT TO PROVIDE MATERIAL FOR EARTH SHOULDER FILL. THIS WILL BE A CUT OF APPROXIMATELY THREE INCHES. IF ADDITIONAL MATERIAL IS REQUIRED, IT SHALL COME FROM WITHIN THE PROJECT R-O-W LIMITS. ALL STOCKPILE SITES SHALL BE APPROVED BY THE ENGINEER.
3. ALL JOINTS SHALL BE SAWED. THIS SHALL BE INCIDENTAL AND NOT A BID ITEM.
4. GRADING OF SUBGRADE WAS COMPLETED IN 1989.
6. MARSHALL COUNTY SHALL PROVIDE PLANT INSPECTION AND FURNISH THE INSPECTION LABORATORY. THE CONTRACTOR SHALL FURNISH THE LAB WITH WATER AND ELECTRICITY. THIS SHALL BE INCIDENTAL AND NOT A BID ITEM.
7. THE CONTRACTOR SHALL INSTALL KEYWAYS AS PER RH-51 DETAIL "C" FOR 140' ALONG BOTH OUTSIDE PAVEMENT EDGES AND FOR 50' ALONG BOTH INSIDE PAVEMENT EDGES, CENTERED ABOUT STATIONS: 46+20, 59+29, 72+30 AND 85+01. THIS SHALL BE INCIDENTAL AND NOT A BID ITEM.
8. ALL AREAS DISTURBED BY THE CONTRACTOR SHALL BE RESEDED AT HIS EXPENSE. MIXTURE USED SHALL BE EQUIVALENT TO THAT WHICH WAS DISTURBED. ALL MIXTURES AND CONSTRUCTION METHODS SHALL BE APPROVED BY THE ENGINEER.



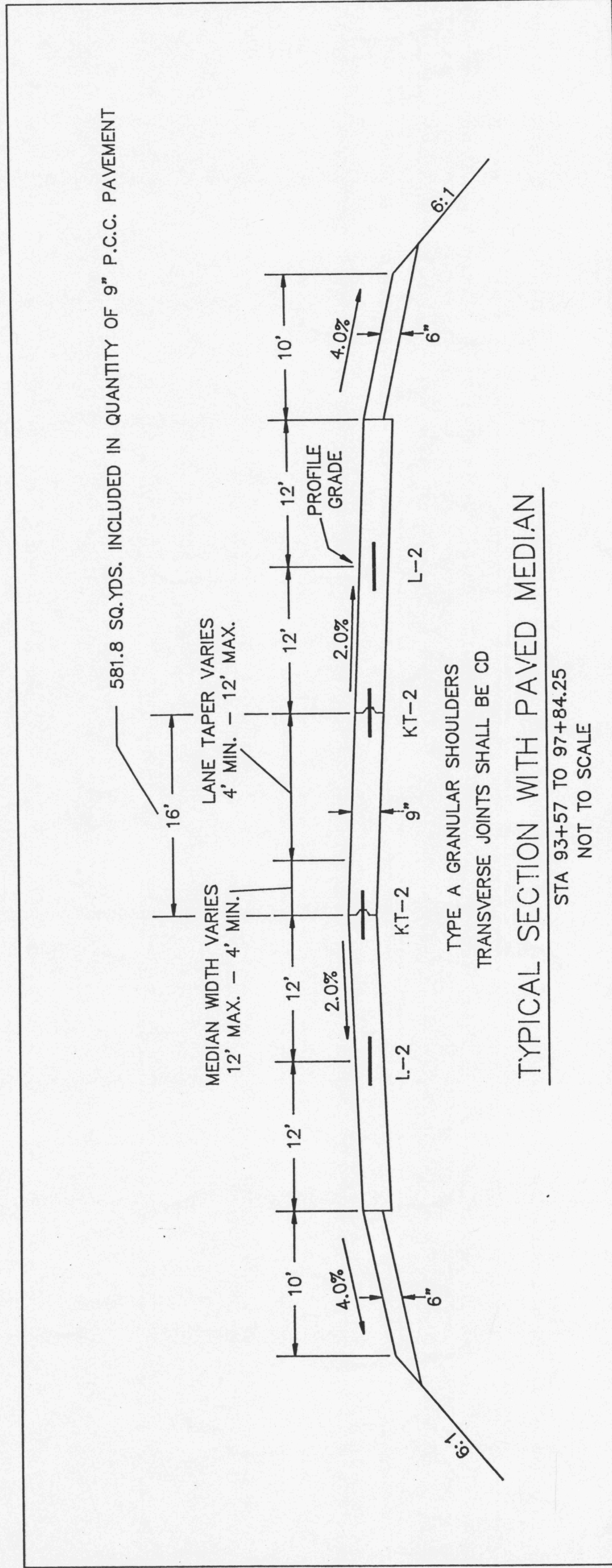
STATION TO STATION	Ⓙ	Ⓢ	SHOULDER TYPE
20+02 TO 93+57	9"	56'	TYPE A GRANULAR

**TYPICAL CROSS SECTION
FOR PAVING**



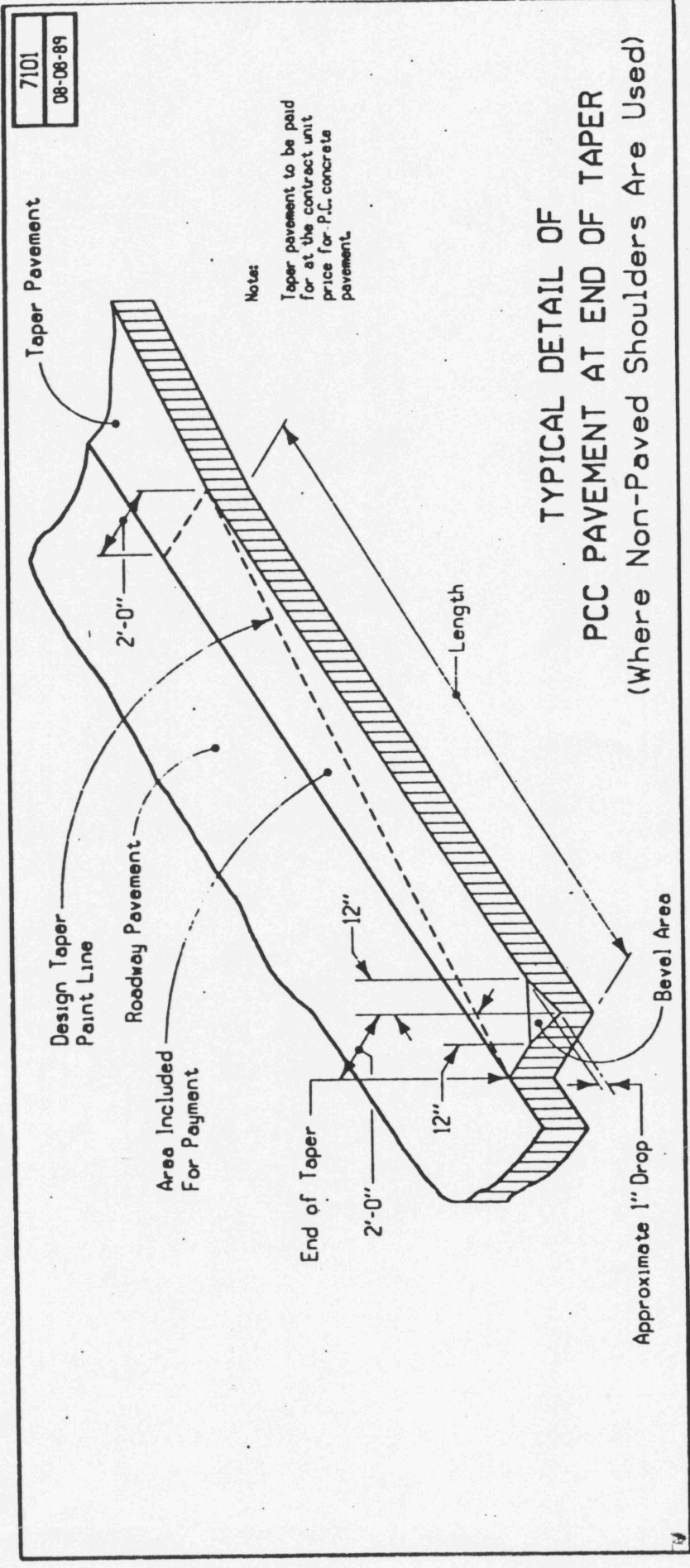
EXISTING CURB AND GUTTER

99+14.25 TO 105+07
SAME DIMENSIONS FOR PROPOSED CURB
LEFT AND RIGHT

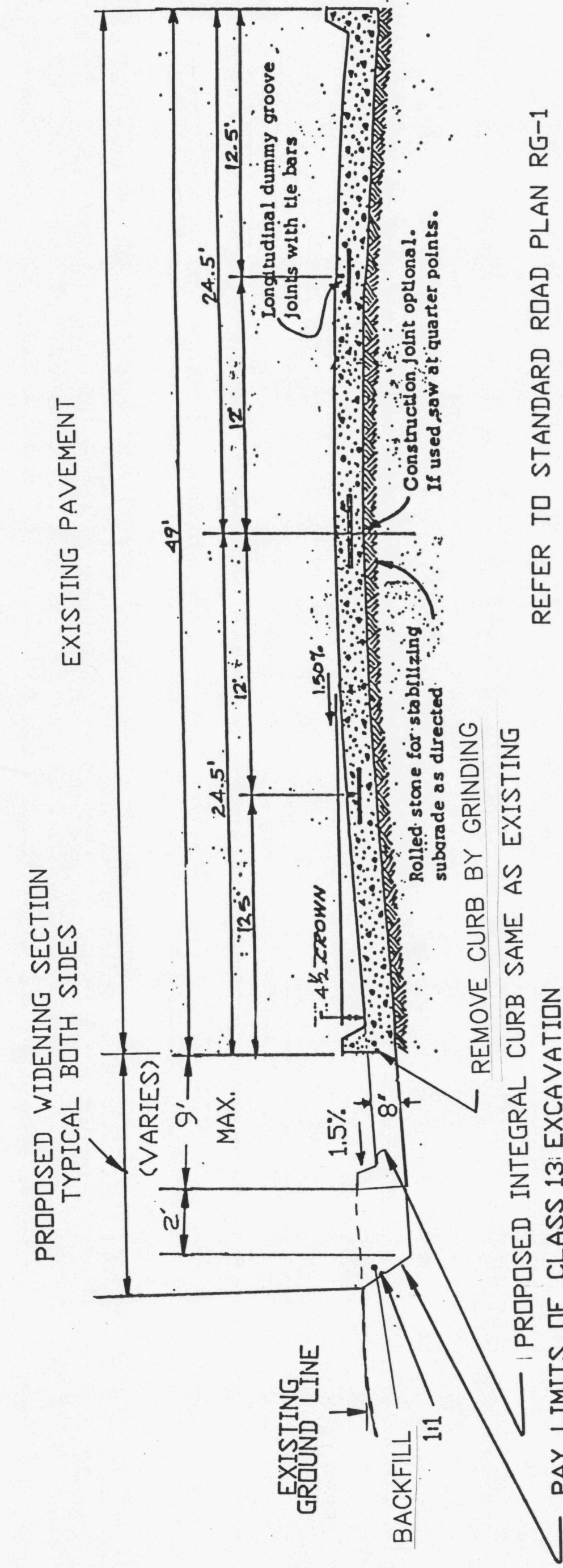


TYPICAL SECTION WITH PAVED MEDIAN

STA 93+57 TO 97+84.25
NOT TO SCALE



TO BE INSTALLED AT ALL END OF TAPER AND END OF RADIUS LOCATIONS.



REFER TO STANDARD ROAD PLAN RG-1

REMOVE CURB BY GRINDING
INTEGRAL CURB SAME AS EXISTING

PROPOSED INTEGRAL CONCRETE
PAY ITEMS OF CLASS 13: EXCAVATION

PROPOSED WIDENING SECTION
99+14.25 TO 105+07

PRICE BID FOR "EARTH SHOULDER CONSTRUCTION" SHALL BE FULL COMPENSATION TO CONSTRUCT EARTH SHOULDER FILL.

ROAD IDENT.	STATION TO STATION		(E)	(T)	SIDE	(X)
	20 + 02	93 + 57				
N. BOUND	20 + 02	93 + 57	6'	6"	L	9.7
N. BOUND	20 + 02	98 + 24.5	10'	6"	R	11.2
S. BOUND	20 + 02	93 + 48	6'	6"	R	9.7
S. BOUND	20 + 02	98 + 24.5	10'	6"	R	11.2

PH-370 for construction requirements.

Notes

Earth Shoulder fill requires approximately $\otimes$ cubic yards of excavation including 20% for shrinkage, per station.

TYPICAL SECTION
TYPE 'A' GRANULAR SHOULDER
Adjacent to PCC Pavement

TYPICAL SECTION

7110	05-10-88
------	----------

STATE	FED. ROAD DIST. NO.	FISCAL YEAR	SHEET NO.	TOTAL SHEETS
IOWA	5	1990	3	15

MARSHALL COUNTY

STATE	FED. ROAD DIST. NO.	FISCAL YEAR	SHEET NO.	TOTAL SHEETS
IOWA	5	1990	4	15
PROJECT NUMBER				
RFMX-0064(2)--56-64				

TABULATION OF PAVEMENT MARKINGS

LOCATION		TOTAL LENGTH OF MARKING REQUIRED (STATIONS)				
I	ANE	STATION TO STATION	③	⑥	⑦	⑧ ⑨ ⑩ ⑪ ⑫ ⑬
BOTH	BOTH	20+02 TO 97+87	--	38.94	--	--
BOTH	BOTH	99+07 TO 105+07	--	3.00	--	--
BOTH	BOTH	20+02 TO 45+45	--	50.86	--	--
BOTH	BOTH	46+95 TO 98+25	--	102.60	--	--
BOTH	BOTH	20+02 TO 45+83	--	--	51.62	--
BOTH	BOTH	46+57 TO 93+57	--	--	94.00	--
N. BND.	N. BND.	42+55 TO 45+68	--	--	--	3.28
S. BND.	S. BND.	46+72 TO 49+85	--	--	--	3.28
N. BND.	N. BND.	94+77 TO 97+87	--	--	3.10	--
S. BND.	S. BND.	99+07 TO 100+57	--	--	1.50	--
MED. *	MED. *	93+57 TO 97+87	--	--	--	8.60
MED. **	MED. **	93+57 TO 97+87	--	--	--	1.16
MED. *	MED. *	99+07 TO 105+07	--	--	--	12.00
MED. **	MED. **	99+07 TO 105+07	--	--	--	2.83
E. BND.	E. BND.	9845+50	--	--	--	0.495
W. BND.	W. BND.	9846+39	--	--	--	0.385
S. BND.	S. BND.	20+12	--	--	--	0.85
BOTH ***	BOTH ***	98+70 TO 105+07	12.47	--	--	--
BOTH ***	BOTH ***	98+70 TO 105+07	--	3.19	--	--

EXACT LOCATION TO BE DETERMINED AT THE TIME OF CONSTRUCTION

- * REQUIRED TO DELINEATE MEDIAN
- ** REQUIRED TO CROSSHATCH MEDIAN
- *** REMOVAL OF EXISTING MARKINGS

TABULATION OF PAVEMENT MARKING SYMBOLS AND LEGENDS

STATION	LANE	DESCRIPTION	DETAIL DRAWING	STATION	LANE	DESCRIPTION	DETAIL DRAWING
42+65	N. BND.	LEFT TURN ARROW	9002	94+87	N. BND.	LEFT TURN ARROW	9002
43+65	N. BND.	"ONLY" LEGEND	9008	96+07	N. BND.	"ONLY" LEGEND	9008
44+65	N. BND.	LEFT TURN ARROW	9002	97+27	N. BND.	LEFT TURN ARROW	9002
47+75	S. BND.	LEFT TURN ARROW	9002	99+47	S. BND.	LEFT TURN ARROW	9002
48+75	S. BND.	"ONLY" LEGEND	9008	99+97	S. BND.	"ONLY" LEGEND	9008
49+75	S. BND.	LEFT TURN ARROW	9002	100+47	S. BND.	LEFT TURN ARROW	9002

EXACT LOCATION SHALL BE DETERMINED AT THE TIME OF CONSTRUCTION.

ALL SIGNS SHALL BE INSTALLED 16' FROM THE EDGE OF PAVEMENT AND 12' FROM THE EDGE OF SURFACING OF SIDE ROADS, DRIVES, AND MEDIAN CROSS-OVERS.

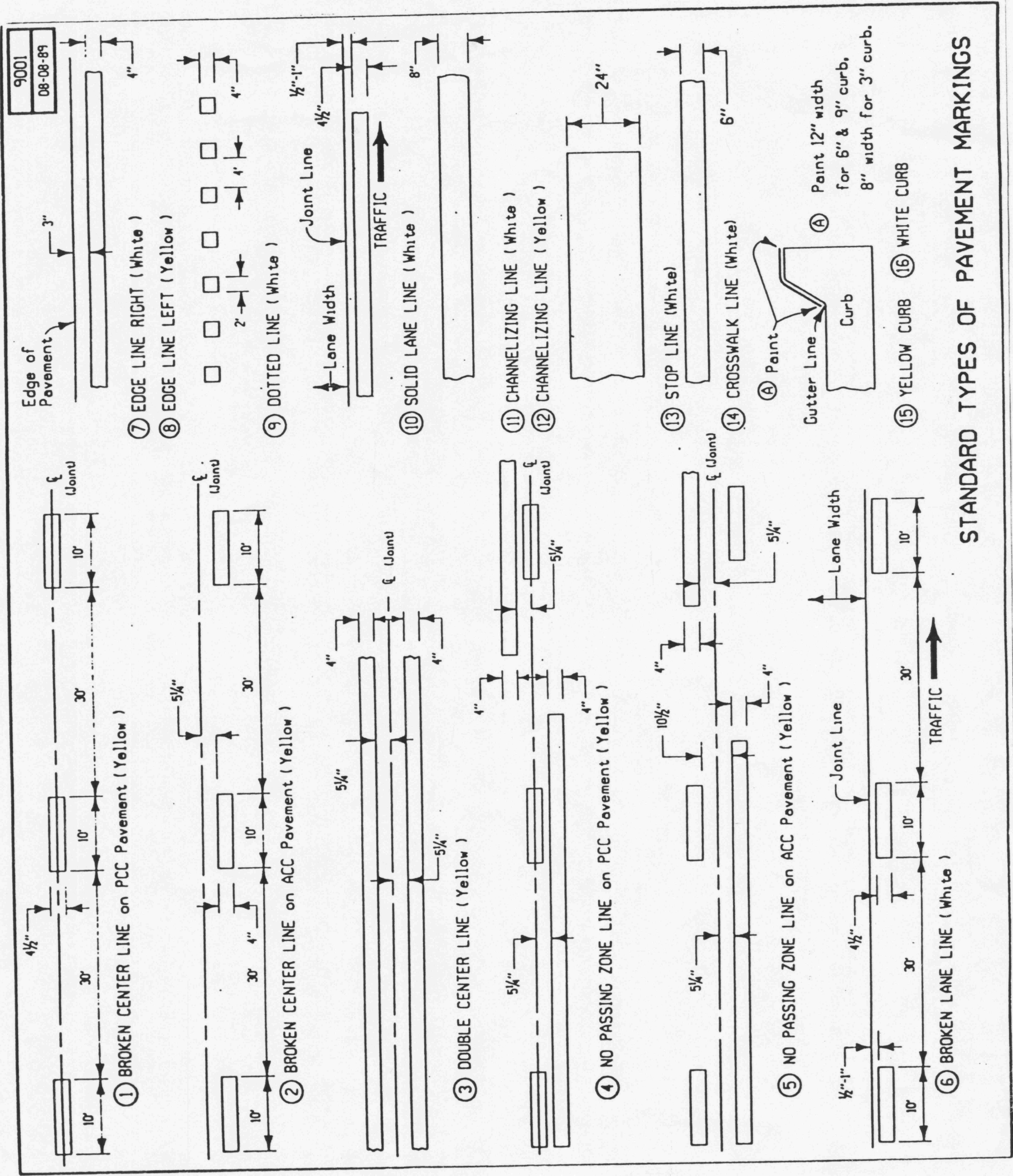
ALL SIGNS SHALL BE A MINIMUM OF 5' ABOVE THE ADJACENT PAVEMENT EDGE ON SINGLE SIGN INSTALLATIONS.

REFER TO THE M.U.T.C.D. FOR ADDITIONAL DETAILS.

ALL POSTS SHALL BE IMBEDDED A MINIMUM OF 4' INTO THE GROUND.

TABULATION OF SIGN INSTALLATIONS

STATION	LANE	SIDE	LEGEND	REFLECTIVITY	STATION	LANE	SIDE	LEGEND	FACES	SIZE	REFLECTIVITY
21+02	S. BND.	L.R.	DO NOT ENTER	30"x30"	47+33	S. BND.	L.R.	DO NOT ENTER	S	30"x30"	HIGH INTENSITY
21+02	N. BND.	R	STOP AHEAD	24"x30"	49+85	S. BND.	R	LEFT LANE MUST TURN LEFT	N	30"x30"	HIGH INTENSITY
27+02	S. BND.	L.R.	STOP AHEAD	48"x48"	58+97	DRIVE	L	DIVIDED HIGHWAY	W	24"x18"	ENGINEER GRADE
30+08	DRIVE	L	DIVIDED HIGHWAY	24"x18"	59+51	DRIVE	R	DIVIDED HIGHWAY	E	24"x18"	"
30+52	DRIVE	R	DIVIDED HIGHWAY	24"x18"	72+00	DRIVE	L	DIVIDED HIGHWAY	W	24"x18"	"
42+55	N. BND.	L	LEFT LANE MUST TURN LEFT	30"x30"	72+64	DRIVE	R	DIVIDED HIGHWAY	E	24"x18"	"
45+07	N. BND.	L.R.	DO NOT ENTER	30"x30"	84+89	DRIVE	L	DIVIDED HIGHWAY	W	24"x18"	"
45+18	N. BND.	L	LEFT LANE MUST TURN LEFT	30"x30"	85+33	DRIVE	R	DIVIDED HIGHWAY	E	24"x18"	"
45+68	X-ROAD	MED.	ONE WAY (RT.)	36"x12"	94+77	N. BND.	L	LEFT LANE MUST TURN LEFT	S	30"x30"	HIGH INTENSITY
45+68	X-ROAD	MED.	ONE WAY (LT.)	36"x12"	95+46	N. BND.	R	SPEED ZONE AHEAD	S	24"x30"	"
46+72	X-ROAD	MED.	ONE WAY (LT.)	36"x12"	97+85	N. BND.	MED.	LEFT LANE MUST TURN LEFT	S	30"x30"	HIGH INTENSITY
46+72	X-ROAD	MED.	YIELD	36"x36"x36"	97+85	S. BND.	MED.	KEEP RIGHT	N	24"x30"	"
46+72	X-ROAD	MED.	ONE WAY (RT.)	36"x12"	9845+22	OLIVE ST.	R	STOP	W	36"x36"	"
4620+62	X-ROAD	L	STOP	36"x36"	9845+22	OLIVE ST.	R	DIVIDED HIGHWAY	W	24"x18"	"
4620+62	X-ROAD	L	ONE WAY (RT.)	36"x12"	9843+72	OLIVE ST.	R	STOP AHEAD	W	36"x36"	"
4620+62	X-ROAD	L	ONE WAY (LT.)	36"x12"	99+05	N. BND.	MED.	KEEP RIGHT	S	24"x30"	"
4619+38	X-ROAD	R	STOP	36"x36"	99+05	S. BND.	MED.	LEFT LANE MUST TURN LEFT	N	30"x30"	"
4619+38	X-ROAD	R	ONE WAY (RT.)	36"x12"	9846+45	OLIVE ST.	L	STOP	E	36"x36"	"
4619+38	X-ROAD	R	ONE WAY (LT.)	36"x12"	9846+45	OLIVE ST.	L	DIVIDED HIGHWAY	E	24"x18"	"
47+22	S. BND.	R	LEFT LANE MUST TURN LEFT	30"x30"	9849+45	OLIVE ST.	L	STOP AHEAD	E	36"x36"	"



SIGNING DETAILS
STA 46+20 235th ST. INTERSECTION

NO SCALE

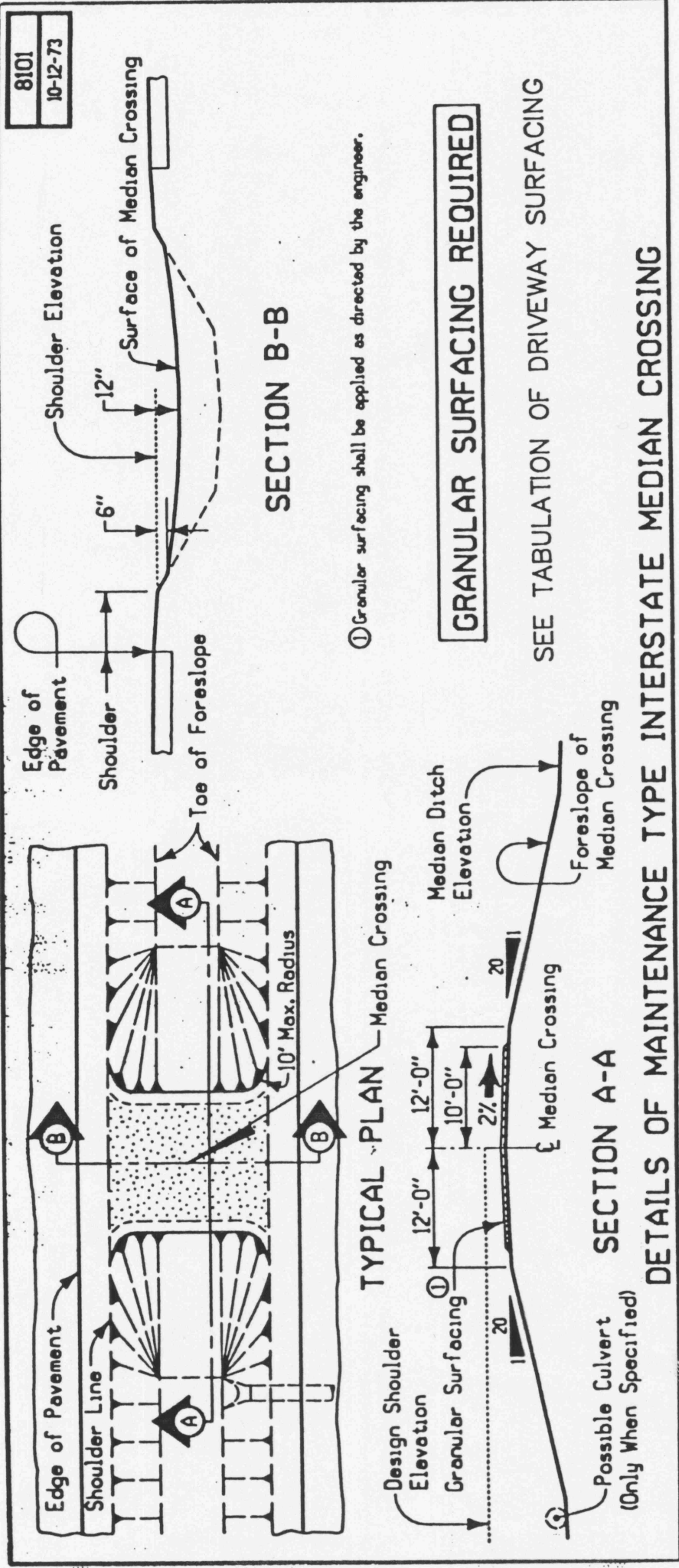
CIRCULAR CURVE DATA												
NO.	LANE	P.C. STA	P.I. STA	P.T. STA	DELTA	T	L	E	R	SUPERELEVATION		
										e	L	M
1.	BOTH	43+20	46+20	49+20	0° -3' -30" RT.	300.00'	600.00'	0.08'	589,328.02'	NC	---	---
2.	BOTH	69+29.99	72+30	73+29.99	0° -47' -22" RT.	300.01'	600.00'	1.03'	43,546.41'	NC	---	---
3	N. BND.	75+50	77+50.01	79+50	1° -20' -00" LT.	200.01'	400.00'	1.16'	17,188.73'	NC	---	---
4	N. BND.	87+53.30	89+53.31	91+53.30	1° -20' -00" RT.	200.01'	400.00'	1.16'	17,188.73'	.02	175'	52.5'
5	S. BND.	79+00	81+00.01	83+00	1° -00' -00" RT.	200.01'	400.00'	0.87'	22,918.31'	NC	---	---
6	S. BND.	85+87.56	87+87.57	89+87.56	1° -00' -00" LT.	200.01'	400.00'	0.87'	22,918.31'	.02	175'	52.5'

TABULATION OF LONGITUDINAL SUBDRAIN											
LINE NO.		LANE	STA TO STA	SIDE	DEPTH ①	SHOULDER		C.M.P. OUTLET RF-19E		POROUS * BACKFILL CU.YDS.	CLASS A CRUSHED STONE * CU.YDS.
						SIZE	LIN. FT.	STA	SIZE		
1	S. BND.		23+00 TO 36+00	L	48	4"	1300	23+00	6"	139	0.7
2	S. BND.		47+00 TO 58+00	L	48	4"	1100	58+00	6"	118	0.7
3	S. BND.		60+00 TO 67+50	L	48	4"	750	67+50	6"	82	0.7
4	S. BND.		73+00 TO 88+00	L	48	4"	1500	73+00	6"	160	0.7
								88+00	6"	3	0.7
5	N. BND.		24+00 TO 30+25	R	48	4"	625	24+00	6"	68	0.7
								30+25	6"	3	0.7
6	N. BND.		47+00 TO 67+50	R	48	4"	2050	67+50	6"	218	0.7
								58+00	6"	3	0.7
7	N. BND.		71+50 TO 88+50	R	48	4"	1700	71+50	6"	181	0.7
								88+50	6"	3	0.7

TABULATION OF CURB REMOVAL			REMARKS
LOCATION	LENGTH (STATIONS)		
STA 99+14.25 TO STA 105+07	L.T.	5.93	---
STA 99+15	L.T.	0.71	RADIUS
STA 98+69.25	L.T.	0.74	WEST OF R.R.
STA 98+99.25 TO STA 105+07	R.T.	6.08	---
STA 98+99	R.T.	0.47	RADIUS
STA 98+24	L.T.	0.41	S. EDGE OF OLIVE ST.
STA 98+24	R.T.	1.00	S. EDGE OF OLIVE ST.

6" INTEGRAL CURB CONSTRUCTION		
LOCATION	LENGTH	REMARKS
U.S. #30 INTERSECTION	53'	SEE STAKING DETAILS
99+47.25 TO 105+07 LT.	560'	--
99+47.25 LT.	83'	70' RADIUS
98+59.25 LT.	80'	WEST OF R.R.
98+99.25 TO 105+07 RT.	608'	--
98+99.25 RT.	47'	30' RADIUS

TABULATION OF RAILROAD CROSSING HEADERS			
LOCATION		CONCRETE	REMARKS
98+45	115' LT. ±	EAST RAIL	EXTEND EXISTING HEADER 18'
98+45	115' LT. ±	WEST RAIL	EXTEND EXISTING HEADER 14'



TABULATION OF DRIVEWAY AND MEDIAN SURFACING									
STATION	Q. REF.	WIDTH	LENGTH	TONS	STATION	Q. REF.	WIDTH	LENGTH	TONS
30+30	L	20'	63'	30	72+32	L	40'	63'	60
30+30	M	20'	44'	22	72+32	M	20'	44'	22
30+30	R	20'	78'	38	72+32	R	40'	63'	60
59+29	L	40'	63'	60	85+00	L	40'	70'	68
59+29	M	20'	44'	22	85+00	M	20'	19'	9
59+29	R	20'	63'	30	85+00	R	20'	81'	39

ADJUSTMENT OF FIXTURES				
NO.	LOCATION	STATION	TYPE OF FIXTURE	ADJUSTMENT
1.	98+71	57' RT.	WATER VALVE BOX	ADJUST TO 1004.82
2	98+80	37' RT.	WATER VALVE BOX	ADJUST TO 1004.73

BARRICADE INSTALLATIONS		
STA 21+00	STA 98+46	130' LT.
STA 46+20	100' LT.	STA 98+46 100' RT.
STA 48+20	100' RT.	STA 105+50

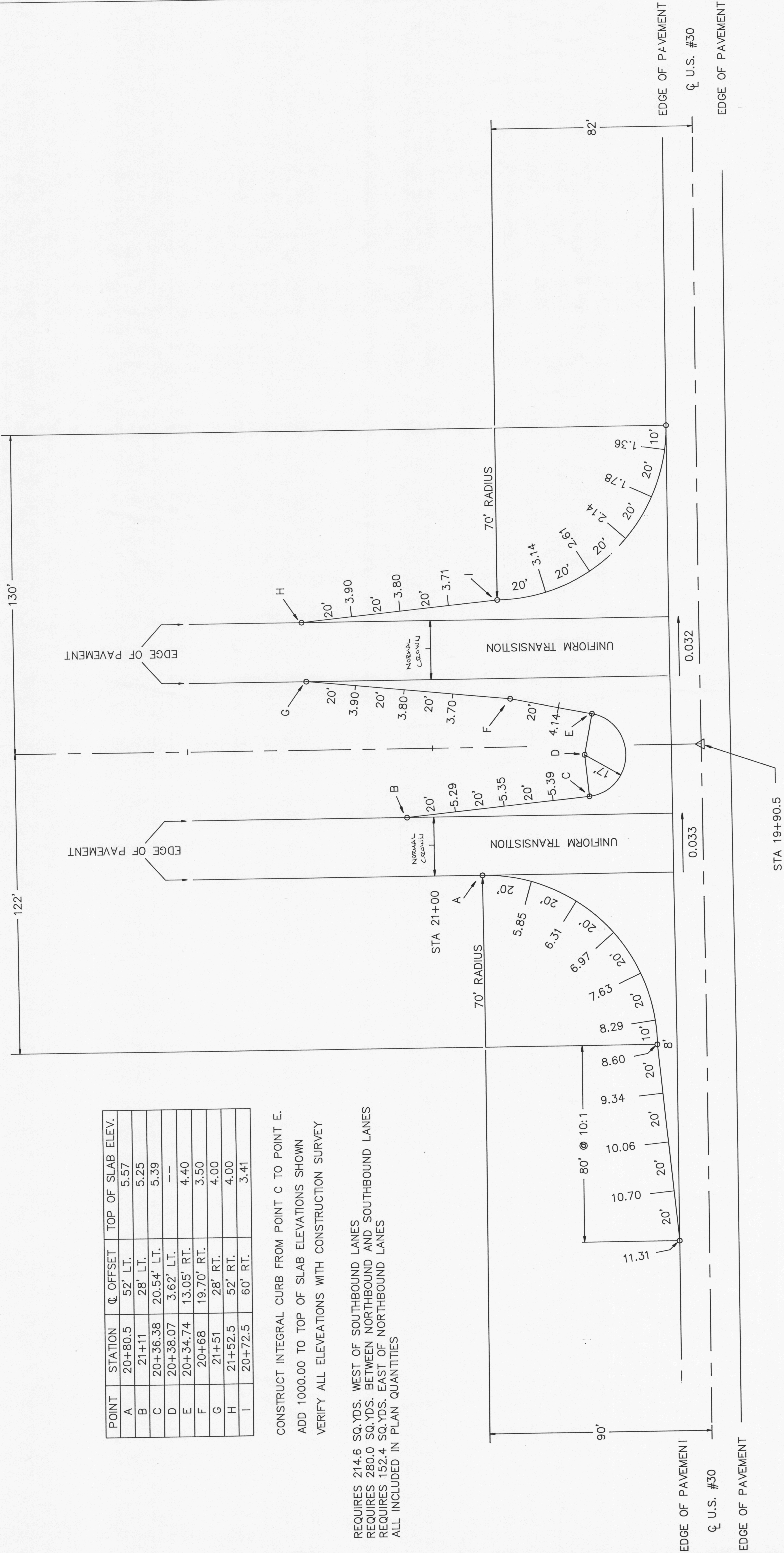
TABULATION OF CONSTRUCTION			SIGNING	
LOCATION	SIGN FACES	LEGEND	M.U.T.C.D. NO.	REMARKS
1000' NORTH OF 18th AVE. -- ANSON ST. INTERSECTION	N	STREET CLOSED 1000'	W20--3	
500' NORTH OF 18th AVE. -- ANSON ST. INTERSECTION	N	STREET CLOSED 500'	W20--3	
18th AVE. -- ANSON ST. INTERSECTION	N	STREET CLOSED TO THRU TRAFFIC (2)	R11--4	MOUNTED ON TYPE III BARRICADES
18th AVE. -- ANSON ST. INTERSECTION	N	RIGHT DETOUR ARROW (2)	M4--10R	MOUNTED ON TYPE III BARRICADES
18th AVE. -- ANSON ST. INTERSECTION	N	END CONSTRUCTION	G20--2	
18th AVE. -- ANSON ST. INTERSECTION	W	LEFT DETOUR ARROW	M4--9L	
ANSON ST. -- 12th AVE. INTERSECTION	E	RIGHT DETOUR ARROW	M4--9R	
ANSON ST. -- 12th AVE. INTERSECTION	S	END CONSTRUCTION	G20--2	
12th AVE. -- OLIVE ST. INTERSECTION	N	STREET CLOSED TO THRU TRAFFIC (2)	R11--4	MOUNTED ON TYPE III BARRICADES
12th AVE. -- OLIVE ST. INTERSECTION	W	LEFT DETOUR ARROW (2)	M4--10L	MOUNTED ON TYPE III BARRICADES
12th AVE. -- OLIVE ST. INTERSECTION	W	STREET CLOSED 500'	W20--3	
500' WEST OF 12th AVE. -- OLIVE ST. INTERSECTION	W	STREET CLOSED 500'	W20--3	
STA 98+46 630' LT.	W	STREET CLOSED (2)	R11--2	MOUNTED ON TYPE III BARRICADES
STA 98+46 130' LT.	W	STREET CLOSED (2)	R11--2	MOUNTED ON TYPE III BARRICADES
STA 105+50	N	ROAD CLOSED (2)	R11--2	MOUNTED ON TYPE III BARRICADES
STA 98+46 100' RT.	E	ROAD CLOSED (2)	R11--2	MOUNTED ON TYPE III BARRICADES
STA 46+20 100' LT.	W	ROAD CLOSED (2)	R11--2	MOUNTED ON TYPE III BARRICADES
STA 46+20 100' RT.	E	ROAD CLOSED (2)	R11--2	MOUNTED ON TYPE III BARRICADES
STA 21+00	S	ROAD CLOSED (4)	R11--2	MOUNTED ON TYPE III BARRICADES

ALL SIGNS SHALL BE FURNISHED, ERECTED, MAINTAINED AND REMOVED BY THE CONTRACTOR.
ALL TYPE I BARRICADES SHALL HAVE TYPE "A" LOW INTENSITY FLASHING WARNING LIGHTS, AND SHALL BE WEIGHTED.
ALL TYPE III BARRICADES SHALL HAVE TYPE "B" STANDARD ROAD PLAN RS-2, RS-3,
AND RS-4.

POINT	STATION	Q. OFFSET	TOP OF SLAB ELEV.
A	20+80.5	52' LT.	5.57
B	21+11	28' LT.	5.25
C	20+36.38	20.54' LT.	5.39
D	20+38.07	3.62' LT.	--
E	20+34.74	13.05' RT.	4.40
F	20+68	19.70' RT.	3.50
G	21+51	28' RT.	4.00
H	21+52.5	52' RT.	4.00
I	20+72.5	60' RT.	3.41

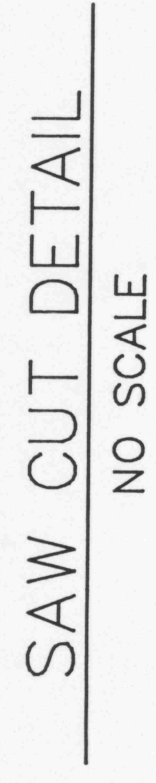
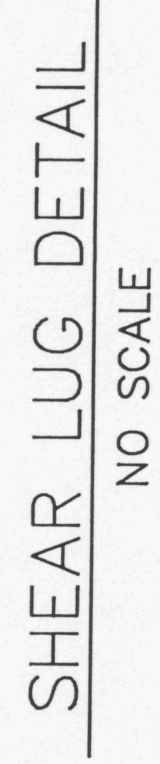
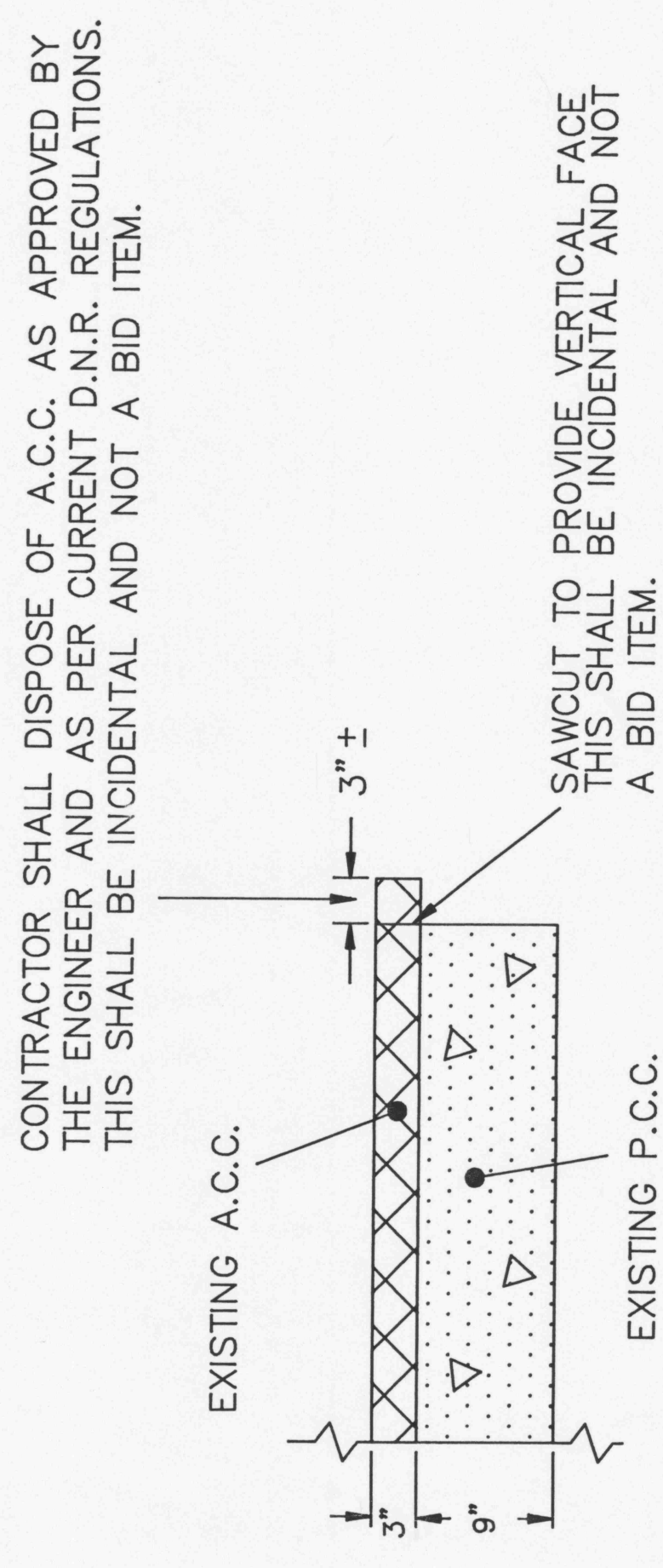
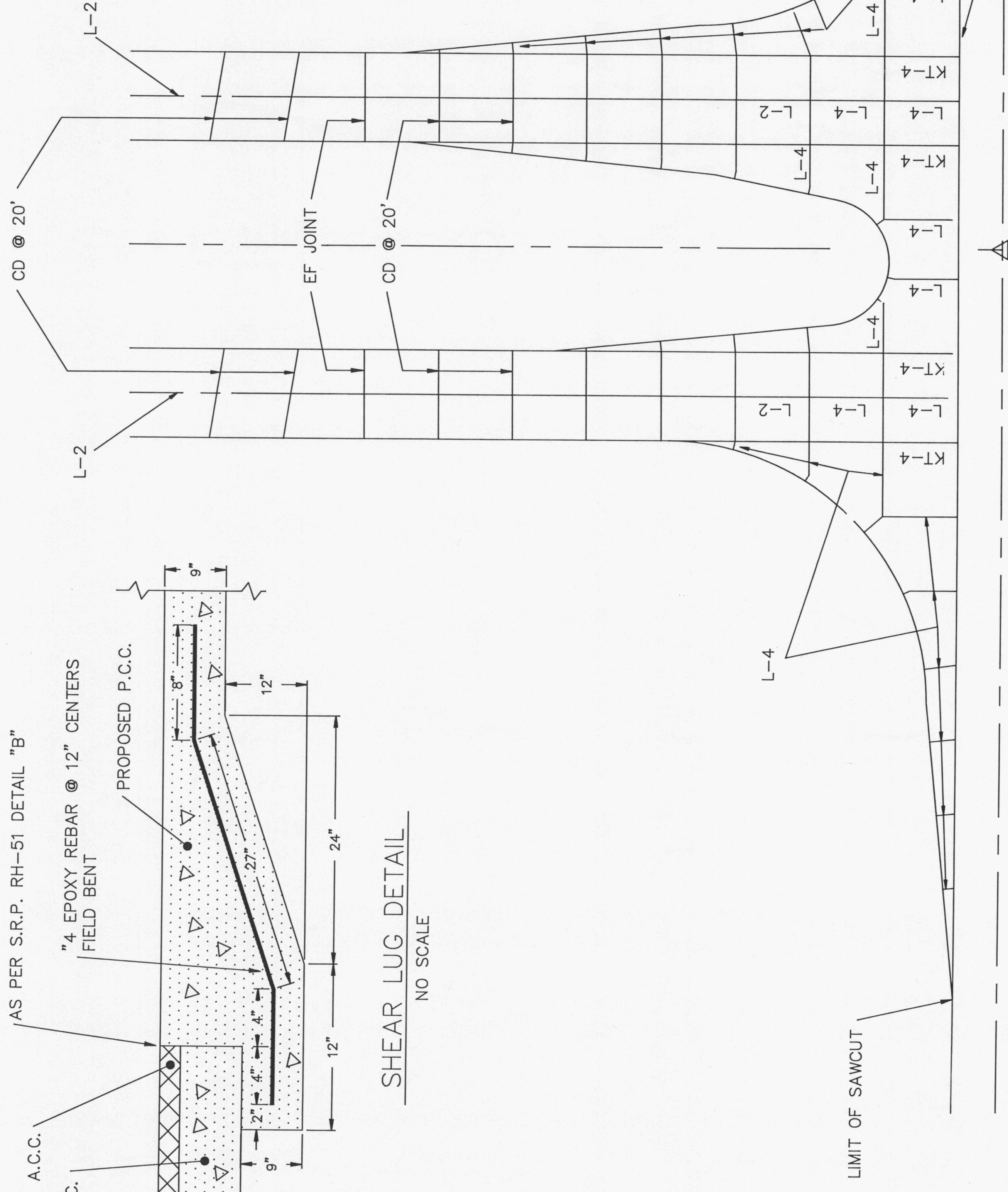
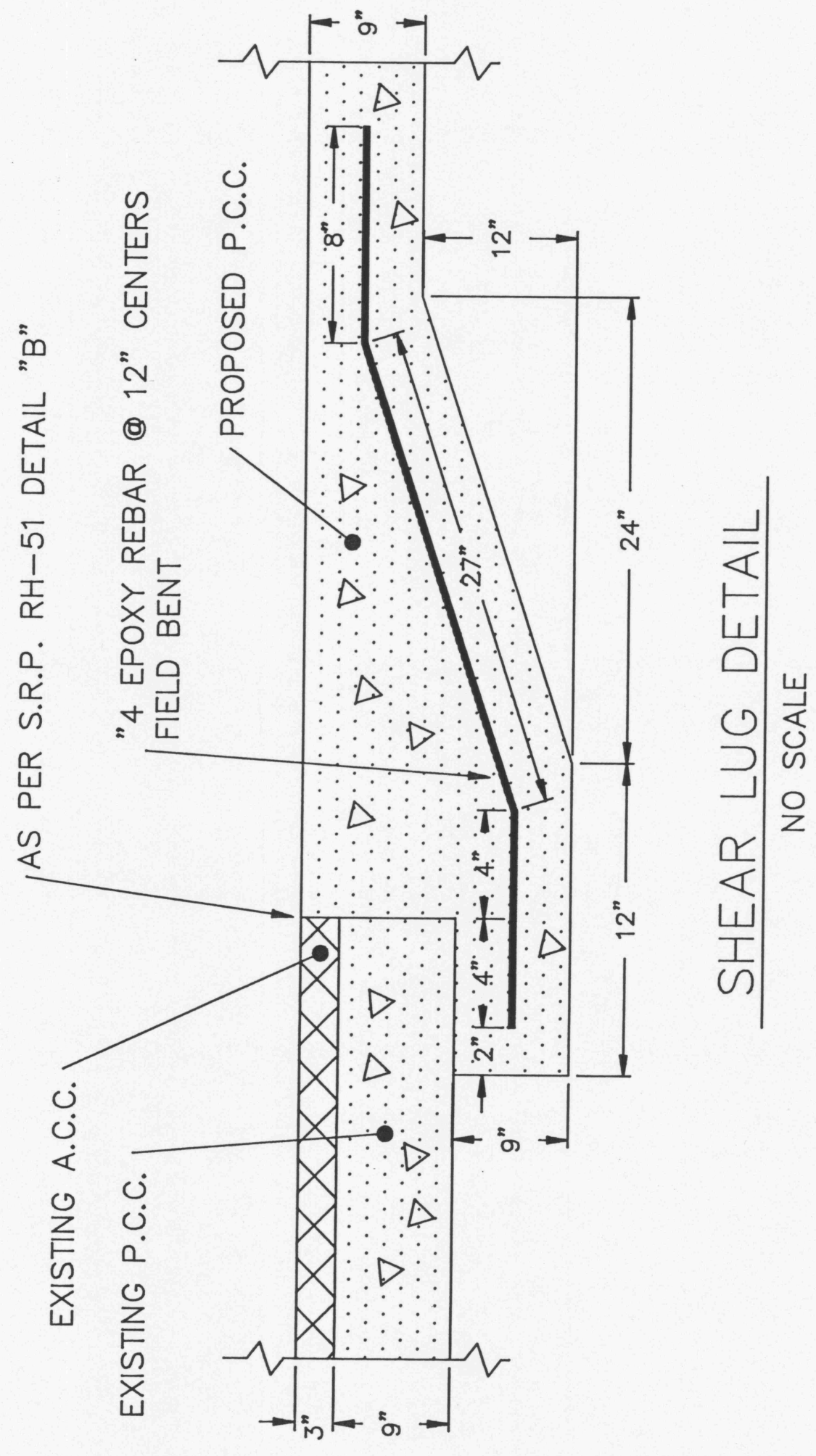
CONSTRUCT INTEGRAL CURB FROM POINT C TO POINT E.
ADD 1000.00 TO TOP OF SLAB ELEVATIONS SHOWN
VERIFY ALL ELEVATIONS WITH CONSTRUCTION SURVEY

REQUIRES 214.6 SQ.YDS. WEST OF SOUTHBOUND LANES
REQUIRES 280.0 SQ.YDS. BETWEEN NORTHBOUND AND SOUTHBOUND LANES
REQUIRES 152.4 SQ.YDS. EAST OF NORTHBOUND LANES
ALL INCLUDED IN PLAN QUANTITIES



STAKING DETAILS
STA 19+90.5 U.S. #30 INTERSECTION

SCALE: 1" = 20'



NO SCALE

EXISTING P.C.C.

SAWCUT TO PROVIDE VERTICAL FACE
THIS SHALL BE INCIDENTAL AND NOT
A BID ITEM.

- BT-2 JOINT OR SHEAR LUG AS PER DETAIL ON THIS SHEET

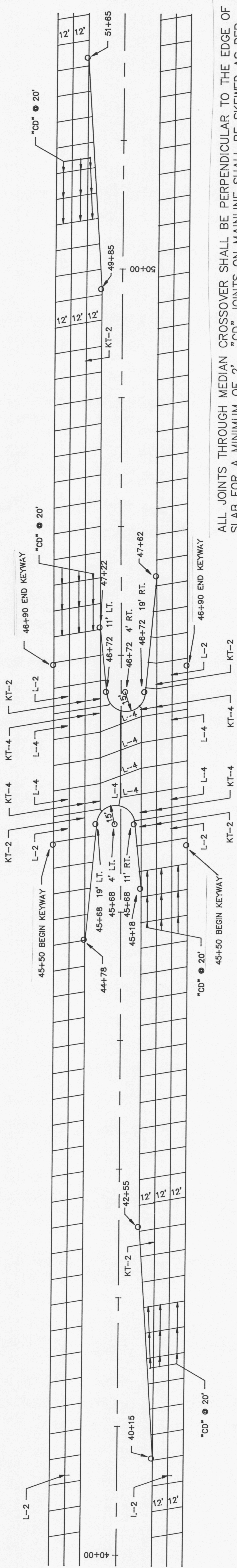
ALL JOINTS SHALL BE PERPENDICULAR TO THE EDGE OF SLAB A MINIMUM OF 2'

"L-4" JOINTS SHALL BE EXTENSIONS OF JOINTS AND CRACKS IN HWY. #30
SPACING AS DIRECTED BY THE ENGINEER.

JOINT DETAILS

STA 19+90.5 U.S. #30 INTERSECTION

SCALE: 1" = 20'

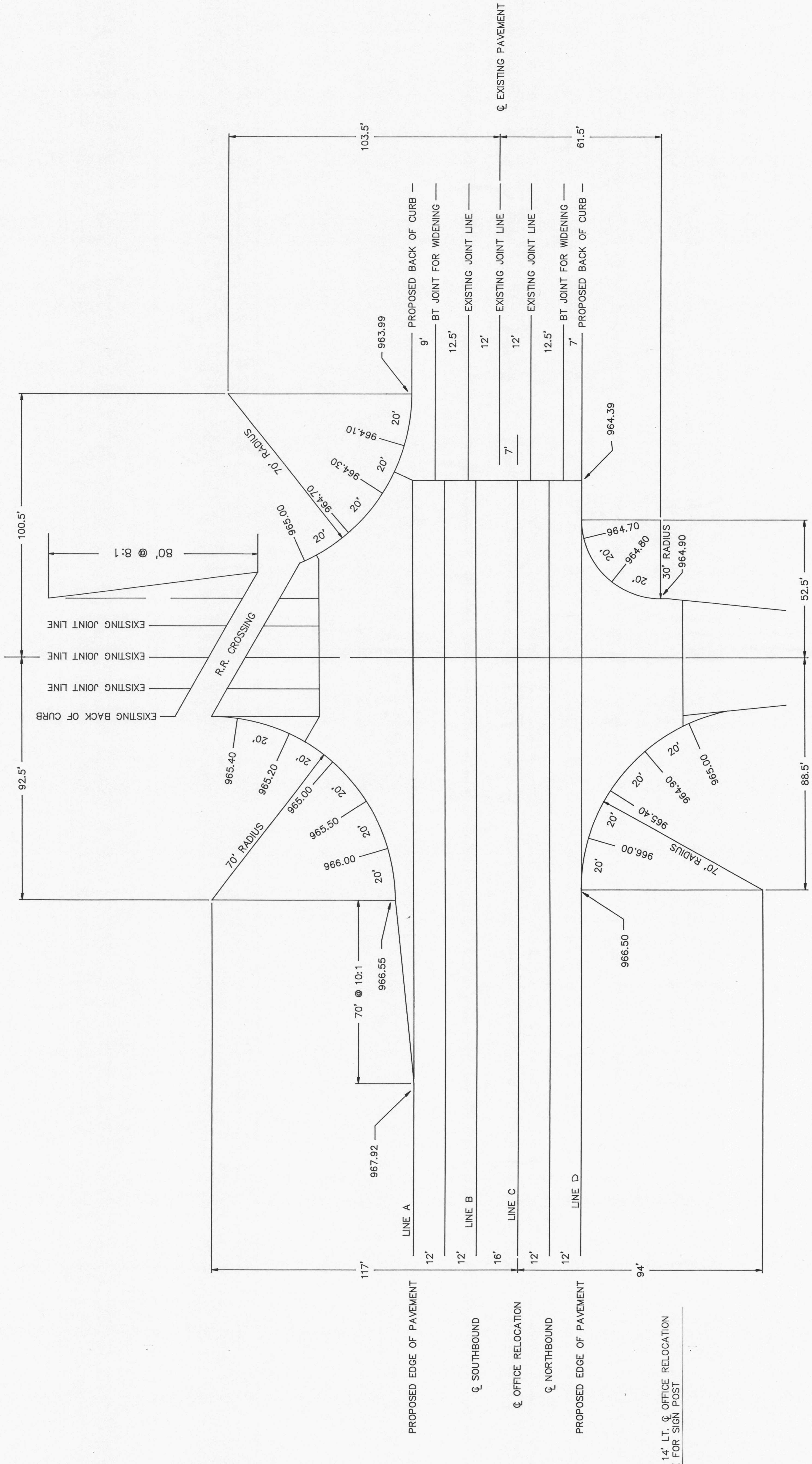


ALL JOINTS THROUGH MEDIAN CROSSOVER SHALL BE PERPENDICULAR TO THE EDGE OF SLAB FOR A MINIMUM OF 2'. "CD" JOINTS ON MAINLINE SHALL BE SKEWED AS PER S.R.P. RH-22.

CONSTRUCTION SURVEY SHALL VERIFY TAPERS AND EDGE RADII.

JOINT AND STAKING DETAIL
STA 46+20 235th ST. INTERSECTION

SCALE: 1" = 40'



STA 99+05 14' LT. ϕ OFFICE RELOCATION
24" DIA. HOLE FOR SIGN POST

TOP OF SLAB ELEVATIONS				
STATION	LINE A	LINE B	LINE C	LINE D
96+00	9.47	9.95	9.63	9.15
96+50	8.55	9.03	8.79	8.31
97+00	7.63	8.11	7.95	7.47
97+50	6.71	7.19	7.11	6.63
98+00	5.83	6.24	6.24	5.83
98+20	5.56	5.94	5.94	5.56
98+40	5.29	5.65	5.65	5.29
98+60	5.08	5.39	5.39	5.10
98+80	4.80	5.06	5.02	4.84
99+00	4.55	4.77	4.72	4.57

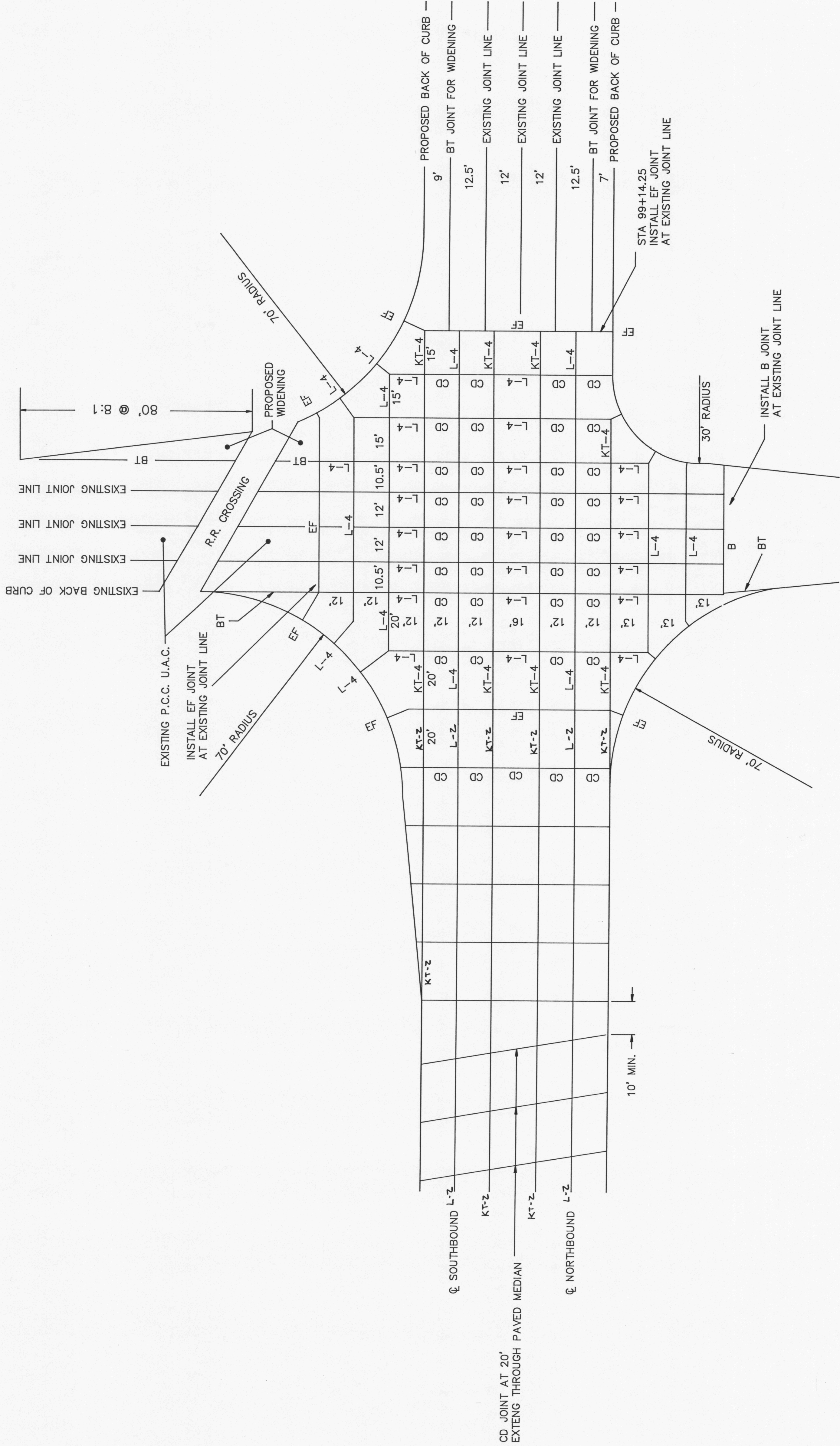
ADD 960.00 TO ELEVATIONS LISTED
VERIFY WITH CONSTRUCTION SURVEY

REQUIRES 529.4 SQ.YDS. LEFT OF LINE A
REQUIRES 295.0 SQ.YDS. RIGHT OF LINE B
ALL INCLUDED IN PLAN QUANTITIES.

STA 98+46.75 ϕ OLIVE STREET

STAKING DETAILS
STA 98+46.75 OLIVE STREET INTERSECTION

SCALE: 1" = 20'

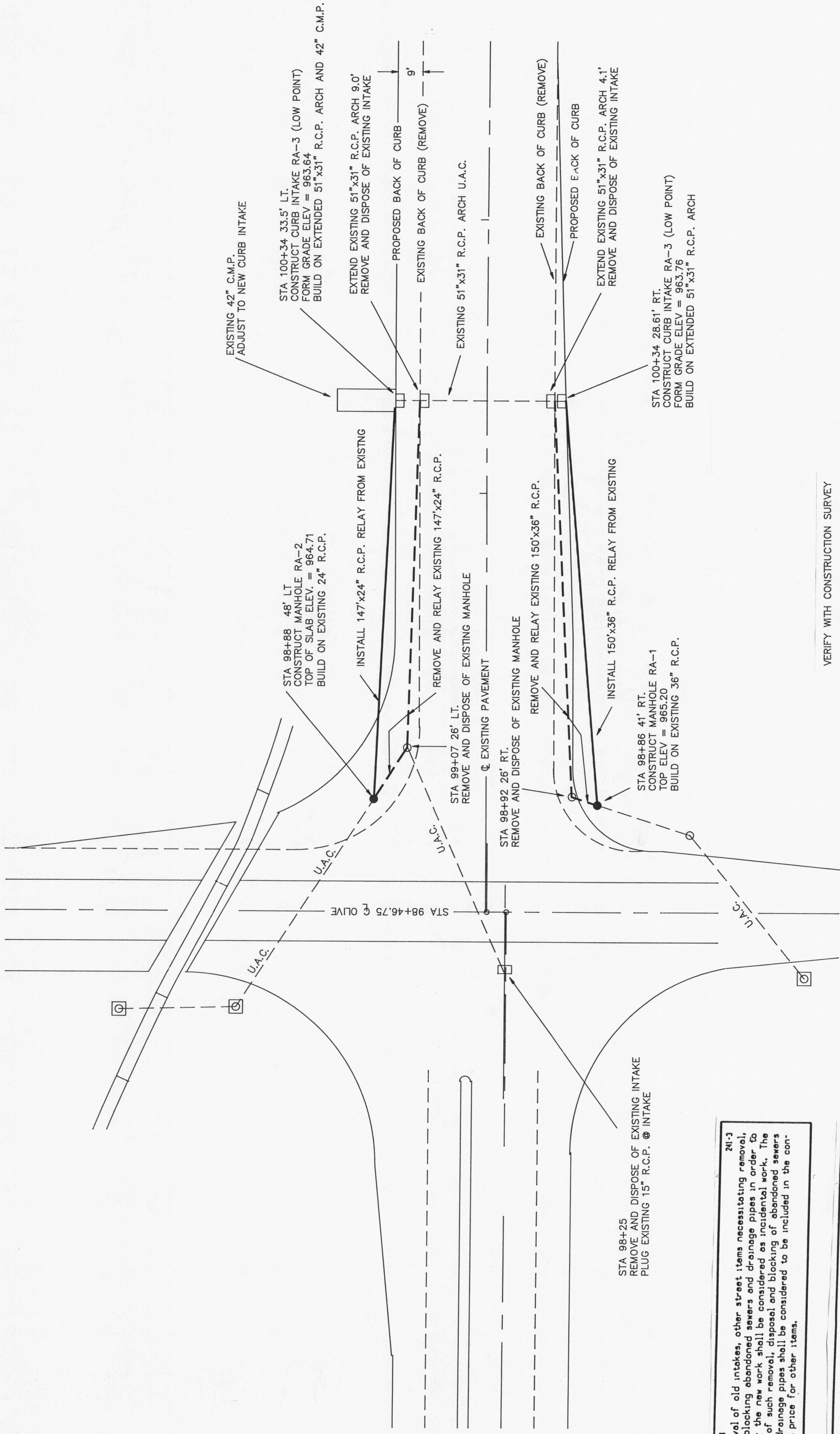


STA 98+46.75 @ OLIVE STREET

JOINT DETAILS

STA 98+46.75 OLIVE STREET INTERSECTION

SCALE: 1" = 20'



1-20-84
24I-3
Removal of old intakes, other street items necessitating removal, and blocking abandoned sewers and drainage pipes in order to clear the new work shall be considered as incidental work. The cost of such removal, disposal and blocking of abandoned sewers and drainage pipes shall be considered to be included in the contract price for other items.

1-20-84
24I-2
Where indicated on the plans or when directed by the engineer, existing sewer and drainage pipes which are to be left in place shall be completely blocked with permanent bulkheads composed of either class X concrete or brick masonry. Salvaged brick may be used provided they are sound and meet the approval of the engineer. This work shall be considered as incidental work and the cost of such removal, disposal and blocking of abandoned sewers and drainage pipes shall be considered to be included in the contract price for other items.

VERIFY WITH CONSTRUCTION SURVEY

NOTE: ALL @ REFERENCES LT. & RT. ARE FROM @ EXISTING PAVEMENT

STORM SEWER DETAILS

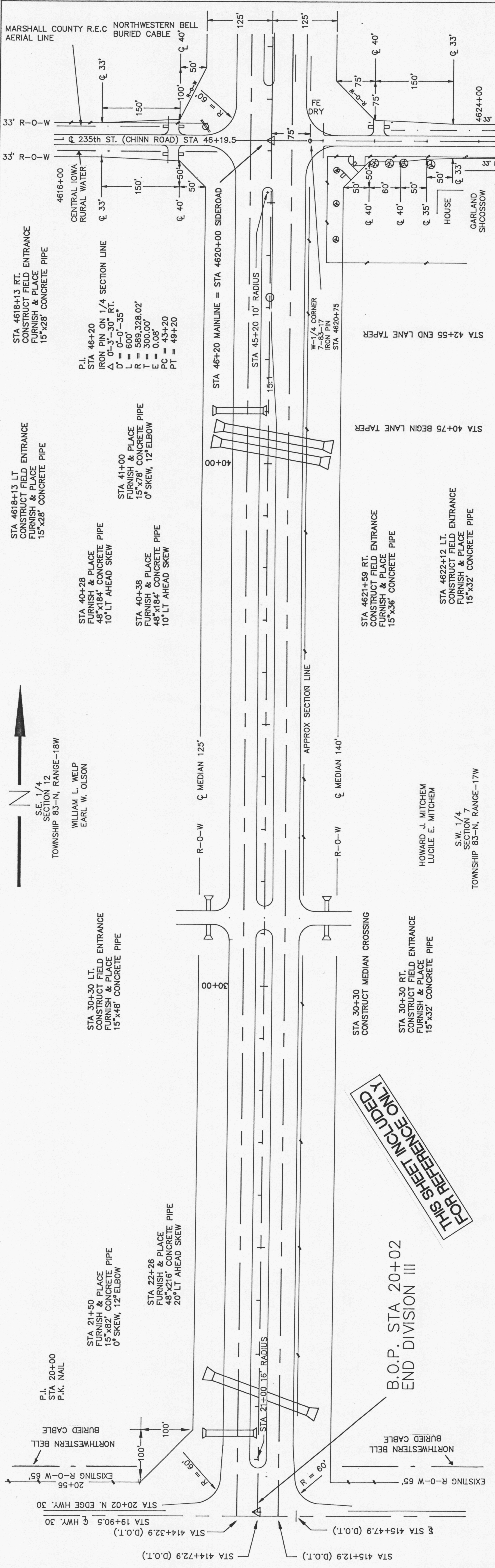
SCALE: 1" = 20'

FILE: E-18PLAN.DWG
LAYER: BORDER
LAYER: PAGE1
LAYER: P1CL
LAYER: P1PO

LAYER: GRID

LAYER: P1-EPROF

LAYER: P1-ES
LAYER: P1-DPROF



FILL+35% CUT		1126	674	6910	9398	7356	3419	744	0	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
1020	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
1010	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
1000	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
990	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
980	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
970	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332
960	STA 20+02 TO STA 20+59 FILL+35% = 713 CUT = 45 BORROW = 668 FROM STA 33+60 CUT	53	1126	674	6910	9398	7356	3419	744	0	0	0	4957	759	990	2368	990	179	2065	2536	2958	6730	6120	3891	6300	157	4821	4796	2510	1521	895	130	36	0	332

FISHER CONTROLS

STA 98+23
117' RT.
REMOVE EXISTING
FURNISH & INSTALL
RELAY APPROXIMATELY
100' FROM EXISTING
CROSSING

	75+00	80+00	85+00	90+00	95+00
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RESOLUTION ORDERING CONSTRUCTION OF THE 7th AVENUE EXTENSION PROJECT IN
THE CITY OF MARSHALLTOWN, IOWA, SETTING PUBLIC HEARING ON PROPOSED PLANS,
SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST AND DIRECTING
PUBLICATION OF NOTICE TO BIDDERS, PROJECT ECO18001

WHEREAS there is now on file in the office of the City Clerk proposed plans, specifications, form of contract, and estimated costs for the construction of the 7th Avenue from , Project No. ECO18001, in the City of Marshalltown, Iowa, as is fully set forth in the plans and specifications for Project No. ECO18001 , and

WHEREAS the cost of the said improvement is in excess of \$25,000 and a public hearing on the plans, specifications, form of contract and the estimated cost of said improvement is required by law and that notice thereof shall be given as required by law, and

WHEREAS it is intended that the cost of said improvement shall be paid from such funds as the City may legally use for such purposes or from the proceeds from the issuance of such bonds as may be legally issued for said purposes or any combination of the above methods of financing.

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

Section 1. This Council does hereby order the construction of the 7th Avenue Project in the City of Marshalltown, Iowa, which public improvement is fully and particularly described in the plans and specifications for Project No. ECO18001 , now on file in the office of the City Clerk of Marshalltown, Iowa.

Section 2. That the method of construction shall be by contract in accordance with the plans and specifications and general stipulations for the said improvement approved by the City Council.

Section 3. The Contractor will be paid in monthly estimates for work completed as set out in the specifications. The project shall begin on or near the appropriate starting date as specified on the form of proposal and shall be completed within the specified number of calendar days also indicated thereon.

Section 4. That the said improvements shall be paid for from such funds of the City as may be legally used for such purposes, or from the proceeds of the issuance of such bonds as may be legally issued for such purposes or from any combination of such methods of financing and will be paid in accordance with the Notice to Bidders duly published in connection therewith. The Finance Director shall establish on the books a 7th Avenue Project fund and the bond proceeds or such funds of the City as may be legally used for such purposes are hereby appropriated to pay all costs of the improvements including legal publication, bond, design, engineering, survey and inspection, contract and contingency cost as estimated by the Engineer. The Finance Director is directed to advance all sums necessary from the project fund, and to set up on the books the obligations and receivables of the fund.

Section 5. The City Clerk is hereby directed to publish notice of hearing on plans, specifications, and form of contract and estimated cost in the manner provided by law for the public improvement outlined herein and that any person interested therein may appear and make objections thereto, if any he has. This Council will meet in the Council Chamber, Second Floor, 10 West State Street at Marshalltown, Iowa, at 5:30 P.M., local time on the 13th day of April, 2020, for the purpose of hearing all of said objections so made and for taking final action upon the plans, specifications, and form of contract now on file.

Section 6. The City Clerk is further directed to advertise for bids in the manner provided by law for the construction of said improvements, setting forth in said notice such necessary pertinent information as will advise prospective bidders thereof together with the proposed manner of payment of the work to be constructed and that such bids be filed and received in the office of the City Clerk of Marshalltown, Iowa, up to 10:00 o'clock A.M., local time, on the 21st of April 2020. The bids will be opened, read, and tabulated by the City Engineer or his designate at that time and will be acted upon by the City Council of said City at a meeting to be held in the Council Chambers, Second Floor, 10 West State Street, Marshalltown, Iowa, at 5:30 o'clock P.M., local time, on the 27th of April 2020, or at such later time and place as may then be fixed for considering such bids as shall be filed in connection with the improvement herein ordered and in compliance with the notice of taking bids therein, hereby ordered to be published.

Passed this 23rd day of March, 2020 and signed this _____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

RESOLUTION ORDERING CONSTRUCTION OF THE WPCP CONCRETE REPAIR
PHASE 3, PROJECT WPC19001, DIRECTING PUBLICATION OF NOTICE TO BIDDERS

WHEREAS there is now on file in the office of the City Clerk proposed plans, specifications, form of contract, and estimated costs for the construction of the WPCP Phase 3, Project No. WPC19001, in the City of Marshalltown, Iowa, as is fully set forth in the plans and specifications for Project No. WPC19001, and

WHEREAS the cost of the said improvement is in excess of \$25,000 and the City Council authorized rebidding the project on August 12, 2019 per Resolution #2019-190; and

WHEREAS there are no changes to the Plans and Specifications previously approved by the City Council; and

WHEREAS it is intended that the cost of said improvement shall be paid from such funds as the City may legally use for such purposes or from the proceeds from the issuance of such bonds as may be legally issued for said purposes or any combination of the above methods of financing.

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

Section 1. This Council does hereby order the construction of the WPCP Phase 3 in the City of Marshalltown, Iowa, which public improvement is fully and particularly described in the plans and specifications for Project No. WPC19001, now on file in the office of the City Clerk of Marshalltown, Iowa.

Section 2. That the method of construction shall be by contract in accordance with the plans and specifications and general stipulations for the said improvement approved by the City Council.

Section 3. The Contractor will be paid in monthly estimates for work completed as set out in the specifications. The project shall begin on or near the appropriate starting date as specified on the form of proposal and shall be completed within the specified number of calendar days also indicated thereon.

Section 4. That the said improvements shall be paid for from such funds of the City as may be legally used for such purposes, or from the proceeds of the issuance of such bonds as may be legally issued for such purposes or from any combination of such methods of financing and will be paid in accordance with the Notice to Bidders duly published in connection therewith. The Finance Director shall establish on the books a WPCP Phase 3 fund and the bond proceeds or such funds of the City as may be legally used for such purposes are hereby appropriated to pay all costs of the improvements including legal publication, bond, design, engineering, survey and inspection, contract and contingency cost as estimated by the Engineer. The Finance Director is directed to advance all sums necessary from the project fund, and to set up on the books the obligations and receivables of the fund.

Section 5. The City Clerk is further directed to advertise for bids in the manner provided by law for the construction of said improvements, setting forth in said notice such necessary pertinent information as will advise prospective bidders thereof together with the proposed manner of payment of the work to be constructed and that such bids be filed and received in the office of the City Clerk of Marshalltown, Iowa, up to 10:00 o'clock A.M., local time, on the 15th day of April 2020. The bids will be opened, read, and tabulated by the City Engineer or his designate at that time and will be acted upon by the City Council of said City at a meeting to be held in the Council Chambers, Second Floor, 10 West State Street, Marshalltown, Iowa, at 5:30 o'clock P.M., local time, on the 27th day of April 2020, or at such later time and place as may then be fixed for considering such bids as shall be filed in connection with the improvement herein ordered and in compliance with the notice of taking bids therein, hereby ordered to be published.

Passed this 23rd day of March, 2020 and signed this _____ day of March 2020.

CITY OF MARSHALLTOWN

Joel Greer, Mayor

Attest:

Shari L. Coughenour, City Clerk

IOWA ECONOMIC DEVELOPMENT AUTHORITY

200 East Grand Avenue | Des Moines, Iowa 50309 USA | Phone: 515.348.6200

iowaeconomicdevelopment.com



March 3, 2020

Honorable Joel Greer
City of Marshalltown
24 N. Center Street
Marshalltown, IA 50158

SUBJECT: Nuisance Property and Abandoned Building Remediation Assistance Loan Program Award and Contract City of Marshalltown 20-NPAB-002

Dear Mayor Greer:

I am pleased to inform you of the approval of your application for the Nuisance Property and Abandoned Building Remediation Assistance Loan program ("Program") for the City of Marshalltown for a loan in the amount of \$500,000.

This approval remains subject to the requirements of the Program as set forth in Iowa Code section 15.338, as enacted by 2015 Iowa Acts, chapter 136, section 48 Iowa Code Chapter 15.351-15.356 and Iowa Administrative Code 261, Chapter 22. Loan monies can be utilized for the demolition or remediation and reuse of primarily residential, but also commercial, industrial or institutional structures.

Communities may use funds only for costs directly related to the project as proposed within an application. The authority will require documentation or other information establishing the actual costs incurred for a project. The amounts of any lien created for costs related to remediation cannot be paid with Nuisance Property and Abandoned Building Remediation program funds.

The amount of the loan, term, interest rate, repayment schedule, and other terms are included in the enclosed contract and promissory note between the community and IEDA. Please review the document thoroughly. Once signed, please return the original signed contract, amortization schedule and promissory note to Hayley Crozier at IEDA, **1963 Bell Avenue, Des Moines, IA 50315**. Upon receipt of your signed contract, amortization schedule and promissory note we will execute and upload a copy to your IowaGrants.gov account where you can access your records.

If you should have any questions about the Nuisance Property and Abandoned Building Remediation Assistance Loan Program, please contact your project manager, Ed Basch, at 515.348.6208 or by e-mail at Ed.Basch@IowaEDA.com.

IEDA looks forward to working with you on this project.

Sincerely,

A blue ink signature of Deborah V. Durham, written in a cursive style.

Deborah V. Durham
Director

File: IowaGrants.gov



**IOWA ECONOMIC DEVELOPMENT AUTHORITY
NUISANCE PROPERTY AND ABANDONED BUILDING REMEDIATION FUND
LOAN AGREEMENT**

RECIPIENT:	City of Marshalltown
AGREEMENT NUMBER:	20-NPAB-002
AWARD DATE:	03/03/2020
LOAN AMOUNT:	\$500,000
MATURITY DATE:	03/03/2025

THIS NUISANCE PROPERTY AND ABANDONED BUILDING REMEDIATION FUND LOAN AGREEMENT (the "**Agreement**") is made as of the Award Date by the IOWA ECONOMIC DEVELOPMENT AUTHORITY ("**IEDA**"), 1563 Bell Avenue, Des Moines, Iowa 50315 and the City of Marshalltown, Iowa ("**Recipient**"), 24 North Center Street, Marshalltown Iowa 50158

WHEREAS, the Recipient submitted an application to IEDA through IowaGrants.gov requesting financial assistance through the Nuisance Property and Abandoned Building Remediation Loan Fund program (the "**Program**") described at *Iowa Code* section 15.338, including providing a Project description and Project budget as described in Attachment A (the "**Project**"); and

WHEREAS, the Iowa Economic Development Authority Director ("**Director**") approved the application and awarded the Recipient a maximum of \$500,000 in financial assistance; and

NOW THEREFORE, in consideration of the mutual promises contained herein and intending to be legally bound, the Recipient and IEDA agree to the following terms:

1. Definitions.

a. "**Costs Directly Related**" means expenditures that are incurred for acquisition, demolition, disposal, redevelopment, or rehabilitation of a project to the extent they are attributable directly to the remediation or redevelopment of the property or its improvements. Examples of "Costs Directly Related" and expenditures that are not included as "Costs Directly Related" are set out 261 *Iowa Administrative Code (IAC)* 22.2.

b. **IOWAGRANTS.GOV.** "IowaGrants.gov" means Iowa's Funding Opportunity Search and Grant Management System. This system allows you to electronically apply for and manage awards received by the state of Iowa. Persons accessing the system for this purpose are required to register online at www.iowaGrants.gov. The Authority reserves the right to require the Recipient to utilize the IowaGrants.gov system to conduct business associated with this Contract.

c. "**Project**" means a proposed plan for the remediation or redevelopment of nuisance properties in a city.

d. "**Public Nuisance**" means a building that is a menace to the public health, welfare, or safety, or that is structurally unsafe, unsanitary, or not provided with adequate safe egresses, or that constitutes a fire hazard, or is otherwise dangerous to human life, or that in relation to the existing use constitutes a hazard to the public health, welfare, or safety by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment. "Public Nuisance" includes buildings with blighting characteristics as defined by *Iowa Code* section 402.3.

e. "**Redevelopment**" means development activities associated with a project that are undertaken either for the purpose of remediating nuisance or abandoned properties, for constructing new buildings or improvements at a site where formerly existing buildings have been demolished, or for

rehabilitating, reusing or repurposing existing buildings or improvements at a project site.

f. “Remediation” or “Remediating” means the demolition, disposal, removal, repair, improvement, or rehabilitation of nuisance property or abandoned buildings at a site included in a project.

2. General Loan Terms. The general terms of the Loan are as follows:

Maturity Date:	March 3, 2025
Interest Rate:	0%
Loan Amount:	\$500,000
Disbursement of funds:	Requests for disbursement of funds shall be made through IowaGrants.gov using a General Accounting Expenditure ("GAX") form. The Recipient will submit proof of incurred or paid costs and documentation of any other matching funds Directly Related to the Project in support of each GAX. IEDA will review each GAX and supporting documentation, determine whether the incurred or paid costs submitted are Costs Directly Related to the Project and, if so, approve disbursement of funds. No request for disbursement shall be for an amount less than \$25,000. Project shall be completed by no later than March 3, 2022.
Repayment Due Date:	March 3, 2025
Repayment Terms:	Recipient to repay full loan amount due by March 3, 2025, provided that the loan is forgivable if terms for forgiveness of the loan have been satisfied. If not forgiven, an amortization schedule will be prepared.
Property(ies) Address / Geographic description of areas boundaries:	Selected downtown structures in the City of Marshalltown focusing upon exposed walls.
Purpose:	Selected property demolition and re-construction activities.

3. Agreement term. This Agreement shall be in full force and effect from complete execution of this Agreement until the Loan is repaid in full.

4. Covenants. The Recipient covenants as follows:

- a. It shall use the loan only for Costs Directly Related to the Project.
- b. The Public Nuisance for which the loan shall be used for Redevelopment or Remediation meets the definition of a “public nuisance” as defined herein and in applicable administrative rules.
- c. The information contained in the Recipient’s “Budget Activity” and the Recipient’s Loan Application, both contained in the Recipient’s IowaGrants.gov account, and other documents incorporated by this Agreement is true and accurate to the best of the Recipient’s knowledge and belief.
- d. Throughout the term of this Agreement, the Recipient shall remain eligible for and comply with the requirements of the Program described at *Iowa Code* section 15.338, 261 IAC Chapter 22, and the provisions of this Agreement.

5. Loan repayment terms. The Recipient shall repay the Loan on or before the Repayment Due Date. However, no repayment will be required, and the loan will be forgiven, if IEDA determines that the Recipient has completed the Project by the Project ending date of March 3, 2022. The IEDA shall make the final determination as to whether Project activities and costs satisfy Program requirements and whether the Recipient completed the Project on or before the above mentioned date.

6. Early repayment. The outstanding balance of the Loan may be prepaid in whole or in part without premium or penalty.

7. Acceleration upon default. In the event of an unremedied Event of Default under this Agreement, IEDA may declare the entire unpaid principal immediately due and payable.

8. Default. An unremedied Event of Default may result in termination of this Agreement and repayment of all or a portion of the Loan disbursed to Recipient plus default interest at a rate of 6% per annum and costs. Any one or more of the following shall constitute an Event of Default under this Agreement:

- a. Failure to make a payment when due (whether by lapse of time, acceleration or otherwise) for more than ten (10) business days of the due date thereof of any Loan; or
- b. Default in the observance or performance of any term of any Security Document required by this Agreement beyond any applicable grace period set forth therein or any deficient or not perfected security interest in the appropriate priority; or
- c. Default in the observance or performance of any other provision of this Agreement; or
- d. Any representation or warranty made by the Recipient in this Agreement or in any statement or certificate furnished by it pursuant to this Agreement, or made by the Recipient as found in the Recipient's IowaGrants.gov account, or in connection with any of the above, proves untrue in any material respect as of the date of the issuance or making thereof or the Recipient breaches any covenant set out herein; or
- e. Any change in the financial condition of the Recipient which would have a material adverse effect on the ability of the Recipient to perform under this Agreement, including, without limitation, judgments entered against the Recipient; or
- f. IEDA in good faith deems the Recipient insecure and reasonably believes, after consideration of all the facts and circumstances then existing, that the prospect of payment and satisfaction of the obligations under this Agreement, or the performance of or observance of the covenants in this Agreement, is or will be materially impaired; or
- g. The Recipient or the Recipient's contractor(s) fails to employ only individuals legally authorized to work in this state.

9. Prohibition of assignment or transferability. The Recipient shall not sell, trade, transfer or otherwise assign any portion of the loan or any obligation to repay any portion of the Loan, except as expressly stipulated in this Agreement.

10. Security. The Recipient shall secure this Agreement by pledging local city funds, including, but not limited to, General Obligation bonds, revenue bonds, tax receipts, user fees, and other local sources.

11. Disbursements of Award Funds. The obligation of IEDA to disburse funds under this Agreement shall be subject to the conditions described in this section. Recipient shall submit requests for disbursement of funds. The minimum request for disbursement shall be \$25,000. Recipient shall prepare, sign and submit disbursement requests and reports as specified in this Agreement in the form and content required by IEDA. Recipient shall review all disbursement requests and verify that claimed expenditures or incurred costs are allowable costs. The Recipient shall maintain documentation

adequate to support the claimed costs. Funds will not be disbursed until IEDA has received each of the following documents, properly executed and completed, and approved by IEDA as to form and substance:

- a. Fully executed agreement.
- b. A fully executed Promissory Note, in the form found in Exhibit A.
- c. IEDA shall have received such other contracts, instruments, documents, certificates and opinions as the IEDA may reasonably request.
- d. Requests for disbursement.

12. Representations and warranties. The Recipient represents and warrants to IEDA as follows:

- a. The Recipient has full right and authority to enter into this Agreement. The person signing this Agreement has full authority on behalf of Recipient to:
 - i. Sign this Agreement, and
 - ii. Issue Promissory Notes on behalf of the Recipient, and
 - iii. Secure Recipient's obligations under this Agreement, if required, and
 - iv. Obligate the Recipient to perform each and all of the obligations under the Agreement.
- b. The Recipient shall use the Loan only for the Purpose described in this Agreement.
- c. Since the IEDA awarded the Loan, there has been no material adverse change in the condition of the Recipient, financial or otherwise, or the prospects of the Recipient.
- d. The statements and other information furnished to the IEDA and its agents by Recipient in its application and in connection with the negotiation of this agreement do not contain any untrue statements of a material fact or omit a material fact necessary to make the material statements contained herein or therein not misleading.
- e. The Recipient owns, possesses, or has the right to use all necessary property, intellectual, personal, real or otherwise, and has all necessary permits to conduct its business.
- f. There is no litigation or governmental proceeding pending, nor to the knowledge of the Recipient threatened, against the Recipient, which if adversely determined, would result in any material adverse change in the financial condition of the Recipient, nor is the Recipient aware of any existing basis for any such litigation or governmental proceeding.
- g. The Recipient is not in default under the terms or any covenant, indenture or Agreement of or affecting the Recipient, which default, if uncured, would have a material adverse effect on its financial condition of the Recipient.
- h. No default or event of default described in this Agreement has occurred or is continuing.
- i. These warranties and representations are made as of the Recipient's execution of this Agreement and shall be deemed to be renewed and restated by the Recipient at the time of each request for disbursement of the Loan.

13. Records. The Recipient is required to maintain its books, records and all other evidence pertaining to this Agreement in accordance with generally accepted accounting principles and such other procedures specified by IEDA. Records to verify compliance with the terms of this Agreement shall be available at all times and made available to IEDA and its designees at places and times designated by IEDA for the duration of this Agreement and any extensions thereof. Recipient shall make its records available to: (i) IEDA, (ii) IEDA's internal or external auditors, agents and designees; (iii) the Auditor of

the State of Iowa, the Attorney General of the State of Iowa, (iv) the Iowa Division of Criminal Investigations and any other applicable law enforcement agencies. Recipient shall retain the records for a period of three (3) years from the fulfillment of obligations under this Agreement, unless the records are the subject of an audit, investigation, or administrative or legal proceeding. In those instances, the records shall be retained until the audit, investigation or proceeding has been resolved.

14. Reports. The Recipient is required to submit periodic project status/accomplishment reports to IEDA in the manner and timeframe specified for such reports by IEDA.

15. Indemnification. The Recipient shall indemnify, defend and hold harmless the IEDA, the State of Iowa, its departments, divisions, agencies, sections, commissions, officers, employees and agents from and against all losses, liabilities, penalties, fines, damages and claims, including taxes, and all related costs and expenses, including reasonable attorneys' fees and disbursements and costs of investigation, litigation, settlement, judgments, interest and penalties, arising from or in connection with any of the following: any claim, demand, action, citation or legal proceeding arising out of or resulting from the Loan; any claim, demand, action, citation or legal proceeding arising out of or resulting from a breach by the Recipient of any representation, warranty or covenant made by the Recipient in this Agreement; any claim, demand, action, citation or legal proceeding arising out of or related to occurrences that the Recipient is required to insure against as provided for in this Agreement; and any claim, demand, action, citation or legal proceeding which results from an act or omission of the Recipient or any of their agents in its or their capacity as an employer of a person.

16. Choice of Law and Forum. In the event any proceeding of a quasi-judicial or judicial nature is commenced in connection with this Agreement, the proceeding shall be brought in Des Moines, Iowa, in Polk County District Court for the State of Iowa, if such court has jurisdiction. This provision shall not be construed as waiving any immunity to suit or liability in state or federal court which may be available to the IEDA, the State of Iowa or its members, officers, employees or agents.

17. Governing Law. This Agreement and the rights and duties of the parties hereto shall be governed by and construed in accordance with the internal laws of the State of Iowa without regard to principles of conflicts of laws.

18. Agreement Amendments. Neither this Agreement nor any documents incorporated by reference in connection with this Agreement may be changed, waived, discharged or terminated orally, unless done so in writing and signed by the Recipient and IEDA. Examples of situations requiring an amendment include, but are not limited to, time extensions and significant alterations of Project activities.

19. Notices. Whenever this Contract requires or permits any funding request, notice, report, or written request by one party to another, it shall be delivered through IowaGrants.gov. Alternately, the Authority may rely on the United States Mail as the Authority deems appropriate. Any such notice given hereunder shall be deemed delivered upon the earlier of actual receipt or two (2) business days after posting. The Authority may rely on the address of the Recipient set forth in Section 1, as modified from time to time, as being the address of the Recipient.

20. Headings. Article headings used in this Agreement are for convenience of reference only and are not a part of this Agreement for any other purpose.

21. Final Authority. The IEDA shall have the authority to reasonably assess whether the Recipient has complied with the terms of this Agreement. Any IEDA determinations with respect to compliance with the provisions of this Agreement shall be deemed to be final determinations pursuant to *Iowa Code Chapter 17A*, Iowa Administrative Procedure Act.

22. Waivers. No waiver by IEDA of any default hereunder shall operate as a waiver of any other default or of the same default on any future occasion. No delay on the part of the IEDA in exercising any right or remedy hereunder shall operate as a waiver thereof. No single or partial exercise of any right or remedy by IEDA shall preclude future exercise thereof or the exercise of any other right or remedy.

23. Survival of Representations. All representations and warranties made herein or in any other Agreement document or in certificates given pursuant hereto or thereto shall survive the execution and delivery of this Agreement and the other Agreement documents and shall continue in full force and effect with respect to the date as of which they were made until all of Recipient's obligations or liabilities under this Agreement have been satisfied.

24. Severability of Provisions. Any provision of this Agreement, which is unenforceable in any jurisdiction, shall, as to such jurisdiction, be ineffective to the extent of such unenforceability without invalidating the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction. All rights, remedies and powers provided in this Agreement or any other Agreement document may be exercised only to the extent that the exercise thereof does not violate any applicable mandatory provisions of law, and all the provisions of this Agreement and any other incorporated document are intended to be subject to all applicable mandatory provisions of law which may be controlling and to be limited to the extent necessary so that they will not render this Agreement or any other incorporated document invalid or unenforceable.

25. Termination. This Agreement can be terminated under each of the following circumstances:

- a. Upon written agreement of the Recipient and IEDA.
- b. As a result of the Recipient's unremedied event of default pursuant to this Agreement.
- c. As a result of any termination, reduction, or delay of funds due, in whole or in part, to (i) lack of, reduction in, or a deappropriation of revenues previously appropriated or authorized for this Agreement, or (ii) any other reason beyond the IEDA's control may, in the IEDA's discretion, result in the suspension, reduction or delay of funds available for loans available under the Nuisance Property And Abandoned Building Remediation Assistance program.

26. Documents Incorporated by Reference. The following documents are incorporated by reference and considered an integral part of this Agreement:

1. Attachment A - Recipient's "Loan Application" and "Budget Activity" as found in the Recipient's IowaGrants.gov account
2. Exhibit A - Promissory Note(s)

27. Order of Priority. In the case of any inconsistency or conflict between the specific provisions of this document and the exhibits, the following order of priority shall control:

1. Articles 1 - 28 of this Agreement.
2. Attachment A - Recipient's "Loan Application" and "Budget Activity" as found in the Recipient's IowaGrants.gov account
3. Exhibit A - Promissory Note(s)

28. Integration. This Agreement contains the entire understanding between the Recipient and IEDA relating to the Project and any representations that may have been made before or after the signing of this Agreement, which are not contained herein, are nonbinding, void and of no effect. None of the Parties have relied on any such prior representation in entering into this Agreement.

In consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into this Agreement and have caused their duly authorized representatives to execute this Agreement, effective as of the latest date stated below.

RECIPIENT: City of Marshalltown

BY:

Joel Greer, Mayor
City of Marshalltown
24 North Center Street
Marshalltown, IA 50158

Date

IOWA ECONOMIC DEVELOPMENT AUTHORITY:

BY:

Deborah V. Durham, Director

Date

EXHIBIT A**PROMISSORY NOTE**

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the **IOWA ECONOMIC DEVELOPMENT AUTHORITY**, at its office at 1563 Bell Avenue, Des Moines, Iowa 50315, the sum of \$500,000 with interest thereon at **0 percent (0%)** to be paid as follows:

1. **Full payment of \$500,000 by loan maturity date of March 3, 2025.**

Upon any event of default, the whole amount then unpaid shall become immediately due and payable at the option of the holder.

The undersigned, in case of suit on this note, agrees to pay on demand all costs of collection, maintenance of collateral, legal expenses, and attorneys' fees incurred or paid by the holder in collecting and/or enforcing this Note on default.

This note shall be secured by the Security specified in the Loan Agreement, NPAB Loan # 20-NPAB-002

Makers, endorsers and sureties waive demand of payment, notice of non-payment, protest and notice. Sureties, endorsers and guarantors agree to all of the provisions of this note, and consent that the time or times of payment of all or any part hereof may be extended after maturity, from time to time, without notice.

RECIPIENT: City of Marshalltown

BY:

Joel Greer, Mayor Date
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: March 18, 2020
RE: IEDA Forgivable Loan

Policy Issue: Council needs to set and hold a public hearing before borrowing can occur

Recommendation: To approve the resolution as proposed

Background: The City Council approved resolution 2020-007 on January 13th to authorize the application to the Iowa Economic Development Authority for a \$500,000 loan from their blight remediation fund. This application has been approved and the agreement and promissory note have been approved by IEDA. Before those documents can be signed, a public hearing must be held. It is proposed that this public hearing would take place on April 13th.

I do want to make you aware of a concern from bond counsel. The Promissory Note does not reflect the language in the loan agreement and the terms under which the loan will be forgivable. IEDA has stated that they will not be making any changes to the language. This loan will function as a reimbursement, so the City will not receive money until work has been done. Which means that we would only be making requests after verifiable expenditures for the grants has occurred. Therefore, I believe it is a low risk to not have the forgivable language on the promissory note, but still a risk.

IEDA has asked that we target 4 projects with the funds. The City can be reimbursed for engineering expenses related to the grant as well. Properties have not been identified and will be based upon willingness to participate and amount of work. Development of guidelines and rules for the grants will be developed in the coming months.

Budget Impact: No budget impact if the terms of the agreement are completed and the loan is forgivable

Attachment: Loan Agreement and Promissory Note

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



SET DATE FOR HEARING ON LOAN
AGREEMENT WITH IOWA ECONOMIC
DEVELOPMENT AUTHORITY

(State Remediation Fund)

422742-39

Marshalltown, Iowa

March 23, 2020

A meeting of the City Council of the City of Marshalltown, Iowa, was held at 5:30 p.m., on March 23, 2020, at the Council Chambers, pursuant to the rules of the Council.

The Mayor presided and the roll was called, showing members present and absent as follows:

Present: _____

Absent: _____.

It was reported that the City had been awarded a forgivable loan by the Iowa Economic Development Authority in the amount of \$500,000 from the Nuisance Property and Abandoned Building Remediation Loan Fund.

Council Member _____ introduced the resolution next hereinafter set out, related to setting a date for hearing on a Loan Agreement with the Iowa Economic Development Authority, and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of said resolution, and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared said resolution duly adopted, as follows:

RESOLUTION 2020-075 SETTING DATE FOR PUBLIC HEARING ON A LOAN
AGREEMENT WITH THE IOWA ECONOMIC DEVELOPMENT AUTHORITY

WHEREAS, the City of Marshalltown, Iowa (the “City”), proposes to enter into an agreement (the “Loan Agreement”) with the Iowa Economic Development Authority (the “IEDA”) in connection with the provision by IEDA to the City of a forgivable loan in the amount of \$500,000 from the Nuisance Property and Abandoned Building Remediation Loan Fund of the State of Iowa; and

WHEREAS, it is necessary to set a date for a public hearing on the Loan Agreement, pursuant to Section 384.24A of the Code of Iowa;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Marshalltown, Iowa, as follows:

Section 1. This Council shall meet on April 13, 2020, at 5:30 o’clock p.m., at the Council Chambers, at which time and place a public hearing will be held on the Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed hearing, the time when and place where the meeting will be held, by publication at least once not less than four days and not more than twenty days before the meeting in a legal newspaper of general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO HOLD A HEARING ON A LOAN AGREEMENT IN
A PRINCIPAL AMOUNT NOT TO EXCEED \$500,000

(FORGIVABLE LOAN)

The City Council of the City of Marshalltown, Iowa, will meet on April 13, 2020, at the Council Chambers, Marshalltown, Iowa, at 5:30 p.m., for the purpose of holding a hearing on a loan agreement (the “Loan Agreement”) with the Iowa Economic Development Authority related to a forgivable loan in a principal amount not to exceed \$500,000 from the Nuisance Property and Abandoned Building Remediation Loan Fund of the State of Iowa.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa. No property taxes will be levied, and payments, if any, will be made from the City’s General Fund.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Marshalltown, Iowa.

Shari Coughenour
City Clerk

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved March 23, 2020.

Mayor

Attest:

City Clerk

• • • •

On motion and vote the meeting adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF MARSHALL SS:
CITY OF MARSHALLTOWN

I, the undersigned, City Clerk of the City of Marshalltown, hereby certify that the foregoing is a true and correct copy of the minutes of the Council of the City relating to the adoption of a resolution to fix a date of meeting at which a public hearing will be held on a Loan Agreement.

I do further certify that the notice of hearing, to which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this ____ day of _____, 2020.

City Clerk

(Attach here the publisher's original affidavit with clipping of the notice as published.)

March 19, 2020

Shari Coughenour
City Clerk/City Hall
24 North Center Street
Marshalltown, IA 50158

Re: Set Hearing on Loan Agreement with Iowa Economic Development Authority
File No. 422742-39

Dear Shari:

Enclosed are copies of a resolution that may be adopted by your City Council on March 23 to set April 13 as the date for a public hearing on the proposed Loan Agreement with the Iowa Economic Development Authority.

The notice of public hearing on the Agreement must be published once, not less than four (4) nor more than twenty (20) days prior to the City Council meeting at which the hearing will be held. Please email or fax a copy of the published notice to us. Our fax number is (515) 283-1060.

We would appreciate receiving one fully executed copy of these proceedings as soon as they are available.

Please contact me if you have questions.

Sincerely yours,

Robert E. Josten

Cc by email: Jessica Kinser

**RESOLUTION ALLOCATING \$50,000 IN COUNCIL-DESIGNATED LOCAL OPTION
SALES TAX FOR THE SIDEWALK IMPROVEMENT REIMBURSEMENT**

WHEREAS, the City of Marshalltown desires to be a walkable community for people of all ages and abilities; and

WHEREAS, the City of Marshalltown also has the authority under Iowa Code and the City of Marshalltown Code of Ordinances to order sidewalk improvements when warranted; and

WHEREAS, the City will begin proactively addressing sidewalk condition issues in 2020 with data from the ADA Self-Evaluation; and

WHEREAS, the Sidewalk Improvement Reimbursement created in 2018 does not have current funding to support the incentive;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that \$50,000 of Council-Designated Local Option Sales Tax is hereby allocated to the Sidewalk Improvement Reimbursement.

Passed this 23rd day of March, 2020, and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

RESOLUTION APPROVING FINAL PLA MODIFICATIONS FOR MERLE HIBBS
WEST SUBDIVISION

WHEREAS the Final Plat, including lot layout plan and grading for Merle Hibbs West Subdivision has been filed for review and approval; and

WHEREAS the Plan Zoning Commission reviewed and recommended approval of the Final Plat Modifications for Merle Hibbs West Subdivision at a meeting on January 9, 2020; and

WHEREAS the City Council has reviewed the same and found it to be in the best interest of the City.

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

Section 1. That the Preliminary and Final Plat for Merle Hibbs West Subdivision is hereby approved and accepted as under the conditions as set forth therein.

Passed this ____ day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

MARSHALLTOWN

I O W A

TO: Mayor, Members of City Council and City Administrator

FROM: Caleb Knutson, City Planner

DATE: March 23, 2020 – Meeting Date

Final Plat Modifications for Merle Hibbs West:

FROM: Blum Development Group

SUBJECT: Final Plat Modification

Policy Issue: The City Council must review and take action on all modifications made to PUD Final plats within the City limits of Marshalltown.

Recommendation: The Plan Zoning Commission met on Thursday, March 12, 2020 and recommended approval for the modifications made to the Final Plat for Merle Hibbs West.

Background: A request has been made to amend the approved final Plat for the Planned Unit Development on West Merle Hibbs. The changes are lot line adjustments to accommodate a larger garage on each unit. The lot line changes from the previous plat are approximately 1' on Lots 3, 5, and 6 and 5' on Lots 4 and 7.

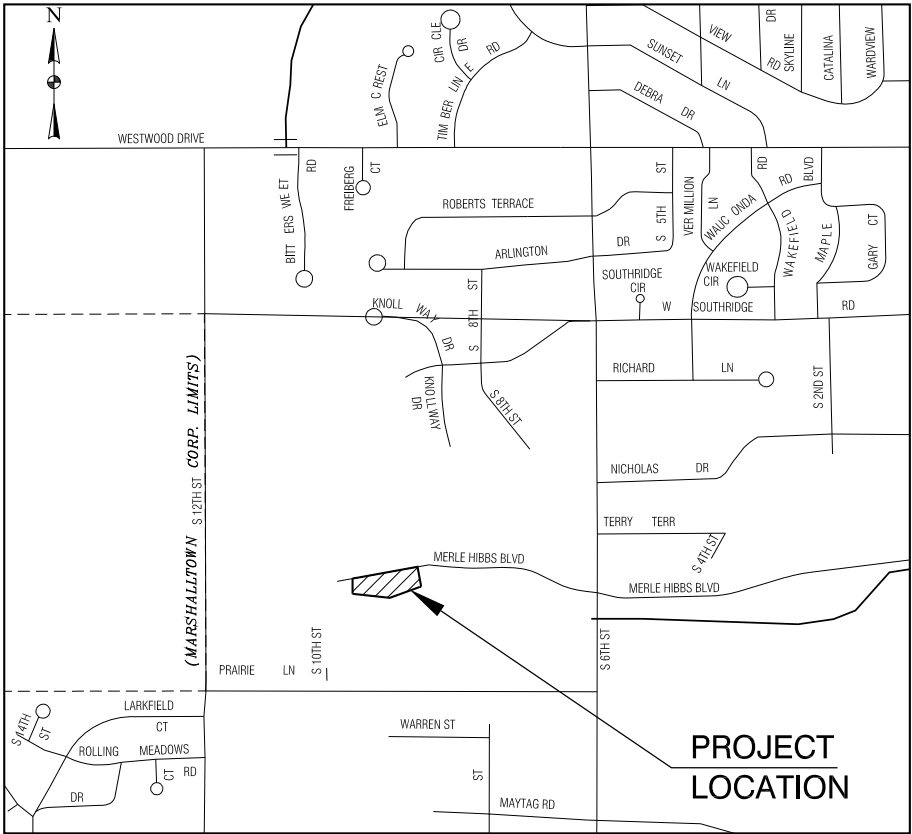
Budget Impact: No budget impact on the city.

Attachment: Merle Hibbs West Final Plat.

MERLE HIBBS WEST SUBDIVISION MARSHALLTOWN, IOWA FINAL PLAT

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED ENTIRELY WITHIN PARCEL "G" IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10, TOWNSHIP 83 NORTH, RANGE 18 WEST OF THE 5th P.M., MARSHALL COUNTY, IOWA.
MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 10; THENCE, S0°13'45"W 487.80' ALONG THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 10 TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF WEST MERLE HIBBS BOULEVARD, ALSO BEING THE POINT OF BEGINNING; THENCE, NORTHEASTERLY 40.59' ALONG THE ARC OF A 1040.00' RADIUS CURVE, CONCAVE NORTHWESTERLY, HAVING A CHORD BEARING OF N80°49'58"E AND A CHORD DISTANCE OF 40.58' ALONG SAID SOUTH RIGHT OF WAY LINE; THENCE, N79°42'53"E 389.26' ALONG SAID SOUTH RIGHT OF WAY LINE TO THE NORTHWEST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "A" IN LOT 7 OF GLENWOOD PARK 4TH ADDITION AND RECORDED IN INSTRUMENT NO. 200300008140 IN THE OFFICE OF THE RECORDER, MARSHALL COUNTY, IOWA; THENCE, S10°17'07"E 131.16' ALONG THE WEST LINE OF SAID PARCEL "A" TO THE SOUTHWEST CORNER OF SAID PARCEL "A", SAID POINT ALSO BEING ON THE NORTH LINE OF LOT "D" OF SAID GLENWOOD PARK 4TH ADDITION; THENCE, S79°46'39"W 9.38' ALONG THE NORTH LINE OF SAID LOT "D"; THENCE, S69°52'07"W 207.25' CONTINUING ALONG SAID NORTH LINE; THENCE, N83°52'34"W 244.45' CONTINUING ALONG SAID NORTH LINE TO THE NORTHWEST CORNER OF SAID LOT "D", SAID POINT ALSO BEING ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 10; THENCE, N0°13'45"E 100.00' ALONG SAID WEST LINE TO THE POINT OF BEGINNING, CONTAINING 1.42 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.



VICINITY MAP

NOT TO SCALE

SURVEYOR AND ENGINEER

TRAVIS R STEWART, P.L.S.
STEVE T TROSKEY
CLAPSADDLE-GARBER ASSOCIATES
P.O. BOX 754 - 16 E. MAIN STREET
MARSHALLTOWN, IOWA 50158
(641)752-6701

OWNER OF RECORD

GETHMANN INVESTMENT CORPORATION
PO BOX 160
MARSHALLTOWN, IOWA 50158

SURVEY REQUESTED BY:

BEDROCK DEVELOPMENT GROUP, LLC
2728 ASBURY ROAD
DUBUQUE, IA 52001

ZONING INFORMATION:

PUD - PLANNED UNIT DEVELOPMENT

FLOODPLAIN:

(ZONE X) AREAS DETERMINED TO BE MINIMAL FLOOD HAZARD
PANEL# 19127C0170C
EFFECTIVE DATE NOVEMBER 16, 2011

CLOSURE:

- ALL SUBDIVISION BOUNDARIES ARE WITHIN THE 1:10,000 ERROR OF CLOSURE REQUIREMENT
- ALL LOTS ARE WITHIN THE 1:5000 ERROR OF CLOSURE REQUIREMENT.

UTILITY COMPANIES

THE FOLLOWING UTILITIES ARE PRESENT ON THIS PROJECT

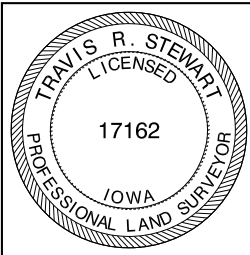
(ANW) ALLIANT ENERGY FIELD ENGINEER	800-255-4268
CENTURYLINK TOM STURMER	720-578-8090
HEART OF IOWA JAY DUNCAN	641-486-2211
CITY MARSHALLTOWN SEWER TROY MCGAHUEY	641-751-9608
CONSUMER ENERGY JIM KIDD	641-754-1642
MARSHALLTOWN WATER WORKS JASON TOWNE	641-751-4703
MEDICOM CURT HODGES	515-669-3647
IOWA ONE CALL ID #551907315	

SHEET INDEX

SHEET 1 COVER SHEET
SHEET 2 FINAL PLAT
SHEET 3 LINE AND CURVE DATA

SURVEY LEGEND

- ▲ GOVERNMENT CORNER MONUMENT FOUND
- △ GOVERNMENT CORNER MONUMENT SET
1/2" x 30" REBAR w/ ORANGE PLASTIC ID CAP #17162
- PARCEL OR LOT CORNER MONUMENT FOUND
- SET 1/2" x 30" REBAR w/ ORANGE PLASTIC
ID CAP #17162
- () RECORDED AS



I hereby certify that this land surveying document was prepared and related survey work was performed by me or under my direct personal supervision and that I am a duly Licensed Professional Land Surveyor under the laws of the State of Iowa.

Signature
Travis R. Stewart, PLS
Iowa License Number 17162
My license renewal date is December 31, 2021

Pages or sheets covered by this seal: SHEETS 1 OF 3, 2 OF 3 AND 3 OF 3



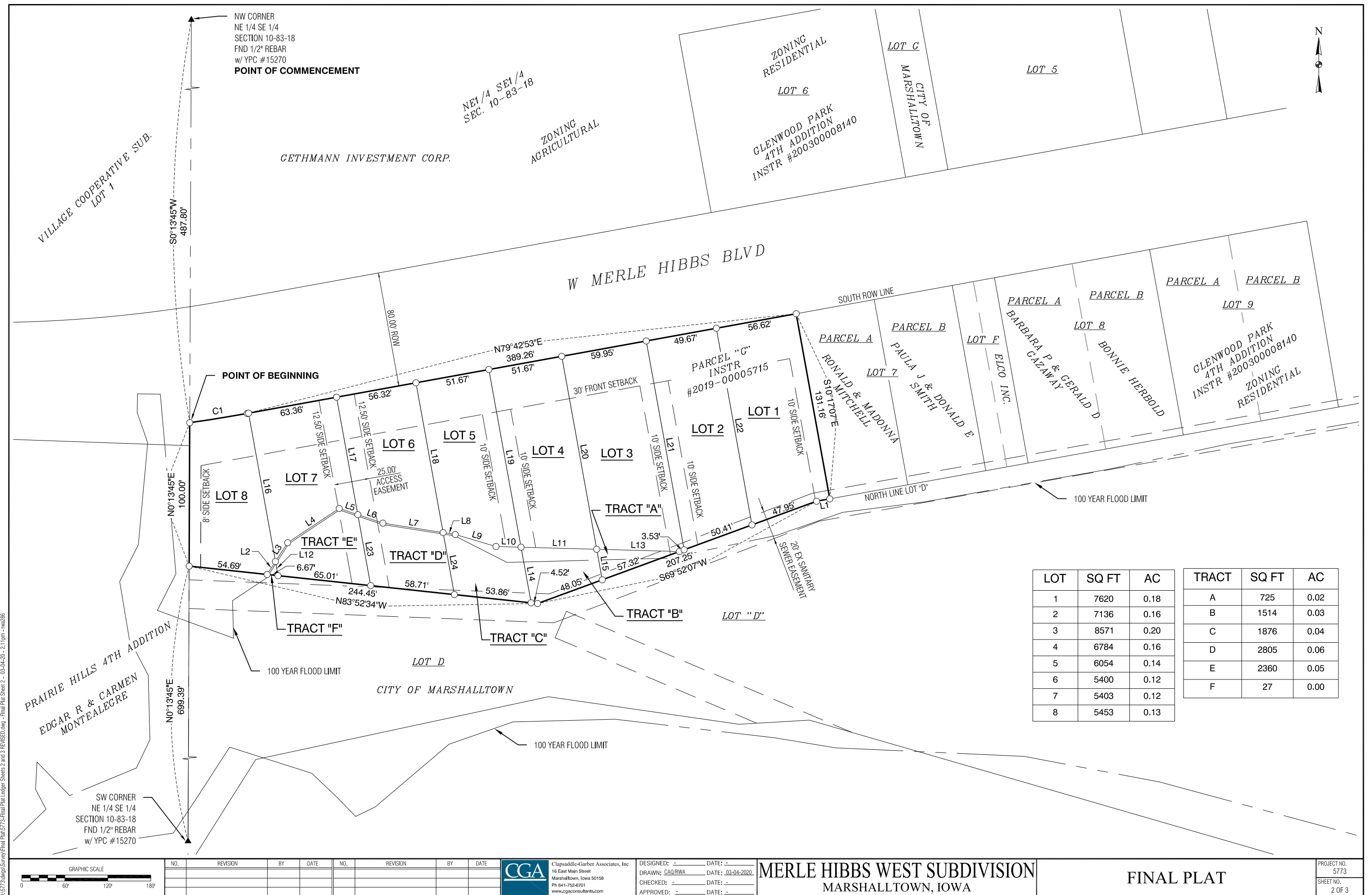
1-800-292-8989
www.iowaonecall.com



NOTE:
ALL BEARINGS ARE THE RESULT OF G.P.S. OBSERVATIONS.



Clapsaddle-Garber Associates, Inc
16 East Main Street, P.O. Box 754
Marshalltown, Iowa 50158
Phone 641-752-6701
www.cgaconsultants.com



J:\5773\Maps\Survey\Final Plats\5773-Final Plat Ledger Sheets 2 and 3 REVISED.dwg - Final Plat Sheet 3 - 03-04-20 - 2:13pm - rw286

LINE DATA		
LINE NUMBER	BEARING	DISTANCE
L1	S79°46'39"W	9.38'
L2	N32°53'50"E	10.75'
L3	N32°53'20"E	15.63'
L4	S56°24'46"W	43.20'
L5	S71°26'13"E	13.69'
L6	S71°23'34"E	18.44'
L7	S81°06'10"E	42.53'
L8	S81°06'10"E	8.53'
L9	S73°36'19"E	29.68'
L10	S88°25'44"E	17.46'
L11	S88°25'44"E	52.80'
L12	S10°16'59"E	10.00'

LINE DATA		
LINE NUMBER	BEARING	DISTANCE
L13	S88°25'44"E	57.71'
L14	S10°17'07"E	39.45'
L15	N10°17'07"W	21.66'
L16	S10°16'59"E	105.15'
L17	N10°17'07"W	83.27'
L18	N10°17'09"W	106.15'
L19	S10°17'07"E	125.87'
L20	N10°17'07"W	136.72'
L21	N10°17'07"W	147.97'
L22	S10°17'07"E	139.35'
L23	S10°17'07"E	50.25'
L24	N10°17'09"W	43.95'

Curve Table					
CURVE DATA	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD
C1	40.59'	1040.00'	2°14'09"	N80°49'58"E	40.58'

NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE



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

DESIGNED: -	DATE: -
DRAWN: CAO/RWA	DATE: 03-04-2020
CHECKED: -	DATE: -
APPROVED: -	DATE: -

MERLE HIBBS WEST SUBDIVISION

MARSHALLTOWN, IOWA

FINAL PLAT	
PROJECT NO.	5773
SHEET NO.	3 OF 3

RESOLUTION APPROVING A DEVELOPMENT AGREEMENT WITH DANI AND GARRETT GOODMAN FOR A \$175,000 CATALYST BUILDING GRANT AND \$50,000 NEW CONSTRUCTION INCENTIVE GRANT

WHEREAS, the City of Marshalltown has been granted \$1 million in Catalyst Building Remediation funds through the Iowa Economic Development Authority; and

WHEREAS, a review committee has recommended a grant of \$175,000 to Dani and Garrett Goodman for the construction of a new restaurant at 35 North Center Street; and

WHEREAS, the Iowa Economic Development Authority concurred with the grant and the amount;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached development agreement with Dani and Garrett Goodman is hereby approved and the Mayor is directed to execute the agreement.

Passed this 23rd day of March, 2020, and signed this _____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

DEVELOPMENT AGREEMENT

19-CTBF-003

This Development Agreement ("Agreement") made this day _____ of March, 2020 by and between the CITY OF MARSHALLTOWN, IOWA ("City") and DANI AND GARRETT GOODMAN ("Developer").

WHEREAS, the City submitted a grant application to the Iowa Economic Development Authority ("IEDA") for a Community Catalyst Building Remediation Grant for a proposed Project located at 35 NORTH CENTER STREET to be completed at property owned by Developer; and

WHEREAS, the Grant application of \$175,000 was approved for this project by IEDA and accepted by the City upon the terms and conditions set out by IEDA; and

WHEREAS, the Developer, as owner of the property, accepts the grant upon the terms and conditions set out in this Agreement;

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the Parties agree as follows:

1. PROJECT. "Project" means the activities and other obligations to be performed or accomplished by the City and the Developer as described in this Agreement, in the Scope of Work set out herein and, in the application, submitted through IowaGrants.gov.

2. PROJECT COMPLETION PERIOD. The "Project Completion Period" commences with the Date of approval by the City Council of this Agreement and ends with the Project Completion Date set out in the grant agreement with IEDA, April 11, 2021.

3. COSTS TO BE REIMBURSED. The costs to be reimbursed under this agreement are those costs that are directly related to the Project, as set out in Section 261-45.2 of Iowa Administrative Code. Those costs specifically do not include expenditures for furnishings, appliances, accounting services, legal services, loan origination and other financing costs, syndication fees and related costs, developer fees, or the costs associated with selling or renting dwelling units whether incurred before or after completion of the Project.

4. PRIOR EXPENSES. No expenditures made prior to the date of City Council approval of this Agreement may be included as Project Costs.

5. MAINTENANCE OF INSURANCE. The Developer shall maintain the project property in good repair and condition, ordinary wear and tear excepted, and shall not suffer or commit waste or damage upon the project property. The Developer shall pay for and maintain insurance in an amount not less than the full insurable value of the project property. The Developer shall name the City and the IEDA as mortgagees and/or an additional loss payee(s). The Developer shall provide the City with a copy of each and every insurance policy in effect.

6. SCOPE OF WORK. The Project includes the construction of a new grocery store and restaurant, as more specifically described in the Grant application.

7. **WORK RESPONSIBILITIES.** Subject to the terms of this Agreement, Developer will be solely responsible for completing all work on the Project. Neither party will be considered an agent of the other for purposes of this Project, and each will hold harmless and indemnify the other for any damages suffered by any person or entity as a result of its own or its agents' acts or failures to act in performance of its obligations under this Agreement.

8. **FINANCIAL OBLIGATION.** The Catalyst Grant amount approved is \$175,000. In addition to the Grant funding the parties agree to the following financial commitments.

- \$50,000 New Construction Incentive to be paid in full with the first Catalyst Grant payment.

9. **ASSIGNMENT OF AGREEMENT.** The Parties may not assign, transfer or convey in whole or in part this Agreement, without the consent of each Party. Consent shall not be unreasonably withheld.

10. **WRITING REQUIRED.** No change, modification, or termination of any of the terms, provisions or conditions of this Agreement shall be effective unless made in writing and signed by the Parties.

11. **PAYMENT PROCEDURES FOR GRANT FUNDS.** Payment under the Grant shall be made on a reimbursement basis. Requests for reimbursement shall be submitted at two points in the Project. The first request shall be made at the Project Mid-Point after costs directly related to the Project are equal or greater than 60% of the Grant Fund. The final request for reimbursement shall be made within thirty (30) days of the Project Completion Date. Each request for reimbursement will include reports of the work completed, including photographs of the Project. Payments will be made to Developer within thirty (30) days of the receipt by the City of funds from the IEDA.

12. **MISCELLANEOUS.**

- a. Any publications or media releases related to the Project will contain the following. This Project is Sponsored in Part by the Iowa Economic Development Authority and the City of Marshalltown;
- b. The City's obligation to provide funds is contingent on funds being available to the City from the IEDA under the Community Catalyst Grant Program. Developer will hold the City harmless from any damage Developer sustains as a result of funds for the Project being unavailable through the Community Catalyst Grant Program;
- c. If the City's agreement with IEDA is modified in any way, this Agreement will be similarly modified, if necessary, to comply with or carry out the obligations of the IEDA agreement. Developer will hold the City harmless from any damage. Developer sustains as a result of modifications to the City's agreement with IEDA over which the City has no control.

13. ENTIRE AGREEMENT.

This Agreement contains the entire understanding between the City and the Developer with respect to the Project contained herein.

IN WITNESS WHEREOF the parties have executed this Agreement at Marshalltown, Marshall County, Iowa, the day and year first stated.

City of Marshalltown

BY. _____ ATTEST. _____
Mayor City Clerk

DANI GOODMAN

BY. _____

GARRETT GOODMAN

BY. _____

RESOLUTION APPROVING A DEVELOPMENT AGREEMENT WITH FLINT HILLS HOLDINGS FOR A \$75,000 CATALYST BUILDING GRANT AND \$50,000 NEW CONSTRUCTION INCENTIVE GRANT

WHEREAS, the City of Marshalltown has been granted \$1 million in Catalyst Building Remediation funds through the Iowa Economic Development Authority; and

WHEREAS, a review committee has recommended a grant of \$75,000 to Flint Hills Holdings for the construction of an income-restricted multi-family housing complex at 20 East State Street; and

WHEREAS, the Iowa Economic Development Authority concurred with the grant and the amount;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached development agreement with Flint Hills Holdings is hereby approved and the Mayor is directed to execute the agreement.

Passed this 23rd day of March, 2020, and signed this _____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

DEVELOPMENT AGREEMENT

19-CTBF-003

This Development Agreement ("Agreement") made this day _____ of March, 2020 by and between the CITY OF MARSHALLTOWN, IOWA ("City") and FLINT HILLS HOLDINGS ("Developer").

WHEREAS, the City submitted a grant application to the Iowa Economic Development Authority ("IEDA") for a Community Catalyst Building Remediation Grant for a proposed Project located at 20 EAST STATE STREET to be completed at property owned by Developer; and

WHEREAS, the Grant application of \$75,000 was approved for this project by IEDA and accepted by the City upon the terms and conditions set out by IEDA; and

WHEREAS, the Developer, as owner of the property, accepts the grant upon the terms and conditions set out in this Agreement;

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the Parties agree as follows:

1. PROJECT. "Project" means the activities and other obligations to be performed or accomplished by the City and the Developer as described in this Agreement, in the Scope of Work set out herein and, in the application, submitted through IowaGrants.gov.

2. PROJECT COMPLETION PERIOD. The "Project Completion Period" commences with the Date of approval by the City Council of this Agreement and ends with the Project Completion Date set out in the grant agreement with IEDA, April 11, 2021.

3. COSTS TO BE REIMBURSED. The costs to be reimbursed under this agreement are those costs that are directly related to the Project, as set out in Section 261-45.2 of Iowa Administrative Code. Those costs specifically do not include expenditures for furnishings, appliances, accounting services, legal services, loan origination and other financing costs, syndication fees and related costs, developer fees, or the costs associated with selling or renting dwelling units whether incurred before or after completion of the Project.

4. PRIOR EXPENSES. No expenditures made prior to the date of City Council approval of this Agreement may be included as Project Costs.

5. MAINTENANCE OF INSURANCE. The Developer shall maintain the project property in good repair and condition, ordinary wear and tear excepted, and shall not suffer or commit waste or damage upon the project property. The Developer shall pay for and maintain insurance in an amount not less than the full insurable value of the project property. The Developer shall name the City and the IEDA as mortgagees and/or an additional loss payee(s). The Developer shall provide the City with a copy of each and every insurance policy in effect.

6. SCOPE OF WORK. The Project includes the restoration of the building to residential apartment units, as more specifically described in the Grant application.

7. **WORK RESPONSIBILITIES.** Subject to the terms of this Agreement, Developer will be solely responsible for completing all work on the Project. Neither party will be considered an agent of the other for purposes of this Project, and each will hold harmless and indemnify the other for any damages suffered by any person or entity as a result of its own or its agents' acts or failures to act in performance of its obligations under this Agreement.

8. **FINANCIAL OBLIGATION.** The Catalyst Grant amount approved is \$75,000. In addition to the Grant funding the parties agree to the following financial commitments.

- \$50,000 New Construction Incentive Grant to be paid with the first installment of the Catalyst Grant.

9. **ASSIGNMENT OF AGREEMENT.** The Parties may not assign, transfer or convey in whole or in part this Agreement, without the consent of each Party. Consent shall not be unreasonably withheld.

10. **WRITING REQUIRED.** No change, modification, or termination of any of the terms, provisions or conditions of this Agreement shall be effective unless made in writing and signed by the Parties.

11. **PAYMENT PROCEDURES FOR GRANT FUNDS.** Payment under the Grant shall be made on a reimbursement basis. Requests for reimbursement shall be submitted at two points in the Project. The first request shall be made at the Project Mid-Point after costs directly related to the Project are equal or greater than 60% of the Grant Fund. The final request for reimbursement shall be made within thirty (30) days of the Project Completion Date. Each request for reimbursement will include reports of the work completed, including photographs of the Project. Payments will be made to Developer within thirty (30) days of the receipt by the City of funds from the IEDA.

12. **MISCELLANEOUS.**

- a. Any publications or media releases related to the Project will contain the following. This Project is Sponsored in Part by the Iowa Economic Development Authority and the City of Marshalltown;
- b. The City's obligation to provide funds is contingent on funds being available to the City from the IEDA under the Community Catalyst Grant Program. Developer will hold the City harmless from any damage Developer sustains as a result of funds for the Project being unavailable through the Community Catalyst Grant Program;
- c. If the City's agreement with IEDA is modified in any way, this Agreement will be similarly modified, if necessary, to comply with or carry out the obligations of the IEDA agreement. Developer will hold the City harmless from any damage. Developer sustains as a result of modifications to the City's agreement with IEDA over which the City has no control.

13. ENTIRE AGREEMENT.

This Agreement contains the entire understanding between the City and the Developer with respect to the Project contained herein.

IN WITNESS WHEREOF the parties have executed this Agreement at Marshalltown, Marshall County, Iowa, the day and year first stated.

City of Marshalltown

BY. _____
Mayor

ATTEST. _____
City Clerk

FLINT HILLS HOLDINGS

BY. _____

RESOLUTION TRANSFERRING FUNDS FOR FISCAL YEAR 2020 THROUGH SEPTEMBER 30, 2019

WHEREAS, the fiscal year 2020 budget provides for certain transfers between funds; and,

WHEREAS, the books should now indicate appropriate transfers;

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

that the Finance Director be directed to make said transfers as follows:

Transferred From	Transferred To	Explanation of activity	Per Original Budget	Total Cash Transfers through Sept. 30, 2019	Remaining Budget Available
<u>Cash Transfers</u>					
CIP Tax Collection	CIP Large	Move cash to CIP Large vehicle fund to fund future	\$ 106,000	\$ -	\$ 106,000.00
CIP Tax Collection Fund	Capital Improvement Reserve Fund	Capital expenditures paid from governmental capital reserve fund. Cash is transferred from the capital improvement levy funds where the property taxes were	\$ 508,198	\$ 59,259.46	\$ 448,938.54
Emergency Levy Fund	General	Property taxes collected in Emergency fund with the cash being transferred to the general fund	\$ 244,683	\$ 3,553.21	\$ 241,129.79
Employee benefits fund	General	Reimbursement to general fund for employee benefits: FICA, IPERS, group health insurance, workman 's comp, retirees health savings contributions (non-union payout in lieu of sick and vacation based upon guidelines for	\$ 2,693,988	\$ 603,033.31	\$ 2,090,954.69
General fund	Transit	Property taxes collected in general (as required) with the cash being transferred to the transit enterprise fund	\$ 316,540	\$ 4,252.21	\$ 312,287.79
Local Option Sales Tax	2018 CY Street Projects Fund	Move cash to capitals projects to fund individual projects such as microsurfacing, bridge repairs, etc	\$ 265,000	\$ -	\$ 265,000.00
Local Option Sales Tax	General	Council designated funds from local option sales tax (LOST) collected so budgeted Fund 001 revenues =	\$ 8,611	\$ -	\$ 8,611.00
Local Option Sales Tax	Debt Service Fund	Property tax relief from local option sales tax (LOST) collected	\$ 2,918,000	\$ 733,702.04	\$ 2,184,297.96
LOST - Council Desig -Cash Reserves	Cash Flow Reserve Fund	Transfer to have Reserve Fund at 15% of Fund 001 budgeted expenses	\$ 50,000	\$ -	\$ 50,000.00
Police & fire retirement	General	Reimbursement to general fund for civil service retirement payments to Municipal Fire & Police Retirement System of Iowa (MFPRSI)	\$ 1,122,785	\$ 245,846.03	\$ 876,938.97
Road use tax fund	General	Reimbursement to general fund for employee wages associated with the public works department	\$ 1,206,995	\$ 245,309.69	\$ 961,685.31
TIF tax collection fund	Debt Service	Portion of 2015, 2011 B refunding bond & 2012A issue paid with tax increment financing property taxes	\$ 365,870	\$ -	\$ 365,870.00
TIF tax collection fund	TIF District #4 Project Fund	Move cash to capitals projects	\$ 120,666	\$ -	\$ 120,666.00

Transferred From	Transferred To	Explanation of activity	Per Original Budget	Total Cash Transfers through Sept. 30, 2019	Remaining Budget Available
TIF tax collection fund	General	Façade project expenses paid by general fund. Cash is transferred from TIF collection fund where the property taxes are collected.	\$ 30,000		\$ 30,000.00
GO Storm Water	Local Option Sales Tax Capitals	Project expenses for levee repair	\$ 45,000		\$ 45,000.00
WPCP funds	WPCP funds	Cover consolidation of project funds within wpcp series and move dollars from wpcp revenue fund to wpcp expenditure fund	\$ -	\$ 856,745.60	\$ (856,745.60)
Total amount of budgeted transfers between funds			\$ 10,002,336	\$ 2,751,701.55	\$ 7,250,634.45

Passed this 10th day of February 2020

Attest: _____ Attest: _____
Mayor City Clerk

**RESOLUTION APPROVING AN ECONOMIC DEVELOPMENT GRANT TO
ABERROTES LA SALUD FOR THE DEMOLITION OF 14 NORTH 1ST STREET**

WHEREAS, the City of Marshalltown, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 4 (the “Urban Renewal Area”); and

WHEREAS, this Council approved Amendment No. 2 to the urban renewal plan for the Urban Renewal Area on August 14, 2017, which included the description of an urban renewal project related to funding the demolition of dangerous and dilapidated buildings in the Urban Renewal Area and authorized the use of up to \$1,000,000 in incremental property tax revenues for this purpose; and

WHEREAS, the City has received a request from Aberrotes La Salud for a grant of incremental property tax revenues in the amount of \$7,620.49, (the “Grant”) to be used in the demolition of the commercial structure located at 14 North 1st Street (the “Project”); and

WHEREAS, Chapter 15A of the Code of Iowa (“Chapter 15A”) declares that economic development is a public purpose for which a City may provide grants, loans, tax incentives, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans, tax incentives or other financial assistance, a City Council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that in determining whether funds should be spent, a City Council must consider any or all of a series of factors;

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

Section 1. Pursuant to the factors listed in Chapter 15A, the Council hereby finds that:

- (a) The Project will remove a blighted structure from the Urban Renewal Area and will make it possible for new development to occur;
- (b) The Project will generate public gains and benefits which are warranted in comparison to the amount of the proposed Grant.

Section 2. The Council further finds that a public purpose will reasonably be accomplished by providing a grant to Aberrotes La Salud and the Grant, in the amount of \$7,620.49, is hereby approved.

Section 3. The Grant shall be paid from incremental property tax revenues generated within the Urban Renewal Area.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed.

Passed this 23rd day of March, 2020, and signed this _____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

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: March 18, 2020
RE: Blight Remediation Grant- 14 N 1st St

Policy Issue: Council must approve allocations of TIF cash on-hand

Recommendation: To approve the resolution as proposed

Background: The City Council has utilized cash on-hand in TIF/UR Area #4- Downtown to help fund 20% of demolition and environmental costs for new owners of blighted structures. The rationale behind this grant is that it is more cost effective for this demolition/blight remediation to occur through a private owner than through the City.

Aberrotes La Salud purchased 14 N. 1st Street from Meskwaki Inc. and is preparing to demolish the structure to build a parking lot for their customers. Blight is defined as a deteriorated condition that upsets plans, and the building has been in an unfinished, vacant state for about 5 years. The building had been for sale for many months but the amount of rehabilitation still required for the building to be functional was a detriment to potential buyers.

The total cost of demolition, including utility disconnection is \$38,102.44, and 20% of this would be \$7,620.49.

Budget Impact: The projected cash balance for TIF #4 as of June 30, 2020 is \$332,000, with approximately \$70,000 to be used of that fund balance in FY21.

Attachment: Letter from Gabby Vargas, Contract docs w/ cost

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



Abarrotes La Salud, Inc.

17 N 1st St.
Marshalltown, IA 50158
Ph. 641-752-1741

March 16, 2020

Dear Council Members,

My name is Gabriela Vargas. I am one of the owners of Abarrotes La Salud, Inc. We have been in business for over 12 years.

I am writing this letter to ask you for approval of some funding which has been available to other demolition projects around town. As you are already aware parking downtown is and has been a challenge for years. Our store leased six parking spaces off of the Coliseum parking lot for several years; that really helped us with our parking needs. With the improvements of the Coliseum currently underway their parking lot has been fenced in and our parking lot lease with the City has been cancelled and will not be renewed.

Even before this happened we were in conversations with local management from Family Video about leasing their east parking spots, but that didn't turn into anything since they got into a 20 year contract with Dollar General who is moving into that location in the near future.

Our building sustained damages during the tornado and we took the opportunity to invest into improving our building which has helped beautify our Downtown. We invested not only in our store front, but also on some code upgrades.

We also have several businesses in our block that need parking as much as we do. Street parking is not enough for all of us; especially when the Coliseum holds events. Competition is another reality that makes us realize that the convenience of parking is very important for a healthy business.

We came across the opportunity of buying the empty building right across from our store which had been in the market for months. The idea of buying it was to turn it into our own clients' parking lot. That project will definitely take a big expense. Acquiring that building to turn it into another business would have taken three times as much the funds that are needed now to turn it into a parking lot and the result would have been another business that if it had been successful it would also be struggling with parking for their own clients.

Please consider our petition as it will really help us keep our business doors' open and contribute to the growth of our Downtown.

Sincerely,

Gabriela Vargas

Gabriela Vargas

GENERAL CONTRACT FOR SERVICES

This Contract for Services is made effective as of March 10, 2020, by and between LA SALUD INC of 14 N 1ST ST, Marshalltown, Iowa 50158 (the "Recipient"), and A.THOMPSON CONTRACTING COMPANY LLC/TSB of OFFICE 1010 FREMONT ST, Marshalltown, Iowa 50158 (the "Provider").

1. DESCRIPTION OF SERVICES. Beginning on March 10, 2020, A.THOMPSON CONTRACTING COMPANY LLC/TSB will provide to LA SALUD INC the following services (collectively, the "Services"):

EXISTING BID \$ 1.50 PER SQ FT FOR REMOVAL 4356 SQ FT === \$ 6534.00
CONCRETE FLAT WORK \$ 5.00 SQ FT 4356 SQ FT ===== \$ 21,170.00

\$ 28,314.00
IA SALES TAX \$ 1,981.00

\$30,295.00

FOUNDATION 60 FT LONG BY 8 FT DEEP BY 18 IN WIDE X 4 WALLS
REMOVAL \$ 2.00 PER SQ FT----- \$
5760.00

MODIFY SUB BASE ROCK TO FILL IN FOUNDATION \$30.00 TON X 90 TON \$
2700.00

\$ 8460.00
IA SALES TAX \$ 592.20

TOTAL FOUNDATION REMOVAL COST \$ ~~9052.00~~ \$ 5052.00 GVA 2.0

ALL OTHER CONCRETE REMOVAL AND WORK THAT WILL GET ADDED WILL BE
\$ 5.00 PER SQ FT
REMOVAL WILL BE \$ 2 SQ FT

THIS WILL BE MADE IN 3 PAYMENTS AS WELL ONE PAYMENT DUE AT SIGNING
SECOND DUE DAY CONCRETE TRUCKS DELIVER CONCRETE AND FINAL
PAYMENT DUE ON COMPLETION

2. PAYMENT. LA SALUD INC agrees to pay A.THOMPSON CONTRACTING COMPANY LLC/TSB as follows:

3 PAYMENT CONTRACT

1ST DUE AT SIGNING \$13115.73

2ND DUE AT CONCRETE DELIVERY \$13115.73

3RD PAYMENT DUE AT COMPLETION ~~\$13115.73~~ 9115.73

If any invoice is not paid when due, interest will be added to and payable on all overdue amounts at 20 percent per year, or the maximum percentage allowed under applicable Iowa laws, whichever is less.

LA SALUD INC shall pay all costs of collection, including without limitation, reasonable attorney fees. In addition to any other right or remedy provided by law, if LA SALUD INC fails to pay for the Services when due, A.THOMPSON CONTRACTING COMPANY LLC/TSB has the option to treat such failure to pay as a material breach of this Contract, and may cancel this Contract and/or seek legal remedies.

3. TERM. This Contract will terminate automatically upon completion by Provider of the Services required by this Contract.

4. WORK PRODUCT OWNERSHIP. Any copyrightable works, ideas, discoveries, inventions, patents, products, or other information (collectively the "Work Product") developed in whole or in part by Provider in connection with the Services will be the exclusive property of Recipient. Upon request, Provider will execute, within a reasonable period of time, all documents necessary to confirm or perfect the exclusive ownership of Recipient to the Work Product.

5. CONFIDENTIALITY. Provider, and its employees, agents, or representatives will not at any time or in any manner, either directly or indirectly, use for the personal benefit of Provider, or divulge, disclose, or communicate in any manner, any information that is proprietary to Recipient. Provider and its employees, agents, and representatives will protect such information and treat it as strictly confidential. This provision will continue to be effective after the termination of this Contract. Any oral or written waiver by Recipient of these confidentiality obligations which allows Provider to disclose Recipient's confidential information to a third party will be limited to a single occurrence tied to the specific information disclosed to the specific third party, and the confidentiality clause will continue to be in effect for all other occurrences.

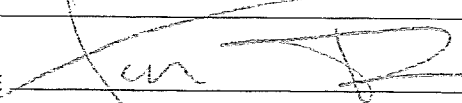
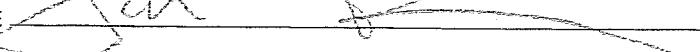
Upon termination of this Contract, Provider will return to Recipient all records, notes, documentation and other items that were used, created, or controlled by Provider during the term of this Contract.

6. INDEMNIFICATION. Provider agrees to indemnify and hold Recipient harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against Recipient that result from the acts or omissions of Provider and/or Provider's employees,

Job Invoice

DATE ORDERED 2/25/20		ORDER TAKEN BY Ayer
SOLD TO Abarrotes La Salud	PHONE NO.	CUSTOMER ORDER #
14 N 1st St.	JOB LOCATION Marshall	
Mt. Airy, IA 50158	JOB PHONE	STARTING DATE 2/27/20
"babi" 641-691-4117	TERMS	"Completed"

[illegible]

WORK ORDERED	Shot-off	make check payable to "A. Thompson Contracting"	TOTAL LABOR		
DATE ORDERED	2-25-20		TOTAL MATERIALS		
DATE COMPLETED	2-27-20		TOTAL MISCELLANEOUS		
CUSTOMER			SUBTOTAL		
APPROVAL SIGNATURE			TAX		
AUTHORIZED SIGNATURE			GRAND TOTAL		

APPROVE DEVELOPMENT
AGREEMENT AND TAX INCREMENT
PAYMENTS

(Flint Hills Holdings)

422742-36

Marshalltown, Iowa

March 23, 2020

A meeting of the City Council of the City of Marshalltown, Iowa, was held at 5:30 o'clock p.m., on March 23, 2020, at the Council Chambers, Marshalltown, Iowa, pursuant to the rules of the Council and to published notice.

The Mayor presided and the roll was called, showing members present and absent as follows:

Present: _____

Absent: _____.

It was reported that on August 26, 2019, the City Council had held a public hearing on a Development Agreement between the City and Flint Hills Holdings, in connection with construction of a fifty-unit multi-family development, which provides for certain property tax incentives in the form of annual appropriation, incremental property tax payments in a total amount not exceeding \$400,000, and that the City Council had been requested to approve that Development Agreement.

Council Member _____ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of said resolution, and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared said resolution duly adopted, as follows:

RESOLUTION 2020-079 APPROVING DEVELOPMENT AGREEMENT WITH FLINT
HILLS HOLDINGS, AUTHORIZING ANNUAL APPROPRIATION TAX INCREMENT
PAYMENTS AND PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE
PAYMENT OF THE AGREEMENT

WHEREAS, the City of Marshalltown, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 4 (the “Urban Renewal Area”) which provides for multi-family housing developments; and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, an agreement between the City and Flint Hills Holdings has been prepared (the “Agreement”), pursuant to which the developer would construct a fifty-unit multi-family development in the Urban Renewal Area (the “Marshalltown Lofts Project”) and the City would provide annual appropriation tax increment payments in a total amount not exceeding \$400,000; and

WHEREAS, this City Council, pursuant to Section 403.9 of the Code of Iowa, has published notice, has held a public hearing on the Agreement, has determined that the Agreement is in compliance with the urban renewal plan for the Urban Renewal Area, and has otherwise complied with statutory requirements for the approval of the Agreement; and

WHEREAS, Chapter 15A of the Code of Iowa (“Chapter 15A”) declares that economic development is a public purpose for which a City may provide grants, loans, tax incentives, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans, tax incentives or other financial assistance, a City Council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that in determining whether funds should be spent, a City Council must consider any or all of a series of factors;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Marshalltown, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the Council hereby finds that:

(a) The Marshalltown Lofts Project will add diversity and generate new opportunities for the Marshalltown and Iowa economies;

(b) The Marshalltown Lofts Project will contribute to the revitalization of the Urban Renewal Area and will generate public gains and benefits, particularly in the creation of new jobs, the retention of existing jobs, and the provision of housing opportunities for the community which are warranted in comparison to the amount of the proposed property tax incentives.

Section 2. The Council further finds that a public purpose will reasonably be accomplished by entering into the Agreement and providing the property tax payments to Flint Hills Holdings.

Section 3. The Agreement is hereby approved and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Agreement on behalf of the City, in substantially the form and content in which the Agreement has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of bond counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Agreement.

Section 4. All payments by the City under the Agreement shall be subject to annual appropriation by the City Council, in the manner set out in the Agreement. As provided and required by Chapter 403 of the Code of Iowa, the City's obligations under the Agreement shall be payable solely from a subfund which is hereby established, into which shall be paid that portion of the income and proceeds of the Urban Renewal Tax Revenue Fund attributable to property taxes derived from the property described as follows:

12 East State Street - South 137 feet, 11 inches of Lot 8, excluding the East 1 foot of the South 80 feet of Lot 8 & North 100 feet of Lot 9, Block 3 in the Town of Marshall
20 East State Street – Lot 10, Block 3, Original Town of Marshall
26 East State Street - Lot 11, Block 3, Original Town of Marshall
28 East State Street – The South 120 feet of Lot 12, Block 3, Original Town of Marshall
104 N 1st Avenue – The North 60 feet of Lot 12, Block 3, Original Town of Marshall

(the "Marshalltown Lofts Subfund").

Section 5. The City hereby pledges to the payment of the Agreement the Marshalltown Lofts Subfund and the taxes referred to in Subsection 2 of Section 403.19 of the Code of Iowa to be paid into such Subfund, provided, however, that no payment will be made under the Agreement unless and until monies from the Marshalltown Lofts Subfund are appropriated for such purpose by the City Council.

Section 6. After its adoption, a copy of this resolution shall be filed in the office of the County Auditor of Marshall County to evidence the continuing pledging of the Marshalltown Lofts Subfund and the portion of taxes to be paid into such Subfund and, pursuant to the direction of Section 403.19 of the Code of Iowa, the Auditor shall allocate the taxes in accordance therewith and in accordance with the tax allocation ordinance referred to in the preamble hereof.

Section 7. All resolutions or parts thereof in conflict herewith are hereby repealed.

Passed and approved this 23rd day of March, 2020.

Mayor

Attest:

City Clerk

• • • • •

On motion and vote the meeting adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF MARSHALL SS:
CITY OF MARSHALLTOWN

I, the undersigned, Clerk of the City of Marshalltown, hereby certify that the foregoing is a true and correct copy of the minutes of the Council of the City relating to holding a public hearing and adopting a resolution to approve a Development Agreement.

WITNESS MY HAND this _____ day of _____, 2020.

City Clerk

STATE OF IOWA

SS:

COUNTY OF MARSHALL

I, the undersigned, County Auditor of Marshall County, in the State of Iowa, do hereby certify that on the ____ day of _____, 2020, the City Clerk of the City of Marshalltown filed in my office a certified copy of a resolution of the City shown to have been adopted by the Council and approved by the Mayor thereof on March 23, 2020, entitled: "Resolution Approving Development Agreement with Flint Hills Holdings, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement", and that I have duly placed the copy of the resolution on file in my records.

WITNESS MY HAND this ____ day of _____, 2020.

County Auditor

March 19, 2020

Shari Coughenour
City Clerk/City Hall
24 North Center Street
Marshalltown, IA 50158

Re: Flint Hills Holdings Development Agreement
File No. 422742-36

Dear Shari:

Enclosed are copies of proceedings covering the City Council's adoption of a resolution approving the proposed Development Agreement with Flint Hills Holdings and pledging incremental tax revenues. Also enclosed is an updated draft of the Agreement.

A copy of the Resolution must be filed with the Marshall County Auditor.

We would appreciate receiving one fully executed copy of these proceedings and of the executed Development Agreement as soon as they are available.

Very truly yours,

Robert E. Josten

Cc by email: Jessica Kinser
Diana Steiner

DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Marshalltown, Iowa (the “City”) and Flint Hills Holdings (the “Developer”) as of the 23rd day of March, 2020.

WHEREAS, the City has established the Marshalltown Urban Renewal Area No. 4 (the “Urban Renewal Area”), and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Developer owns certain real property which is situated in the City and in the Urban Renewal Area and is more specifically described as follows:

12 East State Street - South 137 feet, 11 inches of Lot 8, excluding the East 1 foot of the South 80 feet of Lot 8 & North 100 feet of Lot 9, Block 3 in the Town of Marshall
20 East State Street – Lot 10, Block 3, Original Town of Marshall
26 East State Street - Lot 11, Block 3, Original Town of Marshall
28 East State Street – The South 120 feet of Lot 12, Block 3, Original Town of Marshall
104 N 1st Avenue – The North 60 feet of Lot 12, Block 3, Original Town of Marshall
(the “Property”); and

WHEREAS, the Developer has proposed to undertake the development of a fifty-unit rental housing development (the “Housing Project”) on the Property, within which at least 90% of the units will be affordable to families of low and moderate income as defined in Iowa Code Section 403.17(14); and

WHEREAS, the Developer has requested that the City provide financial assistance in the form of incremental property tax payments to be used to reimburse the Developer for a portion of the costs of constructing the Project; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Developer’s Covenants

1. Housing Project Construction. The Developer agrees to construct the Housing Project on the Property. The Developer will submit a detailed site plan (the “Site Plan”) for the development of the Housing Project to the City which, upon approval by the City, shall be attached as Exhibit A hereto. The Developer agrees to construct the Housing Project in accordance with the Site Plan and to substantially complete such construction by no later than June 1, 2021.

2. Property Taxes. The Developer agrees to make, or make provision for, timely payment of all property taxes as they come due with respect to the Property and the completed Housing Project, throughout the term of this Agreement and to submit a receipt or

cancelled check to the City Clerk in evidence of each such payment. The Developer hereby acknowledges that the funding of Payments (as hereinafter defined in Section B.1) is contingent upon the full and timely payments of such property taxes as may from time to time become due and owing with respect to the Property

3. Default Provisions. The following shall be “Events of Default” under this Agreement, and the term “Event of Default” shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:

- a) Failure by the Developer to complete construction of the Housing Project pursuant to the terms and conditions of this Agreement.
- b) Failure by the Developer to fully and timely remit payment of property taxes when due and owing during the term of this Agreement.
- c) A determination by the City that the Developer has failed to provide at least 90% of the units of the Housing Project at a rental level that is affordable to families of low and moderate income as defined in Iowa Code Section 403.17(14).

Whenever any Event of Default described in this Agreement occurs, the City shall provide written notice to the Developer describing the cause of the default and the steps that must be taken by the Developer in order to cure the default. The Developer shall have thirty (30) days after receipt of the notice to cure the default or to provide assurances satisfactory to City that the default will be cured as soon as reasonably possible. If the Developer fails to cure the default or provide assurances, City shall then have the right to:

- a) Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.
- b) Withhold the Payments under Section B.1 of this Agreement, such right being in addition to the right of annual appropriation as set forth in Section B.2 below.

B. City’s Obligations

1. Payments. In recognition of the Developer’s covenants set out above, the City agrees to make Payments to the Developer in each fiscal year during the term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa, provided, however that the aggregate, total amount of the Payments shall not exceed \$400,000, and all Payments shall be made subject to annual appropriation by the City Council as hereinafter set forth.

Payments will be made on December 1 and June 1 of each fiscal year, beginning on the first December 1 for which Incremental Property Tax Revenues (as hereinafter defined) become available with respect to the Property, and continuing for a total of fifteen fiscal years, or until Payments in the total amount of \$400,000 have been made. For example, if an increase in the incremental valuation of the Property is shown on the Marshall County tax rolls as of January 1, 2021, the first Payment could be made on December 1, 2022.

Each Payment shall be in an amount equal to 100% of the Incremental Property Tax Revenues received by the City with respect to the Property during the six (6) months immediately preceding each Payment date. “Incremental Property Tax Revenues” are produced

by multiplying the consolidated property tax levy (city, county, school, etc.) times the incremental valuation of the Property, then subtracting debt service levies of all taxing jurisdictions, subtracting the school district physical plant and equipment levy and instructional support levy and subtracting any other levies which may be exempted from such calculation by action of the Iowa General Assembly.

The Payments shall not constitute general obligations of the City, but shall be made solely and only from Incremental Property Tax Revenues received by the City from the Marshall County Treasurer that are attributable to the Property.

2. Annual Appropriation. Each Payment shall be subject to a finding by the City Council that the Developer is in full compliance with each of the Developer's Covenants set out above, and each Payment shall be subject to annual appropriation by the City Council. Prior to November 15 of each year during the term of this Agreement, the City Council shall consider the question of obligating for appropriation to the funding of the Payments due in the next succeeding fiscal year, an amount of Incremental Property Tax Revenues to be collected in such following fiscal year equal to 100% of the City's estimate of the amount of Incremental Property Tax Revenues that could be collected in such year (the "Appropriated Amount"). Each such estimate shall be based on then current consolidated property tax levy and most recent incremental valuation of the Property.

To the extent the City Council decides to obligate funds for appropriation to the Payments, the City agrees to certify to the Marshall County Auditor by December 1 of each year during the term of this Agreement, an amount equal to the most recently determined Appropriated Amount.

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, the City will be under no obligation to fund the Payments scheduled to become due in the following fiscal year, and the Developer will have no rights to compel the City to make such Payments or to seek damages relative thereto or to compel the funding of such Payments in future fiscal years. A determination by the City Council to not obligate funds for any particular fiscal year's Payments shall not render this Agreement null and void, provided, however, that no more than thirty semi-annual Payments shall be made and total Payments shall not exceed \$400,000.

C. Administrative Provisions

1. Amendment and Assignment. This Agreement may not be amended or assigned by either party without the written consent of the other party. However, the City hereby gives its permission that the Developer's rights to receive the Payments hereunder may be assigned by the Developer to a private lender, as security on a credit facility taken with respect to the Project, without further action on the part of the City.

2. Successors. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. Choice of Law. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Developer have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF MARSHALLTOWN, IOWA

By: _____
Mayor

Attest:

City Clerk

FLINT HILLS HOLDINGS

By: _____

EXHIBIT A
SITE PLAN

2020-__

RESOLUTION 2020-__ APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST FOR THE WEST END PARK IMPROVEMENTS 2020, PROJECT NO.
PRK19004

WHEREAS there was placed on file in the office of the Clerk of the City of Marshalltown, Iowa, proposed plans and specifications, proposed form of contract and estimated cost for a public improvement in the City of Marshalltown, Iowa, for the WEST END PARK IMPROVEMENTS 2020, Project No. PRK19004, as fully set forth in the resolution ordering same, and that public notice of hearing on such plans, specifications and form of contract were duly published in the Marshalltown Times-Republican in time for hearing now before the Council, and

WHEREAS written objections to the plans, specifications and form of contract have been called for and no such written objections have been filed with the City Clerk, and oral objections being called for and no oral objections being made in open Council, it is the decision of this Council that such plans, specifications, form of contract and estimate of cost should be approved.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the plans, specifications, form of contract and estimated cost heretofore placed on file and upon which public notice has been duly given and no objections thereto have been made either in writing or in open council, the Council does now adopt and approve the plans, specifications, form of contract and estimate of cost for Project No PRK19004, being the WEST END PARK IMPROVEMENTS 2020 in the city of Marshalltown, Iowa.

Passed this 23 day of March, 2020, and signed this __ day of March, 2020.

CITY OF MARSHALLTOWN

Joel Greer, Mayor

Attest:

Shari L. Coughenour, City Clerk

**RESOLUTION ADOPTING THE BUDGET AMENDMENT FOR THE FISCAL
YEAR ENDING JUNE 30, 2020, AND APPROVING RELATED TRANSFERS**

WHEREAS the notice of public hearing for the budget amendment for the City of Marshalltown for the fiscal year ending June 30, 2020 was published in the Marshalltown Times Republican on March 10, 2020; and

WHEREAS a public hearing was held according to the published notice as required by law; and

WHEREAS the minutes record any oral or written comments, questions or objections filed; and

WHEREAS the budget amendment does not change the property tax levy in the current fiscal year; and

WHEREAS the budget amendment is needed to increase the spending authority due to refunding existing bonds and projects identified to be funded with new loans and bonds, costs for the new Police/Fire Building that were originally budgeted in FY19, other capital projects that are being started, expenses related to tornado damage, and expenses related to new grants; and

WHEREAS the city has other expenses that need to be reallocated between government activities based on the change in the Capital Improvements Plan and other changes that were not known at the time of the development of the original budget; and

WHEREAS the City Council has determined that adopting the amended budget 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:

1. That the Budget Amendment for Fiscal Year ending June 30, 2020, be approved.
2. That the related Transfers be approved.
3. The City Finance Director is directed to certify and file the budget amendment as adopted and deliver an original publication notice to the Marshall County Auditor.

PASSED this 23rd day of March, 2020, and signed this _____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

64-611

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2020 - AMENDMENT #1

To the Auditor of MARSHALL County, Iowa:

The City Council of Marshalltown in said County/Countries met on 3/23/2020, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. _____ <== ENTER RESOLUTION NUMBER

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2020
(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of Marshalltown

Section 1. Following notice published 3/10/2020 and the public hearing held, 3/23/2020 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	12,004,303	0	12,004,303
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	12,004,303	0	12,004,303
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	653,848	0	653,848
Other City Taxes	6	5,265,085	975,200	6,240,285
Licenses & Permits	7	262,094	57,475	319,569
Use of Money and Property	8	402,922	266,314	669,236
Intergovernmental	9	13,202,353	-4,193,634	9,008,719
Charges for Services	10	15,006,816	1,375,909	16,382,725
Special Assessments	11	10,000	-5,000	5,000
Miscellaneous	12	3,553,624	-674,382	2,879,242
Other Financing Sources	13	5,662,000	11,910,102	17,572,102
Transfers In	14	10,002,336	1,278,766	11,281,102
Total Revenues and Other Sources	15	66,025,381	10,990,750	77,016,131
Expenditures & Other Financing Uses				
Public Safety	16	10,403,840	-934,750	9,469,090
Public Works	17	5,996,675	-436,224	5,560,451
Health and Social Services	18	1,571,506	245,997	1,817,503
Culture and Recreation	19	3,068,551	459,461	3,528,012
Community and Economic Development	20	1,951,258	954,669	2,905,927
General Government	21	1,575,923	633,348	2,209,271
Debt Service	22	4,179,531	53,595	4,233,126
Capital Projects	23	8,978,234	1,109,084	10,087,318
Total Government Activities Expenditures	24	37,725,518	2,085,180	39,810,698
Business Type / Enterprises	25	17,918,493	10,770,631	28,689,124
Total Gov Activities & Business Expenditures	26	55,644,011	12,855,811	68,499,822
Transfers Out	27	10,002,336	1,278,766	11,281,102
Total Expenditures/Transfers Out	28	65,646,347	14,134,577	79,780,924
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	379,034	-3,143,827	-2,764,793
Beginning Fund Balance July 1	30	40,115,334	8,199,268	48,314,602
Ending Fund Balance June 30	31	40,494,368	5,055,441	45,549,809

Passed this 23 day of March 2020
(Day) (Month/Year)

Signature
City Clerk/Finance Officer

Signature
Mayor

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

March 17, 2020

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: FY2020 Budget Amendment

Policy Issue: The Council must approve an amended budget after a public hearing. By approving the budget, Council gives the authority to City staff to spend up to the amount approved within the 9 function areas.

Recommendation: Consider proposed amended budget for the current fiscal year after the public hearing at March 23, 2020 at 5:30 p.m.

Background: There will be no increase in property tax levies due to the proposed budget amendment. Any increase in expenditures will be met from the increased non-property tax revenues and cash balances not originally budgeted. The budget needs to be amended when the budgeted expenditures by function are expected to exceed the amount originally budgeted for that function. Due to continued tornado disaster costs, the delay in the Police/Fire building completion, refunding of bonds and other costs that are now known, a budget amendment is necessary. Staff provided the re-estimated budget information for FY20 in reports given to you while discussing the FY21 budget during the January and February Council meetings (please refer to those meetings for documents). We now want to incorporate those changes officially into the FY20 budget.

The "City Budget Amendment and Certification Resolution" form is our first amendment for this fiscal year. The first column is the original FY20 budget as certified in March of 2019. The middle column shows the changes and the last column is the amended budget proposed.

Note that Marshalltown Water Works is part of our budget for state reporting purposes. They had an increase of revenues of \$1,041,302 and an increase of expenses of \$639,987. Their total revenue budget is now \$5,129,086 and their expense budget is \$4,664,873. Their public hearing was Feb.

18th and the Board of Trustees approved. The City's official budget documents include Marshalltown Water Works under the Proprietary column.

Explanations for the changes:

1. Other City Taxes: Local option sales tax increased by \$900,000
2. Licenses: Building & Electrical permits increased \$20K, Payment from business for Storm Water agreement \$26,000
3. Intergovernmental: Reduce FEMA/IDHS by \$3.6M from tornado, LEAD & Sec 8 reduced by \$200,000, Airport grant \$750K deferred until FY21, Street grant \$390K deferred until FY21.
4. Charges for Service: MWW increased by \$1,036,300, Parking increased by \$26K Sewer revenues increased by \$285K and Youth Fees by \$30K.
5. Assessments: Reduced to \$5,000 expected.
6. Misc: Reduce Coliseum donations since transferred funds from insurance proceeds.
7. Other Financing: Adjusted to a new total that is comprised of \$8.3M bonds refunded, new SRF loan \$3.5M, new bond for new projects \$5.6M, Sale of Fire Building.
8. Transfers in/out: See separate report
9. Public Safety expenses: Reduced FEMA Demo project
10. Public Works: Deferred \$1M Railroad crossing until FY21, Increase expenses incurred from tornado cleanup, increase RUT equipment and traffic lights/inventory.
11. Health: Senior Citizens Demo & abatement
12. Recreation: Aquatic Center and Anson Park improvements (See CIP)
13. Community & Economic: Catalyst grant \$625K:\$1M this FY; Downtown New Construction incentive \$250K, P&Z position
14. General Gov: Building repairs from tornado damage
15. Debt Service: Interest payment on new 2019 GO Bond due in June 2020.
16. Capital projects: Changes in CIP plan.
17. Business: Refunded \$8.2M revenue bonds, SRF manhole project \$3.5M, MWW \$640K, Tornado chipping \$153K

Budget Impact: Revenues have increased primarily due to bonds (some refunded, some new), insurance proceeds from the tornado, new grants/donations, increased Road Use Tax and Local Option Sales Tax, and interest income. Expenditures have increased primarily due to the refunding of bonds, police/fire building construction costs originally budgeted in FY19, tornado related costs and new costs that are grant/donation funded.

Attachment: FY20 Budget Amendment 1 Adopted March 23 2020
Transfers for Re-estimated budget March 23 2020

cc: Jessica Kinser, City Administrator

FY20 Transfers

Fund	Transferred From	Fund	Transferred To	Explanation of activity	Per Original Budget	Amendment #1	Total after amendment
001	General fund	355	D&D Fund	Landfill revenue in excess of expenses for prior fiscal year		\$ 19,634.00	\$ 19,634.00
001	General fund	690	Transit	Property taxes collected in general (as required) with the	\$ 316,540	\$ -	\$ 316,540.00
030	Capital Reserve (CIP)	312	Airport capital project	Fund negative beginning balance		\$ 22,135.00	\$ 22,135.00
110	Road use tax fund	001	General	Reimbursement to general fund for employee wages associated with the public works department	\$ 1,206,995	\$ -	\$ 1,206,995.00
110	Road use tax fund	357	2018 CY Street Projects Fund	CY 18 street projects		\$ 56,600.00	\$ 56,600.00
112	Employee benefits fund	001	General	Reimbursement to general fund for employee benefits: FICA, IPERS, group health insurance, workman 's comp, retirees health savings contributions (non-union payout in lieu of sick and vacation based upon guidelines for payouts)	\$ 2,693,988	\$ -	\$ 2,693,988.00
117	Police & fire retirement	001	General	Reimbursement to general fund for civil service retirement payments to Municipal Fire & Police Retirement System of Iowa (MFPRSI)	\$ 1,122,785	\$ -	\$ 1,122,785.00
119	Emergency Levy Fund	001	General	Property taxes collected in Emergency fund with the cash being transferred to the general fund	\$ 244,683	\$ -	\$ 244,683.00
121	Local Option Sales Tax	132	Grants	ADA Transition Plan 103,913, Bike Trail Engineering \$56,599, NEA art grant \$5,000		\$ 165,512.00	\$ 165,512.00
121	Local Option Sales Tax	357	2018 CY Street Projects Fund	Move cash to capitals projects to fund individual projects such as microsurfacing, bridge repairs, etc	\$ 265,000	\$ (227,208.00)	\$ 37,792.00
121	Local Option Sales Tax	312	Airport capital project fund	Hanger design \$6200, Terminal Design \$54,100		\$ 60,300.00	\$ 60,300.00
121	Local Option Sales Tax	001	General	Council designated funds from local option sales tax (LOST) collected so budgeted Fund 001 revenues = expenses	\$ 8,611	\$ (8,611.00)	\$ -
121	Local Option Sales Tax	200	Debt Service Fund	Property tax relief from local option sales tax (LOST) collected	\$ 2,918,000	\$ -	\$ 2,918,000.00
121	LOST - Council Desig -Cash Reserves	010	Cash Flow Reserve Fund	Transfer to have Reserve Fund at 15% of Fund 001 budgeted expenses	\$ 50,000	\$ (32,773.00)	\$ 17,227.00
125	TIF tax collection fund	200	Debt Service	Portion of 2015, 2011 B refunding bond & 2012A issue paid with tax increment financing property taxes	\$ 365,870	\$ -	\$ 365,870.00
125	TIF tax collection fund	393	TIF District #4 Project Fund	Move cash to capitals projects	\$ 120,666	\$ (120,666.00)	\$ -

Fund	Transferred From	Fund	Transferred To	Explanation of activity	Per Original Budget	Amendment #1	Total after amendment
125	TIF tax collection fund	383	Coliseum Remodel	Unused insurance proceeds from Sr. Citizen Center		\$ 140,000.00	\$ 140,000.00
125	TIF tax collection fund	001	General	Façade project expenses paid by general fund.	\$ 30,000	\$ 124,116.00	\$ 154,116.00
145	Tornado	125	TIF tax collection fund	Insurance proceeds returned to TIF		\$ 140,000.00	\$ 140,000.00
145	Tornado	360	2019 GO Bonds	West End Shelter insurance proceeds		\$ 23,267.00	\$ 23,267.00
145	Tornado	383	Coliseum Remodel	Insurance proceeds for Coliseum and Sr. Citizens Center		\$ 923,092.00	\$ 923,092.00
182	#4 LEAD grant	180	Housing Grants	Funds received in FY19 and grant is closed, so transfer to other housing grant.		\$ 334.00	\$ 334.00
300	CIP Tax Collection Fund	032	CIP Large Vehicle/Equipment Fund	Move cash to CIP Large vehicle fund to fund future purchase.	\$ 106,000	\$ -	\$ 106,000.00
300	CIP Tax Collection Fund	030	Capital Improvement Reserve Fund	Capital expenditures paid from governmental capital reserve fund. Cash is transferred from the capital improvement levy funds where the property taxes were receipted.	\$ 508,198	\$ 284.00	\$ 508,482.00
355	Dangerous & Dilapidated	147	FEMA Demo	Reimburse unallowed FEMA costs		\$ 30,875.00	\$ 30,875.00
393	TIF#4 Capital Proj	125	TIF collection fund	return unused funds		\$ 6,875.00	\$ 6,875.00
740	GO Storm Water	121	Local Option Sales Tax Capitals	Project expenses for levee repair; will just pay bill directly out of fund 740 now	\$ 45,000	\$ (45,000.00)	\$ -
				TOTAL FOR BUDGET	\$ 10,002,336.00	\$ 1,278,766.00	\$ 11,281,102.00
611	WPCP funds	610,612,617,616	WPCP funds	Cover consolidation of project funds within wpcp series and move dollars from wpcp revenue fund to wpcp expenditure fund	\$ -	\$ 15,466,815.00	\$ 15,466,815.00
740	Storm Water Utility	741	2016 GO Storm Water Project	storm water project		\$ 1,042,536.00	\$ 1,042,536.00
				TOTALS INCLUDING INTERFUND TRANSFERS	\$ 10,002,336	\$ 17,788,117	\$ 27,790,453

**RESOLUTION APPROVING THE
FY2020-FY2024 CAPITAL IMPROVEMENT PLAN**

WHEREAS, the Notice of Public Hearing on approval of the five-year Capital Improvement Plan for the City of Marshalltown, Iowa for the fiscal years 2020 through 2024 was published in the Marshalltown Times Republican on March 10, 2020; and

WHEREAS, a public hearing was held according to the published notice as required by law; and

WHEREAS, the minutes record any oral or written comments, questions or objections filed; and

WHEREAS, investing in capital improvements is essential for the City to maintain its current infrastructure and provide expanded infrastructure to enhance municipal services and provide increased citizen mobility; and

WHEREAS, the planning for capital improvements is important for creating an environment that encourages job creation and business development; and

WHEREAS, the City Council has reviewed and developed a schedule of capital projects for the five year period.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the Capital Improvements Plan (CIP) documents for the fiscal years 2020-2024 be approved.

PASSED this 23rd day of March, 2020, and signed this __ day of March, 2020.

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

March 17, 2020

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: Capital Improvements Plan (CIP) & Capital Expenditures for FY20-FY24

Policy Issue: The Council must approve the 5 year capital plan but a public hearing is required first. Since the FY20 and FY24 projects feed into the respective budgets, changes can still be made at the hearing as long as the expenses are lower.

Recommendation: Staff recommend approving the 5-year Capital Improvement Plan. The notice of public hearing was published on March 10, 2020. The public hearing is March 23, 2020.

Background: Department directors have identified their CIP equipment and project needs for FY20-FY24. Funds 030 & 032 will be funded by the CIP property tax levy. Other funds have a variety of funding sources including Road Use Tax, Local Option Sales Tax, Grants, Donations, TIF, Bonds, Enterprise Fees, etc. Project details were provided to you at the January 27th meeting.

Attachment: Capital Plan FY20 to FY24
Debt Capacity Project Workbook

cc: Jessica Kinser, City Administrator

City Council
Susan Cahill, Gary Thompson, Mike Gowdy,
Al Hoop, Gabriel Isom, Bill Martin, Bethany Wirin

City of Marshalltown, Iowa
City Capital Plan Equipment Replacment
 FY '20 thru FY '24

SOURCES AND USES OF FUNDS

Source		FY '20	FY '21	FY '22	FY '23	FY '24
030 - CIP FUND						
Beginning Balance		359,582	119,064	127,736	93,156	168,134
<u>Revenues and Other Fund Sources</u>						
<i>USE OF MONEY & PROPERTY</i>						
4610.000 INTEREST EARNED		3,000	3,000	3,000	3,000	3,000
<i>Total</i>		3,000	3,000	3,000	3,000	3,000
<i>PROPERTY TAXES</i>						
4085.000 PROPERTY TAXES- CIP LEVY		486,728	503,619	615,000	620,000	625,000
<i>Total</i>		486,728	503,619	615,000	620,000	625,000
<i>PROPERTY TAX BACKFILL</i>						
4339.000 SF295 BACKFILL		17,506	16,606	16,500	16,000	15,500
<i>Total</i>		17,506	16,606	16,500	16,000	15,500
Total Revenues and Other Fund Sources		507,234	523,225	634,500	639,000	643,500
Total Funds Available		866,816	642,289	762,236	732,156	811,634
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<u>AIRPORT</u>						
Miscellaneous Airport Projects	AirMisc	(22,135)	0	0	0	0
<i>Total</i>		(22,135)	0	0	0	0
<u>CITY ADMINISTRATION</u>						
Council Chamber Tables	CnclChmbr	0	(15,000)	0	0	0
Banners for Viaducts	Pride20	0	(18,000)	0	0	0
Wayfinding Signage/Entryway Signage	Signs001	0	(25,000)	0	(25,000)	0
Special Event Trailer/Equipment	SpEv1	0	(30,000)	0	0	0
<i>Total</i>		0	(88,000)	0	(25,000)	0
<u>FIRE</u>						
Alumacraft 16' Boat Replacement	E0045fir	0	0	0	(7,000)	0
Copier/Printer	E0050.1fir	0	0	(6,000)	0	0
Burn Trailer Maintenance	E0053fir	(6,000)	0	0	0	0
Inflatable Rescue Boat	E0070fir	(11,511)	0	0	0	0
AED's	E0071fir	(5,840)	0	0	0	0
Exercise Equipment	V0064fir	0	0	(6,000)	0	0
2010 Chevy Tahoe	V0068fir	0	0	(40,000)	0	0

030 - CIP FUND

	<i>Total</i>	(23,351)	0	(52,000)	(7,000)	0
<u>HOUSING</u>						
COPIER: Replace Lanier	E2018	0	0	0	(5,000)	0
	<i>Total</i>	0	0	0	(5,000)	0
<u>INFORMATION SYSTEMS</u>						
Digital Video Cameras	20CChambers	(10,000)	0	0	0	0
Body Camera Servers - MPD	BdyCmraServ	(15,000)	0	0	0	0
Staff Computers	E1000	(12,000)	(18,000)	(24,000)	(18,000)	(24,000)
Servers	E3010	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
VOIP Telephones	E3280	(10,000)	0	0	0	0
Update Mic Office	E3282	(12,000)	(12,000)	0	0	0
Tyler Servers	Servers	0	0	(18,000)	(16,000)	0
SERVERS-PD (Evidence)	SERVERS-PD	0	0	(10,000)	0	0
VEHICLE IT EQUIPMENT - MPD	VEH IT	(5,000)	0	(5,000)	0	(5,000)
	<i>Total</i>	(76,000)	(42,000)	(69,000)	(46,000)	(41,000)
<u>LIBRARY</u>						
Upgraded Automation System	11	(17,042)	(17,553)	(18,080)	(18,622)	(19,181)
Security Upgrade to RFID	LIB2122	0	(25,000)	(50,000)	0	0
Lib Furniture	P3373	(21,524)	0	0	0	0
	<i>Total</i>	(38,566)	(42,553)	(68,080)	(18,622)	(19,181)
<u>PARK & RECREATION</u>						
Log Cabin Restroom	19PR002	(80,000)	0	0	0	0
Anson Park Improvements	19PR003	(180,000)	0	0	0	0
Aquatic Center Improvements	20PR0009	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Paint Lazy River	20PR001	(47,000)	0	0	0	0
Sidewalk and Trail Maintenance	20PR002	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Replace 2005 truck	20PR003	(35,000)	0	0	0	0
Dump Box for Truck 813	20PR004	(10,000)	0	0	0	0
Replace 1998 Mule	20PR006	0	0	(20,000)	0	0
City Hall/Coliseum Alley Rec Space	21CoAlley	0	(70,000)	0	0	0
Elks Park Improvements	21PR003	0	0	(110,000)	0	0
Replace 2001 Truck	21PR006	0	(30,000)	0	0	0
Replace Mower and Snow Equipment	21PR728	0	(12,500)	0	0	0
Replace Mower 823	22PR002	0	0	(22,000)	0	0
Replace Tool Cat 732	22PR003	0	0	(50,000)	0	0
Replace Tractor Mower 713	22PR004	0	0	(22,000)	0	0
Wood Fiber and Plastic Timbers	22PR005	0	0	(10,000)	0	0
Replace Truck 811 and Snow Blade	23PR007	0	0	0	(40,000)	0
Replace Mower 712	23PR008	0	0	0	(25,000)	0
Peterson Park Improvements	23PR010	0	0	0	(120,000)	0
Replace Truck 813 - 1 Ton Truck w/box	24PR003	0	0	0	0	(40,000)
Replace Mower 714 w/Snow Equipment	24PR004	0	0	0	0	(25,000)
Timber Creek Park equipment	24PR005	0	0	0	0	(70,000)

Source		FY '20	FY '21	FY '22	FY '23	FY '24
030 - CIP FUND						
Timbercreek Fishing Dock	L2966	0	0	0	(15,000)	0
Goldfinch fishing dock	L2973	0	0	0	(15,000)	0
Glenwood fishing dock	L3051	0	0	0	(15,000)	0
1999 New Holland TS100 709	TR709	0	0	0	0	(50,000)
<i>Total</i>		(422,000)	(182,500)	(304,000)	(300,000)	(255,000)
POLICE						
BODY CAMERAS	BODY CAMERA	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
TACTICAL EQUIPMENT	TACT EQUIP	(5,000)	0	(5,000)	0	(5,000)
TASERS	TASERS	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)
TRAINING EQUIPMENT	TRN EQUIP	(5,000)	0	(5,000)	0	(5,000)
VEHICLE REPLACEMENT	VEH RPLCMT	(120,000)	(125,000)	(130,000)	(130,000)	(130,000)
BODY ARMOR REPLACEMENT	VESTS	(14,700)	(13,500)	(15,000)	(11,400)	(10,000)
<i>Total</i>		(165,700)	(159,500)	(176,000)	(162,400)	(171,000)
Total Expenditures and Uses		(747,752)	(514,553)	(669,080)	(564,022)	(486,181)
Change in Fund Balance		(240,518)	8,672	(34,580)	74,978	157,319
Ending Balance		119,064	127,736	93,156	168,134	325,453

Source		FY '20	FY '21	FY '22	FY '23	FY '24
031 - BUILDING MAINTENANCE						
Beginning Balance		274,260	264,805	86,505	9,505	7,505
<u>Revenues and Other Fund Sources</u>						
<i>USE OF MONEY & PROPERTY</i>						
4085.000 INTEREST EARNED		3,000	3,000	3,000	3,000	3,000
FA SALE PROCEEDS		80,000	0	0	0	0
	<i>Total</i>	83,000	3,000	3,000	3,000	3,000
Total Revenues and Other Fund Sources		83,000	3,000	3,000	3,000	3,000
Total Funds Available		357,260	267,805	89,505	12,505	10,505
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<u>CARNEGIE & COLISEUM BUILDINGS</u>						
Recarpet Front Entrance	3981	0	0	0	(5,000)	0
Doorway approaches and steps with heated pads	3990	0	(25,000)	0	0	0
Carnegie/City Hall Security Updates	4010	0	(35,000)	0	0	0
Auto Door Opener to Elevator	4020	(4,700)	0	0	0	0
	<i>Total</i>	(4,700)	(60,000)	0	(5,000)	0
<u>CITY HALL</u>						
Replace Windows	CH0009	0	(10,000)	0	0	0
Replace East Entrance Door and Steps	CH0016	0	(25,000)	0	0	0
City Hall Building System Improvements	CH0023	(24,000)	(86,300)	0	0	0
Remodel City Hall 1st Floor for Finance move	FY18 Finance	(48,755)	0	0	0	0
	<i>Total</i>	(72,755)	(121,300)	0	0	0
<u>LIBRARY</u>						
Library Emergency Generator Project	LIB2022	0	0	(80,000)	0	0
Emerg Lighting Battery Replacement	P3372	(15,000)	0	0	0	0
	<i>Total</i>	(15,000)	0	(80,000)	0	0
Total Expenditures and Uses		(92,455)	(181,300)	(80,000)	(5,000)	0
Change in Fund Balance		(9,455)	(178,300)	(77,000)	(2,000)	3,000
Ending Balance		264,805	86,505	9,505	7,505	10,505

Source	FY '20	FY '21	FY '22	FY '23	FY '24
032 - CIP LARGE VEHICLE/EQUIPMENT					
Beginning Balance	212,000	318,000	0	0	0
<u>Revenues and Other Fund Sources</u>					
<i>Revenue</i>					
4085.000 PROPERTY TAXES	106,000	107,000	0	0	0
Bond Proceeds	0	809,954	0	0	0
Trade-In Value/Discounts	0	156,072	0	0	0
<i>Total</i>	106,000	1,073,026	0	0	0
Total Revenues and Other Fund Sources	106,000	1,073,026	0	0	0
Total Funds Available	318,000	1,391,026	0	0	0
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>FIRE</u>					
Pierce Rescue Pumper #9 Replacement	V0060fir	0	(682,000)	0	0
100' Aerial Fire Truck	V0062fir	0	(709,026)	0	0
<i>Total</i>		0	(1,391,026)	0	0
Total Expenditures and Uses		0	(1,391,026)	0	0
Change in Fund Balance	106,000	(318,000)	0	0	0
Ending Balance	318,000	0	0	0	0

Source		FY '20	FY '21	FY '22	FY '23	FY '24
110 - ROAD USE TAX \$						
Beginning Balance		0	0	(400,000)	(400,000)	(400,000)
<u>Revenues and Other Fund Sources</u>						
ROAD USE TAX						
4320.040 ROAD USE TAXES		1,702,981	3,336,468	2,285,000	1,508,000	1,500,000
	<i>Total</i>	1,702,981	3,336,468	2,285,000	1,508,000	1,500,000
Total Revenues and Other Fund Sources		1,702,981	3,336,468	2,285,000	1,508,000	1,500,000
Total Funds Available		1,702,981	3,336,468	1,885,000	1,108,000	1,100,000
<u>Expenditures and Uses</u>						
Capital Projects & Equipment						
<u>ENGINEERING</u>						
Field Laptops	3504	0	0	(9,000)	0	0
Scanner & Plotter	E2181	0	0	0	0	(10,000)
Replace Server and Software	E2184	(16,592)	0	0	0	0
Railroad Crossing Safety Improvements	RR2018	0	(400,000)	0	0	0
New GPS Unit	SE003	0	0	0	0	(35,000)
New Total Station	SE0047	0	0	0	(33,000)	0
	<i>Total</i>	(16,592)	(400,000)	(9,000)	(33,000)	(45,000)
<u>PARK & RECREATION</u>						
City Hall/Coliseum Alley Rec Space	21ColAlley	0	(50,000)	0	0	0
Replace Mower and Snow Equipment	21PR728	0	(12,500)	0	0	0
Replace Tractor Mower 713	22PR004	0	0	(14,000)	0	0
Replace Mower 714 w/Snow Equipment	24PR004	0	0	0	0	(15,000)
	<i>Total</i>	0	(62,500)	(14,000)	0	(15,000)
<u>PUBLIC WORKS</u>						
Median Improvements- Hwy 14 Olive to La Frenz	2019DOTHWY14	(232,150)	(375,000)	(375,000)	0	0
South Center St. Viaduct	BR035410	0	0	(300,000)	(300,000)	0
Edgewood Extension	CY20EdgExt	0	(152,668)	0	0	0
East Merle Hibbs- Phase 1 Extension	EMHP1	0	(250,000)	0	0	0
Mill and Overlay of Streets with Tornado Impact	FEMA1	0	(887,300)	0	0	0
Annual Street Resurfacing	M3170	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)
City-wide Bridge Repair	M3453	(90,000)	(45,000)	(45,000)	(45,000)	(45,000)
Concrete Repairs	M3458	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Annual ADA Curb Ramp Construction	M3655	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Downtown Alley Improvements	MCBDAlley	0	(150,000)	0	0	0
Downtown Street Light Replacement	MCBDSlt	0	(250,000)	0	0	0
	<i>Total</i>	(922,150)	(2,709,968)	(1,320,000)	(945,000)	(645,000)
<u>STREET</u>						
Dump Truck	E3510	(348,504)	(300,000)	(300,000)	(300,000)	(300,000)
Street Sweeper	E3520	(204,280)	0	0	0	(220,000)
Track Skidloader with Clam Bucket	E3540	0	(90,000)	0	0	0
Self Propelled Paint Striper	E3550	0	0	(100,000)	0	0

Source		FY '20	FY '21	FY '22	FY '23	FY '24
110 - ROAD USE TAX \$						
Snow Blower	E3900	0	0	(200,000)	0	0
Slide in oil distributor	E3940	0	(40,000)	0	0	0
Skid steer trailer	T001	0	(10,000)	0	0	0
END LOADER	V2323	0	0	0	(230,000)	0
3/4 Ton Pickup	V3500	(35,000)	(35,000)	(35,000)	0	0
1 Ton Pickup with Utility Box	V3501	(123,455)	0	0	0	0
1 Ton Truck with Dump Body	V3502	0	(40,000)	0	0	0
Motor Grader	V3503	0	0	(300,000)	0	(275,000)
Asphalt Hot Box	V3505	(32,000)	0	0	0	0
	<i>Total</i>	(743,239)	(515,000)	(935,000)	(530,000)	(795,000)
<u>UTILITY</u>						
LED Traffic Light Replacement	E3704	0	(10,000)	0	0	0
Replace Traffic Controllers	E3706	(15,000)	0	0	0	0
Traffic Signal Battery Back Ups	E3708	(6,000)	(7,000)	(7,000)	0	0
PICKUP	V2203	0	(32,000)	0	0	0
	<i>Total</i>	(21,000)	(49,000)	(7,000)	0	0
Total Expenditures and Uses		(1,702,981)	(3,736,468)	(2,285,000)	(1,508,000)	(1,500,000)
Change in Fund Balance		0	(400,000)	0	0	0
Ending Balance		0	(400,000)	(400,000)	(400,000)	(400,000)

Source		FY '20	FY '21	FY '22	FY '23	FY '24
121 - LOCAL OPTION SALES TAX						
Beginning Balance		2,176,322	1,979,530	60,300	60,300	60,300
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<u>PUBLIC WORKS</u>						
Capital Projects Designation LOST	89099012A	0	0	0	0	0
CY STREET PROGRAM TRANSFER	CY18STRPRGM	(37,792)	0	0	0	0
Edgewood Extension	CY20EdgExt	(159,000)	(1,919,230)	0	0	0
	<i>Total</i>	(196,792)	(1,919,230)	0	0	0
Total Expenditures and Uses		(196,792)	(1,919,230)	0	0	0
Change in Fund Balance		(196,792)	(1,919,230)	0	0	0
Ending Balance		1,979,530	60,300	60,300	60,300	60,300

Source		FY '20	FY '21	FY '22	FY '23	FY '24
140 - P & R GIFT FUND						
Beginning Balance		95,748	95,748	95,748	95,748	95,748
<u>Revenues and Other Fund Sources</u>						
Revenue						
4820.410 DONATIONS-PARKS		43,000	50,000	0	0	0
	<i>Total</i>	43,000	50,000	0	0	0
Total Revenues and Other Fund Sources		43,000	50,000	0	0	0
Total Funds Available		138,748	145,748	95,748	95,748	95,748
<u>Expenditures and Uses</u>						
Capital Projects & Equipment						
PARK & RECREATION						
Anson Park Improvements	19PR003	(43,000)	0	0	0	0
City Hall/Coliseum Alley Rec Space	21ColAlley	0	(50,000)	0	0	0
	<i>Total</i>	(43,000)	(50,000)	0	0	0
Total Expenditures and Uses		(43,000)	(50,000)	0	0	0
Change in Fund Balance		0	0	0	0	0
Ending Balance		95,748	95,748	95,748	95,748	95,748

Source		FY '20	FY '21	FY '22	FY '23	FY '24
151 - POLICE GRANTS						
Beginning Balance		0	0	0	0	0
<u>Revenues and Other Fund Sources</u>						
<i>GRANT</i>						
4310.110 FEDERAL OPER GRNT-PD		9,459	10,000	10,000	10,000	10,000
	<i>Total</i>	9,459	10,000	10,000	10,000	10,000
Total Revenues and Other Fund Sources		9,459	10,000	10,000	10,000	10,000
Total Funds Available		9,459	10,000	10,000	10,000	10,000
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<i>POLICE</i>						
JAG GRANT	JAG	(9,459)	(10,000)	(10,000)	(10,000)	(10,000)
	<i>Total</i>	(9,459)	(10,000)	(10,000)	(10,000)	(10,000)
Total Expenditures and Uses		(9,459)	(10,000)	(10,000)	(10,000)	(10,000)
Change in Fund Balance		0	0	0	0	0
Ending Balance		0	0	0	0	0

Source		FY '20	FY '21	FY '22	FY '23	FY '24
152 - OTHER POLICE GRANTS						
Beginning Balance			0	0	0	0
<u>Revenues and Other Fund Sources</u>						
<i>GRANT</i>						
4310.110 FEDERAL OPERATING GRNT		0	4,500	8,000	8,000	8,000
	<i>Total</i>	0	4,500	8,000	8,000	8,000
Total Revenues and Other Fund Sources		0	4,500	8,000	8,000	8,000
Total Funds Available		0	4,500	8,000	8,000	8,000
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<i>POLICE</i>						
GTSB GRANT	GTSB	0	(4,500)	(8,000)	(8,000)	(8,000)
	<i>Total</i>	0	(4,500)	(8,000)	(8,000)	(8,000)
Total Expenditures and Uses		0	(4,500)	(8,000)	(8,000)	(8,000)
Change in Fund Balance		0	0	0	0	0
Ending Balance		0	0	0	0	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
170 - LIBRARY GIFT FUND					
Beginning Balance	25,000	25,000	0	0	0
<u>Revenues and Other Fund Sources</u>					
<i>MISC REVENUES</i>					
4820.310 DONATIONS-LIBRARY	0	0	0	0	0
<i>Total</i>	0	0	0	0	0
Total Revenues and Other Fund Sources	0	0	0	0	0
Total Funds Available	25,000	25,000	0	0	0
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>LIBRARY</u>					
Security Upgrade to RFID	LIB2122	0	(25,000)	0	0
<i>Total</i>	0	(25,000)	0	0	0
Total Expenditures and Uses	0	(25,000)	0	0	0
Change in Fund Balance	0	(25,000)	0	0	0
Ending Balance	25,000	0	0	0	0

Source		FY '20	FY '21	FY '22	FY '23	FY '24
177 - SEIZED ASSETS						
Beginning Balance		42,226	40,226	40,226	40,226	40,226
<u>Revenues and Other Fund Sources</u>						
<i>Revenue</i>						
No Funds		0	0	0	0	0
	<i>Total</i>	0	0	0	0	0
<i>MISC REVENUES</i>						
4862.000 SEIZED ASSETS		3,000	3,000	3,000	3,000	3,000
	<i>Total</i>	3,000	3,000	3,000	3,000	3,000
Total Revenues and Other Fund Sources		3,000	3,000	3,000	3,000	3,000
Total Funds Available		45,226	43,226	43,226	43,226	43,226
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<i>POLICE</i>						
MISC SEIZED ASSET ALLOCATION	SEIZD ASSET	(5,000)	(3,000)	(3,000)	(3,000)	(3,000)
	<i>Total</i>	(5,000)	(3,000)	(3,000)	(3,000)	(3,000)
Total Expenditures and Uses		(5,000)	(3,000)	(3,000)	(3,000)	(3,000)
Change in Fund Balance		(2,000)	0	0	0	0
Ending Balance		40,226	40,226	40,226	40,226	40,226

Source		FY '20	FY '21	FY '22	FY '23	FY '24
311 - RISE STREET GRANTS						
Beginning Balance		0	0	0	0	0
<u>Revenues and Other Fund Sources</u>						
Revenue						
RISE Grant		0	1,600,000	0	0	0
	<i>Total</i>	0	1,600,000	0	0	0
Total Revenues and Other Fund Sources		0	1,600,000	0	0	0
Total Funds Available		0	1,600,000	0	0	0
<u>Expenditures and Uses</u>						
Capital Projects & Equipment						
PUBLIC WORKS						
Edgewood Extension	CY20EdgExt	0	(1,600,000)	0	0	0
	<i>Total</i>	0	(1,600,000)	0	0	0
Total Expenditures and Uses		0	(1,600,000)	0	0	0
Change in Fund Balance		0	0	0	0	0
Ending Balance		0	0	0	0	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
312 - AIRPORT PROJECTS					
Beginning Balance	(22,135)	0	0	0	2,880,000
<u>Revenues and Other Fund Sources</u>					
<i>Revenue</i>					
4310.000 STATE GRANT	0	510,000	0	0	0
4315.770 FEDERAL CAP GRANT-AIRPRT	0	901,000	0	2,880,000	0
Bond Proceeds	0	1,725,000	0	0	320,000
Transfer In from 030	22,135	0	0	0	0
Transfer In from 121 LOST	60,300	0	0	0	0
<i>Total</i>	82,435	3,136,000	0	2,880,000	320,000
Total Revenues and Other Fund Sources	82,435	3,136,000	0	2,880,000	320,000
Total Funds Available	60,300	3,136,000	0	2,880,000	3,200,000
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>AIRPORT</u>					
Rehab Original 12/30 Taxiway	77011017	0	0	0	(1,900,000)
120' x 100' Hangar & Terminal	B3011	(60,300)	(3,136,000)	0	0
Rehab Runway 18/36	L3229	0	0	0	(1,300,000)
<i>Total</i>	(60,300)	(3,136,000)	0	0	(3,200,000)
Total Expenditures and Uses	(60,300)	(3,136,000)	0	0	(3,200,000)
Change in Fund Balance	22,135	0	0	2,880,000	(2,880,000)
Ending Balance	0	0	0	2,880,000	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
350 - STREET PROGRAM FUND					
Beginning Balance	8,710	8,710	8,710	8,710	8,710
<u>Revenues and Other Fund Sources</u>					
<i>Other Fund Sources</i>					
6500.110 TRANSFER FROM RUT	6,596	0	0	0	0
6500.121 TRANSFER FROM LOST	37,792	0	0	0	0
<i>Total</i>	44,388	0	0	0	0
Total Revenues and Other Fund Sources	44,388	0	0	0	0
Total Funds Available	53,098	8,710	8,710	8,710	8,710
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>PUBLIC WORKS</u>					
CY 2018 STREET PROGRAM	CY18STRTPGRM	(44,388)	0	0	0
<i>Total</i>		(44,388)	0	0	0
Total Expenditures and Uses		(44,388)	0	0	0
Change in Fund Balance	0	0	0	0	0
Ending Balance	8,710	8,710	8,710	8,710	8,710

Source			FY '20	FY '21	FY '22	FY '23	FY '24
353 - CAPITAL PROJECTS							
Beginning Balance			0	0	0	0	0
<u>Revenues and Other Fund Sources</u>							
<i>Revenue</i>							
DONATIONS/CONTRIBUTIONS- LIBRARY			0	1,175,000	0	0	0
GRANTS- HWY 14			0	0	3,000,000	0	0
Reimbursement- Highway 14			0	0	1,000,000	0	0
	<i>Total</i>		0	1,175,000	4,000,000	0	0
<i>Other Fund Sources</i>							
BOND PROCEEDS			0	2,484,000	7,900,000	3,985,000	1,550,000
	<i>Total</i>		0	2,484,000	7,900,000	3,985,000	1,550,000
Total Revenues and Other Fund Sources			0	3,659,000	11,900,000	3,985,000	1,550,000
Total Funds Available			0	3,659,000	11,900,000	3,985,000	1,550,000
<u>Expenditures and Uses</u>							
<i>Capital Projects & Equipment</i>							
<u>ENGINEERING</u>							
Railroad Crossing Safety Improvements	RR2018		0	(600,000)	0	0	0
	<i>Total</i>		0	(600,000)	0	0	0
<u>LIBRARY</u>							
Library Addition	UR4002		0	(1,675,000)	0	0	0
	<i>Total</i>		0	(1,675,000)	0	0	0
<u>PARK & RECREATION</u>							
Trail Replacement Project	21PR001		0	(250,000)	0	(250,000)	0
Parking Lot Replacement - 6th St Complex	21PR002		0	(250,000)	(250,000)	0	0
Kiwanis Park Improvements	22PR006		0	0	0	(235,000)	0
Splash Pad	23PR004		0	0	0	0	(500,000)
Riverview Park Improvements	23PR009		0	0	(500,000)	0	0
West End Park Improvements Phase II	23PR011		0	0	0	(600,000)	0
Tennis Court Reconstruction	MHSTen20		0	(684,000)	0	0	0
	<i>Total</i>		0	(1,184,000)	(750,000)	(1,085,000)	(500,000)
<u>PUBLIC WORKS</u>							
Highway 14 Corridor Improvements	Hwy14		0	0	(7,900,000)	0	0
Downtown Streets and Sidewalks	MCBD		0	(200,000)	(2,000,000)	(2,000,000)	0
Downtown Parking Lot Improvements	ParkingLots		0	0	(500,000)	(500,000)	(500,000)
Sidewalk Gap Projects	SdwlkGAP		0	0	(750,000)	(400,000)	(550,000)
	<i>Total</i>		0	(200,000)	(11,150,000)	(2,900,000)	(1,050,000)
Total Expenditures and Uses			0	(3,659,000)	(11,900,000)	(3,985,000)	(1,550,000)

Source	FY '20	FY '21	FY '22	FY '23	FY '24
353 - CAPITAL PROJECTS					
Change in Fund Balance	0	0	0	0	0
Ending Balance	0	0	0	0	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
354 - POLICE AND FIRE BUILDING					
Beginning Balance	2,886,835	0	0	0	0
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>POLICE</u>					
Police/Fire Building	BLD17001	(2,886,835)	0	0	0
<i>Total</i>		(2,886,835)	0	0	0
Total Expenditures and Uses		(2,886,835)	0	0	0
Change in Fund Balance	(2,886,835)	0	0	0	0
Ending Balance	0	0	0	0	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
355 - D&D Program					
Beginning Balance	533,217	302,251	196,651	117,651	38,151
<u>Revenues and Other Fund Sources</u>					
<i>Other Fund Sources</i>					
4610.000 INTEREST EARNED	2,000	1,500	1,000	500	0
Transfer In from GF	19,634	20,000	20,000	20,000	20,000
<i>Total</i>	21,634	21,500	21,000	20,500	20,000
Total Revenues and Other Fund Sources	21,634	21,500	21,000	20,500	20,000
Total Funds Available	554,851	323,751	217,651	138,151	58,151
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>PUBLIC WORKS</u>					
Dilapidated Building Removal	D&D001	(252,600)	(127,100)	(100,000)	(100,000)
<i>Total</i>		(252,600)	(127,100)	(100,000)	(100,000)
Total Expenditures and Uses		(252,600)	(127,100)	(100,000)	(100,000)
Change in Fund Balance	(230,966)	(105,600)	(79,000)	(79,500)	(80,000)
Ending Balance	302,251	196,651	117,651	38,151	(41,849)

Source		FY '20	FY '21	FY '22	FY '23	FY '24
360 - 2019 GO BONDS						
Beginning Balance		0	3,415,000	0	0	0
<u>Revenues and Other Fund Sources</u>						
<i>Revenue</i>						
2019A GO BONDS		5,600,000	0	0	0	0
Donations- West End Park		0	150,000	0	0	0
Reimbursement- MWW		0	310,000	0	0	0
Transfer In- Insurance Proceeds		23,267	0	0	0	0
<i>Total</i>		5,623,267	460,000	0	0	0
Total Revenues and Other Fund Sources		5,623,267	460,000	0	0	0
Total Funds Available		5,623,267	3,875,000	0	0	0
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<u>PARK & RECREATION</u>						
Timber Creek Bridge Replacement	19PR009	(500,000)	0	0	0	0
Anson Park Shelter Improvements	20PR005	(300,000)	0	0	0	0
West End Park Improvements	20PR007	(598,267)	0	0	0	0
<i>Total</i>		(1,398,267)	0	0	0	0
<u>PUBLIC WORKS</u>						
East Merle Hibbs- Phase 1 Extension	EMHPh1	(810,000)	(3,500,000)	0	0	0
Sidewalk Gap Projects	SdwlkGAP	0	(375,000)	0	0	0
<i>Total</i>		(810,000)	(3,875,000)	0	0	0
Total Expenditures and Uses		(2,208,267)	(3,875,000)	0	0	0
Change in Fund Balance		3,415,000	(3,415,000)	0	0	0
Ending Balance		3,415,000	0	0	0	0

Source			FY '20	FY '21	FY '22	FY '23	FY '24
381 - CAPITAL ST PROJECTS							
Beginning Balance			2,331,667	506,667	6,667	6,667	6,667
<u>Revenues and Other Fund Sources</u>							
<i>Revenue</i>							
4610.000 INTEREST EARNED			45,000	0	0	0	0
BOND PROCEEDS			0	0	3,000,000	3,000,000	3,000,000
FEDERAL GRANT- FEMA			0	511,500	0	0	0
STATE GRANT- FEMA			0	68,200	0	0	0
STATE GRANT- SRF; WQI			0	390,000	0	0	0
<i>Total</i>			45,000	969,700	3,000,000	3,000,000	3,000,000
Total Revenues and Other Fund Sources			45,000	969,700	3,000,000	3,000,000	3,000,000
Total Funds Available			2,376,667	1,476,367	3,006,667	3,006,667	3,006,667
<u>Expenditures and Uses</u>							
<i>Capital Projects & Equipment</i>							
<u>PUBLIC WORKS</u>							
Parking Lot Renovation- 1st/Church Street	20ParkingLot		0	(890,000)	0	0	0
CY 2019 STREET PROGRAM	CY19STREET		(500,000)	0	0	0	0
CY 22 STREET PROGRAM	CY22STREET		0	0	(3,000,000)	0	0
CY 23 STREET PROGRAM	CY23STREET		0	0	0	(3,000,000)	0
CY 24 STREET PROGRAM	CY24STREET		0	0	0	0	(3,000,000)
East Merle Hibbs- Phase 1 Extension	EMHPh1		(500,000)	0	0	0	0
Mill and Overlay of Streets with Tornado Impact	FEMA1		0	(579,700)	0	0	0
12TH AVENUE SIDEWALK INSTALLATION	SWALKCY19		(870,000)	0	0	0	0
<i>Total</i>			(1,870,000)	(1,469,700)	(3,000,000)	(3,000,000)	(3,000,000)
Total Expenditures and Uses			(1,870,000)	(1,469,700)	(3,000,000)	(3,000,000)	(3,000,000)
Change in Fund Balance			(1,825,000)	(500,000)	0	0	0
Ending Balance			506,667	6,667	6,667	6,667	6,667

Source	FY '20	FY '21	FY '22	FY '23	FY '24
383 - COLISEUM REVITALIZATION					
Beginning Balance	495,473	1,508,583	0	0	0
<u>Revenues and Other Fund Sources</u>					
<i>Revenue</i>					
GRANTS/DONATIONS	855,000	0	0	0	0
INSURANCE PROCEEDS	1,413,513	0	0	0	0
INTEREST EARNED	7,500	0	0	0	0
REIMBURSEMENT	0	48,200	0	0	0
TRANSFER IN	555,844	0	0	0	0
TRANSFER IN- FUND 145	494,853	0	0	0	0
<i>Total</i>	3,326,710	48,200	0	0	0
Total Revenues and Other Fund Sources	3,326,710	48,200	0	0	0
Total Funds Available	3,822,183	1,556,783	0	0	0
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>PARK & RECREATION</u>					
Coliseum Renovation	UR4003	(2,313,600)	(1,556,783)	0	0
<i>Total</i>		(2,313,600)	(1,556,783)	0	0
Total Expenditures and Uses		(2,313,600)	(1,556,783)	0	0
Change in Fund Balance	1,013,110	(1,508,583)	0	0	0
Ending Balance	1,508,583	0	0	0	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
393 -TIF IV FUND					
Beginning Balance	107,872	6,875	6,875	6,875	6,875
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>PARK & RECREATION</u>					
Coliseum Renovation	UR4003	(100,997)	0	0	0
<i>Total</i>		(100,997)	0	0	0
Total Expenditures and Uses		(100,997)	0	0	0
Change in Fund Balance	(100,997)	0	0	0	0
Ending Balance	6,875	6,875	6,875	6,875	6,875

Source		FY '20	FY '21	FY '22	FY '23	FY '24
612 - WPCP REVENUE FUND						
Beginning Balance		0	122,200	127,900	363,400	192,300
<u>Revenues and Other Fund Sources</u>						
<i>USER FEES</i>						
4433.000 SEWER RENTALS		772,286	1,200,000	1,200,000	1,200,000	1,000,000
	<i>Total</i>	772,286	1,200,000	1,200,000	1,200,000	1,000,000
Total Revenues and Other Fund Sources		772,286	1,200,000	1,200,000	1,200,000	1,000,000
Total Funds Available		772,286	1,322,200	1,327,900	1,563,400	1,192,300
<u>Expenditures and Uses</u>						
<i>Capital Projects & Equipment</i>						
<u>SANITARY SEWER</u>						
Hydro Excavation Kit	SWR 5000 054	(4,800)	0	0	0	0
BACKHOE #207	VEH 9000 003	0	0	0	(57,000)	0
JET VACUUM TRUCK	VEH 9000 012	0	(75,000)	(75,000)	0	0
SMALL JET TRUCK	VEH 9000 016	0	0	0	0	(37,500)
	<i>Total</i>	(4,800)	(75,000)	(75,000)	(57,000)	(37,500)
<u>SANITARY SEWER LIFT STATIONS</u>						
LEVEL CONTROLLER	LEN 3500 005	(2,586)	0	0	0	0
SEAL, CAULK, & PAINT BLOCK	MAI 1000 001	0	0	0	(8,000)	0
PUMP #1 REPLACEMENT-E MAIN LIFT STATION	MAI 1000 002	0	0	(26,000)	0	0
PUMP #2 REPLACEMENT-E MAIN LIFT STATION	MAI 1000 004	0	0	(26,000)	0	0
TELEMETRY UPGRADE-E MAIN SIFT STATION	MAI 1000 007	0	0	0	(25,000)	0
PUMP #1 REPLACEMENT	MAR 2000 001	(5,200)	0	0	0	0
PUMP #2 REPLACEMENT	MAR 2000 002	(5,200)	0	0	0	0
LEVEL CONTROLLER	MAR 2000 003	0	(1,800)	0	0	0
ELECTRICAL PANEL MAINTENANCE	MAR 2000 005	0	0	0	(8,000)	0
LIFT STATION BLDG REPAIR	ROL 4000 009	0	(50,000)	0	0	0
PUMP #1 REPLACEMENT	SUM 6000 001	0	0	0	0	(4,000)
PUMP #2 REPLACEMENT	SUM 6000 003	0	0	0	0	(4,000)
REPLACE 50KW PORT. GENERATOR-SANITARY SEWERS	SWR 5000 002	0	0	0	0	(50,000)
PAINT, SEAL, CAULK, & PAINT ROOF-TURNER LIFT STATI	TUR 7000 001	0	0	0	(10,000)	0
LEVEL CONTROLER/WETWELL	TUR 7000 010	(1,800)	0	0	0	0
ELECTRICAL PANEL MAINTENANCE-TURNER LIFT STATION	TUR 7000 013	0	0	0	(8,000)	0
RADIO TELEMETRY SYSTEM-TURNER LIFT STATION	TUR 7000 014	0	0	0	0	(18,000)
ACTUATOR/BYPASS GATE	TUR 7000 015	(3,900)	0	0	0	0
PUMP #1 REPLACEMENT -YMCA LIFT STATION	YMC 9500 004	0	0	0	(10,000)	0
PUMP #2 REPLACEMENT-YMCA LIFT STATION	YMC 9500 006	0	0	0	(10,000)	0
PUMP #3 REPLACEMENT-YMCA LIFT STATION	YMC 9500 008	0	0	0	(10,000)	0
STANDBY GEN. REPLACEMENT-YMCA LIFT STATION	YMC 9500 011	0	(50,000)	0	0	0

612 - WPCP REVENUE FUND

	<i>Total</i>	(18,686)	(101,800)	(52,000)	(89,000)	(76,000)
<u>WPCP</u>						
REPLACE CARPET & VINYL- ADMINISTRATION BLDG ADM 0300 005		(10,000)	0	0	0	0
REPLACE HAV - ADMINISTRATION BLDG ADM 0300 015		0	0	(7,000)	0	0
TEST GAS BALL BGR 0700 001		0	(15,000)	0	0	0
PAINT GAS BALL BGR 0700 002		0	(200,000)	0	0	0
BOILER #1-BOILER BLDG BLR 1200 001		0	0	0	0	(60,000)
MEMBRANE ROOF REPLACEMENT-BOILER BLDG BLR 1200 003		0	0	(15,000)	0	0
SUPERVISORY CONTROL UPGRADE-BOILER BLDG BLR 1200 015		0	0	(15,000)	0	0
RE-ROOF - ENGINE BUILDING CMP 1500 002		0	0	(25,000)	0	0
RAW WASTE PUMP #3 - COMPRESSOR BLDG CMP 1500 014		0	(15,000)	0	0	0
399 ENGINE MAJOR REBUILD-COMP BLDG CMP 1500 039		0	0	0	0	(100,000)
399 ENGINE MINOR REBUILD-COMP BLDG CMP 1500 040		(20,000)	0	0	0	0
NORTH TUNNEL MLSS XFER PUMP-COMP BLDG CMP 1500 042		0	0	(10,000)	0	0
NORTH TUNNEL pH SYSTEM ANALYZE-COMP BLDG CMP 1500 043		0	(7,000)	0	0	0
MASTER RADIO - RTU-COMP BLDG CMP 1500 046		0	0	(15,000)	0	0
MAU-1 REBUILD-COMP BLDG CMP 1500 050		0	(13,000)	0	0	0
SUPERVISORY CONTROL UPGRADE-COMP BLDG CMP 1500 055		0	(15,000)	0	0	0
CONCENTRATE DRIVE (EAST)-& (WEST) CONCENTRATE BLDG CNC 1700 001		0	(30,000)	0	0	0
RE-ROOF DAF-MAINT SHOP BLDG DAF 1900 001		0	0	(20,000)	0	0
DAF #1 COLLECTOR EQUIPMENT-DAF BLDG DAF 1900 013		0	0	0	(50,000)	0
DAF #2 COLLECTOR EQUIPMENT-DAF BLDG DAF 1900 014		0	0	0	(50,000)	0
SUPERVISORY CONTROL UPGRADE-DAF BLDG DAF 1900 025		0	(15,000)	0	0	0
AIR DIA. PUMP #1 REPLACEMENT-DIG CONTR BLDG DCB 2100 014		0	0	(20,000)	0	0
AIR DIA. PUMP #2 REPLACEMENT-DIG CONTR BLDG DCB 2100 015		0	0	(20,000)	0	0
GAS COMPRESSOR #1 REPLACEMENT-DIG CONTR BLDG DCB 2100 018		(40,000)	0	0	0	0
GAS COMPRESSOR #2 REBUILD-DIG CONTR BLDG DCB 2100 019		0	0	0	0	(9,000)
GAS COMPRESSOR #2 REPLACEMENT-DOG CONTR BLDG DCB 2100 020		0	0	(40,000)	0	0
PIPE INSULATION-DIG CONTR BLDG DCB 2100 028		0	0	0	(8,000)	0
MAU-2 (CONCENTRATE) REBUILD-DIG CONTR BLDG DCB 2100 032		0	(13,000)	0	0	0
DIG FEED PUMP #1, #2 REBUILD-DIG CONTR BLDG DCB 2100 038		(14,100)	0	0	0	0
#1 WEMCO PUMP-DIG CONTR BLDG DCB 2100 054		0	0	0	0	(35,000)
WEMCO #3-DIG CONTR BLDG DCB 2100 056		0	0	0	0	(30,000)
MEMBRANE ROOF REPLACEMENT-DIG #1 DG1 2001 001		0	(50,000)	0	0	0
PAINT LID-DIG #1 DG1 2001 003		0	(50,000)	0	0	0

Source		FY '20	FY '21	FY '22	FY '23	FY '24
612 - WPCP REVENUE FUND						
MEMBRANE ROOF REPLACEMENT-DIG #3	DG3 2003 001	0	0	(38,000)	0	0
PAINT LID-DIG #3	DG3 2003 003	0	0	(40,000)	0	0
DIG#3 - MIXER #1 REPLACEMENT-DIG #3	DG3 2003 004	0	0	(25,000)	0	0
DIG#3 - MIXER #1 REBUILD	DG3 2003 005	0	0	(10,000)	0	0
REPLACE ELECTRIC GATE OPERATOR-EFFL. STATION DIKE	EFF 2300 008	(10,000)	0	0	0	0
FINAL CLARIFIEREQUIPMENT REPLACEMENT-FINAL #1	FCL 3100 001	0	0	0	0	(30,000)
REBUILD DRIVE - FINAL#1,#2,#3	FCL 3100 002	0	0	0	(15,000)	0
CLARIFIER EQUIPMENT REPLACEMENT-FINAL #2	FCL 3100 003	0	0	0	0	(30,000)
CLARIFIER EQUIPMENT REPLACEMENT-FINAL #3	FCL 3100 005	0	0	0	0	(30,000)
FINAL CLARIFIER #1,#2,#3 - WEIR BAFFLE REPAIR	FCL 3100 009	0	(90,000)	0	0	0
HEATING & COOLING -LAB BLDG	LAB 3700 006	0	0	0	0	(12,000)
INDUSTRIAL PRETREAT SOFTWARE - LAB BLDG	LAB 3700 024	0	0	0	(5,000)	0
SCADA WONDERWARE SOFTWARE UPGRADE- LAB BLDG	LAB 3700 025	0	0	(80,000)	0	0
60" LAB HOOD LAB BLDG	LAB 3700 027	0	(7,000)	0	0	0
O&G APPARATUS - LAB BLDG	LAB 3700 028	(6,000)	0	0	0	0
REBUILD #1,2,3 PRIMARY CLARIFIER	PCL 4900 002	0	0	0	0	(60,000)
REBUILD #4, 5 PRIMARY CLARIFIER	PCL 4900 007	0	0	0	0	(60,000)
PRIMARY CLARIFIER#1 WEIR REPLACEMENT	PCL 4900 013	(40,000)	0	0	0	0
PRIMARY CLARIFIER #5 WEIR REPLACEMENT	PCL 4900 014	0	0	(40,000)	0	0
PRIMARY CLARIFIER #2 WEIR REPLACEMENT	PCL 4900 015	(40,000)	0	0	0	0
PRIMARY CLARIFIER #3 WEIR REPLACEMENT	PCL 4900 016	(40,000)	0	0	0	0
SCREEN #1 & 2 REBUILD-PRELIM BLDG	PLM 4700 006	0	0	0	(30,000)	0
PUMP ROOM CONVEYOR-PRELIM BLDG	PLM 4700 013	0	0	0	(115,000)	0
PUMP #4 REBUILD-PRELIM BLDG	PLM 4700 017	0	0	(15,000)	0	0
PUMP #5 REBUILD-PRELIM BLD	PLM 4700 019	0	0	(15,000)	0	0
REPLACE GRIT SNAIL BELT-PRELIM BLDG	PLM 4700 021	0	0	0	(11,100)	0
GRIT SYSTEM REPLACEMENT-PRELIM BLDG	PLM 4700 023	0	0	0	(400,000)	0
VFD REPLACEMENT(4,5,)-PRELIM BLDG	PLM 4700 025	0	0	0	0	(12,000)
LIME ADDITION SYSTEM, ROLLOFF-PRELIM BLDG	PLM 4700 026	(18,000)	0	0	0	0
VFD REPLACEMENT (1,2,3&6)-PRELIM BLDG	PLM 4700 028	0	0	(24,000)	0	0
MAU-3 REBUILD-PRELIM BLDG	PLM 4700 033	(10,000)	0	0	0	0
SUPERVISORY CONTROL UPGRADE-PRELIM BLDG	PLM 4700 034	(15,000)	0	0	0	0
VERT TURBINE PUMP #1,#2,#3,#6 REBUILD-PRELIM BLDG	PLM 4700 036	0	0	0	0	(60,000)
LIME SYSTEM VENTILATION	PLM 4700 043	0	0	0	(15,000)	0
PRESSURE WASHING SYSTEM-PRELIM BLDG	PLM 4700 044	0	0	0	(11,000)	0
BIOSOLIDS LOADING PUMP #1,#2 -PRELIM BLDG	PLM 4700 045	0	(20,000)	0	0	0
REPLACE PIPE SUPPORTS - PRELIM BLDG	PLM 4700 050	0	0	0	0	(6,000)

612 - WPCP REVENUE FUND

GRIT SYSTEM REBUILD-PRELIM BLDG	PLM 4700 055	0	0	(40,000)	0	0
VALVE EXERCISER-PLANT	PLT 4500 005	0	0	0	0	(8,000)
CONCRETE REPAIR PROGRAM-PLANT	PLT 4500 010	0	(30,000)	0	0	0
CONCRETE TANK REPAIR PROGRAM-PLANT	PLT 4500 011	(110,000)	(200,000)	0	0	0
INDUSTRIAL PC REPLACEMENT-ALL	PLT 4500 012	0	0	0	0	(100,000)
RIVER GAUGE STATION-TELEMETRY	PLT 4500 018	0	(9,000)	0	0	0
INDUSTRIAL PC REPLACEMENT FOR SCPC-B	PLT 4500 019	0	(9,000)	0	0	0
JBS LAGOON-TELEMETRY	PLT 4500 020	0	0	0	0	(15,000)
MCC ELECTRICAL MAINTENANCE-PLANT	PLT 4500 021	0	(20,000)	0	0	0
RAW PUMP #2 REPLACEMENT-SBR BLDG	SBB 1100 012	0	(25,000)	0	0	0
RAW PUMP #3 REPLACEMENT-SBR BLDG	SBB 1100 014	(25,000)	0	0	0	0
SUPERVISORY CONTROLS/COMPUTER-SBR BLDG	SBB 1100 023	0	0	(20,000)	0	0
SBR Blowe-SBR BLDG	SBB 1100 031	0	(50,000)	0	0	0
PC UPGRADE-SBR BLDG	SBB 1100 037	0	0	(2,000)	0	0
REPLACE SBR MIXER #1-SBR TANK#1	SBR 5500 002	0	(25,000)	0	0	0
REPLACE SBR MIXER #2-SBR TANK#2	SBR 5500 004	(25,000)	0	0	0	0
REPLACE SBR DECANTOR #1-SBR TANK #1	SBR 5500 006	0	0	0	0	(38,000)
REPLACE SBR DECANTOR #2-SBR TANK #2	SBR 5500 007	0	0	0	0	(38,000)
SBR AERATION SYSTEM REPLACEMENT	SBR 5500 035	0	0	0	(200,000)	0
MCC J&K REPLACEMENT - SBR	SBR 5500 060	(100,000)	(100,000)	0	0	0
WASTING PUMP #1 REPLACEMENT-SECONDARY CONTR BLDG	SCB 5300 010	0	0	0	0	(5,700)
WASTING PUMP #2 REPLACEMENT-SECONDARY CONTR BLDG	SCB 5300 012	0	0	0	0	(5,700)
JET PUMP #1A,#2A,#3A VFD-SECONDARY CONTR BLDG	SCB 5300 023	0	0	(36,000)	0	0
JET PUMP #1B VFD-SECONDARY CONTR BLDG	SCB 5300 024	0	0	(12,000)	0	0
WASTING GATE ACTUATORS (3)-SECONDARY CONTR BLDG	SCB 5300 031	(24,000)	0	0	0	0
SUPERVISORY CONTROL UPGRADE-SECONDARY CONTR BLDG	SCB 5300 032	(15,000)	0	0	0	0
INDUSTRIAL PC UPGRADE-SECONDARY CONTR BLDG	SCB 5300 033	0	0	(12,500)	0	0
REPLACE JET PUMP/MOTOR #1A	SCB 5300 16	0	0	0	(75,000)	0
REPLACE JET PUMP/MOTOR #1B	SCB 5300 17	0	0	(75,000)	0	0
REPLACE JET PUMP/MOTOR #2A	SCB 5300 18	0	0	0	(75,000)	0
REPLACE JET PUMP/MOTOR #2B	SCB 5300 19	0	0	(75,000)	0	0
REPLACE JET PUMP/MOTOR #3A	SCB 5300 20	0	0	0	(75,000)	0
REPLACE JET PUMP/MOTOR #3B	SCB 5300 21	0	0	(75,000)	0	0
JET PUMP # 3B VFD-SECONDARY CONTR BLDG	SCB 5300 29A	0	0	(12,000)	0	0
MIXER #1 REPLACEMENT SLUDGE TANK#5	SH5 5900 001	0	0	0	(60,000)	0
AERATION MIXER-LIME SILO	SLO 4000 004	0	0	0	0	(10,000)
SLUDGE FLOW METER-SLUDGE TRANSFER BLDG	STP 6100 006	(8,500)	0	0	0	0

Source		FY '20	FY '21	FY '22	FY '23	FY '24
612 - WPCP REVENUE FUND						
FINAL EFFLUENT SS ANALYZER-UV CHANNEL	UVC 7100 002	(8,000)	0	0	0	0
LAB VAN-VEHICLE	VEH 8100 003	0	0	0	(30,000)	0
PICKUP 3/4 TON W/BLADE-VEHICLE	VEH 8100 005	(36,000)	0	0	0	0
OPERATIONS VEHICLE(MULE)-VEHICLE	VEH 8100 006	0	(9,500)	0	0	0
MAINTENANCE VEHICLE(MULE)-VEHICLE	VEH 8100 007	(12,000)	0	0	0	0
WASTE HOLDING PUMP #2	WHT 8800 001	0	0	(4,000)	0	0
<i>Total</i>		(626,600)	(1,017,500)	(837,500)	(1,225,100)	(754,400)
Total Expenditures and Uses		(650,086)	(1,194,300)	(964,500)	(1,371,100)	(867,900)
Change in Fund Balance		122,200	5,700	235,500	(171,100)	132,100
Ending Balance		122,200	127,900	363,400	192,300	324,400

Source			FY '20	FY '21	FY '22	FY '23	FY '24
616 - SAN SWR REHAB							
Beginning Balance			0	0	0	0	1,750,000
<u>Revenues and Other Fund Sources</u>							
<i>User Fees</i>							
4433.000 SEWER RENTALS			550,000	150,000	312,000	0	200,000
	<i>Total</i>		550,000	150,000	312,000	0	200,000
<i>Other Fund Sources</i>							
4990.000 BOND SALES			2,900,000	0	0	3,500,000	0
	<i>Total</i>		2,900,000	0	0	3,500,000	0
Total Revenues and Other Fund Sources			3,450,000	150,000	312,000	3,500,000	200,000
Total Funds Available			3,450,000	150,000	312,000	3,500,000	1,950,000
<u>Expenditures and Uses</u>							
<i>Capital Projects & Equipment</i>							
<u>PUBLIC WORKS</u>							
East Merle Hibbs- Phase 1 Extension	EMHPh1		0	(150,000)	0	0	0
	<i>Total</i>		0	(150,000)	0	0	0
<u>SANITARY SEWER</u>							
2016 Manhole and Point Repair Project	59016002		(3,450,000)	0	0	0	0
2019 CIPP Project	59016003		0	0	(312,000)	(1,750,000)	(1,750,000)
2020 Manhole Rehabilitation Project	59018001		0	0	0	0	(200,000)
	<i>Total</i>		(3,450,000)	0	(312,000)	(1,750,000)	(1,950,000)
Total Expenditures and Uses			(3,450,000)	(150,000)	(312,000)	(1,750,000)	(1,950,000)
Change in Fund Balance			0	0	0	1,750,000	(1,750,000)
Ending Balance			0	0	0	1,750,000	0

Source	FY '20	FY '21	FY '22	FY '23	FY '24
690 - TRANSIT					
Beginning Balance	37,701	37,701	37,701	37,701	37,701
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>TRANSIT</u>					
Engine ASM Dolly	E10111	0	0	0	(6,000)
	<i>Total</i>	0	0	0	(6,000)
Total Expenditures and Uses		0	0	0	(6,000)
Change in Fund Balance		0	0	0	(6,000)
Ending Balance		37,701	37,701	37,701	31,701

Source			FY '20	FY '21	FY '22	FY '23	FY '24
740/741 - STORM WATER							
Beginning Balance			1,720,000	297,950	177,950	(253,050)	(315,050)
<u>Revenues and Other Fund Sources</u>							
<i>Revenue</i>							
4427.000 Storm Water Charges			750,000	750,000	500,000	500,000	500,000
	<i>Total</i>		750,000	750,000	500,000	500,000	500,000
<i>Other Fund Sources</i>							
4990.000 Proceeds of Lt Debt			0	2,650,000	0	0	0
	<i>Total</i>		0	2,650,000	0	0	0
Total Revenues and Other Fund Sources			750,000	3,400,000	500,000	500,000	500,000
Total Funds Available			2,470,000	3,697,950	677,950	246,950	184,950
<u>Expenditures and Uses</u>							
<i>Capital Projects & Equipment</i>							
<u>PUBLIC WORKS</u>							
Median Improvements- Hwy 14 Olive to La Frenz	2019DOTHWY14		(142,850)	0	0	0	0
Parking Lot Renovation- 1st/Church Street	20ParkingLot		0	(310,000)	0	0	0
East Merle Hibbs- Phase 1 Extension	EMHPh1		0	(425,000)	0	0	0
	<i>Total</i>		(142,850)	(735,000)	0	0	0
<u>SANITARY SEWER</u>							
Hydro Excavation Kit	SWR 5000 054		(3,200)	0	0	0	0
BACKHOE #207	VEH 9000 003		0	0	0	(38,000)	0
JET VACUUM TRUCK	VEH 9000 012		0	(50,000)	(50,000)	0	0
SMALL JET TRUCK	VEH 9000 016		0	0	0	0	(25,000)
	<i>Total</i>		(3,200)	(50,000)	(50,000)	(38,000)	(25,000)
<u>STORM SEWER</u>							
PAVEMENT SAW	SWR 5000 051		(6,000)	0	0	0	0
	<i>Total</i>		(6,000)	0	0	0	0
<u>STORM SEWER LIFT STATIONS</u>							
MAJ REBUILD DISCHARG PUMP # 1-18TH AVE STATION	18A 5910 001		0	(35,000)	0	0	0
REPLACE VFD # 1-18TH AVE STATION	18A 5910 007		(15,000)	0	0	0	0
TELEMETRY-18TH AVE STATION	18A 5910 011		0	0	(35,000)	0	0
REPLACE DRAIN MH PUMP # 1-18TH AVE STATION	18A 5910 012		0	(10,000)	0	0	0
REPLACE DRAIN MH PUMP # 2-18TH AVE STATION	18A 5910 013		0	(10,000)	0	0	0
SEAL, CAULK & PAINT-18TH AVE STATION	18A 5910 014		0	0	0	(10,000)	0
AIR CONDITIONING UNIT-1 NORTH	18A 5910 018		0	0	(8,000)	0	0
AIR CONDITIONING UNIT-2 SOUTH	18A 5910 019		0	0	(8,000)	0	0
RIVERVIEW STORMWATER PROJECT 2012	RIV 5900 000		(100,000)	0	0	0	0
SEAL, CAULK, & PAINT ROOF	RIV 5900 001		0	0	0	(4,000)	0
PUMP #2 REBUILD MOTOR	RIV 5900 007		0	0	0	(10,000)	0
STANDBY GENSET REBUILD	RIV 5900 033		0	0	0	0	(10,000)

Source		FY '20	FY '21	FY '22	FY '23	FY '24
740/741 - STORM WATER						
	<i>Total</i>	(115,000)	(55,000)	(51,000)	(24,000)	(10,000)
<u>STORM WATER</u>						
Levee Repair - Earthwork	29113005	0	0	(500,000)	0	0
Levee Gatewell Repair	29113019	0	0	0	(500,000)	0
STORM WATER EMERGENCY REPAIRS	53107005A	(30,000)	(30,000)	(30,000)	0	0
W High St Ponding Area	M2438	(1,750,000)	0	0	0	0
Dredging & Installing Settling Ponds	P100	0	0	(300,000)	0	(600,000)
4th St/Meadow Ln. Storm Sewer	P200	(125,000)	(2,650,000)	0	0	0
Hydro Excavation Kit	SWR 5000 055	0	0	0	0	0
	<i>Total</i>	(1,905,000)	(2,680,000)	(830,000)	(500,000)	(600,000)
Total Expenditures and Uses		(2,172,050)	(3,520,000)	(931,000)	(562,000)	(635,000)
Change in Fund Balance		(1,422,050)	(120,000)	(431,000)	(62,000)	(135,000)
Ending Balance		297,950	177,950	(253,050)	(315,050)	(450,050)

CIP FY20-24
Projected Debt Capacity and Borrowing Needs

	2.19.20 Update	Current FY2020	Preliminary FY2021	FY2022	FY2023	FY2024
	Remaining Debt Capacity	\$ 3,136,336	\$ 9,400,345	\$ 15,181,792	\$ 21,170,441	\$ 26,867,685
	IEDA nuisance abatement loan		(500,000)	7,012,792	\$ 5,988,649	\$ 5,697,244
32	Fire Truck Purchases		810,000			
312	Airport Hangar/Terminal		1,725,000			320,000
353	Library Addition		500,000			
353	Trail Replacement Project		250,000		250,000	
353	Softball Complex Parking Lot		250,000	250,000		
353	Kiwanis Park Improvements				235,000	
353	Riverview Park Improvements			500,000		
353	West End Park Phase 2				600,000	
353	Tennis Court Reconstruction		684,000			
353	Highway 14 Corridor Improvements			3,900,000		
353	Downtown Streets and Sidewalks		200,000	2,000,000	2,000,000	
353	Downtown Parking Lot Improvements			500,000	500,000	500,000
353	Sidewalk Gap Projects			750,000	400,000	550,000
353	Splash Pad					500,000
353	RR Crossing Safety Improvements		600,000			
380	Annual Street Repair Program			3,000,000	3,000,000	3,000,000
740	4th/Meadow Lane Storm Sewer		2,650,000			
	TOTAL		7,669,000	10,900,000	6,985,000	4,870,000
	Capacity Remaining		1,231,345	(3,887,208)	(996,351)	827,244
616	Cured In Place Sewer Project				3,500,000	

**RESOLUTION ADOPTING THE BUDGET AND CERTIFYING TAXES FOR THE FISCAL
YEAR ENDING JUNE 30, 2021, AND APPROVING RELATED TRANSFERS**

WHEREAS, the Notice of Public Hearing Budget Estimate (Form 631.1) for the City of Marshalltown, Iowa for the fiscal year beginning July 1, 2020 and ending June 30, 2021 was published in the Marshalltown Times Republican on Wednesday, March 11, 2020; and

WHEREAS, a public hearing was held according to the published notice as required by law; and

WHEREAS, the minutes record any oral or written comments, questions or objections filed; and

WHEREAS, the adopted property taxes do not exceed the published total tax levy rate of \$15.38434 per \$1,000 valuation on regular property and \$3.00375 on agricultural land; and

WHEREAS, the adopted expenditures do not exceed the published amounts in each of the nine program areas, or in total; and

WHEREAS, the long-term debt schedule shows sufficient payment amounts to pay the G.O. debt certified by the City of Marshalltown; and

WHEREAS, a public hearing of maximum property tax levy dollars for specific levies as outlined in SF634 was held on February 17, 2020 and approved by at least a 2/3 majority vote of Council; and

WHEREAS, the Council has determined that adopting the budget and certifying taxes is in the best interest of the City of Marshalltown; and

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

Section 1. That the budget and certification of city taxes for the fiscal year ending June 30, 2021 be adopted.

Section 2. The related transfers are approved.

Section 3. The City Finance Director is directed to certify and file the budget and certificate of taxes as adopted and deliver an original publication notice to the Marshall County Auditor

PASSED this 23rd day of March, 2020, and signed this ____ day of March, 2020.

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

March 17, 2020

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: Adoption of FY21 Budget and Certification of Taxes

Policy Issue: The Council must approve the FY21 budget documents. A public hearing is required first.

Recommendation: Action must be taken to adopt the FY21 budget documents. The notice of public hearing was published in the Times Republican on March 11, 2020. The public hearing date is March 23, 2020 at 5:30 p.m. Changes can still be made at the hearing as long as the levy and expenses are lower than what was published in the newspaper.

Background: I have incorporated the budget information and decisions Council has made during the January through February budget meetings.

There are 4 reports that are being provided to you at this time:

1. The "FY21-citybudget for public hearing" report is the official budget document that will be certified with the County Auditor.
 - a. Page 1, titled "Adoption of Budget and Certification of City Taxes", shows an overall tax levy in the lower right corner of \$15.38434 as discussed at prior Council meetings. This is the same levy rate as this current fiscal year.
 - b. Page 2 titled "Fund Balance Worksheet" reflects the beginning fund balance, the revenues and expenses for the fiscal year and the ending fund balance for FY19-FY21 by fund category. The green font amounts were reported on the FY19 Annual Financial Report (AFR). The blue font amounts are generated by the amounts filled in on the other pages. The rows titled Ending Fund Balance in the Grand Total column equal the Cash Balance report I have also provided to you. Please note that Marshalltown Water Works activity is also included in the report.

City Council

Susan Cahill, Gary Thompson, Mike Gowdy,
Al Hoop, Gabriel Isom, Bill Martin, Bethany Wirin

- c. Page 3, is the amount we budgeted and levied for the Marshall County Emergency Management Agency.
 - d. Pages 4-6 are the re-estimated expenditures and revenues for FY20. We continued to have Pol/Fire building costs, tornado-damage repairs, and refinanced several bonds. These amounts agree with the FY20 budget amendment amounts.
 - e. Pages 7-8 are the budgeted expenditures for FY21. The budgeted amounts in each activity category will give the City the authority to spend at that maximum level before having to come back to Council for a budget amendment. The Purchasing Policy will still be followed at the thresholds set out in the policy (currently the Council approves at \$45,000 or greater).
 - f. Page 9 is the budgeted revenues for FY21. Backfill of \$378,481 is part of line 18 (the State has not appropriated the funds yet). Line 16 Federal Grants assumes that FEMA will pay us the remaining share owed to the City from the tornado.
 - g. Page 10 is a summary of the revenues and expenditures all on one page. Excluding transfers, the FY21 revenue budget is \$58,535,829 and the expenditure budget is \$65,234,102 for a net decrease of \$6,698,273 in fund balance. This will be covered by cash on hand in bond funds, road use tax, etc. Projects were delayed since the tornado, so now we are catching up.
 - h. Page 11 titled "Long Term Debt Schedule" provides information on the principal, interest, and debt fees to be paid in FY21 and the amounts that will be applied towards the debt service levy. The bottom of the page shows the amount of Local Option Sales Tax (L.O.S.T.) used for property tax relief. This includes the required 78% of taxes collected to go towards property tax relief, plus an additional \$173,797 LOST Property Tax Relief cash balance. This additional infusion lowered the property tax levy from \$15.57279/\$1,000 to \$15.38434/\$1,000
 - i. Page 12 is the Notice of Public Hearing that was published in the newspaper.
2. The Cash Balances report indicates the projected balance for FY20 and FY21. The FY2021 General Fund 001 is in balance (revenues equal expenses).
 3. The Budget Comparison Report provides the information for all the budgeted funds, excluding Marshalltown Water Works. The first column shows the adopted budget for FY20 from last March. The second column shows year-to-date activity through December 2019 (6 months). The third column is a re-estimate of the FY20 budget. The fourth column is the proposed FY21 budget. The fifth column shows the dollar increase between columns four and three. The sixth column shows the percent increase between columns four and three.
 4. The Transfers Report reflects the money budgeted to be moved between funds and the purpose.

Please note that Marshalltown Water Works is included in the official budget that is submitted to the County. Their revenues are \$6,170,388 for FY20 and \$6,290,898 for FY21. Expenses are \$5,304,860 for FY20 and \$5,277,706 for FY21. Their public hearing was Feb. 18th and the Board of Trustees approved. The City's official budget documents include Marshalltown Water Works under the Proprietary column.

Attachment:

FY21_citybudget for public hearing
Projected Cash Balances FY20 to FY21

City Council

Susan Cahill, Gary Thompson, Mike Gowdy,
Al Hoop, Gabriel Isom, Bill Martin, Bethany Wirin

Budget Comparison Report By Fund
Transfers for FY21 for Council Feb 24 2020

cc: Jessica Kinser, City Administrator

City Council

Susan Cahill, Gary Thompson, Mike Gowdy,
Al Hoop, Gabriel Isom, Bill Martin, Bethany Wirin

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2020 - ENDING JUNE 30, 2021

64-611

Resolution No.: _____

The City of: Marshalltown County Name: MARSHALL Date Budget Adopted: 3/23/2020

(Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

County Auditor Date Stamp

January 1, 2019 Property Valuations

With Gas & Electric

Without Gas & Electric

Last Official Census

Regular

2a

904,620,601

2b

796,223,185

27,552

DEBT SERVICE

3a

922,230,865

3b

813,833,449

Ag Land

4a

5,589,811

TAXES LEVIED						
Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate	
384.1	8.10000	Regular General levy	5 7,327,427	6,449,408	43 8.10000	
(384)		Non-Voted Other Permissible Levies				
12(8)	0.67500	Contract for use of Bridge	6	0	44 0	
12(10)	0.95000	Opr & Maint publicly owned Transit	7 275,605	242,577	45 0.30466	
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8 100,000	88,015	46 0.11054	
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	0	47 0	
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0	
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0	
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0	
12(17)	Amt Nec	Liability, property & self insurance costs	14 173,223	152,469	52 0.19149	
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 31,407	27,645	465 0.03472	
(384)		Voted Other Permissible Levies				
12(1)	0.13500	Instrumental/Vocal Music Groups	15 11,000	9,682	53 0.01216	
12(2)	0.81000	Memorial Building	16	0	54 0	
12(3)	0.13500	Symphony Orchestra	17	0	55 0	
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0	
12(5)	As Voted	County Bridge	19	0	57 0	
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0	
12(9)	0.03375	Aid to a Transit Company	21	0	59 0	
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0	
12(18)	1.00000	City Emergency Medical District	463	0	466 0	
12(20)	0.27000	Support Public Library	23 244,248	214,980	61 0.27000	
28E.22	1.50000	Unified Law Enforcement	24	0	62 0	
Total General Fund Regular Levies (5 thru 24)			25 8,162,910	7,184,776		
384.1	3.00375	Ag Land	26 16,790	16,790	63 3.00375	
Total General Fund Tax Levies (25 + 26)			27 8,179,700	7,201,566		Do Not Add
Special Revenue Levies						
384.8	0.27000	Emergency (if general fund at levy limit)	28 244,248	214,980	64 0.27000	
384.6	Amt Nec	Police & Fire Retirement	29 1,213,384	1,067,990		1.34132
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 780,939	687,364		0.86328
Rules	Amt Nec	Other Employee Benefits	31 1,935,093	1,703,217		2.13912
Total Employee Benefit Levies (29,30,31)			32 3,929,416	3,458,571	65 4.34372	
Sub Total Special Revenue Levies (28+32)			33 4,173,664	3,673,551		
Valuation						
386	As Req	With Gas & Elec Without Gas & Elec				
	SSMID 1 (A)	(B)	34	0	66 0	
	SSMID 2 (A)	(B)	35	0	67 0	
	SSMID 3 (A)	(B)	36	0	68 0	
	SSMID 4 (A)	(B)	37	0	69 0	
	SSMID 5 (A)	(B)	555	0	565 0	
	SSMID 6 (A)	(B)	556	0	566 0	
	SSMID 7 (A)	(B)	1177	0	### 0	
	SSMID 8 (A)	(B)	1185	0	### 0	
Total Special Revenue Levies			39 4,173,664	3,673,551		
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 988,678	872,470	70 1.07205	
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41 610,619	537,451	71 0.67500	
Total Property Taxes (27+39+40+41)			42 13,952,661	12,285,038	72 15.38434	

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- _____ 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, filed proof was evidenced.

_____ 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.

_____ 3) Adopted property taxes do not exceed published or posted amounts.

_____ 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.

_____ 5) Number of the resolution adopting the budget has been included at the top of this form.

_____ 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.

_____ 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

Fund Balance Worksheet for City of

Marshalltown

(1) *Annual Report FY 2019			General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
Beginning Fund Balance July 1 (pg 5, line 134) *	1		4,412,931	12,246,296	485,856	86,909	11,643,298	0	28,875,290	18,838,187	47,713,477
Actual Revenues Except Beg Bal (pg 5, line 132) *	2		16,136,036	17,077,764	994,219	4,171,861	5,638,461	0	44,018,341	16,280,828	60,299,169
Actual Expenditures Except End Bal (pg 9, line 136) *	3		15,767,990	15,124,478	961,316	4,112,485	10,904,457	0	46,870,726	12,827,318	59,698,044
Ending Fund Balance June 30 (pg 9, line 147) *	4		4,780,977	14,199,582	518,759	146,285	6,377,302	0	26,022,905	22,291,697	48,314,602
(2) ** Re-Estimated FY 2020			General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	5		4,780,977	14,199,582	518,759	146,285	6,377,302	0	26,022,905	22,291,697	48,314,602
Re-Est Revenues	6		16,843,285	16,720,516	805,723	4,213,098	10,179,281	0	48,761,903	28,254,228	77,016,131
Re-Est Expenditures	7		16,829,431	18,397,787	891,906	4,233,126	10,739,550	0	51,091,800	28,689,124	79,780,924
Ending Fund Balance	8		4,794,831	12,522,311	432,576	126,257	5,817,033	0	23,693,008	21,856,801	45,549,809
(3) ** Budget FY 2021			General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	9		4,794,831	12,522,311	432,576	126,257	5,817,033	0	23,693,008	21,856,801	45,549,809
Revenues	10		18,046,645	14,967,022	650,532	4,219,648	10,700,165	0	48,584,012	19,805,288	68,389,300
Expenditures	11		18,437,631	18,040,958	689,384	4,187,074	16,201,676	0	57,556,723	17,530,850	75,087,573
Ending Fund Balance	12		4,403,845	9,448,375	393,724	158,831	315,522	0	14,720,297	24,131,239	38,851,536

* The figures in section (1) are taken from FORM F-66(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

2019

** The remaining two sections are filled in by the software once ALL worksheets are completed.

CITY OF Marshalltown

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Taxes Levied (B)
1 Portion of General Fund Levy Used for Emerg. Mgmt. Comm.		0
2 <u>Support of a Local Emerg.Mgmt.Comm.</u>	31,407	27,645
3 TOTAL FOR FISCAL YEAR 2021	31,407	27,645

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending

2020

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUE (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2020 (J)	ACTUAL 2019 (K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	5,241,941	232,948						5,474,889	5,528,950
Jail	2								0	0
Emergency Management	3	32,275							32,275	33,693
Flood Control	4	48							48	46,842
Fire Department	5	3,277,336	17,163						3,294,499	3,150,927
Ambulance	6								0	0
Building Inspections	7	551,012	64,367						615,379	654,775
Miscellaneous Protective Services	8								0	0
Animal Control	9	52,000							52,000	52,000
Other Public Safety	10								0	0
TOTAL (lines 1 - 10)	11	9,154,612	314,478				0		9,469,090	9,467,187
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	1,017,010	2,538,824						3,555,834	1,615,290
Parking - Meter and Off-Street	13	71,971							71,971	82,409
Street Lighting	14	28,265	239,905						268,170	295,092
Traffic Control and Safety	15	167,740	248,940						416,680	294,559
Snow Removal	16	40,578	200,000						240,578	285,564
Highway Engineering	17	476,245	119,085						595,330	532,064
Street Cleaning	18		214,280						214,280	13,205
Airport (if not Enterprise)	19	78,527							78,527	63,983
Garbage (if not Enterprise)	20	115,000							115,000	262,493
Other Public Works	21	4,000	81						4,081	651,348
TOTAL (lines 12 - 21)	22	1,999,336	3,561,115				0		5,560,451	4,096,007
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26		1,577,703						1,577,703	56,564
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29		239,800						239,800	42,104
TOTAL (lines 23 - 29)	30	0	1,817,503				0		1,817,503	98,668
CULTURE & RECREATION										
Library Services	31	1,370,197	33,900						1,404,097	1,314,822
Museum, Band and Theater	32	11,000							11,000	12,865
Parks	33	996,431	283,059						1,279,490	789,147
Recreation	34	712,643	7,351						719,994	490,577
Cemetery	35								0	0
Community Center, Zoo, & Marina	36	100,000							100,000	76,760
Other Culture and Recreation	37	13,431							13,431	1,521,755
TOTAL (lines 31 - 37)	38	3,203,702	324,310				0		3,528,012	4,205,926

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

		RE-ESTIMATED			Fiscal Year Ending		2020		Fiscal Years		
GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	RE-ESTIMATED	ACTUAL	
(A)	(B)	(C)	REVENUES	REVENUES	SERVICE	PROJECTS	(H)	(I)	2020	2019	
			(D)	(E)	(F)	(G)			(J)	(K)	
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39	22,697							22,697	51,114	
Economic Development	40	84,918	685,640	31,475					802,033	320,205	
Housing and Urban Renewal	41		1,170,487						1,170,487	1,238,564	
Planning & Zoning	42	171,200							171,200	81,629	
Other Com & Econ Development	43	284,080	254,985						539,065	559,952	
TIF Rebates	44			200,445					200,445	254,288	
TOTAL (lines 39 - 44)	45	562,895	2,111,112	231,920					0	2,905,927	2,505,752
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	198,838	5,885							204,723	206,156
Clerk, Treasurer, & Finance Adm.	47	1,039,100	3,817					1,042,917	903,959		
Elections	48	13,000						13,000	0		
Legal Services & City Attorney	49	106,242						106,242	102,746		
City Hall & General Buildings	50	158,786	648,992					807,778	594,517		
Tort Liability	51							0	0		
Other General Government	52	34,611						34,611	90,371		
TOTAL (lines 46 - 52)	53	1,550,577	658,694	0			0	2,209,271	1,897,749		
DEBT SERVICE					4,233,126				4,233,126	4,112,485	
Gov Capital Projects	55					9,986,321			9,986,321	10,236,367	
TIF Capital Projects	56					100,997			100,997	0	
TOTAL CAPITAL PROJECTS	57	0	0	0			10,087,318	0	10,087,318	10,236,367	
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)		58	16,471,122	8,787,212	231,920	4,233,126	10,087,318	0	39,810,698	36,620,141	
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							5,304,860	5,304,860	3,445,100	
Sewer Utility	60							3,652,296	3,652,296	2,849,626	
Electric Utility	61								0	0	
Gas Utility	62								0	0	
Airport	63								0	0	
Landfill/Garbage	64							224,641	224,641	522,432	
Transit	65							794,579	794,579	691,166	
Cable TV, Internet & Telephone	66								0	0	
Housing Authority	67								0	0	
Storm Water Utility	68							579,869	579,869	417,279	
Other Business Type (city hosp., ISF, parking, etc.)	69							40,276	40,276	42,131	
Enterprise DEBT SERVICE	70							10,475,323	10,475,323	3,132,835	
Enterprise CAPITAL PROJECTS	71							7,617,280	7,617,280	1,679,955	
Enterprise TIF CAPITAL PROJECTS	72								0	0	
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)		73						28,689,124	28,689,124	12,780,524	
TOTAL ALL EXPENDITURES (lines 58+74)		74	16,471,122	8,787,212	231,920	4,233,126	10,087,318	0	28,689,124	68,499,822	
Regular Transfers Out	75	358,309	9,470,575			645,357		0	10,474,241	9,725,766	
Internal TIF Loan Transfers Out	76		140,000	659,986		6,875			806,861	571,613	
Total ALL Transfers Out	77	358,309	9,610,575	659,986	0	652,232	0	0	11,281,102	10,297,379	
Total Expenditures and Other Fin Uses (lines 73+74)		78	16,829,431	18,397,787	891,906	4,233,126	10,739,550	0	28,689,124	79,780,924	
Ending Fund Balance June 30		79	4,794,831	12,522,311	432,576	126,257	5,817,033	0	21,856,801	45,549,809	

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

RE-ESTIMATED REVENUES DETAIL

RE-ESTIMATED Fiscal Year Ending

2020

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2020 (J)	ACTUAL 2019 (K)
REVENUES & OTHER FINANCING SOURCES										
Taxes Levied on Property	1	7,090,629	3,592,623		795,767	525,284			12,004,303	11,333,177
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	7,090,629	3,592,623		795,767	525,284			12,004,303	11,333,177
Delinquent Property Taxes	4	0							0	1,081
TIF Revenues	5			653,848					653,848	963,037
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	908,504	461,243		99,894	67,444			1,537,085	1,287,288
Utility franchise tax (Iowa Code Chapter 364.2)	7	200,000							200,000	206,346
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10	7,500			700				8,200	13,703
Hotel/Motel Taxes	11	495,000							495,000	567,753
Other Local Option Taxes	12		4,000,000						4,000,000	3,304,526
Subtotal - Other City Taxes (lines 6 thru 12)	13	1,611,004	4,461,243		100,594	67,444			6,240,285	5,379,616
Licenses & Permits	14	285,144						34,425	319,569	413,982
Use of Money & Property	15	263,681	77,855	5,000	5,500	96,600		220,600	669,236	1,270,071
Intergovernmental:										
Federal Grants & Reimbursements	16		3,657,552					210,096	3,867,648	2,276,795
Road Use Taxes	17		3,400,000						3,400,000	3,559,454
Other State Grants & Reimbursements	18	404,103	814,744		27,367	123,546		180,000	1,549,760	1,190,266
Local Grants & Reimbursements	19	100,966	55,000			35,345			191,311	257,831
Subtotal - Intergovernmental (lines 16 thru 19)	20	505,069	7,927,296	0	27,367	158,891		390,096	9,008,719	7,284,346
Charges for Fees & Service:										
Water Utility	21							6,140,388	6,140,388	5,007,096
Sewer Utility	22							9,117,500	9,117,500	9,433,332
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25	76,000							76,000	75,715
Airport	26	6,000							6,000	4,153
Landfill/Garbage	27	150,000						57,009	207,009	207,716
Hospital	28								0	0
Transit	29							106,000	106,000	67,016
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32								0	0
Other Fees & Charges for Service	33	683,527	25			5,276		41,000	729,828	747,949
Subtotal - Charges for Service (lines 21 thru 33)	34	915,527	25		0	5,276	0	15,461,897	16,382,725	15,542,977
Special Assessments	35					5,000			5,000	10,292
Miscellaneous	36	35,455	464,753			2,346,314		32,720	2,879,242	5,302,292
Other Financing Sources:										
Regular Operating Transfers In	37	5,900,160	196,721		2,918,000	1,142,820		316,540	10,474,241	9,725,766
Internal TIF Loan Transfers In	38	154,116		146,875	365,870	140,000			806,861	571,613
Subtotal ALL Operating Transfers In	39	6,054,276	196,721	146,875	3,283,870	1,282,820	0	316,540	11,281,102	10,297,379
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					5,691,652		11,795,000	17,486,652	2,492,018
Proceeds of Capital Asset Sales	41	82,500						2,950	85,450	8,901
Subtotal-Other Financing Sources (lines 36 thru 38)	42	6,136,776	196,721	146,875	3,283,870	6,974,472	0	12,114,490	28,853,204	12,798,298
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	16,843,285	16,720,516	805,723	4,213,098	10,179,281	0	28,254,228	77,016,131	60,299,169
Beginning Fund Balance July 1	44	4,780,977	14,199,582	518,759	146,285	6,377,302	0	22,291,697	48,314,602	47,713,477
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	21,624,262	30,920,098	1,324,482	4,359,383	16,556,583	0	50,545,925	125,330,733	108,012,646

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2021

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2021 (J)	RE-ESTIMATED 2020 (K)	ACTUAL 2019 (L)
PUBLIC SAFETY											
Police Department/Crime Prevention	1	5,403,890	213,582						5,617,472	5,474,889	5,528,950
Jail	2								0	0	0
Emergency Management	3	33,482							33,482	32,275	33,693
Flood Control	4	48							48	48	46,842
Fire Department	5	4,743,505	5,000						4,748,505	3,294,499	3,150,927
Ambulance	6								0	0	0
Building Inspections	7	593,080							593,080	615,379	654,775
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	52,000							52,000	52,000	52,000
Other Public Safety	10								0	0	0
TOTAL (lines 1 - 10)	11	10,826,005	218,582				0		11,044,587	9,469,090	9,467,187
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	1,014,287	3,520,764						4,535,051	3,555,834	1,615,290
Parking - Meter and Off-Street	13	83,494							83,494	71,971	82,409
Street Lighting	14	29,073	485,000						514,073	268,170	295,092
Traffic Control and Safety	15	172,502	107,140						279,642	416,680	294,559
Snow Removal	16	58,347	203,000						261,347	240,578	285,564
Highway Engineering	17	509,766	79,431						589,197	595,330	532,064
Street Cleaning	18		10,000						10,000	214,280	13,205
Airport (if not Enterprise)	19	77,470							77,470	78,527	63,983
Garbage (if not Enterprise)	20	113,708							113,708	115,000	262,493
Other Public Works	21	4,000	1,919,230						1,923,230	4,081	651,348
TOTAL (lines 12 - 21)	22	2,062,647	6,324,565				0		8,387,212	5,560,451	4,096,007
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26		1,450,453						1,450,453	1,577,703	56,564
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	239,800	42,104
TOTAL (lines 23 - 29)	30	0	1,450,453				0		1,450,453	1,817,503	98,668
CULTURE & RECREATION											
Library Services	31	1,355,363	57,600						1,412,963	1,404,097	1,314,822
Museum, Band and Theater	32	11,000							11,000	11,000	12,865
Parks	33	807,243	86,265						893,508	1,279,490	789,147
Recreation	34	660,885	7,351						668,236	719,994	490,577
Cemetery	35								0	0	0
Community Center, Zoo, & Marina	36	100,000							100,000	100,000	76,760
Other Culture and Recreation	37	38,796							38,796	13,431	1,521,755
TOTAL (lines 31 - 37)	38	2,973,287	151,216				0		3,124,503	3,528,012	4,205,926

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2021

Fiscal Years

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	BUDGET	RE-ESTIMATED	ACTUAL
(A)	(B)	(C)	REVENUES	REVENUES	SERVICE	PROJECTS	(H)	(I)	2021	2020	2019
			(D)	(E)	(F)	(G)			(J)	(K)	(L)
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39	21,657							21,657	22,697	51,114
Economic Development	40	40,019	315,640	82,000					437,659	802,033	320,205
Housing and Urban Renewal	41		1,054,788						1,054,788	1,170,487	1,238,564
Planning & Zoning	42	202,726							202,726	171,200	81,629
Other Com & Econ Development	43	284,080							284,080	539,065	559,952
TIF Rebates	44			194,785					194,785	200,445	254,288
TOTAL (lines 39 - 44)	45	548,482	1,370,428	276,785			0		2,195,695	2,905,927	2,505,752
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	196,190							196,190	204,723	206,156
Clerk, Treasurer, & Finance Adm.	47	1,008,204							1,008,204	1,042,917	903,959
Elections	48	0							0	13,000	0
Legal Services & City Attorney	49	83,254							83,254	106,242	102,746
City Hall & General Buildings	50	264,077							264,077	807,778	594,517
Tort Liability	51								0	0	0
Other General Government	52	179,880							179,880	34,611	90,371
TOTAL (lines 46 - 52)	53	1,731,605	0	0			0		1,731,605	2,209,271	1,897,749
DEBT SERVICE	54				4,187,074				4,187,074	4,233,126	4,112,485
Gov Capital Projects	55					15,582,123			15,582,123	9,986,321	10,236,367
TIF Capital Projects	56								0	100,997	0
TOTAL CAPITAL PROJECTS	57	0	0	0		15,582,123	0		15,582,123	10,087,318	10,236,367
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	18,142,026	9,515,244	276,785	4,187,074	15,582,123	0		47,703,252	39,810,698	36,620,141
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							5,277,706	5,277,706	5,304,860	3,445,100
Sewer Utility	60							3,874,375	3,874,375	3,652,296	2,849,626
Electric Utility	61								0	0	0
Gas Utility	62								0	0	0
Airport	63								0	0	0
Landfill/Garbage	64							62,120	62,120	224,641	522,432
Transit	65							801,937	801,937	794,579	691,166
Cable TV, Internet & Telephone	66								0	0	0
Housing Authority	67								0	0	0
Storm Water Utility	68							567,075	567,075	579,869	417,279
Other Business Type (city hosp., ISF, parking, etc.)	69							40,294	40,294	40,276	42,131
Enterprise DEBT SERVICE	70							2,393,143	2,393,143	10,475,323	3,132,835
Enterprise CAPITAL PROJECTS	71							4,514,200	4,514,200	7,617,280	1,679,955
Enterprise TIF CAPITAL PROJECTS	72								0	0	0
TOTAL Business Type Expenditures (lines 59 - 73)	73							17,530,850	17,530,850	28,689,124	12,780,524
TOTAL ALL EXPENDITURES (lines 58+74)	74	18,142,026	9,515,244	276,785	4,187,074	15,582,123	0	17,530,850	65,234,102	68,499,822	49,400,665
Regular Transfers Out	75	295,605	8,525,714			619,553		0	9,440,872	10,474,241	9,725,766
Internal TIF Loan / Repayment Transfers Out	76			412,599					412,599	806,861	571,613
Total ALL Transfers Out	77	295,605	8,525,714	412,599	0	619,553	0	0	9,853,471	11,281,102	10,297,379
Total Expenditures & Fund Transfers Out (lines 75+78)	78	18,437,631	18,040,958	689,384	4,187,074	16,201,676	0	17,530,850	75,087,573	79,780,924	59,698,044
Ending Fund Balance June 30	79	4,403,845	9,448,375	393,724	158,831	315,522	0	24,131,239	38,851,536	45,549,809	48,314,602

* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

CITY OF

Marshalltown

Department of Management

The last two columns will fill in once
the Re-Est forms are completed

REVENUES DETAIL															
		Fiscal Year Ending					2021		Fiscal Years						
(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2021 (J)	RE-ESTIMATED 2020 (K)	ACTUAL 2019 (L)				
REVENUES & OTHER FINANCING SOURCES															
Taxes Levied on Property	1	7,201,566	3,673,551		872,470	537,451			12,285,038	12,004,303	11,333,177				
Less: Uncollected Property Taxes - Levy Year	2								0	0	0				
Net Current Property Taxes (line 1 minus line 2)	3	7,201,566	3,673,551		872,470	537,451			12,285,038	12,004,303	11,333,177				
Delinquent Property Taxes	4								0	0	1,081				
TIF Revenues	5			650,362					650,362	653,848	963,037				
Other City Taxes:															
Utility Tax Replacement Excise Taxes	6	978,134	500,113		116,208	73,168			1,667,623	1,537,085	1,287,288				
Utility franchise tax (Iowa Code Chapter 364.2)	7	200,000							200,000	200,000	206,346				
Parimutuel wager tax	8								0	0	0				
Gaming wager tax	9								0	0	0				
Mobile Home Taxes	10	7,500			700				8,200	8,200	13,703				
Hotel/Motel Taxes	11	495,000							495,000	495,000	567,753				
Other Local Option Taxes	12		3,400,000						3,400,000	4,000,000	3,304,526				
Subtotal - Other City Taxes (lines 6 thru 12)	13	1,680,634	3,900,113		116,908	73,168			5,770,823	6,240,285	5,379,616				
Licenses & Permits	14	276,144		170	5,500	12,500				7,900	284,044	319,569	413,982		
Use of Money & Property	15	276,370	32,315								215,600	542,455	669,236	1,270,071	
Intergovernmental:															
Federal Grants & Reimbursements	16		3,032,564							1,412,500	672,425	5,117,489	3,867,648	2,276,795	
Road Use Taxes	17		3,500,000									3,500,000	3,400,000	3,559,454	
Other State Grants & Reimbursements	18	380,386	598,475				0	26,374		2,661,711	241,644	3,908,590	1,549,760	1,190,266	
Local Grants & Reimbursements	19	100,966	55,000							25,635		181,601	191,311	257,831	
Subtotal - Intergovernmental (lines 16 thru 19)	20	481,352	7,186,039				0	26,374		4,099,846	914,069	12,707,680	9,008,719	7,284,346	
Charges for Fees & Service:															
Water Utility	21											6,265,898	6,265,898	6,140,388	5,007,096
Sewer Utility	22											9,117,500	9,117,500	9,117,500	9,433,332
Electric Utility	23												0	0	0
Gas Utility	24								0	0	0				
Parking	25	93,500							93,500	76,000	75,715				
Airport	26	5,000							5,000	6,000	4,153				
Landfill/Garbage	27	150,000							59,250	209,250	207,716				
Hospital	28								0	0	0				
Transit	29								141,000	141,000	106,000	67,016			
Cable TV, Internet & Telephone	30								0	0	0				
Housing Authority	31								0	0	0				
Storm Water Utility	32								0	0	0				
Other Fees & Charges for Service	33	695,117	25						41,000	736,142	729,828	747,949			
Subtotal - Charges for Service (lines 21 thru 33)	34	943,617	25		0	0		0	15,624,648	16,568,290	16,382,725	15,542,977			
Special Assessments	35					5,000				5,000	5,000	10,292			
Miscellaneous	36	31,266	147,445			1,693,200			25,000	1,896,911	2,879,242	5,302,292			
Other Financing Sources:															
Regular Operating Transfers In	37	6,149,470	27,534		2,825,797	70,000			368,071	9,440,872	10,474,241	9,725,766			
Internal TIF Loan Transfers In	38	40,000			372,599					412,599	806,861	571,613			
Subtotal ALL Operating Transfers In	39	6,189,470	27,534	0	3,198,396	70,000		0	368,071	9,853,471	11,281,102	10,297,379			
Proceeds of Debt (Excluding TIF Internal Borrowing)	40	809,954				4,209,000		2,650,000	7,668,954	17,486,652	2,492,018				
Proceeds of Capital Asset Sales	41	156,272							156,272	85,450	8,901				
Subtotal-Other Financing Sources (lines 38 thru 40)	42	7,155,696	27,534	0	3,198,396	4,279,000	0	3,018,071	17,678,697	28,853,204	12,798,298				
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	18,046,645	14,967,022	650,532	4,219,648	10,700,165	0	19,805,288	68,389,300	77,016,131	60,299,169				
Beginning Fund Balance July 1	44	4,794,831	12,522,311	432,576	126,257	5,817,033	0	21,856,801	45,549,809	48,314,602	47,713,477				
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	22,841,476	27,489,333	1,083,108	4,345,905	16,517,198	0	41,662,089	113,939,109	125,330,733	108,012,646				

CITY OF

Marshalltown

Department of Management

ADOPTED BUDGET SUMMARY

YEAR ENDED JUNE 30, 2021

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2021 (J)	RE-ESTIMATED 2020 (K)	ACTUAL 2019 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	7,201,566	3,673,551		872,470	537,451			12,285,038	12,004,303	11,333,177
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	7,201,566	3,673,551		872,470	537,451			12,285,038	12,004,303	11,333,177
Delinquent Property Taxes	4	0	0		0	0			0	0	1,081
TIF Revenues	5			650,362					650,362	653,848	963,037
Other City Taxes	6	1,680,634	3,900,113		116,908	73,168			5,770,823	6,240,285	5,379,616
Licenses & Permits	7	276,144	0					7,900	284,044	319,569	413,982
Use of Money and Property	8	276,370	32,315	170	5,500	12,500	0	215,600	542,455	669,236	1,270,071
Intergovernmental	9	481,352	7,186,039	0	26,374	4,099,846		914,069	12,707,680	9,008,719	7,284,346
Charges for Fees & Service	10	943,617	25		0	0	0	15,624,648	16,568,290	16,382,725	15,542,977
Special Assessments	11	0	0		0	5,000		0	5,000	5,000	10,292
Miscellaneous	12	31,266	147,445		0	1,693,200	0	25,000	1,896,911	2,879,242	5,302,292
Sub-Total Revenues	13	10,890,949	14,939,488	650,532	1,021,252	6,421,165	0	16,787,217	50,710,603	48,162,927	47,500,871
Other Financing Sources:											
Total Transfers In	14	6,189,470	27,534	0	3,198,396	70,000	0	368,071	9,853,471	11,281,102	10,297,379
Proceeds of Debt	15	809,954	0	0	0	4,209,000		2,650,000	7,668,954	17,486,652	2,492,018
Proceeds of Capital Asset Sales	16	156,272	0	0	0	0	0	0	156,272	85,450	8,901
Total Revenues and Other Sources	17	18,046,645	14,967,022	650,532	4,219,648	10,700,165	0	19,805,288	68,389,300	77,016,131	60,299,169
Expenditures & Other Financing Uses											
Public Safety	18	10,826,005	218,582	0			0		11,044,587	9,469,090	9,467,187
Public Works	19	2,062,647	6,324,565	0			0		8,387,212	5,560,451	4,096,007
Health and Social Services	20	0	1,450,453	0			0		1,450,453	1,817,503	98,668
Culture and Recreation	21	2,973,287	151,216	0			0		3,124,503	3,528,012	4,205,926
Community and Economic Development	22	548,482	1,370,428	276,785			0		2,195,695	2,905,927	2,505,752
General Government	23	1,731,605	0	0			0		1,731,605	2,209,271	1,897,749
Debt Service	24	0	0	0	4,187,074		0		4,187,074	4,233,126	4,112,485
Capital Projects	25	0	0	0		15,582,123	0		15,582,123	10,087,318	10,236,367
Total Government Activities Expenditures	26	18,142,026	9,515,244	276,785	4,187,074	15,582,123	0		47,703,252	39,810,698	36,620,141
Business Type Proprietary: Enterprise & ISF	27							17,530,850	17,530,850	28,689,124	12,780,524
Total Gov & Bus Type Expenditures	28	18,142,026	9,515,244	276,785	4,187,074	15,582,123	0	17,530,850	65,234,102	68,499,822	49,400,665
Total Transfers Out	29	295,605	8,525,714	412,599	0	619,553	0	0	9,853,471	11,281,102	10,297,379
Total ALL Expenditures/Fund Transfers Out	30	18,437,631	18,040,958	689,384	4,187,074	16,201,676	0	17,530,850	75,087,573	79,780,924	59,698,044
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31										
	32	-390,986	-3,073,936	-38,852	32,574	-5,501,511	0	2,274,438	-6,698,273	-2,764,793	601,125
Beginning Fund Balance July 1	33	4,794,831	12,522,311	432,576	126,257	5,817,033	0	21,856,801	45,549,809	48,314,602	47,713,477
Ending Fund Balance June 30	34	4,403,845	9,448,375	393,724	158,831	315,522	0	24,131,239	38,851,536	45,549,809	48,314,602

LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS
PAGE 1

City Name: Marshalltown

Fiscal Year
2021

				GO - TOTAL	3,953,486	926,138	4,879,624	5,700	0	1,070,849	3,814,475
				NON-GO TOTAL	1,375,556	309,120	1,684,676	10,217	0	1,694,893	0
				GRAND TOTAL	5,329,042	1,235,258	6,564,300	15,917	0	5,591,539	988,678
Debt Name (A)		Amount of Issue (B)	Type of Debt Obligation (C)	Debt Resolution Number (D)	Principal Due FY 2021 (E)	Interest Due FY 2021 (F)	Total Obligation Due FY 2021 =(G)	Bond Reg./ Paying Agent Fees Due FY 2021 +(H)	Reductions due to Refinancing or Prepayment of Certified Debt -(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes -(J)	Amount Paid Current Year Debt Service Levy =(K)
(1)			NO SELECTION				0				0
(2)	31128: 2011B General Obligation Bonds	2,380,000	GO	2011-186	160,000	30,655	190,655	500		80,107	111,048
(3)	31129: 2012A General Obligation Bonds	5,000,000	GO	2012-055	400,000	63,938	463,938	500		206,038	258,400
(4)	31130: 2012B Crossover advance funding (2008B)	3,080,000	GO	2012-056	330,000	17,470	347,470	500			347,970
(5)	31131: 2013A Essential Corporate Purpose Bond	5,600,000	GO	2013-034	1,000,000	33,750	1,033,750	500			1,034,250
(6)	31132: 2014 General Obligation Bonds	2,225,000	GO	2014-158	300,000	20,700	320,700	500			321,200
(7)	31134: 2015 General Obligation Corporate Purpose Bonds	2,000,000	GO	2015-193	325,000	30,525	355,525	500		86,454	269,571
(8)	Fire Truck zero interest loan (Less 2X FY19, Add 1 pymt FY17)	142,430	GO	2016-189	28,486	0	28,486	0			28,486
(9)	31135: 2016A General Obligation Bonds	5,000,000	GO	2016-147	335,000	73,700	408,700	500		206,750	202,450
(10)	31136: 2016B General Obligation Bonds (Pol/Fire Bldg)	4,780,000	GO	2016-228	225,000	65,200	290,200	500			290,700
(11)	31137 2017A General Obligation Bonds (Pol&Fire Bldg)	12,720,000	GO	2017-246	155,000	349,800	504,800	500			505,300
(12)	31138 2018A General Obligation Bonds	2,400,000	GO	2018-201	0	72,000	72,000	600			72,600
(13)	31139: 2019 General Obligation and Refunded 2011	8,830,000	GO	2019-312	695,000	168,400	863,400	600		491,500	372,500
(14)			NO SELECTION				0				0
(15)			NO SELECTION				0				0
(16)			NO SELECTION				0				0
(17)			NO SELECTION				0				0
(18)	52012: 2013 Sewer Revenue Improvement	3,700,000	NON - GO	2013-096	253,000	44,224	297,224	500		297,724	0
(19)	59007: 2015 Sewer Revenue Improvement	6,000,000	NON - GO	2015-128	375,000	113,975	488,975	500		489,475	0
(20)	59008: 2020 Sewer Revenue Refunded 2012,2014	5,065,000	NON - GO	2019-339	500,000	89,670	589,670	600		590,270	0
(21)			NO SELECTION				0				0
(22)	52012012: Performance Edge Loan Payable	700,000	NON - GO		103,556	935	104,491			104,491	0
(23)			NO SELECTION				0				0
(24)	WPC18001:State Revolving Fund 2019 Sewer Revenue	3,500,000	NON - GO	2019-135	144,000	60,316	204,316	8,617		212,933	0
(25)			NO SELECTION				0				0
(26)			NO SELECTION				0				0
(27)			NO SELECTION				0				0
(28)	78% Local Option sales tax for property tax relief (\$3.4M)		NO SELECTION				0			2,652,000	-2,652,000
(29)	Local Option Sales Tax fund balance		NO SELECTION				0			173,797	-173,797
(30)			NO SELECTION				0				0
				TOTALS	5,329,042	1,235,258	6,564,300	15,917	0	5,591,539	988,678

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2020 - ENDING JUNE 30, 2021

City of **Marshalltown**, Iowa

The City Council will conduct a public hearing on the proposed Budget at City Council Chambers

on 3/23/2020 at 5:30 P.M.

(Date) xx/xx/xx

(hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 15.38434

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. The city budget is subject to protest. More information on protest can be found at <https://dom.iowa.gov/local-gov-appeals>.

641-754-5760

phone number

Diana Steiner, Finance Director

City Clerk/Finance Officer's NAME

		Budget FY 2021	Re-estimated FY 2020	Actual FY 2019
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	12,285,038	12,004,303	11,333,177
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	12,285,038	12,004,303	11,333,177
Delinquent Property Taxes	4	0	0	1,081
TIF Revenues	5	650,362	653,848	963,037
Other City Taxes	6	5,770,823	6,240,285	5,379,616
Licenses & Permits	7	284,044	319,569	413,982
Use of Money and Property	8	542,455	669,236	1,270,071
Intergovernmental	9	12,707,680	9,008,719	7,284,346
Charges for Fees & Service	10	16,568,290	16,382,725	15,542,977
Special Assessments	11	5,000	5,000	10,292
Miscellaneous	12	1,896,911	2,879,242	5,302,292
Other Financing Sources	13	7,825,226	17,572,102	2,500,919
Transfers In	14	9,853,471	11,281,102	10,297,379
Total Revenues and Other Sources	15	68,389,300	77,016,131	60,299,169
Expenditures & Other Financing Uses				
Public Safety	16	11,044,587	9,469,090	9,467,187
Public Works	17	8,387,212	5,560,451	4,096,007
Health and Social Services	18	1,450,453	1,817,503	98,668
Culture and Recreation	19	3,124,503	3,528,012	4,205,926
Community and Economic Development	20	2,195,695	2,905,927	2,505,752
General Government	21	1,731,605	2,209,271	1,897,749
Debt Service	22	4,187,074	4,233,126	4,112,485
Capital Projects	23	15,582,123	10,087,318	10,236,367
Total Government Activities Expenditures	24	47,703,252	39,810,698	36,620,141
Business Type / Enterprises	25	17,530,850	28,689,124	12,780,524
Total ALL Expenditures	26	65,234,102	68,499,822	49,400,665
Transfers Out	27	9,853,471	11,281,102	10,297,379
Total ALL Expenditures/Transfers Out	28	75,087,573	79,780,924	59,698,044
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-6,698,273	-2,764,793	601,125
Beginning Fund Balance July 1	30	45,549,809	48,314,602	47,713,477
Ending Fund Balance June 30	31	38,851,536	45,549,809	48,314,602

PROJECTED CASH BALANCES

Fund	Fund Name	ENDING CASH 06/30/19	REVISED FY 20 NET BUDGET	ESTIMATED 06/30/20 ENDING BALANCE	FY 21 NET BUDGET	FY 21 ESTIMATED ENDING
001	GENERAL FUND	1,761,714.82	102,351.35	1,864,066.17	(0.46)	1,864,065.71
010	CASH FLOW RESERVE FUND	2,295,731.37	52,227.00	2,347,958.37	105,314.00	2,453,272.37
030	CAPITAL RESERVE (CIP-GF; Levy in Fund 300)	237,270.57	(237,270.00)	0.57	-	0.57
031	CAPITAL RSRV-BLDG MAINT	274,259.88	(9,455.00)	264,804.88	(178,300.00)	86,504.88
032	CIP LARGE VEHICLE/EQUIPMENT	212,000.00	106,000.00	318,000.00	(318,000.00)	-
	TOTAL GENERAL FUNDS	4,780,976.64	13,853.35	4,794,829.99	(390,986.46)	4,403,843.53
110	ROAD USE TAX	6,078,797.75	(1,064,797.00)	5,014,000.75	(2,179,495.72)	2,834,505.03
112	EMPLOYEE BENEFITS FUND (Levy actual)	2,694,901.22	86,215.00	2,781,116.22	73,870.00	2,854,986.22
117	POLICE/FIRE RETIREMENT (Levy actual)	510,413.10	27,039.00	537,452.10	30,096.00	567,548.10
119	EMERGENCY FUND (Levy maximum \$.27/\$1,000)	-	-	-	6,640.00	6,640.00
121	LOCAL OPTION SALES TAX (L.O.S.T.)	3,741,656.76	408,529.00	4,150,185.76	(1,571,119.00)	2,579,066.76
125	TAX INCREMENT FINANCING (TIF)	518,758.81	(103,735.00)	415,023.81	(38,862.00)	376,161.81
126	TIF-LMI (Low to Moderate Income: Housing)		17,552.00	17,552.00	10.00	17,562.00
130	CITY TORT LIABILITY (Insurance Claims)	83,777.25	-	83,777.25	(9,525.00)	74,252.25
132	GRANTS-STATE/LOCAL AGENCIES (Includes Catalyst Grant, Iowa River Trail, ADA plan, etc)	(49,516.79)	49,517.00	0.21	-	0.21
140	PARK & REC DONATION FUND (Incl. Anson Park improvements, benches, trees, etc.)	95,747.77	(10,000.00)	85,747.77	(4,000.00)	81,747.77
141	MTOWN TENNIS ASSOC	1,727.92	20.00	1,747.92	20.00	1,767.92
142	SOFTBALL ASSOCIATION FUND (City is reimbursed)	13,729.77	-	13,729.77	0.13	13,729.90
144	LIVE HEALTHY IOWA (Hersey)	3,128.44	149.00	3,277.44	148.88	3,426.32
145	TORNADO GENERAL (Insurance/FEMA)	600,160.23	(1,071,475.00)	(471,314.77)	471,315.00	0.23
146	FEMA VALOR (tornado residential repair assistance)	(64,348.56)	8,103.00	(56,245.56)	56,246.00	0.44
147	FEMA DEMO (tornado related residential demolitions)	(29,608.21)	(30,392.00)	(60,000.21)	60,000.00	(0.21)
150	COPS FAST GRANTS (School Resource Officer)	(2,818.95)	4,455.00	1,636.05	3,170.90	4,806.95
151	DEPT OF JUSTICE GRANTS (Edward Byrne Justice Assistance Grant, Bulletproof Vest Partnership)	(11,019.59)	-	(11,019.59)	-	(11,019.59)
152	POLICE UNDESIGNATED GRANTS (Violence Against Women, Drug Enforcement, etc.)	1,194.10	8,615.30	9,809.40	9,650.00	19,459.40
153	POLICE DEPT DONATION FUND (Incl. Rotary Vest for the Best, Child Safety Seats, Canine)	94,557.84	(10,591.95)	83,965.89	(6,750.00)	77,215.89
156	FIRE DEPT DONATION FUND	9,053.60	(3,000.00)	6,053.60	(3,000.00)	3,053.60
157	FIRE DEPT GRANTS	4,723.45	60.00	4,783.45	60.00	4,843.45

Fund	Fund Name	ENDING CASH 06/30/19	REVISED FY 20 NET BUDGET	ESTIMATED 06/30/20 ENDING BALANCE	FY 21 NET BUDGET	FY 21 ESTIMATED ENDING
160	ECONOMIC DEVELOPMENT GIFT	51,247.83	350.00	51,597.83	350.00	51,947.83
161	SURETY DEPOSITS/SUBDIVIDER	10,691.60	185.00	10,876.60	185.00	11,061.60
170	LIBRARY DONATION FUND (incl RFID)	110,317.71	(11,300.00)	99,017.71	(36,300.00)	62,717.71
177	SEIZED ASSETS (Police Dept. Abandoned Assets)	42,225.68	(6,636.46)	35,589.22	300.00	35,889.22
179	OTHER COMM AND ECON DEVELOPMENT (incl. Neighbo	81,277.34	(4,585.00)	76,692.34	-	76,692.34
180	HOUSING GRANTS (incl. State Lead Grant, bal to Fund 18	26,505.26	464.00	26,969.26	-	26,969.26
182	#4 HUD LEAD GRANT	334.00	(334.00)	-	-	-
183	FY 08 EDI (ECON DEV INCENTIVE)- Funds recovered when sell house	(13,029.25)	(640.00)	(13,669.25)	(640.00)	(14,309.25)
184	VOUCHERS - 002, 003 (Section 8 Housing Choice)	126,587.21	(65,721.00)	60,866.21	24,841.91	85,708.12
189	#6 HUD LEAD GRANT (Match from Fund 180)	(12,834.57)	8,500.00	(4,334.57)	(0.13)	(4,334.70)
	TOTAL SPECIAL REVENUES (Includes TIF 125 & 126)	14,718,338.72	(1,763,454.11)	12,954,884.61	(3,112,788.03)	9,842,096.58
200	GO BONDS DEBT FUND	146,285.51	(20,028.00)	126,257.51	32,574.00	158,831.51
300	CIP COLLECTION FUND (Levy \$.675/\$1,000)	122,311.52	(3,248.00)	119,063.52	8,672.00	127,735.52
311	RISE STREET GRANTS (Edgewood extension)	-	(4,000.00)	(4,000.00)	4,000.00	-
312	AIRPORT PROJECT FUND	(22,135.42)	22,135.00	(0.42)	-	(0.42)
320	SPECIAL ASSESSMENT PROJECTS (Sidewalks)	(24,083.95)	5,000.00	(19,083.95)	5,000.00	(14,083.95)
340	BIKE PATH PROJECT FUND	(78,661.75)	-	(78,661.75)	-	(78,661.75)
341	TREES FOREVER PROJECT	8,186.72	-	8,186.72	-	8,186.72
350	GO BONDS CAPITAL PROJECTS	8,710.07	50.00	8,760.07	-	8,760.07
354	POLICE & FIRE STATIONS	2,886,834.75	(2,886,834.75)	-	-	-
355	2015 GO BONDS (Dangerous&Delapidated)	533,217.44	(261,841.00)	271,376.44	(105,600.00)	165,776.44
357	2018 CY STREET PROJECTS (3rd St Bridge, Microsurfacing)	-	-	-	-	-
360	2019 GO BONDS & PROJECTS (Bridge, Parks, E. Merle Hibbs extension)	-	3,488,182.00	3,488,182.00	(3,405,000.00)	83,182.00
361	LIBRARY BUILDING ADDITION (Budget only, requires public hearing)	-	-	-	-	-
362	2020 GO BONDS (Budget only, requires public hearing)	-	-	-	-	-
381	2019 CY STREET, SIDEWALK, PARKING LOT (also includes FEMA Cat C for tornado damaged streets)	2,331,666.52	(1,825,000.00)	506,666.52	(500,000.00)	6,666.52
383	COLISEUM REMODEL	495,473.00	1,013,110.00	1,508,583.00	(1,508,583.00)	-

Fund	Fund Name	ENDING CASH 06/30/19	REVISED FY 20 NET BUDGET	ESTIMATED 06/30/20 ENDING BALANCE	FY 21 NET BUDGET	FY 21 ESTIMATED ENDING
392	TIF DISTRICT III CAP PROJECTS	7,913.64	50.00	7,963.64	-	7,963.64
393	TIF DISTRICT IV CAP PROJECTS	107,871.50	(107,872.00)	(0.50)	-	(0.50)
	TOTAL CAPITAL PROJECTS	6,377,304.04	(560,268.75)	5,817,035.29	(5,501,511.00)	315,524.29
610	WATER POLLUTION CONTROL	(7,795.76)	7,796.00	0.24	(0.41)	(0.17)
611	WPCP REVENUE	13,229,747.88	610,481.00	13,840,228.88	71,528.00	13,911,756.88
612	WPCP REVENUE BOND FUND	-	-	-	-	-
614	WPCP CAPITAL IMPROVEMENT RSRV	1,037,278.81	25,000.00	1,062,278.81	25,000.00	1,087,278.81
616	SANITARY SEWER REHAB PROJECT (Manhole project)	-	-	-	-	-
617	SANITARY SEWER NEW CONSTRUCTN REVENUE	104,843.90	15,500.00	120,343.90	15,500.00	135,843.90
618	TORNADO-WPCP	(2,295.51)	-	(2,295.51)	-	(2,295.51)
690	TRANSIT OPERATING	37,700.65	7,131.00	44,831.65	5,168.08	49,999.73
740	STORM SEWER UTILITY	2,541,393.49	(667,760.00)	1,873,633.49	528,975.31	2,402,608.80
741	2016 GO STORM WATER PROJ	1,132,463.68	(1,132,464.00)	(0.32)	-	(0.32)
742	TORNADO-STORM/SEWER	(4,140.06)	-	(4,140.06)	-	(4,140.06)
750	COMPOSTING FACILITY	184,889.99	(13,452.00)	171,437.99	(2,069.63)	169,368.36
751	TORNADO-COMPOST	(463,058.08)	(153,380.00)	(616,438.08)	616,439.00	0.92
760	P&R CONCESSIONS ENTERPRISE	(14,588.69)	724.00	(13,864.69)	705.83	(13,158.86)
	MARSHALLTOWN WATER WORKS	4,515,257.00	865,528.00	5,380,785.00	1,013,192.00	6,393,977.00
	TOTAL PROPRIETARY FUNDS	22,291,697.30	(434,896.00)	21,856,801.30	2,274,438.18	24,131,239.48
TOTAL	GRAND TOTAL	48,314,602.21	(2,764,793.51)	45,549,808.70	(6,698,273.31)	38,851,535.39



Budget Comparison Report

Group Summary

Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Fund: 001 - GENERAL FUND						
Revenue	15,726,058.00	8,139,515.91	16,091,575.67	16,350,752.00	259,176.33	1.61%
Expense	15,726,058.00	7,749,699.09	15,989,224.32	16,350,752.46	361,528.14	2.26%
Total Fund: 001 - GENERAL FUND:	0.00	389,816.82	102,351.35	-0.46	-102,351.81	-100.00%
Fund: 010 - CASH FLOW RESERVE FUND						
Revenue	74,000.00	31,595.84	52,227.00	105,314.00	53,087.00	101.65%
Total Fund: 010 - CASH FLOW RESERVE FUND:	74,000.00	31,595.84	52,227.00	105,314.00	53,087.00	101.65%
Fund: 030 - CAPITAL RESERVE						
Revenue	508,698.00	277,799.38	510,482.00	514,553.00	4,071.00	0.80%
Expense	504,668.00	274,478.77	747,752.00	514,553.00	-233,199.00	-31.19%
Total Fund: 030 - CAPITAL RESERVE:	4,030.00	3,320.61	-237,270.00	0.00	237,270.00	-100.00%
Fund: 031 - CAPITAL RSRV-BLDG MAINT						
Revenue	3,000.00	2,234.97	83,000.00	3,000.00	-80,000.00	-96.39%
Expense	125,334.00	0.00	92,455.00	181,300.00	88,845.00	96.10%
Total Fund: 031 - CAPITAL RSRV-BLDG MAINT:	-122,334.00	2,234.97	-9,455.00	-178,300.00	-168,845.00	1,785.77%
Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT						
Revenue	106,000.00	0.00	106,000.00	1,073,026.00	967,026.00	912.29%
Expense	0.00	0.00	0.00	1,391,026.00	1,391,026.00	0.00%
Total Fund: 032 - CIP LARGE VEHICLE/EQUIPMENT:	106,000.00	0.00	106,000.00	-318,000.00	-424,000.00	-400.00%
Fund: 110 - ROAD USE TAX						
Revenue	3,400,000.00	1,941,542.24	3,400,000.00	3,500,000.00	100,000.00	2.94%
Expense	5,056,937.00	2,120,587.86	4,464,797.00	5,679,495.72	1,214,698.72	27.21%
Total Fund: 110 - ROAD USE TAX:	-1,656,937.00	-179,045.62	-1,064,797.00	-2,179,495.72	-1,114,698.72	104.69%
Fund: 112 - EMPLOYEE BENEFITS FUND						
Revenue	2,780,203.00	1,504,875.62	2,780,203.00	2,789,902.00	9,699.00	0.35%
Expense	2,693,988.00	1,224,058.82	2,693,988.00	2,716,032.00	22,044.00	0.82%
Total Fund: 112 - EMPLOYEE BENEFITS FUND:	86,215.00	280,816.80	86,215.00	73,870.00	-12,345.00	-14.32%
Fund: 117 - POLICE/FIRE RETIREMENT						
Revenue	1,162,724.00	631,580.88	1,162,724.00	1,256,380.00	93,656.00	8.05%
Expense	1,135,685.00	540,246.24	1,135,685.00	1,226,284.00	90,599.00	7.98%
Total Fund: 117 - POLICE/FIRE RETIREMENT:	27,039.00	91,334.64	27,039.00	30,096.00	3,057.00	11.31%

Budget Comparison Report

Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Fund: 119 - EMERGENCY FUND						
Revenue	244,683.00	132,132.29	244,683.00	250,888.00	6,205.00	2.54%
Expense	244,683.00	132,132.29	244,683.00	244,248.00	-435.00	-0.18%
Total Fund: 119 - EMERGENCY FUND:	0.00	0.00	0.00	6,640.00	6,640.00	0.00%
Fund: 121 - LOCAL OPTION SALES TAX						
Revenue	3,175,000.00	2,303,338.86	4,067,000.00	3,416,000.00	-651,000.00	-16.01%
Expense	3,347,111.00	1,883,719.79	3,658,471.00	4,987,119.00	1,328,648.00	36.32%
Total Fund: 121 - LOCAL OPTION SALES TAX:	-172,111.00	419,619.07	408,529.00	-1,571,119.00	-1,979,648.00	-484.58%
Fund: 125 - TAX INCREMENT FINANCING						
Revenue	641,296.00	526,640.86	788,171.00	650,522.00	-137,649.00	-17.46%
Expense	792,120.00	123,198.28	891,906.00	689,384.00	-202,522.00	-22.71%
Total Fund: 125 - TAX INCREMENT FINANCING:	-150,824.00	403,442.58	-103,735.00	-38,862.00	64,873.00	-62.54%
Fund: 126 - TIF-LMI						
Revenue	17,552.00	0.00	17,552.00	10.00	-17,542.00	-99.94%
Total Fund: 126 - TIF-LMI:	17,552.00	0.00	17,552.00	10.00	-17,542.00	-99.94%
Fund: 130 - CITY TORT LIABILITY						
Revenue	1,000.00	19,098.93	31,140.00	31,000.00	-140.00	-0.45%
Expense	5,000.00	19,689.19	31,140.00	40,525.00	9,385.00	30.14%
Total Fund: 130 - CITY TORT LIABILITY:	-4,000.00	-590.26	0.00	-9,525.00	-9,525.00	0.00%
Fund: 132 - GRANTS-STATE/LOCAL AGENCIES						
Revenue	50,000.00	0.00	900,029.00	315,000.00	-585,029.00	-65.00%
Expense	0.00	85,520.01	850,512.00	315,000.00	-535,512.00	-62.96%
Total Fund: 132 - GRANTS-STATE/LOCAL AGENCIES:	50,000.00	-85,520.01	49,517.00	0.00	-49,517.00	-100.00%
Fund: 140 - PARK & REC DONATION FUND						
Revenue	5,800.00	16,211.61	49,000.00	50,900.00	1,900.00	3.88%
Expense	4,900.00	13,222.88	59,000.00	54,900.00	-4,100.00	-6.95%
Total Fund: 140 - PARK & REC DONATION FUND:	900.00	2,988.73	-10,000.00	-4,000.00	6,000.00	-60.00%
Fund: 141 - MTOWN TENNIS ASSOC						
Revenue	20.00	13.85	20.00	20.00	0.00	0.00%
Total Fund: 141 - MTOWN TENNIS ASSOC:	20.00	13.85	20.00	20.00	0.00	0.00%
Fund: 142 - SOFTBALL ASSOCIATION FUND						
Revenue	29,332.00	15,249.94	39,882.00	30,840.00	-9,042.00	-22.67%
Expense	29,332.00	26,199.83	39,882.00	30,839.87	-9,042.13	-22.67%
Total Fund: 142 - SOFTBALL ASSOCIATION FUND:	0.00	-10,949.89	0.00	0.13	0.13	0.00%
Fund: 144 - LIVE HEALTHY IOWA						
Revenue	7,500.00	0.00	7,500.00	7,500.00	0.00	0.00%

Budget Comparison Report

Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Expense	7,351.00	5,126.33	7,351.00	7,351.12	0.12	0.00%
Total Fund: 144 - LIVE HEALTHY IOWA :	149.00	-5,126.33	149.00	148.88	-0.12	-0.08%
Fund: 145 - TORNADO GENERAL						
Revenue	3,323,960.00	295,851.24	1,126,986.00	471,315.00	-655,671.00	-58.18%
Expense	0.00	649,491.91	2,198,461.00	0.00	-2,198,461.00	-100.00%
Total Fund: 145 - TORNADO GENERAL:	3,323,960.00	-353,640.67	-1,071,475.00	471,315.00	1,542,790.00	-143.99%
Fund: 146 - FEMA VALOR						
Revenue	0.00	8,103.40	8,103.00	56,246.00	48,143.00	594.14%
Total Fund: 146 - FEMA VALOR:	0.00	8,103.40	8,103.00	56,246.00	48,143.00	594.14%
Fund: 147 - FEMA DEMO						
Revenue	1,142,764.00	0.00	30,875.00	60,000.00	29,125.00	94.33%
Expense	1,207,500.00	386.85	61,267.00	0.00	-61,267.00	-100.00%
Total Fund: 147 - FEMA DEMO:	-64,736.00	-386.85	-30,392.00	60,000.00	90,392.00	-297.42%
Fund: 150 - COPS FAST GRANTS						
Revenue	55,000.00	21,175.54	55,000.00	55,000.00	0.00	0.00%
Expense	50,545.00	39,539.81	50,545.00	51,829.10	1,284.10	2.54%
Total Fund: 150 - COPS FAST GRANTS:	4,455.00	-18,364.27	4,455.00	3,170.90	-1,284.10	-28.82%
Fund: 151 - DEPT OF JUSTICE GRANTS						
Revenue	23,000.00	1,809.69	24,045.63	23,500.00	-545.63	-2.27%
Expense	23,000.00	344.50	24,045.63	23,500.00	-545.63	-2.27%
Total Fund: 151 - DEPT OF JUSTICE GRANTS:	0.00	1,465.19	0.00	0.00	0.00	0.00%
Fund: 152 - POLICE UNDESIGNATED GRANTS						
Revenue	91,553.00	27,816.51	91,553.00	91,553.00	0.00	0.00%
Expense	94,153.00	56,579.81	82,937.70	81,903.00	-1,034.70	-1.25%
Total Fund: 152 - POLICE UNDESIGNATED GRANTS:	-2,600.00	-28,763.30	8,615.30	9,650.00	1,034.70	12.01%
Fund: 153 - POLICE DEPT DONATION FUND						
Revenue	2,700.00	10,200.29	8,700.00	2,700.00	-6,000.00	-68.97%
Expense	9,450.00	14,784.82	19,291.95	9,450.00	-9,841.95	-51.02%
Total Fund: 153 - POLICE DEPT DONATION FUND:	-6,750.00	-4,584.53	-10,591.95	-6,750.00	3,841.95	-36.27%
Fund: 156 - FIRE DEPT DONATION FUND						
Revenue	5,000.00	2,013.75	2,000.00	2,000.00	0.00	0.00%
Expense	5,000.00	2,821.63	5,000.00	5,000.00	0.00	0.00%
Total Fund: 156 - FIRE DEPT DONATION FUND:	0.00	-807.88	-3,000.00	-3,000.00	0.00	0.00%
Fund: 157 - FIRE DEPT GRANTS						
Revenue	60.00	37.89	60.00	60.00	0.00	0.00%
Total Fund: 157 - FIRE DEPT GRANTS:	60.00	37.89	60.00	60.00	0.00	0.00%

Budget Comparison Report

Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Fund: 160 - ECONOMIC DEVELOPMENT GIFT						
Revenue	350.00	411.07	350.00	350.00	0.00	0.00%
Total Fund: 160 - ECONOMIC DEVELOPMENT GIFT:	350.00	411.07	350.00	350.00	0.00	0.00%
Fund: 161 - SURETY DEPOSITS/SUBDIVIDER						
Revenue	185.00	85.76	185.00	185.00	0.00	0.00%
Total Fund: 161 - SURETY DEPOSITS/SUBDIVIDER:	185.00	85.76	185.00	185.00	0.00	0.00%
Fund: 170 - LIBRARY DONATION FUND						
Revenue	21,300.00	16,046.99	22,600.00	21,300.00	-1,300.00	-5.75%
Expense	32,600.00	14,723.12	33,900.00	57,600.00	23,700.00	69.91%
Total Fund: 170 - LIBRARY DONATION FUND:	-11,300.00	1,323.87	-11,300.00	-36,300.00	-25,000.00	221.24%
Fund: 177 - SEIZED ASSETS (POLICE)						
Revenue	4,300.00	-1,970.58	2,180.18	4,300.00	2,119.82	97.23%
Expense	4,000.00	386.04	8,816.64	4,000.00	-4,816.64	-54.63%
Total Fund: 177 - SEIZED ASSETS (POLICE):	300.00	-2,356.62	-6,636.46	300.00	6,936.46	-104.52%
Fund: 179 - OTHER COMM AND ECON DEVELOPMENT						
Revenue	0.00	636.42	400.00	0.00	-400.00	-100.00%
Expense	0.00	4,985.75	4,985.00	0.00	-4,985.00	-100.00%
Total Fund: 179 - OTHER COMM AND ECON DEVELOPMENT:	0.00	-4,349.33	-4,585.00	0.00	4,585.00	-100.00%
Fund: 180 - HOUSING GRANTS						
Revenue	0.00	212.61	464.00	0.00	-464.00	-100.00%
Total Fund: 180 - HOUSING GRANTS:	0.00	212.61	464.00	0.00	-464.00	-100.00%
Fund: 182 - #4 HUD LEAD GRANT						
Expense	0.00	7.00	334.00	0.00	-334.00	-100.00%
Total Fund: 182 - #4 HUD LEAD GRANT:	0.00	7.00	334.00	0.00	-334.00	-100.00%
Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE)						
Expense	640.00	360.00	640.00	640.00	0.00	0.00%
Total Fund: 183 - FY 08 EDI (ECON DEV INCENTIVE):	640.00	360.00	640.00	640.00	0.00	0.00%
Fund: 184 - VOUCHERS - 002, 003						
Revenue	1,226,938.00	461,041.26	1,078,630.00	1,079,630.00	1,000.00	0.09%
Expense	1,239,330.00	556,369.87	1,144,351.00	1,054,788.09	-89,562.91	-7.83%
Total Fund: 184 - VOUCHERS - 002, 003:	-12,392.00	-95,328.61	-65,721.00	24,841.91	90,562.91	-137.80%
Fund: 189 - #6 HUD LEAD GRANT						
Revenue	1,661,132.00	92,101.97	1,586,203.00	1,450,453.00	-135,750.00	-8.56%
Expense	1,571,506.00	93,311.85	1,577,703.00	1,450,453.13	-127,249.87	-8.07%
Total Fund: 189 - #6 HUD LEAD GRANT:	89,626.00	-1,209.88	8,500.00	-0.13	-8,500.13	-100.00%

Budget Comparison Report

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			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Fund: 200 - GO BONDS DEBT FUND						
Revenue	4,213,129.00	2,271,350.14	4,213,098.00	4,219,648.00	6,550.00	0.16%
Expense	4,179,531.00	442,417.50	4,233,126.00	4,187,074.00	-46,052.00	-1.09%
Total Fund: 200 - GO BONDS DEBT FUND:	33,598.00	1,828,932.64	-20,028.00	32,574.00	52,602.00	-262.64%
Fund: 300 - CIP COLLECTION FUND						
Revenue	614,198.00	331,507.82	611,234.00	628,225.00	16,991.00	2.78%
Expense	614,198.00	274,478.77	614,482.00	619,553.00	5,071.00	0.83%
Total Fund: 300 - CIP COLLECTION FUND:	0.00	57,029.05	-3,248.00	8,672.00	11,920.00	-367.00%
Fund: 311 - RISE STREET GRANTS						
Revenue	0.00	0.00	0.00	1,600,000.00	1,600,000.00	0.00%
Expense	0.00	3,994.50	4,000.00	1,596,000.00	1,592,000.00	39,800.00%
Total Fund: 311 - RISE STREET GRANTS:	0.00	-3,994.50	-4,000.00	4,000.00	8,000.00	-200.00%
Fund: 312 - AIRPORT PROJECT FUND						
Revenue	2,250,000.00	0.00	82,435.00	3,136,000.00	3,053,565.00	3,704.21%
Expense	2,250,000.00	26,139.22	60,300.00	3,136,000.00	3,075,700.00	5,100.66%
Total Fund: 312 - AIRPORT PROJECT FUND:	0.00	-26,139.22	22,135.00	0.00	-22,135.00	-100.00%
Fund: 320 - SPECIAL ASSESSMENT PROJECTS						
Revenue	10,000.00	4,844.00	5,000.00	5,000.00	0.00	0.00%
Total Fund: 320 - SPECIAL ASSESSMENT PROJECTS:	10,000.00	4,844.00	5,000.00	5,000.00	0.00	0.00%
Fund: 340 - BIKE PATH PROJECT FUND						
Revenue	0.00	5,000.00	141,385.00	102,540.00	-38,845.00	-27.47%
Expense	0.00	81,385.64	141,385.00	102,540.00	-38,845.00	-27.47%
Total Fund: 340 - BIKE PATH PROJECT FUND:	0.00	-76,385.64	0.00	0.00	0.00	0.00%
Fund: 341 - TREES FOREVER PROJECT						
Revenue	10,000.00	8,765.67	10,000.00	10,000.00	0.00	0.00%
Expense	10,000.00	8,692.50	10,000.00	10,000.00	0.00	0.00%
Total Fund: 341 - TREES FOREVER PROJECT:	0.00	73.17	0.00	0.00	0.00	0.00%
Fund: 350 - GO BONDS CAPITAL PROJECTS						
Revenue	0.00	69.87	50.00	0.00	-50.00	-100.00%
Total Fund: 350 - GO BONDS CAPITAL PROJECTS:	0.00	69.87	50.00	0.00	-50.00	-100.00%
Fund: 354 - POLICE & FIRE STATIONS						
Revenue	0.00	58,114.51	57,801.33	0.00	-57,801.33	-100.00%
Expense	0.00	1,978,623.47	2,944,636.08	0.00	-2,944,636.08	-100.00%
Total Fund: 354 - POLICE & FIRE STATIONS:	0.00	-1,920,508.96	-2,886,834.75	0.00	2,886,834.75	-100.00%
Fund: 355 - 2015 GO BONDS (D&D)						
Revenue	2,000.00	4,133.10	21,634.00	21,500.00	-134.00	-0.62%

Budget Comparison Report

Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Expense	50,000.00	38,843.07	283,475.00	127,100.00	-156,375.00	-55.16%
Total Fund: 355 - 2015 GO BONDS (D&D):	-48,000.00	-34,709.97	-261,841.00	-105,600.00	156,241.00	-59.67%
Fund: 357 - 2018 CY STREET PROJECTS						
Revenue	265,000.00	0.00	94,392.00	50,000.00	-44,392.00	-47.03%
Expense	265,000.00	44,388.31	94,392.00	50,000.00	-44,392.00	-47.03%
Total Fund: 357 - 2018 CY STREET PROJECTS:	0.00	-44,388.31	0.00	0.00	0.00	0.00%
Fund: 360 - 2019 GO BONDS & PROJECTS						
Revenue	0.00	5,691,651.75	5,734,919.00	470,000.00	-5,264,919.00	-91.80%
Expense	0.00	28,492.66	2,246,737.00	3,875,000.00	1,628,263.00	72.47%
Total Fund: 360 - 2019 GO BONDS & PROJECTS:	0.00	5,663,159.09	3,488,182.00	-3,405,000.00	-6,893,182.00	-197.62%
Fund: 361 - LIBRARY BUILDING ADDITION						
Revenue	0.00	0.00	0.00	1,675,000.00	1,675,000.00	0.00%
Expense	0.00	0.00	0.00	1,675,000.00	1,675,000.00	0.00%
Total Fund: 361 - LIBRARY BUILDING ADDITION:	0.00	0.00	0.00	0.00	0.00	0.00%
Fund: 362 - 2020 GO BONDS						
Revenue	0.00	0.00	0.00	1,984,000.00	1,984,000.00	0.00%
Expense	0.00	0.00	0.00	1,984,000.00	1,984,000.00	0.00%
Total Fund: 362 - 2020 GO BONDS:	0.00	0.00	0.00	0.00	0.00	0.00%
Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS						
Revenue	405,000.00	27,524.71	45,000.00	969,700.00	924,700.00	2,054.89%
Expense	2,675,000.00	295,904.48	1,870,000.00	1,469,700.00	-400,300.00	-21.41%
Total Fund: 381 - 2019 CY STREET,SIDEWALK,PARKING PROJECTS:	-2,270,000.00	-268,379.77	-1,825,000.00	-500,000.00	1,325,000.00	-72.60%
Fund: 383 - COLISEUM REMODEL						
Revenue	3,420,949.00	682,408.96	3,375,381.00	48,200.00	-3,327,181.00	-98.57%
Expense	3,607,568.00	23,484.27	2,362,271.00	1,556,783.00	-805,488.00	-34.10%
Total Fund: 383 - COLISEUM REMODEL:	-186,619.00	658,924.69	1,013,110.00	-1,508,583.00	-2,521,693.00	-248.91%
Fund: 392 - TIF DISTRICT III CAP PROJECTS						
Revenue	0.00	63.48	50.00	0.00	-50.00	-100.00%
Total Fund: 392 - TIF DISTRICT III CAP PROJECTS:	0.00	63.48	50.00	0.00	-50.00	-100.00%
Fund: 393 - TIF DISTRICT IV CAP PROJECTS						
Revenue	120,666.00	0.00	0.00	0.00	0.00	0.00%
Expense	120,666.00	100,996.50	107,872.00	0.00	-107,872.00	-100.00%
Total Fund: 393 - TIF DISTRICT IV CAP PROJECTS:	0.00	-100,996.50	-107,872.00	0.00	107,872.00	-100.00%
Fund: 610 - WATER POLLUTION CONTROL						
Revenue	0.00	1,679,125.22	15,366,815.00	7,560,768.00	-7,806,047.00	-50.80%
Expense	6,913,461.00	5,308,612.84	15,359,019.00	7,560,768.41	-7,798,250.59	-50.77%

Budget Comparison Report

Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Total Fund: 610 - WATER POLLUTION CONTROL:	-6,913,461.00	-3,629,487.62	7,796.00	-0.41	-7,796.41	-100.01%
Fund: 611 - WPCP REVENUE						
Revenue	7,497,296.00	7,631,110.22	16,077,296.00	7,782,296.00	-8,295,000.00	-51.59%
Expense	0.00	1,679,054.11	15,466,815.00	7,710,768.00	-7,756,047.00	-50.15%
Total Fund: 611 - WPCP REVENUE:	7,497,296.00	5,952,056.11	610,481.00	71,528.00	-538,953.00	-88.28%
Fund: 612 - WPCP REVENUE BOND FUND						
Revenue	0.00	477,848.20	3,500,000.00	150,000.00	-3,350,000.00	-95.71%
Expense	0.00	1,083,652.93	3,500,000.00	150,000.00	-3,350,000.00	-95.71%
Total Fund: 612 - WPCP REVENUE BOND FUND:	0.00	-605,804.73	0.00	0.00	0.00	0.00%
Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV						
Revenue	13,000.00	299.03	25,000.00	25,000.00	0.00	0.00%
Total Fund: 614 - WPCP CAPITAL IMPROVEMENT RSRV:	13,000.00	299.03	25,000.00	25,000.00	0.00	0.00%
Fund: 616 - SANITARY SEWER REHAB PROJECT						
Revenue	1,912,000.00	0.00	100,000.00	0.00	-100,000.00	-100.00%
Expense	2,700,000.00	13,122.25	100,000.00	0.00	-100,000.00	-100.00%
Total Fund: 616 - SANITARY SEWER REHAB PROJECT:	-788,000.00	-13,122.25	0.00	0.00	0.00	0.00%
Fund: 617 - SANITARY SEWER NEW CONSTRUCTN						
Revenue	14,000.00	7,945.00	15,500.00	15,500.00	0.00	0.00%
Total Fund: 617 - SANITARY SEWER NEW CONSTRUCTN:	14,000.00	7,945.00	15,500.00	15,500.00	0.00	0.00%
Fund: 690 - TRANSIT OPERATING						
Revenue	787,040.00	397,200.94	816,190.00	807,105.00	-9,085.00	-1.11%
Expense	787,040.00	364,295.78	809,059.00	801,936.92	-7,122.08	-0.88%
Total Fund: 690 - TRANSIT OPERATING:	0.00	32,905.16	7,131.00	5,168.08	-1,962.92	-27.53%
Fund: 740 - STORM SEWER UTILITY						
Revenue	1,487,000.00	709,775.53	1,516,045.00	1,487,000.00	-29,045.00	-1.92%
Expense	1,106,162.00	386,581.87	2,183,805.00	958,024.69	-1,225,780.31	-56.13%
Total Fund: 740 - STORM SEWER UTILITY:	380,838.00	323,193.66	-667,760.00	528,975.31	1,196,735.31	-179.22%
Fund: 741 - 2016 GO STORM WATER PROJ						
Revenue	2,275,000.00	5,021.94	1,077,536.00	2,680,000.00	1,602,464.00	148.72%
Expense	1,670,000.00	1,663,462.47	2,210,000.00	2,680,000.00	470,000.00	21.27%
Total Fund: 741 - 2016 GO STORM WATER PROJ:	605,000.00	-1,658,440.53	-1,132,464.00	0.00	1,132,464.00	-100.00%
Fund: 750 - COMPOSTING FACILITY						
Revenue	68,909.00	36,340.12	57,809.00	60,050.00	2,241.00	3.88%
Expense	86,522.00	44,121.86	71,261.00	62,119.63	-9,141.37	-12.83%
Total Fund: 750 - COMPOSTING FACILITY:	-17,613.00	-7,781.74	-13,452.00	-2,069.63	11,382.37	-84.61%

Budget Comparison Report

		Parent Budget		Comparison 1 Budget	Comparison 1 to Parent Budget	%
Account Typ...	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
Fund: 751 - TORNADO - COMPOST						
Revenue	0.00	0.00	0.00	616,439.00	616,439.00	0.00%
Expense	0.00	153,380.00	153,380.00	0.00	-153,380.00	-100.00%
Total Fund: 751 - TORNADO - COMPOST:	0.00	-153,380.00	-153,380.00	616,439.00	769,819.00	-501.90%
Fund: 760 - P&R CONCESSIONS ENTERPRISE						
Revenue	40,000.00	23,186.15	41,000.00	41,000.00	0.00	0.00%
Expense	35,435.00	27,488.94	40,276.00	40,294.17	18.17	0.05%
Total Fund: 760 - P&R CONCESSIONS ENTERPRISE:	4,565.00	-4,302.79	724.00	705.83	-18.17	-2.51%
Report Total:	-85,179.00	6,827,105.07	-3,630,321.51	-7,711,465.31	-4,081,143.80	112.42%
		WATER WORKS	865,528.00	1,013,192.00		
		TOTAL	-2,764,793.51	-6,698,273.31		

Fund	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
001 - GENERAL FUND	0.00	389,816.82	102,351.35	-0.46	-102,351.81	-100.00%
010 - CASH FLOW RESERVE FUND	74,000.00	31,595.84	52,227.00	105,314.00	53,087.00	101.65%
030 - CAPITAL RESERVE	4,030.00	3,320.61	-237,270.00	0.00	237,270.00	-100.00%
031 - CAPITAL RSRV-BLDG MAINT	-122,334.00	2,234.97	-9,455.00	-178,300.00	-168,845.00	1,785.77%
032 - CIP LARGE VEHICLE/EQUIPMENT	106,000.00	0.00	106,000.00	-318,000.00	-424,000.00	-400.00%
110 - ROAD USE TAX	-1,656,937.00	-179,045.62	-1,064,797.00	-2,179,495.72	-1,114,698.72	104.69%
112 - EMPLOYEE BENEFITS FUND	86,215.00	280,816.80	86,215.00	73,870.00	-12,345.00	-14.32%
117 - POLICE/FIRE RETIREMENT	27,039.00	91,334.64	27,039.00	30,096.00	3,057.00	11.31%
119 - EMERGENCY FUND	0.00	0.00	0.00	6,640.00	6,640.00	0.00%
121 - LOCAL OPTION SALES TAX	-172,111.00	419,619.07	408,529.00	-1,571,119.00	-1,979,648.00	-484.58%
125 - TAX INCREMENT FINANCING	-150,824.00	403,442.58	-103,735.00	-38,862.00	64,873.00	-62.54%
126 - TIF-LMI	17,552.00	0.00	17,552.00	10.00	-17,542.00	-99.94%
130 - CITY TORT LIABILITY	-4,000.00	-590.26	0.00	-9,525.00	-9,525.00	0.00%
132 - GRANTS-STATE/LOCAL AGENCIES	50,000.00	-85,520.01	49,517.00	0.00	-49,517.00	-100.00%
140 - PARK & REC DONATION FUND	900.00	2,988.73	-10,000.00	-4,000.00	6,000.00	-60.00%
141 - MTOWN TENNIS ASSOC	20.00	13.85	20.00	20.00	0.00	0.00%
142 - SOFTBALL ASSOCIATION FUND	0.00	-10,949.89	0.00	0.13	0.13	0.00%
144 - LIVE HEALTHY IOWA	149.00	-5,126.33	149.00	148.88	-0.12	-0.08%
145 - TORNADO GENERAL	3,323,960.00	-353,640.67	-1,071,475.00	471,315.00	1,542,790.00	-143.99%
146 - FEMA VALOR	0.00	8,103.40	8,103.00	56,246.00	48,143.00	594.14%
147 - FEMA DEMO	-64,736.00	-386.85	-30,392.00	60,000.00	90,392.00	-297.42%
150 - COPS FAST GRANTS	4,455.00	-18,364.27	4,455.00	3,170.90	-1,284.10	-28.82%
151 - DEPT OF JUSTICE GRANTS	0.00	1,465.19	0.00	0.00	0.00	0.00%
152 - POLICE UNDESIGNATED GRANTS	-2,600.00	-28,763.30	8,615.30	9,650.00	1,034.70	12.01%
153 - POLICE DEPT DONATION FUND	-6,750.00	-4,584.53	-10,591.95	-6,750.00	3,841.95	-36.27%
156 - FIRE DEPT DONATION FUND	0.00	-807.88	-3,000.00	-3,000.00	0.00	0.00%
157 - FIRE DEPT GRANTS	60.00	37.89	60.00	60.00	0.00	0.00%
160 - ECONOMIC DEVELOPMENT GIFT	350.00	411.07	350.00	350.00	0.00	0.00%
161 - SURETY DEPOSITS/SUBDIVIDER	185.00	85.76	185.00	185.00	0.00	0.00%
170 - LIBRARY DONATION FUND	-11,300.00	1,323.87	-11,300.00	-36,300.00	-25,000.00	221.24%
177 - SEIZED ASSETS (POLICE)	300.00	-2,356.62	-6,636.46	300.00	6,936.46	-104.52%
179 - OTHER COMM AND ECON DEVELOPM...	0.00	-4,349.33	-4,585.00	0.00	4,585.00	-100.00%
180 - HOUSING GRANTS	0.00	212.61	464.00	0.00	-464.00	-100.00%
182 - #4 HUD LEAD GRANT	0.00	7.00	334.00	0.00	-334.00	-100.00%
183 - FY 08 EDI (ECON DEV INCENTIVE)	640.00	360.00	640.00	640.00	0.00	0.00%
184 - VOUCHERS - 002, 003	-12,392.00	-95,328.61	-65,721.00	24,841.91	90,562.91	-137.80%
189 - #6 HUD LEAD GRANT	89,626.00	-1,209.88	8,500.00	-0.13	-8,500.13	-100.00%
200 - GO BONDS DEBT FUND	33,598.00	1,828,932.64	-20,028.00	32,574.00	52,602.00	-262.64%

Budget Comparison Report

Fund	2019-2020 Total Budget	2019-2020 YTD Activity Through Dec	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
			2019-2020 FY2020 Re-Esti...	2020-2021 FY2021 Dept Request	Increase / (Decrease)	
300 - CIP COLLECTION FUND	0.00	57,029.05	-3,248.00	8,672.00	11,920.00	-367.00%
311 - RISE STREET GRANTS	0.00	-3,994.50	-4,000.00	4,000.00	8,000.00	-200.00%
312 - AIRPORT PROJECT FUND	0.00	-26,139.22	22,135.00	0.00	-22,135.00	-100.00%
320 - SPECIAL ASSESSMENT PROJECTS	10,000.00	4,844.00	5,000.00	5,000.00	0.00	0.00%
340 - BIKE PATH PROJECT FUND	0.00	-76,385.64	0.00	0.00	0.00	0.00%
341 - TREES FOREVER PROJECT	0.00	73.17	0.00	0.00	0.00	0.00%
350 - GO BONDS CAPITAL PROJECTS	0.00	69.87	50.00	0.00	-50.00	-100.00%
354 - POLICE & FIRE STATIONS	0.00	-1,920,508.96	-2,886,834.75	0.00	2,886,834.75	-100.00%
355 - 2015 GO BONDS (D&D)	-48,000.00	-34,709.97	-261,841.00	-105,600.00	156,241.00	-59.67%
357 - 2018 CY STREET PROJECTS	0.00	-44,388.31	0.00	0.00	0.00	0.00%
360 - 2019 GO BONDS & PROJECTS	0.00	5,663,159.09	3,488,182.00	-3,405,000.00	-6,893,182.00	-197.62%
361 - LIBRARY BUILDING ADDITION	0.00	0.00	0.00	0.00	0.00	0.00%
362 - 2020 GO BONDS	0.00	0.00	0.00	0.00	0.00	0.00%
381 - 2019 CY STREET, SIDEWALK, PARKING P...	-2,270,000.00	-268,379.77	-1,825,000.00	-500,000.00	1,325,000.00	-72.60%
383 - COLISEUM REMODEL	-186,619.00	658,924.69	1,013,110.00	-1,508,583.00	-2,521,693.00	-248.91%
392 - TIF DISTRICT III CAP PROJECTS	0.00	63.48	50.00	0.00	-50.00	-100.00%
393 - TIF DISTRICT IV CAP PROJECTS	0.00	-100,996.50	-107,872.00	0.00	107,872.00	-100.00%
610 - WATER POLLUTION CONTROL	-6,913,461.00	-3,629,487.62	7,796.00	-0.41	-7,796.41	-100.01%
611 - WPCP REVENUE	7,497,296.00	5,952,056.11	610,481.00	71,528.00	-538,953.00	-88.28%
612 - WPCP REVENUE BOND FUND	0.00	-605,804.73	0.00	0.00	0.00	0.00%
614 - WPCP CAPITAL IMPROVEMENT RSRV	13,000.00	299.03	25,000.00	25,000.00	0.00	0.00%
616 - SANITARY SEWER REHAB PROJECT	-788,000.00	-13,122.25	0.00	0.00	0.00	0.00%
617 - SANITARY SEWER NEW CONSTRUCTN	14,000.00	7,945.00	15,500.00	15,500.00	0.00	0.00%
690 - TRANSIT OPERATING	0.00	32,905.16	7,131.00	5,168.08	-1,962.92	-27.53%
740 - STORM SEWER UTILITY	380,838.00	323,193.66	-667,760.00	528,975.31	1,196,735.31	-179.22%
741 - 2016 GO STORM WATER PROJ	605,000.00	-1,658,440.53	-1,132,464.00	0.00	1,132,464.00	-100.00%
750 - COMPOSTING FACILITY	-17,613.00	-7,781.74	-13,452.00	-2,069.63	11,382.37	-84.61%
751 - TORNADO - COMPOST	0.00	-153,380.00	-153,380.00	616,439.00	769,819.00	-501.90%
760 - P&R CONCESSIONS ENTERPRISE	4,565.00	-4,302.79	724.00	705.83	-18.17	-2.51%
Report Total:	-85,179.00	6,827,105.07	-3,630,321.51	-7,711,465.31	-4,081,143.80	112.42%
WATER WORKS			865,528.00	1,013,192.00		
TOTAL			- 2,764,793.51	-6,698,273.31		

FY21 TRANSFERS

Fund	Transferred From	Fund	Transferred To	Explanation of activity	Per Original Budget
001	General fund	690	Transit	Property taxes collected in general (as required) with the cash being transferred to the transit enterprise fund	\$ 275,605
001	General fund	355	D&D Fund	Landfill revenue in excess of expenses for prior fiscal year	\$ 20,000
110	Road use tax fund	001	General	Reimbursement to general fund for employee wages associated with the public works department	\$ 1,234,161
110	Road use tax fund	357	CY18 Streets	Various street projects	\$ 50,000
112	Employee benefits fund	001	General	Reimbursement to general fund for employee benefits: FICA, IPERS, group health insurance, workman 's comp, retirees health savings contributions (non-union payout in lieu of sick and vacation based upon guidelines for payouts)	\$ 2,716,032
117	Police & fire retirement	001	General	Reimbursement to general fund for civil service retirement payments to Municipal Fire & Police Retirement System of Iowa (MFPRSI)	\$ 1,213,384
119	Emergency Levy Fund	001	General	Property taxes collected in Emergency fund with the cash being transferred to the general fund	\$ 244,248
121	Local Option Sales Tax	001	General	Council designated funds from local option sales tax (LOST) collected so budgeted Fund 001 revenues = expenses	\$ 61,778
121	Local Option Sales Tax	200	Debt Service Fund	Property tax relief from local option sales tax (LOST) collected	\$ 2,825,797
121	LOST - Council Desig -Cash Reserves	010	Cash Flow Reserve Fund	Transfer to have Reserve Fund at 15% of Fund 001 budgeted expenses	\$ 60,314
121	LOST - Council Desig -Cash Reserves	145	Tornado fund	City's share of FEMA costs	\$ 16,912
121	LOST - Council Desig -Cash Reserves	146	FEMA-VALOR	City's share of FEMA costs	\$ 1,622
121	LOST - Council Desig -Cash Reserves	147	FEMA-DEMO	City's share of FEMA costs	\$ 9,000
121	LOST - Council Desig -Cash Reserves	751	Tornado Compost	City's share of FEMA costs	\$ 92,466
125	TIF tax collection fund	200	Debt Service	Portion of 2015, 2011 B refunding bond & 2012A issue paid with tax increment financing property taxes	\$ 372,599
125	TIF tax collection fund	001	General	Façade project expenses paid by general fund. Cash is transferred from TIF collection fund where the property taxes are collected.	\$ 40,000
300	CIP Tax Collection Fund	032	CIP Large Vehicle/Equipment Fund	Move cash to CIP Large vehicle fund to fund future purchase.	\$ 107,000
300	CIP Tax Collection Fund	030	Capital Improvement Reserve Fund	Capital expenditures paid from governmental capital reserve fund. Cash is transferred from the capital improvement levy funds where the property taxes were	\$ 512,553
				TOTAL FOR BUDGET	\$ 9,853,471.00
611	WPCP funds	610,612,617	WPCP funds	Cover consolidation of project funds within wpcp series and move dollars from wpcp revenue fund to wpcp expenditure fund	\$ 7,710,768
TOTALS INCLUDING INTERFUND					\$ 17,564,239

**RESOLUTION APPROVING A 28E AGREEMENT WITH THE MARSHALLTOWN
COMMUNITY SCHOOL DISTRICT FOR THE CONSTRUCTION OF TENNIS
COURTS**

WHEREAS, the City of Marshalltown and the Marshalltown Community School District (MCSD) partnered in 1974 to build the existing tennis courts owned by MCSD at 1602 South 2nd Avenue; and

WHEREAS, the tennis courts have reached the end of their life cycle and need to be reconstructed; and

WHEREAS, MCSD has proposed a fifty percent reimbursement of the actual construction costs from the City of Marshalltown for the construction of the tennis courts; and

WHEREAS, the City Council has included the borrowing of \$684,000 for the reconstruction of the tennis courts as a capital project to pursue a General Obligation bond in the fiscal year starting July 1, 2020;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached agreement with the Marshalltown Community School District for the construction of tennis courts is hereby approved.

Passed this 23rd day of March, 2020 and signed this ____ day of March, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

28E AGREEMENT FOR TENNIS COURTS

This Agreement is entered into as of _____ 2020, by and between the Marshalltown Community School District (hereafter “MCSD”) and the City of Marshalltown (hereafter “City”).

WHEREAS MCSD owns tennis courts at the Marshalltown High School 1602 S 2nd Ave, Marshalltown, IA 50158, and anticipates new construction expanding the number of courts and a reconstruction of the existing tennis courts at the same location (hereafter “tennis courts”).

WHEREAS MCSD and the City originally built the existing tennis courts as a joint community-use project in 1974, and the City has use of the tennis courts.

WHEREAS MCSD and the City enter into this 28E Agreement (hereafter “Agreement”) for construction and reconstruction of the tennis courts.

NOW THEREFORE, the parties hereto agree as follows:

1. Purpose. The parties have entered into this Agreement pursuant to Iowa Code Chapter 28E for the purpose of construction and reconstruction of the tennis courts.
2. Term. The term of this agreement shall from the time of execution of this agreement through substantial completion of Phase 2, of the project.
3. Filing. This Agreement in recordable form shall be filed with the Marshall County Recorder and the Iowa Secretary of State.
4. Responsibilities of the Parties.
 - a. Construction/Renovation/Replacement Expenses
 - i. Phase 1:

1. MCSD will be responsible for the planning, designing and construction cost for six new tennis courts to the south of the existing tennis facility and three lighted pickleball courts to the east of the existing tennis facility. The Martha Ellen Tye Foundation will help with financial support for Phase 1 of the project.

ii. Phase 2:

1. MCSD will be responsible for the plan and design and the cost of the project will be shared between MCSD and the City. The City will contribute the amounts stated in Paragraph 4(b). The reconstruction of this phase includes renovating the eight existing tennis courts into six new tennis courts, adding a restroom facility, adding a storage facility, installation of lighting for the six new tennis courts of Phase 1, and additional adjacent parking lot off 2nd Ave. South. Construction costs are estimated to be \$1,360,000 for Phase 2 of the project.

- b. Billing. MCSD shall be responsible for payment of architect approved applications and certifications for payment as provided for in the Construction contract and shall bill the City for its share of costs as follows:

- i. \$340,000 upon 50% completion of the Phase 2 Project.
- ii. \$340,000 upon substantial completion of the Phase 2 Project.

- c. Change Orders and Cost Overruns. MCSD agrees to notify the City in the event there are additional costs or change orders associated with the construction/replacement/renovation projects. The City shall be given a reasonable opportunity to review these matters and participate in any decision making, with the final decision being made by MCSD.
 - d. Project Bidding. MCSD is responsible for bidding these construction projects, and has the final decision regarding bid selection. However, the City shall be given a reasonable opportunity to review the bids prior to contract letting.
 - e. MCSD shall at all times retain ownership of the tennis courts.
5. Administration of Agreement. This agreement shall be jointly administered by the MCSD and the City.
6. No Property Acquired. No real or personal property shall be acquired or transferred under this Agreement.
7. Notice of Default. If there is a default event, the non-defaulting party shall provide written notice to the defaulting party requesting that the breach or non-compliance be immediately remedied. In the event that the breach or non-compliance continues to be evidenced ten days beyond the date of the written notice, the non-defaulting party may either:
- a. Immediately terminate the Agreement without additional notice, or
 - b. Enforce the terms and conditions of the Agreement and seek legal or equitable remedies.

- c. In either event, the non-defaulting party may seek damages as a result of the breach or failure to comply with the terms of the Agreement, including attorney fees and costs.

8. Indemnification. Each party agrees to defend, indemnify, and hold the other party harmless from any and all liabilities, damages, settlements, judgments, costs, and expenses, including reasonable attorney fees, and the costs, expenses, and attorney fees of other counsel required to defend, related to or arising from any negligent acts or omissions of the indemnifying party and for any claim relating to indemnifying party's use of the tennis courts.

9. Miscellaneous Provisions.

- a. Amendments. This Agreement may be amended from time to time but only in writing and by mutual consent of the parties. All amendments to this Agreement must be fully executed by the parties.
- b. Third Party Beneficiaries. There are no third-party beneficiaries to this Agreement. This Agreement is intended only to benefit MCSD and the City.
- c. Choice of Law Forum. This Agreement shall be interpreted according to the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this Agreement shall be brought in the Iowa District Court for Marshall County.
- d. Assignment. This Agreement may not be assigned, transferred, or conveyed in whole or in part without prior written consent of the other party.

- e. Integration. This Agreement represents the entire agreement between the parties and neither is relying on any representations that have been made that are not included in this Agreement.
- f. Waiver. Failure by either party at any time to require performance by the other party or to claim a breach of any provision of this Agreement shall not be construed as effecting or waiving any subsequent breach or the right to require performance with respect thereto or to claim a breach with respect thereto.
- g. Severability. If any provision of this Agreement is determined to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this agreement.
- h. Authorization. Each party to this Agreement represents and warrants to the other that:
 - i. It has the right, power, and authority to enter into and perform its obligations under this Agreement; and
 - ii. It taken all requisite action to approve execution, delivery, and performance of this Agreement, and this Agreement constitutes a legal, valid, and binding obligation upon itself in accordance with the terms.

10. Execution. In witness whereof and in consideration of the mutual covenants set forth above and for other goods and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledged, the parties have entered

into the above Agreement and have caused their duly authorized representatives to execute this Agreement.

MARSHALLTOWN COMMUNITY SCHOOL DISTRICT

By _____

Theron Schutte, District Superintendent

By _____

Bea Niblock, MCSD President

CITY OF MARSHALLTOWN

By _____

Joel Greer, Mayor

CITY OF MARSHALLTOWN

Attest: _____

Shari Coughenour, City Clerk

AN ORDINANCE RELATING TO THE ANNUAL COMPENSATION OF THE MAYOR AND CITY COUNCIL

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

Section 1. “**Section 31.001 Compensation**” of the Code of Ordinances, City of Marshalltown, Iowa is hereby amended by striking subsection “(A)” and inserting in lieu thereof the following:

“(A) *Elected officers.* The annual compensation of elected officers of the city, as set forth in this section, shall be as follows and paid bi-weekly:

1. The mayor, \$11,000.00
2. Each councilmember, \$5,500.00”

Section 2. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3. This ordinance shall be in full force and effect on January 1, 2022.

Passed this ____ day of _____, 2020, and signed this ____ day of _____, 2020.

CITY OF MARSHALLTOWN

Joel Greer, Mayor
Attest:

Shari L. Coughenour, 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 _____, 2020, and was published in the Marshalltown Times-Republican, a newspaper of general circulation in the City of Marshalltown, Iowa, on the ____ day of _____, 2020.

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

March 4, 2020

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

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

Re: Easement Acquisition- 12th Ave Sidewalk

Policy Issue: None

Recommendation: Staff would like direction on whether to forgo further engineering and cancel the 12th Avenue Sidewalk Project or to direct staff to work with legal counsel on eminent domain proceedings

Background: On Wednesday evening, Heather Thomas and Jeff Sogge from CGA and Justin Nickel met with the CIFB to further discuss the need for easement along the CIF property for construction of a sidewalk. The discussion covered a number of scenarios to accomplish the goal of walkability in this area. The options discussed are outlined below.

1 – Return to the plan of constructing an 8' trail and the City maintain the trail, particularly snow removal. The board does not have equipment or personnel to keep up with snow removal. Con-Struct quoted the CIFB a snow removal cost of approximately \$5,000-\$8,000 during a harsh winter. The amount would be based on actual events utilizing man-hours and equipment costs. This option would require returning to the other property owners to acquire easements that were downsized after the change to a 5 foot sidewalk. CGA was also able to design a 5 foot sidewalk to be constructed entirely within the Right of Way adjacent to Steffen & Associates, 902 S 12th Street. The return to an 8 foot trail would require an easement from Steffen and Associates, who are opposed to the project and will not agree to an easement.

City Council

Gary Thompson, Mike Gowdy, Sue Cahill, Al Hoop
Gabe Isom, Bill Martin, Bethany Wirin



2 – An unofficial counteroffer was made for \$18,000 for the easement. The basis of this amount was that the CIFB could purchase equipment to perform the snow removal. After lengthy discussion, I believe CIFB would make a counteroffer for the City to pay an amount that would cover the equipment purchase as well as the employee cost for an undetermined length of time (30 years was discussed). The employee cost was also discussed as a commitment from the Council to pay for this amount in a yearly installment (again for as much as 30 years).

As discussed at the March 9th City Council meeting, the Council could exercise several other options.

1 – The 5 foot sidewalk can be constructed adjacent to all properties except the CIF grounds, leaving a gap in connectivity along 12th Avenue and Olive Street

2 – Make an official counter offer to CIFB of \$18,000 or another amount. If rejected, legal counsel advises that eminent domain is still an option available to the City. The provision cited by CIFB legal counsel is inapplicable to a condemnation proceeding. Eminent domain does not impair the authority of the fair to control and manage a fair event or the fairgrounds. The imposition of a sidewalk does not impair the fairs authority nor its management of a fair event.

Budget Impact: None

Attachment: None

cc: Jessica Kinser, City Administrator

City Council
Gary Thompson, Mike Gowdy, Sue Cahill, Al Hoop
Gabe Isom, Bill Martin, Bethany Wirin



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: March 19, 2020
RE: Draft EOP

The July 2018 tornado taught us all a very important lesson about the need to have a current Emergency Operations Plan (EOP) and for staff to know the EOP and have practiced implementing the EOP. Fortunately, having quality staff members with good judgment helped us through a situation that was new to us.

Following that disaster, we have all know that we needed to take the next steps in developing a new Emergency Operations Plan which would be easy to understand as well as identify areas where we simply do not have enough resources and need to be looking to outside agencies for assistance. What is before you tonight is a draft that was assembled by Jay Koch (Engineering) and the team of department heads over many months.

The most important aspects of this draft which we would like you to look at and discuss further are Sections I through XVI. The Emergency Support Functions (ESFs) are additional documents with greater operational detail and structure for each support function and will be detailed separately. At this time, we are finalizing the ESFs and ensuring the "talk" with the EOP. It is our intention to bring forward the EOP along with each of the ESFs to the April 13th meeting for approval. Following approval (and other mitigating circumstances) we will coordinate a table top exercise to see how this plan will work and how we can continue to improve.

City Council
Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Bill Martin, Gary Thompson, Bethany Wirin



**MARSHALLTOWN
MULTI - HAZARD
EMERGENCY OPERATIONS PLAN
BASIC PLAN**

FOREWORD

The basic purpose of this plan is to provide a guide for emergency operations. The plan is intended to assist key City officials and emergency organizations to carry out their responsibilities for the protection of life and property under a wide range of emergency conditions. It emphasizes the coordination which must exist within and between services and levels of government, private and volunteer organizations and the many individuals with emergency operations responsibilities or capabilities.

Although an organization may have the foresight to plan for anticipated situations, such planning is of little worth if the planning is not reduced to written form. Personnel with intimate knowledge of unwritten plans may be unavailable at the very time it becomes necessary to implement them. A written plan will furnish a documentary record which can be referred to as needed. This documentary record will serve to refresh the knowledge of key individuals and can be used to inform persons who become replacements.

TRANSFER OF OFFICE

THIS DOCUMENT SHALL REMAIN THE PROPERTY OF THE

City of Marshalltown and Marshall County/Emergency Management Agency

Upon termination of office by reason of resignation, election, suspension, or dismissal, the holder of this document shall transfer it to his successor, City Director of Disaster Services or to the County Emergency Management Coordinator.

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III. INTRODUCTION

- A. Iowa State Code 29C requires the Marshall County Emergency Management Commission to develop an Emergency Operations Plan and update it on a periodic basis.
- B. This Emergency Management Plan has been developed to provide procedures for the City of Marshalltown government agencies to respond to various types of emergencies or disasters that affect the community. It provides a link to procedures that will be used by County government since Marshalltown is part of the County Emergency Management Program. This plan is to be used in conjunction with the Marshall County Emergency Operations Plan (EOP). The municipal plan will be maintained in accordance with current standards of the Marshall County EOP and in accordance with the local/municipal government. Review of this municipal plan shall be accomplished concurrently with the County plan.
- C. **Purpose**
 - 1. The purpose of the Comprehensive Emergency Operations Plan is to establish a comprehensive City wide, all-hazards approach to incident management across a spectrum of activities including prevention, preparedness, response, recovery, and mitigation.
 - 2. **In the event of a flood the Marshalltown City Flood Plan will take precedence over this plan.**
 - 3. **In the event of a blizzard the Marshalltown City Snow & Ice Plan will take precedence over this plan.**
 - 4. The Emergency Operations Plan provides a framework for municipal and county governments, non-government entities, and the private sector interaction to:
 - a) Reduce the loss of life and property of Marshalltown's residents and visitors due to natural, technological, or intentional emergencies.
 - b) Provide an efficient, comprehensive organizational structure for emergency preparedness, response, recovery, and mitigation.
 - c) Establish capabilities for protecting citizens from the effects of disasters.
 - d) Manage emergency operations within the City of Marshalltown and Marshall County by coordinating the use of resources available from municipal government, county government, private sector partners, civic and volunteer organizations, and state and federal agencies.
 - e) Recover from emergencies by providing for the rapid and orderly initiation of restoration and rehabilitation of persons and property affected by emergencies.

D. Scope

1. The Emergency Operations Plan covers the full range of complex and constantly changing requirements in anticipation of or in response to threats or acts of terrorism, major disasters, and other emergencies.
2. The Emergency Operations Plan establishes interagency and multi-jurisdictional mechanisms for coordination of emergency incidents given the following factors:
 - a) Geographic. The Emergency Operations Plan covers the entire City of Marshalltown.
 - b) Demographic. The Emergency Operations Plan accounts for all Marshalltown residents.
 - c) Levels of government. The Emergency Operations Plan provides mechanisms for vertical and horizontal coordination, communication, and information sharing activities within and among the City of Marshalltown and Marshall County.

E. Disaster life cycle

The Emergency Operations Plan is comprehensive with regards to the full life-cycle of emergency and disaster management: preparedness, response, recovery, and mitigation. The Emergency Operations Plan is also extremely helpful in facilitating the preparedness efforts of planned events such as mass gatherings and high profile proceedings.

1. Hazards. The Emergency Operations Plan is an all-hazards approach and is applicable regardless of the cause, size, or complexity of the hazard(s) involved. Hazard-specific information is available through a companion document titled Iowa Hazard Analysis and Risk Assessment.
2. Severity. The Emergency Operations Plan is utilized for a wide-range of incidents with respect to their severity. Portions of the plan are implemented daily for small-scale incidents occurring throughout the City yet it is flexible enough to coordinate activities during large-scale incidents.
3. Functions. This plan is based on core functions with the understanding that several disciplines often work collaboratively to carry out a specific function. The Emergency Operations Plan includes fifteen (15) Emergency Support Functions.

F. Methodology

1. It is the responsibility of the City of Marshalltown to protect life and property from the effects of natural and technological hazards. It is also the responsibility to use a consistent and uniform incident management system to prepare for, respond to, and recover from these hazards.
2. Regardless of scale or complexity, Marshalltown will utilize the processes, protocols, and procedures established through the National Incident Management System. That system standardizes incident management for all

hazards across all levels of government and is based on the Incident Command System and the Unified Command System for command and management of emergency responses.

3. The Emergency Operations Plan incorporates format and planning elements derived from the National Response Framework, the Target Capabilities List, and the National Preparedness Guidelines. To ensure participation by agencies involved, input to the Emergency Support Function is developed by the Primary Agency.

IV. AUTHORITY

A. Authorities

1. Code of Iowa, Chapter 29C – Emergency Management and Security
2. Iowa Administrative Code, Section 605, Chapter 7 – Local Emergency Management
3. Code of Iowa, Chapter 30 - Chemical Emergencies
4. Iowa Administrative Code, Section 605, Chapter 103 – Local Emergency Planning Committees
5. Public Law 81-920 – Federal Civil Defense Act of 1950, as amended – Civil Defense Act
6. Public Law 93-288 – Disaster Relief Act of 1974, as amended – Robert T. Stafford Act
7. Public Law 99-499 – Superfund Amendment and Reauthorization Act (SARA) of 1986, as amended - Emergency Planning and Community Right-to-know Act (EPCRA)
8. Chapter 34, Marshalltown, IA Code of Ordinances.

B. References

1. Public Laws 81-920 and 93-288
2. Code of Iowa
3. Federal Civil Defense Guide
4. Iowa Emergency Plan
5. Marshall County Comprehensive Emergency Operation Plan

V. ROLES AND RESPONSIBILITIES

- A. The responsibility for responding to incidents, both natural and manmade, begins at the local level and ends at the local level – with individuals and public officials in the City affected by the incident. Local leaders and emergency managers prepare their communities to manage incidents locally.

- B. The primary responsibility for the safety and welfare of the residents of Marshalltown rests with the City government. To fulfill this responsibility, the City must jointly implement plans to insure proper emergency actions are taken in a timely manner and provide care and support for those citizens affected.
- C. This section describes the roles and responsibilities of key leadership elements within the City.

D. Elected or Appointed Officials

- 1. In a time of major disaster, the Mayor may take command of the police and govern the City by proclamation, as provided by Section 372.14 of the Iowa Code. In that case, he/she shall be responsible for providing overall direction and control, and shall receive assistance in this effort from the City Administrator and in consultation with the City Attorney pursuant to Chapter 34 of the City of Marshalltown Code of Ordinances. The department heads shall be directly responsible to the Mayor, also as provided in Chapter 34.
- 2. Elected and appointed officials must have a clear understanding of their roles and responsibilities for successful emergency management and response. The objective is to get to know, coordinate with, and train with local partners in advance of an incident and to develop mutual aid and/or assistance agreements for support in response to an incident.
- 3. These officials shall:
 - a) Establish strong working relationships with local jurisdictional leaders and core private-sector organizations, voluntary agencies, and community partners. Leading and encouraging local leaders to focus on preparedness by participating in planning, training, and exercises.
 - b) Support participation in local mitigation efforts within the jurisdiction and, as appropriate, with the private sector.
 - c) Understand and implement laws and regulations that support emergency management and response.
 - d) Ensure that local emergency plans take into account the needs of:
 - 1) The jurisdiction, including persons, property, and structures.
 - 2) Individuals with special needs, including those with service animals.
 - 3) Individuals with household pets.
 - e) Encourage residents to participate in volunteer organizations and training courses.
 - f) Issue a local declaration of disaster, if needed.

E. Director of Disaster Services (DDS)

- 1. The City Administrator shall serve as the Director of Disaster Services, as defined in § 34.004 of the Marshalltown, IA Code of Ordinances. The Director shall serve in a staff capacity to the Mayor. The Director shall also serve in a liaison role with respect to the procurement of county, state and federal level

resources. The Director shall have overall responsibility for any disaster services resources as provided in Chapter 34 of the Marshalltown, IA Code of Ordinances.

2. The Director of Disaster Services may appoint City staff to assist coordination during the emergency.
3. The Director shall work directly with the County Emergency Management Coordinator for County, State, and Federal governments as needed.

F. Emergency Management Coordinator

1. The Marshall County Emergency Management Coordinator, appointed by the Local County Emergency Management Commission, will act as a disaster advisor to the County Board of Supervisors. The local emergency manager has the day-to-day authority and responsibility for overseeing emergency management programs and activities.
2. The County Emergency Management Coordinator works with Director of Disaster Services to ensure that there are unified objectives with regard to the jurisdiction's emergency plans and activities.
3. The Coordinator will serve as an Emergency Preparedness and Response Advisor to the local Board of Supervisors.
4. Implement procedures to obtain state or federal government programs for financial or resource assistance.
5. Provide coordination in the planning process and working cooperatively with other local agencies and private-sector organizations.

G. Department Heads

1. Department heads within the City collaborate with the emergency manager during development of local emergency plans and provide key response resources. Participation in the planning process ensures that specific capabilities (e.g., firefighting, law enforcement, emergency medical services, public works, public health, environmental and natural resources agencies) are integrated into a workable plan to safeguard the community.
2. Department and Agency Heads shall:
 - a) Develop internal policies and procedures to meet response and recovery needs safely (including staff).
 - b) Participate in interagency training and exercises to develop and maintain the necessary capabilities.
 - c) Participate in response and recovery operations for any City disaster.

H. Private Sector

Essential private-sector responsibilities include:

1. Planning for the protection of employees, infrastructure, and facilities.

2. Planning for the protection of information and the continuity of business operations.
3. Planning for responding to and recovering from incidents that impact their own infrastructure and facilities.
4. Collaborating with emergency management personnel before an incident occurs to ascertain what assistance may be necessary and how they can help.
5. Developing and exercising emergency plans before an incident occurs.
6. Where appropriate, establishing mutual aid and assistance agreements to provide specific response capabilities.
7. Providing assistance (including volunteers) to support local emergency management and public awareness during response and throughout the recovery process.

I. Nongovernmental Organizations

Essential nongovernmental organization responsibilities include:

1. Provide sheltering, emergency food supplies, counseling services, and other vital support services to support response and promote the recovery of disaster victims.
2. Provide specialized services that help individuals with special needs, including those with disabilities.
3. Remain independent and committed to specific sets of interests and values.
4. Collaborate with responders, governments at all levels, and other agencies and organizations.
5. Train and manage volunteer resources.
6. Identify shelter locations and needed supplies.
7. Provide critical emergency services to those in need, such as cleaning supplies, clothing, food and shelter, or assistance with post-emergency cleanup.
8. Identify those whose needs have not been met and helping coordinate the provision of assistance.

VI. GENERAL ASSUMPTIONS AND PLANNING FACTORS

- A. Incidents may result in numerous casualties; fatalities; displaced people; property loss; disruption of normal life-support systems, essential public services, and basic infrastructure; and significant damage to the environment, but the implementation of this plan and emergency support functions will reduce or prevent the loss of life and damage to property.
- B. It is possible for an emergency incident to occur at any time, and at any location in Marshalltown and it may occur without warning.

- C. Incidents may involve multiple geographic areas. Incident management activities will be initiated and conducted using the principles contained in the National Incident Management System and the National Response Framework.
- D. The combined expertise and capabilities of government at all levels, the private sector, and non-governmental organizations will be required to prepare for, respond to, recover from, and mitigate significant incidents.
- E. Incidents often attract a sizeable influx of independent, spontaneous volunteers and supplies. Complex incidents require prolonged, sustained incident management operations and support activities.
- F. The City's Multi-Hazard Emergency Operations Plan will supersede the County's Comprehensive Emergency Operations Plan if there is conflicting direction either between City's Multi-Hazard Emergency Operations Plan and the Comprehensive Emergency Operations Plan.
- G. Assistance from the region, state, federal, or other outside entities will be available in most situations but it is essential for Marshalltown to be prepared to carry out short-term response and recovery efforts in the absence of outside assistance.
- H. All requests for mutual aid/Iowa Mutual Aid Compact, state, or federal assistance shall come from the Marshall County Emergency Management Agency.
- I. All requests for state or federal assistance shall come from the Marshall County Emergency Management Agency or their designee to the State Emergency Operations Center.
- J. Requests coming to the state from other entities will be redirected to the Marshall County Emergency Management Agency by state operations officers and may delay the potential fulfillment of the request.

VII. ACTIONS

A. Preparedness

1. Planning

- a) Constructing plans for managing various incidents prior to their occurrence assists responders in dealing with the many variables, especially when they do not routinely manage these types of incidents or incidents of larger scale. The Emergency Operations Plan discusses personnel, equipment, and other resources and how they are used to support managing the incident. The plan, and more importantly, the planning process identifies an agreed upon course of action among parties with shared responsibilities.
- b) Benefits of the planning process and the plan include:
 - 1) Prevention of misunderstandings;
 - 2) Fulfillment of community expectations;

- 3) Satisfaction of legal requirements;
- 4) Reduction of liabilities;
- 5) Identification of resource and policy shortfalls;
- 6) Provision of a basis for training and exercises;
- 7) Clarification of departmental roles and responsibilities; and
- 8) Overall guidance for recovery and mitigation efforts.

2. Training

Training must include Incident Command System training, multi-agency coordination, discipline-based, and agency specific courses in order to build and maintain competence in skill areas. Regular training creates an opportunity to refresh perishable skills. This training should include pre-identified scheduled courses (classroom instruction and tactical) as well as just-in-time training in order to successfully fulfill specific mission assignments.

3. Exercises

The plan and training will be minimally effective if they are not put to use through exercises (tabletop, functional, or full-scale) that pace personnel in simulated objective-based scenarios. Exercises are used to evaluate the accuracy of planning assumptions and effectiveness of training. The Homeland Security Exercise and Evaluation Program concepts and forms are used to the extent practical.

B. Personnel Qualifications and Certification

Common training, qualifications, and certification for certain roles with the National Incident Management System and the Comprehensive Emergency Operations Plan will assist responders in fulfilling their appropriate roles and responsibilities and allow for consistent performance regardless of the discipline or jurisdiction. Each City department will be responsible for their own training and record keeping. Emergency Management will offer trainings periodically and upon request.

C. Equipment Acquisition and Certification

Responders and support personnel must have the equipment necessary to carry out the expected functions. Equipment certification and typing ensures common understanding of the capabilities of the equipment and interoperability among personnel.

D. Mutual Aid

1. During disaster operations, when existing, local resources are exceeded, the Director of Disaster Services will request assistance from neighboring communities or political subdivisions with which mutual aid agreements have been established. Agreements arranged prior to incidents that allow jurisdictions to work together to increase resources are critical to the

successful management of large-scale incidents. The City has obtained mutual aid agreements for assistance in areas where resources are not available locally.

2. These are further addressed in specific Emergency Support Functions.
3. The State of Iowa is a signee to the Emergency Management Assistance Compact that is invoked by the state, but may involve the deployment of local resources during a regional or federal emergency or disaster.

E. Publications Management

The use of standardized forms, publications, training materials, and naming and numbering conventions increases the efficiency of preparing for, responding to, and recovering from an emergency incident. The forms and other publications are provided as attachments to this plan and emergency support functions as applicable.

VIII. RESPONSE

A. City Government

Local government has primary responsibility for the incident, supporting local emergency responders and to:

1. Coordinate local resources within their jurisdiction to prepare, respond, recover, and mitigate the effects of the disaster.
2. Activate the City Emergency Operations Center.
3. Provide a line of succession of key government officials.
4. Execute mutual aid agreements in the event that the disaster is beyond their capability.
5. Establish a liaison with the Marshall County Emergency Operations Center.
6. Coordinate requests for state and federal assistance with County Emergency Management Agency.
7. Maintain proper documentation regarding costs and expenditures associated with the response and recovery including resources from mutual aid agreements.

B. County Government

County government has primary responsibility for supporting the response activities of local governments by:

1. Providing initial response resources and requesting additional resources (mutual aid agreements) as resources are exhausted.
2. Notifying the State of the incident, declaring a state of emergency if required, and requesting assistance and resources as needed.
3. Activating the County Emergency Operations Center.

4. Providing a line of succession of key government officials.
5. Maintaining accurate records of disaster-related activities and expenses.
6. Compiling disaster assessment figures reported by the disaster assessment teams.
7. Implementing Memorandums of Understanding.

C. State government

The State provides support upon a county request in a response by:

1. Activating the State Emergency Operations Center and declaring a state of emergency when necessary.
2. Supplementing local resources when exhausted.
3. Providing resources or services not available locally or in the region, such as:
 - a) Special Weapons and Tactics Teams
 - b) Incident Management Teams
 - c) Civil Support Teams
 - d) Disaster Mortuary Operation Response Teams
 - e) Disaster Medical Assistance Teams
 - f) Urban Search and Rescue Teams
 - g) Public Works Response Teams
4. Utilizing private contractors or through mutual-aid agreements.
5. Maintaining situational awareness.
6. Maintaining accurate records of disaster-related activities and expenses.
7. Requesting National Guard support by action of the Governor.

D. Federal government

The Federal government provides support to the state in a disaster response by:

1. Receiving and recognizing the State's notification of a state of emergency.
2. Providing assistance through the Federal Emergency Support Functions.
3. Providing disaster assistance under the Stafford Act and other federal authorizations.

IX. RECOVERY

- A. Once the emergency or disaster is under control, that is when search and rescue operations are finished and the immediate emergency needs for medical care, food, clothing, and shelter of the citizenry have been met, the Mayor or Director of Disaster Services will initiate all recovery actions necessary to return the affected area to normal status.
- B. If state and/or federal assistance is provided, the Mayor or Director of Disaster Services, will coordinate with state or federal officers for recovery operations.
- C. After a disaster event, program implementation will depend upon the type of assistance needed, the requested time frame for assistance, and fulfillment of the criteria that serve as the activating mechanism for that type of recovery assistance.

X. MITIGATION

- A. Mitigation focuses on breaking the cycle of disaster damage, reconstruction, and repeated damage. Mitigation efforts provide value to the American people by creating safer communities and reducing loss of life and property.
- B. Hazard Mitigation is sustained action taken to reduce or eliminate long-term risk to people and their property from hazards and their effects. Mitigation Plans form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage.
- C. The planning process is as important as the plan itself. It creates a framework for risk-based decision making to reduce damages to lives, property, and the economy from future disasters. Hazard mitigation is sustained action taken to reduce or eliminate long-term risk to people and their property from hazards.

XI. MISSION

- 1. The emergency mission of local government is to:
 - 1. Protect life and property,
 - 2. Insure the continuity of government,
 - 3. Sustain survivors,
 - 4. Repair essential facilities and utilities,
 - 5. Provide support to all areas of political subdivisions in the County, and
 - 6. Support and assist areas outside the County when possible.

XII. ACTIVATION

- A. This plan can be partially or fully implemented in the context of a threat, anticipation of an incident or planned event, or in response to an incident

requiring a coordinated response. Implementation of the plan's coordination mechanisms is flexible and scalable.

- B. The following table is a general description of the escalation potential and can be used to quickly index response activities to an activation level.

Activation Level	Description of Activities	
1	Monitoring	Existing resources and capabilities are not necessarily coordinated outside of their own jurisdiction or outside of their immediate discipline. Normal administrative, planning, training, and exercise activities are scheduled and carried out. This plan is always at this level unless escalated.
2	Limited	Request of limited coordination by available Emergency Management Agency staff personnel for a single jurisdiction or single discipline. This is done from the incident scene, command post, or agency administrative offices. Select procedures and portions of the Comprehensive Emergency Operations Plan are utilized as needed.
3	Partial	Activities include the activation of select Emergency Support Functions primary and support entities are notified to support incident activities and staff the Emergency Operations Center. Emergency Operations Center may be activated but 24-hour staffing is unlikely. Comprehensive Emergency Operations Plan concepts and select Emergency Support Functions are implemented.
4	Full	In a full-scale activation, all primary and support entities are notified and the Emergency Operations Center is fully staffed for 24-hour coverage. Activities include the coordination of local resources with the potential of integrating state and federal resources into local response priorities.
5	Advanced	An advanced level means that local capabilities are largely depleted or inadequate to respond to the wide geographic nature or complexity of the incident. Activities include coordinating with state and federal entities and their resources.

- C. Within City limits, City officials will be responsible for the direction and control of emergency operations, and will utilize the regular, auxiliary, or volunteer resources of City government. They will also be responsible for coordinating with others to provide for those emergency operations not within the capabilities of City government forces. The Director of Disaster Services will decide whether to activate all or portions of this operations plan.
- D. The County Emergency Management Coordinator will provide coordination between levels of government and will provide the unique disaster services skills and activities not available in existing organizations.
- E. The County Emergency Management Coordinator will also provide resource coordination between government agencies and the private sector.
- F. Upon activation, the Governor will delegate the local ordinances contained in the Iowa Code. The Mayor will take charge of all emergency operations.

1. The declaration of a local disaster or emergency will activate the response and recovery aspects of this operations plan, and any other inter-jurisdictional disaster plans, and authorize the provision of aid and assistance from these plans.
2. All City officials will immediately activate their portions of the operations plan. If a portion of the operations plan cannot be activated, the Mayor, will be immediately notified so alternate arrangements can be made, if necessary.
3. The Marshall County Emergency Management Coordinator will assist the Director of Disaster Services to coordinate operational support for emergency response services. The Coordinator will notify the Emergency Operations Center staff and the head of every agency having a response role, activate the Emergency Operations Center (if not already activated by the Emergency Operations Center staff), and make contact with the state Homeland Security Emergency Management Division and other appropriate local organizations.

XIII. CONCEPT OF OPERATIONS

A. General

1. It is the responsibility of the governments of Marshall County and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concepts that emergency functions for various agencies/ organizations involved in emergency management will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases.
2. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency tasks assigned. This plan is concerned with all types of emergency situations that may affect the City of Marshalltown.
3. Most incidents are successfully managed at the local level. However, it is critical to the successful mitigation of larger scale incidents that multiple jurisdictions operate within the same incident management system and use the same terminology, as well as work cooperatively with each other.

B. Continuity of Government

1. Executive Lines of Succession:
 - a) Mayor
 - b) Mayor Pro-Tem
 - c) City Administrator
 - d) Order of seniority on the Council.
2. Department Heads Lines of Succession:

The line of succession of each department head is according to the operating procedures established by each department or as defined in the appropriate Emergency Support Function.

3. Preservation of Records:

- a) The preservation of important records and the taking of measures to insure continued operations and reconstitution, if necessary, of local government during and after catastrophic disasters or national security emergencies are the responsibility of the executives of each jurisdiction.
- b) Normally the development and maintenance of procedures for insuring continuity of government will be carried out for Marshalltown by the City Clerk with assistance from Library Staff. Records to be preserved should include, at a minimum:
- c) Records required to protect the rights and interest of individuals.
- d) Records required by Health, Fire, Law Enforcement, and Public Works to conduct emergency operations.
- e) Records required to re-establish normal government functions and to protect the rights and interests of government.
- f) Alternate Operating Locations: Those government departments having emergency response functions have, if possible, identified alternate operating locations.
- g) Protection of Government Resources: Procedures and guidelines have been established in this operations plan, and separately, to provide for the physical safety of government personnel, records, and equipment.

- 4. Personnel: All government buildings have tornado and fire plans which designate appropriate actions and protective shelter locations including provisions for handicapped persons.
- 5. Records: Essential City government records are stored in a vault in City Hall.
- 6. Equipment: Electromagnetic Pulse generated by a nuclear detonation could adversely affect electronic equipment. Electromagnetic Pulse protection should be provided where needed.

C. Command and Management

- 1. During disaster operations, coordination and control of the City's emergency response will be exercised by the Mayor and Director of Disaster Services.
- 2. Each department or organization assigned primary or supporting responsibilities under this operations plan will assign a key representative to the Emergency Operations Center staff. The Emergency Operations Center thus becomes the central point for coordination and supervision of all emergency operations.

3. The Marshall County Emergency Management Coordinator is responsible for coordinating County, State and Federal assistance from the Emergency Operations Center.

D. Notification

Initial notification of an emergency or disaster event occurring within Marshalltown will normally come via a citizen's report to law enforcement or fire services in the affected area. Notification of events occurring outside of the City, which could affect City persons and property, will likely come from the following sources:

1. The National Weather Service: Will normally inform Marshall County of threatening weather phenomena through direct radio communications from Public Safety, Communications.
2. Highway Patrol: Will notify the county of hazardous events occurring near or in Marshall County via direct radio communications.
3. The Iowa Homeland Security and Emergency Management Division: The normal mode of communications between the Iowa Homeland Security and Emergency Management Division and Marshall County will be through the public service telephone system. The Homeland Security and Emergency Management Division may notify Marshall County of hazardous events through its dedicated phone system for emergency notification known as the Iowa Warning System.
4. The Homeland Security and Emergency Management Division may also serve as a back-up notification of all severe events. Long range forecasts of potential disaster situations, such as flood stage predictions, will also be provided by the Homeland Security and Emergency Management Division.

E. Alerting of Key People

1. Upon notification of a possible or actual emergency or disaster event, the communicator on duty will notify appropriate city and county officials and activate sirens.
2. When the Emergency Operations Center is activated, key officials will assemble at the Emergency Operations Center and be prepared to evaluate information, coordinate, and make emergency action decisions.

F. The Incident Command System

1. The Incident Command System is a standardized, on-scene, all-hazards incident management approach that:
 - a) Allows for the integration of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.
 - b) Enables a coordinated response among various jurisdictions and functional agencies, both public and private.

- c) Establishes common processes for planning and managing resources.
2. The Emergency Operations Plan and all of its components will be implemented through the Incident Command System and the incorporated measurable objectives identified in the Incident Action Plan. The Incident Command System provides the functional structure for actively managing any type of incident regardless of cause, size, or complexity.
3. All personnel with responsibilities in the Emergency Operations Plan will be proficient with the Incident Command System concepts and principles.
4. The Incident Command System is primarily a field level organizational system which has authority to make operational and tactical decisions and command all field personnel.

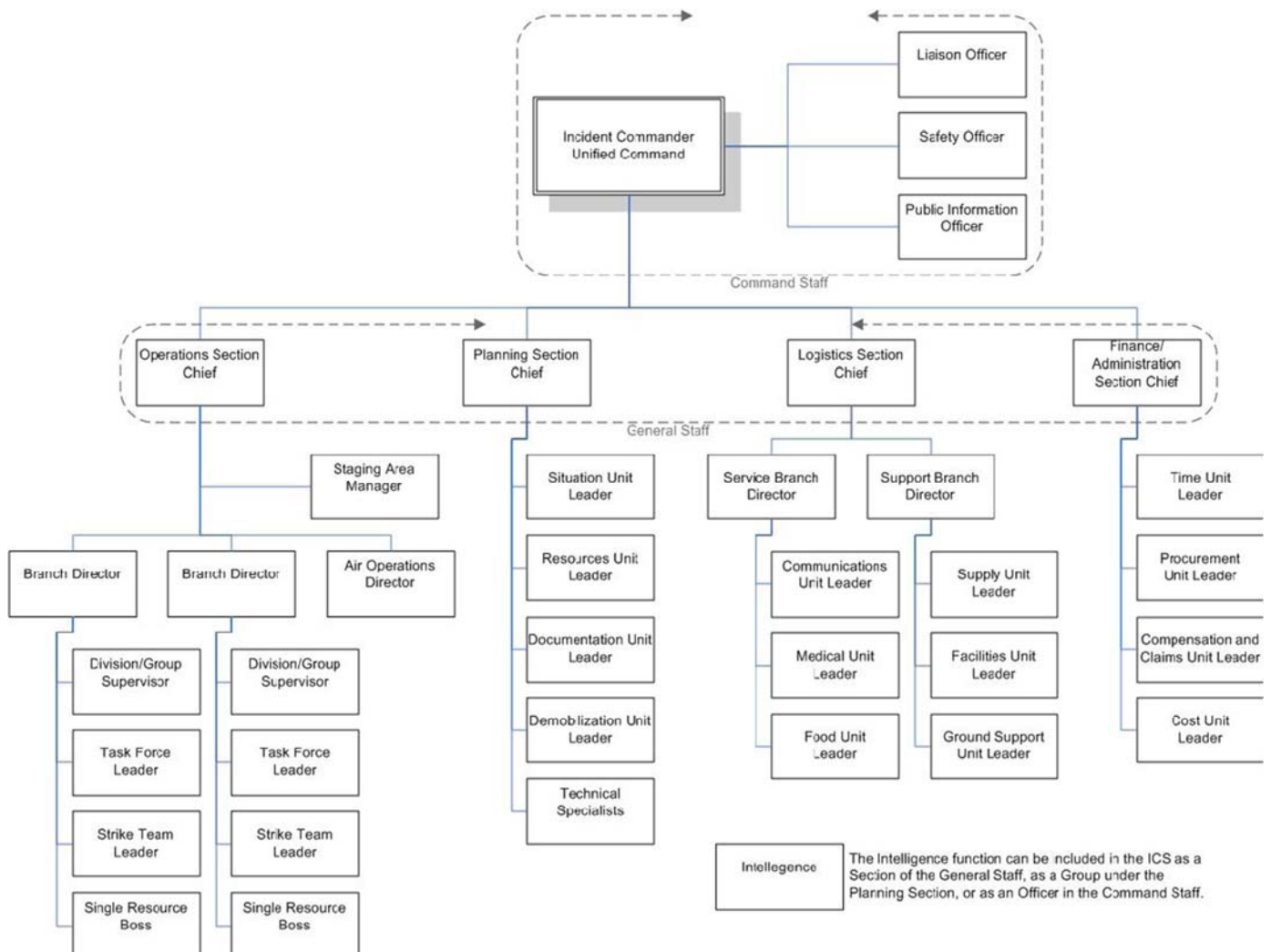


Figure 1: Incident Command Organizational Chart

G. Multi-Agency Coordination Systems

1. Multiagency coordination is a process that allows all levels of government and all disciplines to work together more efficiently and effectively. Multiagency coordination occurs across the different disciplines involved in incident management, across jurisdictional lines, or across levels of government.
2. Multiagency coordination can and does occur on a regular basis whenever personnel from different agencies interact in such activities as preparedness, prevention, response, recovery, and mitigation.
3. Often, cooperating agencies develop a Multiagency Coordination System to better define how they will work together and to work together more efficiently; however, multiagency coordination can take place without established protocols. The Multiagency Coordination System may be put in motion regardless of the location, personnel titles, or organizational structure.
4. Initially the Incident Command/Unified Command and the Liaison Officer may be able to provide all needed multiagency coordination at the scene. However, as the incident grows in size and complexity, off-site support and coordination may be required.

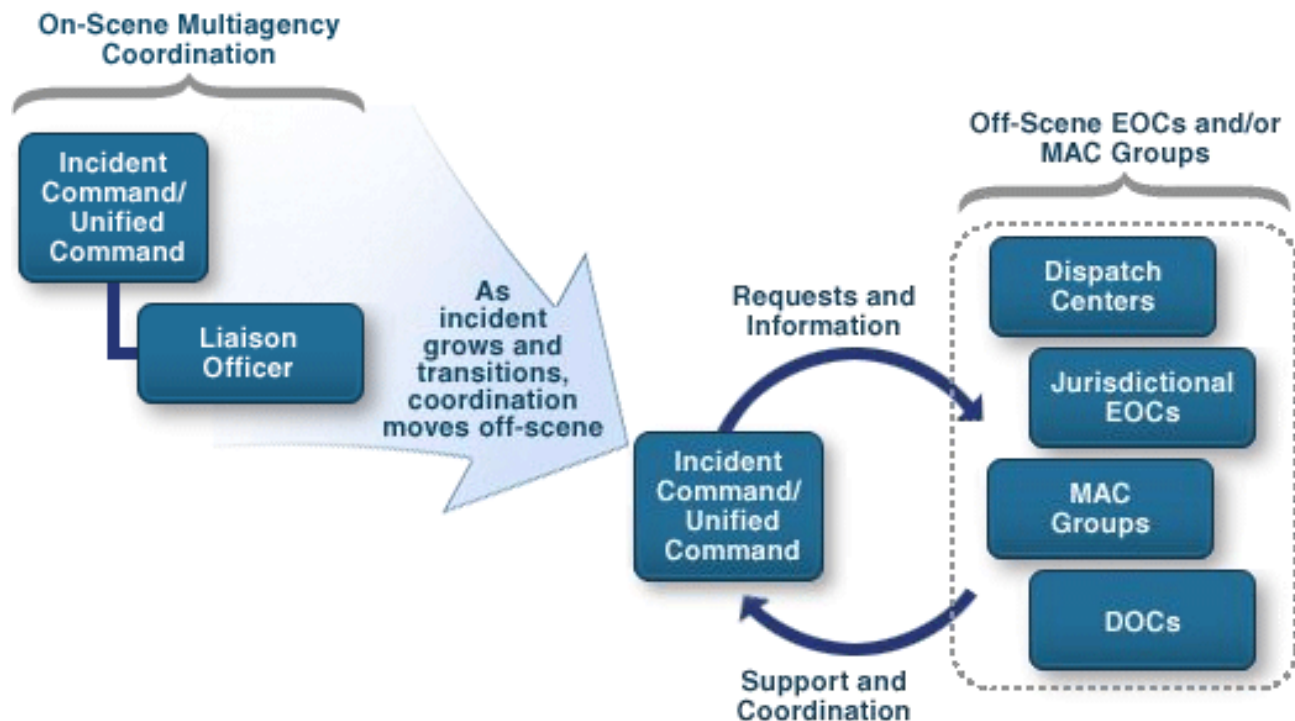


Figure 2: Multi-Agency Coordination

5. Integral elements of the Multiagency Coordination System are dispatch procedures and protocols, the incident command structure, and the coordination and support activities taking place within an activated Emergency Operations Center.

6. Fundamentally, the Multiagency Coordination System provides support, coordination, and assistance with policy-level decisions to the Incident Command System structure managing an incident.
7. The successful coordination between multiple jurisdictions is dependent on strong management components and organizational structure. A multi-agency coordination system is a combination of facilities, equipment, personnel, procedures, and communications integrated into a common system with responsibility for coordinating and supporting incident management activities.

H. Emergency Operations Center

1. The Emergency Operations Center will be staffed by the Mayor (or Mayor Pro-tem), Director of Disaster Services, Operations Section Chief, Logistics Section Chief, Planning Section Chief, Finance Section Chief, County Emergency Management Coordinator, and other required personnel.
2. The Emergency Operations Center will serve as the central location from which coordination and executive decision-making will be implemented for the emergency disaster response and recovery. The Emergency Operations Center does not have an operational focus.
3. The Emergency Operations Center has responsibility for:
 - a) Coordination of City Departments and staff;
 - b) Strategic Planning;
 - c) Policy Making and Interpretation;
 - d) Prioritization of Resources; and
 - e) Support for Field Operations.
4. The Emergency Operations Center is both people and a facility and is led by the Mayor and assisted by the Director of Disaster Services.
5. The designated City personnel will report to the EOC along with the County Emergency Management Coordinator. These people will provide coordination with the private sector non-governmental organizations such as utilities, the American Red Cross, hospitals, the Salvation Army, and the United Way.
6. The people that staff the Emergency Operations Center are authorized to make decisions on behalf of the City.

I. Incident Command System/Emergency Operations Center Interface

1. An Area Command may be established when the complexity of the incident and incident management span-of-control considerations so dictate. The Mayor and Director of Disaster Services will assume responsibility for the decision to establish an Area Command.

2. The Area Command may be utilized when there are a number of incidents in the same area and of the same type, such as two or more Hazardous Material spills or fires that compete for the same resources.
3. Area Commands are particularly relevant to public health emergencies, given that these events are typically not site specific, not immediately identifiable, geographically dispersed, and evolve over time ranging from days to weeks. Such events as these, as well as acts of biological, chemical, radiological, and nuclear terrorism, call for a coordinated intergovernmental, private-sector, and nongovernmental organization response, with large-scale coordination typically conducted at a higher jurisdictional level.
4. When incidents are of different types and/or do not have similar resource demands, they are usually handled as separate incidents or are coordinated through an Emergency Operations Center. Figure 3 provides a schematic for the development of Area Command centers.

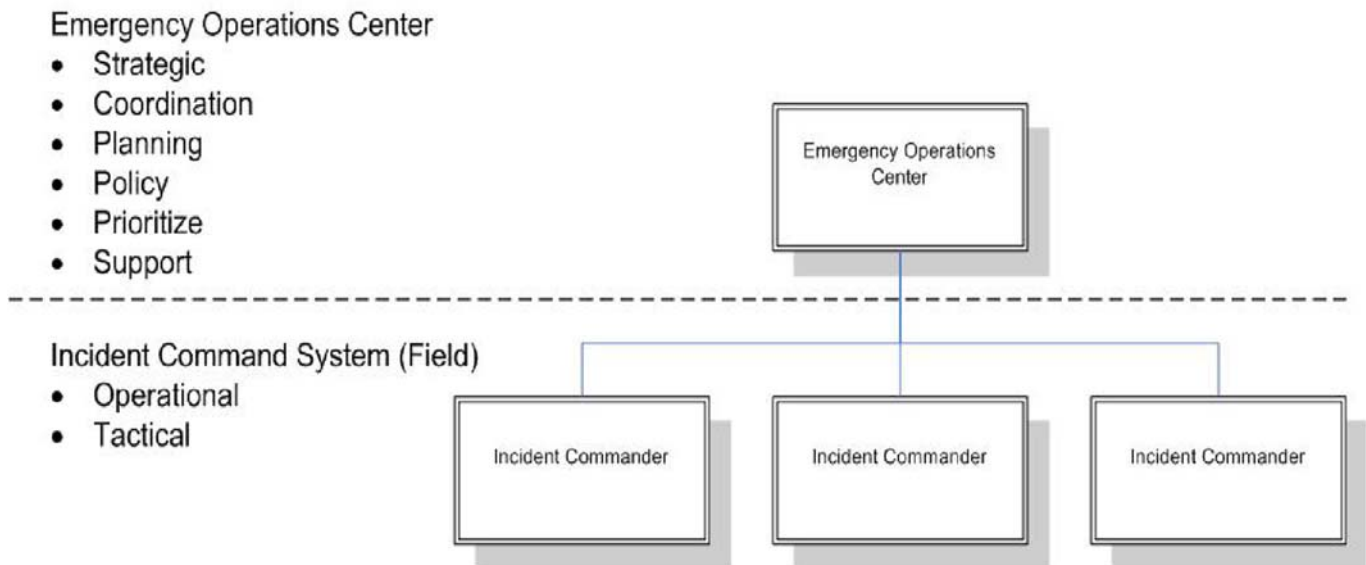


Figure 3: Coordination of Multiple Incidents

5. The Emergency Operations Center has the strategic decision-making authority to coordinate between jurisdictions and incident commanders; interpret or clarify policy issues, prioritize resource allocation, and provide support to field personnel requested through the Incident Command System.
6. Emergency Operations Center personnel DO NOT direct field operations. The Incident Commander has operational and tactical authority through the Incident Command System to command field personnel.

J. Public Information Systems

1. Public Information consists of the processes, procedures, and systems to communicate timely, accurate, and accessible information on the incident's cause, size, and current situation to the public, responders, and additional stakeholders.
2. The Public Information Officer (PIO/Police Department) in coordination with the City Administrator, Fire Department and County Emergency Management Coordinator will be the single point for news release for disasters and emergencies.
3. Operational Policies
 - a) In an emergency the PIO will be located in the Marshalltown EOC or where designated by the Director of Disaster Services.
 - b) All information released to the media must be authorized by the Mayor or their alternate.
 - c) The PIO will coordinate with the media on procedures for news and will be the liaison between the media and City government officials.

XIV. COMMUNICATION AND INFORMATION MANAGEMENT

A. Common Operating Picture

1. The common operating picture offers an incident overview that enables the Mayor, Director of Disaster Services, County Emergency Management Coordinator, nongovernmental organizations, private-sector organizations, critical infrastructure owners and operators, and all other organizations and individuals to assume an emergency management role consistent with the EOC.
2. In order to maintain situational awareness, communications and incident information will be updated continually. A common operating picture during an incident helps to ensure consistency for all emergency management/response personnel engaged in an incident.

B. Communications Interoperability

1. The Marshall County 9-1-1 communications center provides the interoperability that allows emergency management/response personnel and their affiliated organizations to communicate within and across agencies and jurisdictions via voice, data, or video in real time, when needed, and when authorized.
2. The 9-1-1 communication center includes considerations of governance, standard operating procedures, technology, training and exercises, and usage within the context of the stress and chaos of a major response effort.

C. Incident Management Communications

1. The Marshall County 9-1-1 provides the communications system and personnel to effectively manage incidents across multiple jurisdictions.
2. During large scale multi-jurisdictional and multi-agency incidents using interoperable communications systems, the use of common terminology, plain language, and clear text will be paramount. Codes and coded language shall not be allowed. The use of codes or coded language will lead to misunderstandings and misdirection that could cost valuable response time or result in injuries or loss of life.

D. Information Management

The City disaster team in the EOC is responsible for providing guidance concerning resource management. The County Emergency Management Coordinator will coordinate the use of volunteers.

XV. RESOURCE MANAGEMENT

- A. Emergency management and incident response activities require carefully managed resources (personnel, teams, facilities, equipment, and/or supplies) to meet incident needs. Utilization of a standardized resource management concept will facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.
- B. The mission of resource management will be to:
 1. Catalog available resources.
 2. Direct resources to the areas of need.
 3. Coordinate with the agency responsible for feeding and caring of victims and volunteers.
 4. Coordinate with law enforcement officers, monitor and control traffic and to allow timely delivery of disaster personnel, equipment and supplies.
- C. The concept of operations is:
 1. The Resource Support Coordinator will coordinate and assign all resources as requested and needed. The County Emergency Management Coordinator will assist in coordination.
 2. A designated area for incoming resources will be established and controlled by the Police Department.
- D. Resources will be used to:
 1. Restore government functions
 2. Restore and maintain communication systems.
 3. Restore utility and shelter services.
 4. Insure protection and safety of victims.

5. Establish medical aid, congregate care and evacuation as needed.
6. Provide all other necessary services.

XVI. PLAN STRUCTURE

A. Basic Plan

The Basic Plan outlines the basic concepts, roles, responsibilities, processes, and coordinating structures for managing emergency incidents.

B. Emergency Support Functions

1. The Emergency Support Functions are the primary means through which assistance is provided. These functions were established as an effective mechanism to group capabilities and resources into the functions that are most likely needed during actual or potential incidents.
2. The following table provides the scope of each Emergency Support Function and identifies the Emergency Support Function Coordinator.
3. It is critical to the successful mitigation of larger scale incidents that multiple jurisdictions operate within the same incident management system and use the same terminology, as well as work cooperatively with each other.
4. Table 1 provides the functions which must be performed or coordinated during an emergency situation. Section XVII provides a basic description of each Emergency Support Function and its components.

Table 1:Emergency Support Function Member Roles and Responsibilities		
Code P = Primary, S = Support, C = Coordination		
Emergency Support Function	Coordinator	Scope
1 – Transportation	(P) PWD (S) Police Dept. (S) Transit Dept. (S) Pollution Con.Supt. (C) CEOC	• Government and civil transportation support • Transportation safety • Restoration/recovery of transportation infrastructure • Movement restrictions • Damage and impact assessment on transportation needs
2 – Communications (Telecommunications and Information Technology)	(P) Police Dept. (S) Fire Dept. (S) Sheriff (C) CEOC	• Coordination with telecommunications industry • Restoration/repair and temporary provisioning of communications infrastructure • Protection, restoration, and sustainment of cyber and information technology resources
3 – Public Works and Engineering	(P) PWD (S) PWE. (S) P&R (S) Street Supt. (S) Pollution Control Supt.	• Infrastructure protection and emergency repair • Infrastructure restoration • Engineering services and construction management • Critical infrastructure liaison • Debris management
4 – Firefighting	(P) Fire Dept. (S) Vol. Fire	• Firefighting activities in structural and wildland environments

		Resource support to rural and urban firefighting operations
5 – Emergency Management	(P) Mayor (S) DDS (S) CEOC (S) Mayor Pro-Tem	- Coordination of incident management activities - Issuance of mission assignments - Incident action planning
6 – Mass Care, Housing, and Human Services	(C) City Librarian (S) Red Cross (S) Salvation Army (S) Ministerial Alliance	- Mass care to include sheltering, feeding, and first aid of disaster victims - Temporary disaster housing - Human service needs of victims - Family reuniting services
7 – Resource Support	(P) City Clerk (S) PWE (S) CEOC (S) Library	- Facility space - Office equipment and supplies - Contracting services
8 – Public Health and Medical Services	(P) Fire Dept. (S) Unity Point EMS (S) Hospital (S) Coroner	- Public health - Emergency medical services - Hospital medical services - Mental health services - Mortuary services
9 – Search and Rescue	(P) Fire Dept. (P) Police Dept. (S) Sheriff	- Lost persons location - Life-saving assistance - Structural collapse rescue
10 – Hazardous Materials	(P) Fire Dept. (S) Hwy Patrol (S) CEOC	- Chemical, Biological, Radiological, Nuclear, and Explosive Response - Environmental safety and short-term clean-up
11 – Agriculture, Natural Resources, and Pets	(C) CEOC (S) Library (S) Sheriff	- Animal and plant disease/pest response - Natural and cultural resources and historic properties protection and restoration - Companion animal rescue, care, and sheltering - Livestock animal rescue, care, and sheltering
12 – Energy	(P) PWE (S) Alliant	- Energy infrastructure assessment, repair, and restoration - Energy industry utility coordination - Energy forecasting
13 – Law Enforcement and Security (Public Safety)	(P) Police Dept. (S) Sheriff (S) Hwy Patrol	- Facility and resource security - Security planning and technical resource assistance - Public safety and security support - Support to access, traffic, and crowd control - Missing/Abducted persons
14 – Community Recovery, Mitigation, and Economic Stabilization	(P) DDS (S) CEOC (S) PWE (S) Housing Dept. (S) FO (S) Co.Assessor	- Social and economic community impact assessment - Long-term community recovery assistance to local governments, non-governmental entities, and the private sector - Mitigation analysis and program implementation
15 – Emergency Public Information (and External Communications)	(P) Police Dept. (S) DDS (S) CEOC	- Emergency public information and protection action guidance - Media and community relations - Liaison with elected officials (local, state, and federal)

5. Each Emergency Support Function identifies the coordinator and the primary and support agencies pertinent to the Emergency Support Function. Several Emergency Support Functions incorporate multiple components, with primary agencies designated for each component to ensure seamless integration of and transition between preparedness, response, and recovery activities. Emergency Support Functions with multiple primary agencies designate an Emergency Support Function Coordinator for the purposes of pre-incident planning and coordination of primary and supporting agency efforts throughout the incident.

C. Emergency Support Function Coordinator

1. The Emergency Support Function Coordinator has ongoing responsibilities throughout the preparedness, response, recovery, and mitigation phases of incident management. The role of the coordinator is carried out through a “unified command” approach as agreed upon collectively by the designated primary agencies.
2. Responsibilities of the Emergency Support Function coordinator include:
 - a) Coordinating before, during, and after an incident, including pre-incident planning and coordination.
 - b) Maintaining ongoing contact with primary and support agencies.
 - c) Conducting periodic Emergency Support Function meetings and conference calls.
 - d) Coordinating efforts with corresponding private-sector organizations.
 - e) Coordinating activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.

D. Primary Agencies

1. A primary agency has significant authorities, roles, resources, or capabilities for a particular function.
2. When a primary department is activated in response to an incident, it is responsible for:
 - a) Supporting the Emergency Support Function Coordinator and coordinating closely with the other primary and support agencies.
 - b) Orchestrating support within their functional area for the City.
 - c) Providing staff for the operations functions at fixed and field facilities.
 - d) Notifying and requesting assistance from support agencies.
 - e) Managing mission assignments and coordinating with support agencies.

- f) Working with appropriate private-sector organizations to maximize use of all available resources.
- g) Supporting and keeping other agencies and organizational elements informed of operational priorities and activities.
- h) Conducting situational and periodic readiness assessments.
- i) Executing contracts and procuring goods and services as needed.
- j) Ensuring financial and property accountability for all activities.
- k) Planning for short- and long-term incident management and recovery operations.
- l) Maintaining trained personnel to support emergency response.

E. Support Agencies

1. Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the mission of the Emergency Support Function.
2. When an Emergency Support Function is activated, support agencies are responsible for:
 - a) Conducting operations, when requested by Director of Disaster Services, using their own authorities, subject matter experts, capabilities, or resources;
 - b) Assisting in the conduct of situational assessments;
 - c) Furnishing available personnel, equipment, or other resource support as requested by the primary agency;
 - d) Participating in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, standard operating procedures, checklists, or other job aids, in concert with existing first-responder standards.
 - e) Providing input to periodic readiness assessments.
 - f) Maintaining trained personnel to support interagency emergency response and support teams.
 - g) Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
 - h) Providing information or intelligence regarding their agency's area of expertise.

F. Organizational Structure

1. The model of the Emergency Support Function groups used by Marshall County allows for the utilization of the Incident Command System and other concepts and principles of the National Incident Management System during activation of the Emergency Operations Center. An effective span of control is maintained by consolidating agencies with emergency responsibilities into groups with an internal management structure.
2. Each of the branches is consolidated in the Emergency Operations Center during activation to insure coordination among the various organizations.
3. The City has only one or two personnel assigned to the Emergency Operations Center during emergencies. Each is assigned a place on the floor plan that corresponds to the Emergency Support Function in which his/her primary responsibilities lie.
4. Information and mission assignments flow between the branches through the Section Chiefs and from the Section Chiefs through the Director of Disaster Services.

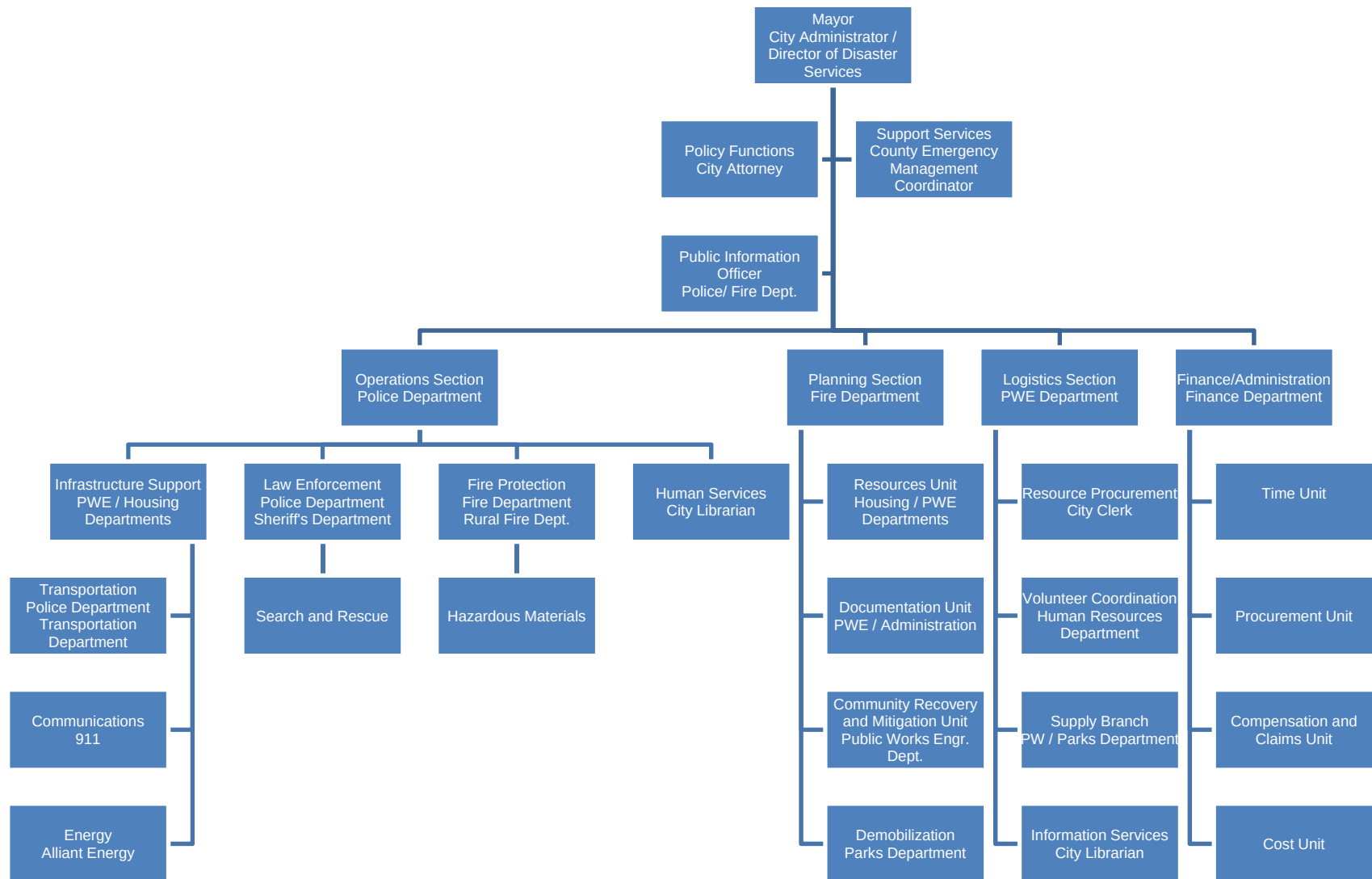


Figure 4: Emergency Operations Center and the relationship to the Emergency Support Functions.

XVII. EMERGENCY SUPPORT FUNCTION DESCRIPTIONS

The Emergency Support Functions are used in conjunction with one or more additional Emergency Support Functions to facilitate the response to a particular event.

Each has a unique functional responsibility; however, each Emergency Support Function may be composed of one or more sub-functional groups, each geared towards a specific set of activities that might be required in an emergency.

A description of each Emergency Support Function and its components follows:

A. Emergency Support Function 1 – Transportation

The transportation (multimodal) function within the emergency organization functions primarily as a coordinating group. This group insures all routes and conduits into and out of an affected area remain open, and that the traffic allowed into those areas is coordinated in a manner that prevents bottlenecking and gridlock which would prevent needed emergency assistance reaching those areas that need it.

B. Emergency Support Function 2 – Communications

The communications and warning functions are consolidated under the heading of Communications, primarily because they are necessarily interrelated.

1. Marshall County 911 Communications is responsible for the development, maintenance, restoration, and utilization of local and private sector communications assets during emergencies. This includes the radio systems owned and operated by Emergency Management, Marshall County and other local Public Safety Answering Points, and other local agencies, amateur radio networks, cellular telephone networks, as well as the local and long-distance telephone systems connecting the federal, state, local, and private sector resources that might be needed in an emergency.
2. Warning. The Warning sub-function is responsible for the issuance of warning information regarding impending hazards, as well as the maintenance of warning networks which might be used in an emergency (i.e., the conceptual networks--the actual networks themselves [e.g., radio equipment, etc.] are maintained by Marshall County 911 Communications). This includes the Emergency Alert System, the National Oceanic and Atmospheric Administration Weather Radio system, the National Warning System, and other warning systems in place. The Warning sub-function works closely with Emergency Support Function 15 – Public Information function.

C. Emergency Support Function 3 - Public Works and Engineering

1. Building Inspection and Condemnation. This sub-function is responsible for the inspection of buildings and structures following a disaster and, if necessary, condemning them and insuring their destruction in a timely manner.

2. Route Clearance and Bridge Inspection. This sub-function is responsible for insuring roads and bridges remain viable following a disaster. This includes the physical removal of debris on roadways, railroads, airstrips, etc., critical for emergency vehicle passage, as well as the inspection of bridges to insure they may continue to be used and have not suffered fatal damage as a result of a particular event. Assistance to local road crews is provided through this sub-function.
3. Debris Removal. This sub-function handles problems arising from the generation, accumulation, and disposal of debris following a disaster.
4. Water and Wastewater Systems. This sub-function is responsible for the restoration of potable water and wastewater disposal capabilities following a disaster.

D. Emergency Support Function 4 – Firefighting

The detection and suppression of fires is the primary purview of this group. Assistance to local fire suppression efforts is handled by this annex.

E. Emergency Support Function 5 – Emergency Management

1. Situation Unit. This sub-function is responsible for collecting intelligence information surrounding the disaster. This includes items such as the scope (extent) of the disaster, status of various systems (i.e., communications, transportation, utility, etc.), monitoring of resource status, and other information. Emergency Support Function 5 develops reports concerning the disaster, provides visual displays for the Emergency Operations Center during operations, prepares situational reports, develops short-range and long-range planning guidance for use in addressing developing issues, and accesses technical expertise to assist with evaluating the actual and/or potential effects of an event upon the population and infrastructure of the area.
2. Damage Assessment. This sub-function is responsible for the collection of information concerning damages to structures and systems as a result of a disaster, as well as the preparation of reports to be forwarded to the State Emergency Operations Center for use in requesting federal disaster assistance. This sub-function works closely with sub-functions under Emergency Support Function 3 – Public Works and Engineering.

F. Emergency Support Function 6 – Mass Care, Housing, and Human Services

1. Mass Care and Shelter Operations. This sub-function coordinates the assistance in sheltering, feeding, and caring for victims of a disaster.
2. Disaster Victim Services. This sub-function provides assistance to victims in locating relatives (and vice versa) through the Disaster Welfare Inquiry system, the restoration of mail delivery, the use of amateur radio networks to deliver essential and important communications, etc. Psychological health services are also addressed within this sub-function.

G. Emergency Support Function 7 - Resource Support

This Emergency Support Function is responsible for the acquisition of all types of resources that are identified as "needed" following a disaster. This group will make arrangements to purchase needed resources if it is determined the jurisdiction does not have the resources itself to supply a requirement in the field. The payment of debts and other encumbrances generated as a result of the emergency is handled by this group as well.

1. Donations. This group is responsible for managing the influx of donated goods into the city following a disaster and provides the interface with the federal National Donations Management System.
2. Volunteers. This group coordinates the use of persons and organizations who volunteer their services following a disaster. This includes medical and other emergency response personnel, public works crews, private charitable groups, etc.
3. Staging Areas. To prevent a rapid and overwhelming influx of resources into affected areas, Staging Areas are utilized as temporary marshaling sites for collecting and gradually directing emergency resources into those areas. This group coordinates the activation and utilization of staging areas and marshaling points during emergency situations.

H. Emergency Support Function 8 – Public Health and Medical Services

1. Emergency Medical Services. This sub-function coordinates the provision of EMS assistance following a disaster, including the movement of medical resources into disaster areas. This includes the aeromedical evacuation of patients as necessary from affected areas and the interface with the National Disaster Medical System.
2. Public Health. This sub-function addresses the public health ramifications associated with a particular emergency. This includes manning shelters, first aid/clinic operations, restoring public health functions, defining the epidemiology of the disaster (including the collection and maintenance of statistical data), the administration of vaccinations and immunizations, the determination of potential health effects associated with debris accumulation, pollution, hazmat releases, etc.
3. Hospitals. This sub-function coordinates the provision of hospital-based emergency care, resource management and allocation amongst area hospitals, and serves as a situational information hub.
4. Crisis Intervention Support. This sub-function coordinates the provision of Crisis Intervention Support to emergency workers who have worked in the tense environment of a major disaster.

I. Emergency Support Function 9 - Search and Rescue

1. This group coordinates the assistance in locating persons missing as a result of any one or more of a number of reasons. This includes urban search and rescue problems generated as the result of a building collapse, the search for persons who are lost in wooded or other environments, the search for escaped prisoners and detainees, the search for downed aircraft, the extrication of accident victims, etc.
2. This Emergency Support Functions also provides the interface with the state and federal Urban Search and Rescue Teams.

J. Emergency Support Function 10 – Oil and Hazardous Materials

This function is responsible for coordinating the technical response to hazardous materials incidents. This group coordinates the technical response to actual or impending releases either as a result of an accident at a fixed facility or through an accident in some mode of transportation.

K. Emergency Support Function 11 – Agriculture, Natural Resources, and Pet Care

This function is responsible for assisting local authorities in coordinating agriculture, natural resources, and pet care efforts through:

1. Provision of nutrition assistance;
2. Control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic plant disease, or economically devastating plant pest infestation;
3. Assurance of food safety and food security;
4. Protection of natural and cultural resources and historic properties;
5. Care of pets and service animals prior to, during, and/or after an incident.

L. Emergency Support Function 12 – Energy

This sub-function is concerned with the restoration of the utility (electrical and gas) infrastructure following a disaster, as well as the provision of temporary emergency power capabilities to critical facilities until such time as a permanent restoration is accomplished.

M. Emergency Support Function 13 – Law Enforcement and Security (Public Safety)

1. Traffic Control. This sub-function works closely with the Emergency Support Function 1 – Transportation to affect the orderly flow of traffic into, out of, and around areas affected by a disaster.
2. Security/Crime Control. This sub-function addresses the provision of security in disaster areas, as well as the actual policing functions normally associated with law enforcement activities, including riot control, explosive ordinance removal, counterterrorism, etc.

3. Institutions/Jails. This group is responsible for coordinating prisoner recapture, the utilization of prisons and facilities following disasters, and the moving of prisoners from damaged facilities to undamaged ones.
4. Evacuation/Movement. This group is responsible for coordinating the assistance to local governments in carrying out evacuations.

N. Emergency Support Function 14 – Community Recovery and Mitigation

1. Assistance Programs. This sub-function is the mechanism through which the state and federal government provides disaster relief assistance to victims in the affected area(s), including the Individual and Family Grant program, the Small Business Administration's loan programs, the administration of unemployment compensation, and various other disaster relief programs available for both Presidentially-declared and non-Presidentially declared disasters.
2. Recovery and Reconstruction. This sub-function addresses the long-term economic impact of disasters upon local communities and assists the communities in developing plans for reconstruction. Grant and low-interest loan programs are identified and targeted for application by the community. Significant attention is given to the mitigation of future potential hazards when developing local recovery plans.

O. Emergency Support Function 15 – Public Information

This group is responsible for the provision of information (both general and that which conveys emergency instructions to the public) concerning an actual or impending disaster. The coordination of Joint Information Center activities, Emergency Alert System activation, and the distribution of emergency preparedness instructions through other means are addressed through this venue.

XVIII. ROLES AND RESPONSIBILITIES

This section describes the roles and responsibilities of key leadership elements within communities. Existing government is the basis for emergency operations. Appendix C provides a checklist for the types of service required from each department.

A. Chief Elected and Appointed Officials

In time of major disaster, the Mayor may take command of the police and govern the City by proclamation, as provided by Section 372.14 of the Iowa Code. In that case, he/she shall be responsible for providing overall direction and control, and shall receive assistance in this effort from the City Administrator and in consultation with the City Attorney pursuant to Chapter 34 of the Marshalltown, IA Code of Ordinances. The department heads shall be directly responsible to the Mayor, also as provided in Chapter 34.

B. Director of Disaster Services (DDS)

1. The City Administrator shall serve as the Director of Disaster Services, as defined in § 34.004 of the Marshalltown Municipal Code. The Director shall serve in a staff capacity to the Mayor. The Director shall also serve in a liaison role with respect to the procurement of County, state and federal level resources. The Director shall have overall responsibility for any disaster services resources as provided in Chapter 34 of the Marshalltown, IA Code of Ordinances.
2. The Director of Disaster Services may appoint City staff to assist coordination during the emergency.
3. The Director shall work directly with the County Emergency Management Coordinator for County, State, and Federal assistance as needed.

C. County Emergency Management Coordinator (CEOC)

1. The County Emergency Management Coordinator works with Director of Disaster Services to ensure that there are unified objectives with regard to the jurisdiction's emergency plans and activities.
2. The Coordinator will serve as an Emergency Preparedness and Response Advisor to the City.
3. Implement procedures to obtain state or federal government programs for financial or resource assistance.
4. Provide coordination in the planning process and working cooperatively with other local agencies and private-sector organizations.

B. Emergency Public Information

1. The Public Information Officer (PIO) in coordination with the City Administrator, Police Department, Fire Department and County Emergency Management Coordinator will be the single point for news release on disasters and emergencies.
2. Operational Policies
 - a) In an emergency the PIO will be located in the Marshalltown EOC or where designated by the Director of Disaster Services.
 - b) All information released to the media must be authorized by the Mayor or their alternate.
 - c) The PIO will coordinate with the media on procedures for news and will be the liaison between the media and City government officials.

C. Resource Management

1. The City disaster team in the EOC is responsible for providing guidance concerning resource management. The Housing and Community Development Department will coordinate the use of volunteers.
2. The mission of resource management will be to:

- a) Catalog available resources.
 - b) Direct resources to the areas of need.
 - c) Coordinate with the agency responsible for feeding and caring of victims and volunteers.
 - d) Coordinate with law enforcement officers, monitor and control traffic and to allow timely delivery of disaster personnel, equipment and supplies.
3. The concept of operations is:
- a) The Housing and Community Development Department will coordinate and assign all resources as requested and needed. The County Emergency Management Coordinator will assist in coordination.
 - b) A designated area for incoming resources will be established and controlled by the Police Department and City Engineer.
4. Resources will be used to:
- a) Restore government functions
 - b) Restore and maintain communication systems.
 - c) Restore utility and shelter services.
 - d) Insure protection and safety of victims.
 - e) Establish medical aid, congregate care and evacuation as needed.
 - f) Provide all other necessary services.

D. Law Enforcement

1. Authorities and Reference
- a) The City Code
 - b) Departmental Rules and Regulations
 - c) Code of Iowa
 - d) Police Department Policies
2. Situations and Assumptions
- a) The Marshalltown Police Department has capabilities which will provide for emergency law enforcement in most instances. The department has 44 sworn personnel and 16 civilian, positions. The department has a Reserve Unit of certified Reserve officers.
 - b) It will be the responsibility of the Marshalltown Police Department to maintain security and provide a peacekeeping role during an emergency situation.
 - c) The personnel provided by the Marshalltown Police Department and the Reserve unit could be supplemented by the Iowa Highway patrol and the Marshall County Sheriff if the emergency was localized. There is the

capability of utilizing other agencies in the event that it becomes necessary.

3. Mission

- a) The mission of the Police Department will be to provide security and personal safety along with traffic control at the scene of a disaster. This is to be done while maintaining the peace and security of the entire City.

4. Organization

- a) The following agencies are involved in the performance of law enforcement in the City of Marshalltown during an emergency.
 - 1) Marshalltown Police Department
 - 2) Marshalltown Police Reserves
 - 3) Marshall County Sheriff's Department and Reserves
 - 4) Iowa State Highway Patrol

5. Execution

- a) Concepts of Operations
 - 1) Marshalltown Police Department
 - (A) Chief
 - (B) Two Captains
 - (C) Three Lieutenants
 - (D) Six Sergeants
 - (E) One Corporal
 - (F) Twenty-eight Police Officers
 - 2) Reserve Police
 - (A) Chief
 - (B) Seven Reserve Officers
 - 3) Sheriff's Department and Reserves
 - (A) Sheriff
 - (B) Deputies
 - 4) Iowa Highway Patrol
 - (A) As needed

E. Fire Protection

- 1. The Marshalltown Fire Department is responsible for emergency reports within the City. Fire departments from surrounding towns will assist, when required, through mutual aid agreements.

2. Concept of Operations

- a) In the event of a disaster the Fire Chief or his/her designee will assist at the EOC.
- b) In disaster situations the fire department will provide support responsibilities in the following areas:
 - 1) Warning
 - 2) Communications at the disaster
 - 3) Search and rescue activity
 - 4) First Aid
 - 5) Haz-Mat Response
3. The fire department is comprised of 27 commissioned personnel and one civilian administrative assistant. The organization's administrative structure consists of:
 - a) The Fire Chief who is in charge of the department
 - b) One Deputy Chief in charge of operations and training
 - c) One Fire Marshal in charge of investigations, public education, inspections and code enforcement
 - d) Our shift personnel consist of:
 - 1) Three Captains who serve as shift commanders, one on each shift
 - 2) Three Lieutenants who serve as second in command, one on each shift
 - 3) 18 Firefighters / Emergency Medical Technicians (EMT)

F. Search and Rescue

1. The mission of search and rescue is to locate and assist persons trapped or injured as a result of a disaster. The Marshalltown Fire Department rescue units will have prime responsibility for this mission within the City. Also they may request support from the police department, sheriff's department and mutual aid pacts.
2. Operations Assignments will be made by the Fire Chief through his rescue squads. The mission will have priority in areas of highest concentration of people such as schools, hospitals, nursing homes, apartment houses and places of business.

G. Emergency Medical Services

1. When a disaster is designated as such by the mayor and/or the County Emergency Management Coordinator, the Medical Coordinator shall decide if Unity Point Heath's disaster plan will be activated.
2. The emergency medical services function involves the medical tasks of:

- a) Triage
 - b) First Aid
 - c) Medical Transport
 - d) Hospital Care
 - e) Inquiry and Referral
3. Triage areas will be located:
- a) On the site of the disaster and at a safe distance, as determined by the Incident Commander. This will be the primary location.
 - b) Possible Secondary triage locations for first aid will be at:
 - 1) Chapel at Iowa Veterans Home (Malloy - Southwest)
 - 2) Fisher Governor Road Plant lunch room (West Entrance)
 - 3) Marshalltown Community College auditorium
 - 4) Marshalltown School gyms
 - 5) YMCA
 - c) These areas will be manned with ambulance and medical teams to evaluate victims and provide first aid and/or transfer of seriously ill or wounded to the main treatment area at Unity Point. The EMS will decide if the secondary triage locations will be manned and utilized.
 - d) Mutual aid agreements allow for additional medical assistance and transport as needed.

H. Emergency Public Health and Mortuary Services

- 1. The mission of emergency public health services is to maintain public health during a disaster. The assistance of mortuary services may be required.
- 2. Emergency public health services operational functions include:
 - a) Examination of food supplies for contaminants and initiation of appropriate corrective measures.
 - b) Inspection of food serving and processing establishments.
 - c) Surveying populated areas for the presence of disease vectors and arranging for and overseeing control measures.
 - d) Investigation of epidemics, including those caused by biological warfare agents, and arrange for and guide epidemic control measures.
 - e) Collection and proper distribution of lab samples to existing public health labs, or to labs adapted to perform public health work, for analysis.
 - f) Insuring proper and sanitary disposal of animal carcasses.
 - g) Providing guidance in sanitary disposal of the dead.

I. Utilities Restoration

1. The mission of utilities restoration is to:
 - a) Minimize the loss of life and property by restoring service to key facilities.
 - b) Restore services to all subscribers as quickly as possible.
2. City officials, emergency management officials and utility service officials will quickly coordinate to establish specific restoration priorities. The utility officials are responsible for the actual restoration of their respective services.
3. In Marshalltown, Alliant Utilities serves electrical and natural gas users, Mediacom is the primary telephone service, and Marshalltown Water Works supplies water.

J. Debris Clearance

1. The mission involves the primary emergency debris clearance on a priority basis from highways, streets and City government facilities.
2. The Public Works Department shall have primary responsibility for debris clearance. The Parks and Recreation Department will provide personnel for debris clearance.
3. County/State resources may be available upon request in cases of extreme damage.

K. Evacuation and Mass Transportation

1. The mission of evacuation and mass transportation is to:
 - a) Provide removal of people from an area of danger.
 - b) Provide vehicular transport for persons unable to transport themselves.
 - c) Provide transport for large quantities of material if that need occurs.
2. The County Emergency Management Coordinator will coordinate the procurement of public school buses to transport people if that need arises. An agreement for the use of these buses has been made with the Marshalltown Superintendent of Schools. City buses, with handicap facilities, are also available. City Government vehicles will be utilized for material transport under the supervision of the City Transit Superintendent.
3. Priorities for evacuation will be established by the law enforcement agencies based on need and numbers. The Mayor and Director of Disaster Services in coordination with the County Emergency Management Coordinator will declare the need for any evacuation. A prompt and thoughtful evaluation of the need to evacuate an area is essential. The risk and time cost of an unwarranted evacuation may severely delay the objective of saving life and property. Needless evacuation may tax personnel and equipment so the disaster recovery mission may falter.
4. Certain situations merit serious evacuation probabilities such as explosions, bomb threats or certain life endangering chemicals.

L. Damage Assessment

1. The mission of the damage assessment team will be to determine the extent of damage to include reports of the number of affected persons and property damaged.
2. An initial damage survey report is necessary when a disaster occurs in order to determine the extent of resources and response required. Later an extensive damage assessment will be required to cover the following property:
 - a) Buildings and homes - public and private
 - b) Utilities
 - c) Roads
 - d) Dams, dikes, levees
 - e) Bridges
 - f) Cropland
3. The damage assessment team consists of the County Emergency Management Coordinator and any number of the following:
 - a) City Administrator
 - b) Public Works Director
 - c) Housing Director
 - d) County Assessor
 - e) Insurance Representative
 - f) County Human Services Representative
 - g) Red Cross
4. The Mayor/City Administrator in coordination with the County Emergency Management Coordinator will contact state agencies for assistance when needed.

M. Emergency Welfare Services

1. The mission of organizations responding to emergency welfare function within Marshalltown may encompass the following activities as needed:
 - a) Shelter
 - b) Financial Assistance
 - c) Social Services and Counseling
2. These activities will be supported by the Department of Human Services Director.

XIX. APPENDICES

Appendices provided include:

- A. Appendix A - Acronyms
- B. Appendix B - Resource Information Emergency Service Numbers
- C. Appendix C - Key Action Checklists
- D. Appendix D - Chapter 34: Civil Emergencies

APPENDIX A - ACRONYMS

AAR	After-Action Report
AFB	Air Force Base
AM	Area Manager
AMS	Aerial Measuring System
ANSIR	Awareness of National Security Issues and Response Program
AOC	Administrative Offices of the Courts
APHIS	Animal and Plant Health Inspection Services
ARAC	Atmospheric Release Advisory Capability
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ARG	Accident Response Group
ARS	Agriculture Research Service
ATC	Air Traffic Control
ATSD(CS)	Assistant to the Secretary of Defense for Civil Support
BDC	Bomb Data Center
CAP	Civil Air Patrol; also Corrective Action Program
CATS	Consequence Assessment Tool Set
C/B	Chemical/Biological
CBIAC	Chemical and Biological Defense Information and Analysis Center
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CDC	Centers for Disease Control and Prevention
CDRG	Catastrophic Disaster Response Group
CEOP	County Emergency Operations Coordinator
CEPPO	Chemical Emergency Preparedness and Prevention Office
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CFR	Code of Federal Regulations
CHEMTREC	Chemical Transportation Emergency Center
CHFS	Cabinet for Health and Family Services

CHPPM	Center for Health Promotion and Preventive Medicine
CIAO	Critical Infrastructure Assurance Office
CIRG	Critical Incident Response Group
CM	Consequence Management
CMU	Crisis Management Unit (CIRG)
COG	Continuity of Government; also Council of Governments
COOP	Continuity of Operations
CPG	Civil Preparedness Guide
CRU	Crisis Response Unit
CSEPP	Chemical Stockpile Emergency Preparedness Program
CST	Civil Support Teams
CW/CBD	Chemical Warfare/Contraband Detection
DDS	Director of Disaster Services
DECON	Decontamination
DEP	Department of Environmental Protection
DEST	Domestic Emergency Support Team
DFO	Disaster Field Office
DHHS	Department of Health and Human Services
DHS	Department of Homeland Security
DMA	Department of Military Affairs
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Operational Response Team
DMCR	Disaster Management Central Resource
DO	Duty Officer
DOC	Department Operations Center
DoD	Department of Defense
DOE	Department of Energy
DOJ	Department of Justice
DOT	Department of Transportation
DPP	Domestic Preparedness Program
DRC	Disaster Recovery Center
DTCTPS	Domestic Terrorism/Counter Terrorism Planning Section (FBI HQ)

DWI	Disaster Welfare Inquiry System
EAS	Emergency Alert System
ECBC	Edgewood Chemical Biological Center (formerly SBCCOM)
EHS	Extremely Hazardous Substance
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EM	Emergency Management
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EO	Executive Order
EOC	Emergency Operations Center
EOD	Explosive Ordinance Disposal
EOP	Emergency Operations Plan
EPA	U.S.Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
EPI	Emergency Public Information
EPPC	Environmental and Public Protection Cabinet
ERG	Emergency Response Guide
ERT	Emergency Response Team/Environmental Response Team
ERT-A	Emergency Response Team – Advance Element
ESF	Emergency Support Function
EST	Emergency Support Team
EU	Explosives Unit
FAD	Foreign Animal Disease
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FNF	Fixed Nuclear Facility
FNS	Food and Nutrition Service
FOC	Field Operations Center

FOG	Field Operating Guide
FRERP	Federal Radiological Emergency Response Plan
FRMAC	Federal Radiological Monitoring and Assessment Center
FS	Forest Service
GAR	Governors Authorized Representative
GIS	Geographical Information Systems
HA	Hazard Analysis
HazMat	Hazardous Material(s)
HEPA	High-Efficiency Particulate Air
HMRU	Hazardous Materials Response Unit
IAP	Incident Action Plan
IC	Incident Commander
ICC	Incident Command Center
ICP	Incident Command Post
ICS	Incident Command System
IMAC	Iowa Mutual Aid Compact
IMS	Incident Management System
IMT	Incident Management Team
IND	Improvised Nuclear Device
IST	Incident Support Team
IT	Information Technology
JCAHO	Joint Commission on Accreditation of Healthcare Organizations
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JTF-CS	Joint Task Force for Civil Support
LNO	Liaison Officer

LO	Logistics Officer
MA	Mutual Aid
MACS	Multi-Agency Coordination System
MACC	Multi-Agency Coordination Center
MAA	Mutual Aid Agreement
MHz	Megahertz
MMRS	Metropolitan Medical Response System
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MSCA	Military Support to Civil Authorities
NAP	Nuclear Assessment Program
NAWAS	National Warning System
NBC	Nuclear, Biological, and Chemical
NCP	National Contingency Plan
NDMS	National Disaster Medical System
NEST	Nuclear Emergency Search Team
NETC	National Emergency Training Center
NFA	National Fire Academy
NFIP	National Flood Insurance Program
NHC	National Hurricane Center
NIMS	National Incident Management System
NIPC	National Infrastructure Protection Center
NMRT	National Medical Response Team
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center or Nuclear Regulatory Commission
NRF	National Response Framework
NRT	National Response Team
NSC	National Security Council
NTIS	National Technical Information Service
NWS	National Weather Service

ODP	Office for Domestic Preparedness (DHS)
OIG	Office of the Inspector General (USDA)
OSC	On-Scene Commander
OSFM	Office of State Fire Marshall
OSHA	Occupational Safety & Health Administration
PA	Public Assistance
PAZ	Protective Action Zone
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PHS	Public Health Service
PIO	Public Information Officer
PL	Public Law
POC	Point of Contact
POD	Point of Distribution
PPE	Personal Protective Equipment
PSA	Public Service Announcement
PUC	Public Utilities Commission
PWD	Public Works Director
RACES	Radio Amateur Civil Emergency Services
RAP	Radiological Assistance Program
RCRA	Research Conservation and Recovery Act
RDD	Radiological Dispersion Device
REACT	Radio Emergency Assistance Communications Team
REAC/TS	Radiation Emergency Assistance Center – Training Site
RERP	Radiological Emergency Response Plan
RNAT	Rapid Needs Assessment Team
ROC	Regional Operations Center
RQ	Reportable Quantity
RRIS	Rapid Response Information System (FEMA)
RRT	Regional Response Team (also Rapid Response Team)
RSA	Revised Statutes Annotated

SA	Staging Area
SAC	Special Agent in Charge (FBI)
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act of 1986 (also known as EPCRA)
SBCCOM	Soldier and Biological Chemical Command (U.S.Army) (now known as ECBC)
SCBA	Self-Contained Breathing Apparatus
SCO	State Coordinating Officer
SEB	State Emergency Board
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
SIOC	Strategic Information and Operations Center (FBI HQ)
SITREP	Situation Report (Also SitRep)
SLG	State and Local Guide
SO	Safety Officer
SOG	Standard Operating Guide
SOP	Standard Operating Procedure
SP	State Police
SWP	State Warning Point
TPQ	Threshold Planning Quantity
UC	Unified command
UCS	Unified Command System
UHF	Ultra High Frequency
USDA	United States Department of Agriculture
US&R	Urban Search and Rescue
VA	Department of Veterans Affairs
VHF	Very High Frequency

VS	Veterinary Services
WMD	Weapon(s) of Mass Destruction
WMD-CST	WMD Civil Support Team
WS	Wildlife Services

APPENDIX C –KEY ACTION CHECKLISTS

WARNING/COMMUNICATIONS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE CITY RESPONSIBLE FOR WARNING AND COMMUNICATIONS ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT/AGENCY SHOULD CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN N IS ACTIVATED.

The Warning and Communications function is responsible for warning and communications in the City of Marshalltown. The following tasks represent a checklist of actions this function should consider in an emergency or disaster situation.

The City Police Chief, located at Police and Fire Station Communications Center, is responsible for warning and communications activities in City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Warn the following:
 - a. Mayor/Mayor Pro-Tem
 - b. Director of Disaster Services
 - c. County Emergency Management Coordinator
 - d. Public Works Director
 - e. Fire Chief
 - f. City Attorney
2. Ensure all agencies represented in the City EOC have communications both to their staff at their department offices and their staff at the incident site. This equipment consists of radios and/or cellular telephones.
3. Activate public warning system. Develop assignment on how alert, watch and warning would be handled prior to a disaster or emergency situation.
4. Establish communications with the County EOC if activated or the county emergency government office.
5. Establish communications with Command Post if established.

MAYOR/MAYOR PRO-TEM

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE MAYOR/MAYOR PRO-TEM AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED.

The Mayor is responsible for the overall management of the City of Marshalltown. The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

MAYOR/MAYOR PRO-TEM SHOULD:

1. Ensure that the Director of Disaster Services or designated person has activated/is activating the Emergency Operations Center (EOC).
2. Report to the EOC.
3. Ensure that the Director of Disaster Services or designated person provide an initial damage assessment and casualty report.
4. Ensure that the Director of Disaster Services brief the EOC staff as to the status of the disaster.
5. Be ready to issue a declaration of emergency.
6. Ensure the City Public Information Officer (PIO) and/or designated person is notified and reports to the EOC.
7. In consultation with the Director of Disaster Services and County Emergency Management Coordinator, determine whether or not County, State or Federal assistance should be requested.
 - a) City and County resources must be fully committed before state or federal assistance will be available.
 - b) If assistance is requested, specify the type and amount of assistance needed.

DIRECTOR OF DISASTER SERVICES

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE DIRECTOR OF DISASTER SERVICES AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED.

The Director of Disaster Service coordinates all components of the emergency management program in the City of Marshalltown. This includes hazard analysis, preparedness, mitigation, response and recovery activities for all natural and technological disaster/emergencies. The following tasks represent a checklist of actions

DIRECTOR OF DISASTER SERVICES SHOULD:

1. Report to the City EOC
2. Ensure that City officials and County Emergency Management Coordinator have been notified, key facilities warned, sirens activated, etc.
3. Activate the City EOC (see EOC Alerting List). Make sure that it is fully operational and that EOC staff have reported or are reporting to it.
4. Obtain initial Uniform Disaster Situation Report (UDSR) and other relevant information. Relay this information to the Mayor and to the County Emergency Management Coordinator.
5. Conduct regular briefings of EOC staff as to the status of the situation.
6. Evaluate available resources, including personnel, by checking with EOC Staff. If deficiencies exist, take action to obtain the needed resources.
7. Ensure that all department/agency heads have begun to keep separate and accurate records of disaster-related expenditures.

LAW ENFORCEMENT

THIS ATTACHMENT IS DESIGNED TO PROVIDE A LIST OF ACTION THE MUNICIPAL POLICE DEPARTMENT SHOULD CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED. THE MUNICIPAL POLICE DEPARTMENT HAS MUTUAL AID AGREEMENTS WITH THE COUNTY OF MARSHALLTOWN AND OTHER SURROUNDING COMMUNITIES:

The Marshalltown Police Department is responsible for law enforcement activities in City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all Police Department staff have been notified and that they report as situation directs.
2. Direct the designated law enforcement representative to report to the City EOC.
3. Secure the affected area and perform traffic and crowd control.
4. Participate in warning the public as situation warrants.
5. Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
7. Report above information to appropriate law enforcement agencies.
8. Establish a staging area in the City; designate a CP; and establish initial command until relieved.
9. 9. Act as Public Information Officer for the City in coordination with City Administrator, Fire Department and County Emergency Management Coordinator.
10. If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.
11. Other responsibilities may include:
 - a) Enforce curfew restrictions in the affected area.
 - b) Coordinate the removal of vehicles blocking evacuation or other response activities.
 - c) As necessary, shelter in-place or evacuate prisoners as may be appropriate from the affected area.
 - d) Assist the medical examiner with mortuary services.
 - e) Assist with search and rescue activities.

FIRE SERVICES

THIS ATTACHMENT IS DESIGNED TO PROVIDE A LIST OF ACTIONS THE CITY FIRE DEPARTMENT SHOULD CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED.

The Marshalltown Fire Department is responsible for fire services activities in the City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all Fire Department staff have been notified and that they report as situation directs.
2. Direct the designated Fire Department representative to report to the City EOC.
3. Establish and/or respond to designated staging area as directed by on-scene personnel.
4. Assist Law Enforcement in warning the affected population.
5. Rescue injured/trapped persons.
6. Protect critical facilities and resources.
7. Designate a person to record the arrival and deployment of emergency personnel and equipment.
8. Assist Law Enforcement with evacuation, if needed.
9. Assist the municipal public works department and utilities with shutting down gas and electric services, if necessary.
10. Other responsibilities may include:
 1. Assist with traffic control.
 2. Assist with debris clearance.
 3. Establish and maintain contact with the persons representing fire services.
 4. If the Regional Hazardous Materials Team is needed for a Level A response, obtain assistance through the Duty Officer.
 5. If additional assistance is necessary, utilize mutual aid agreements and/or contracts with other fire departments.

CITY CLERK

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE CITY CLERK AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED.

The City Clerk is responsible for their assigned activities in the City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

CITY CLERK SHOULD:

1. Report to the City EOC.
2. Assist the Director of Disaster Services.
3. Assist in the damage assessment process by:
 - a) Provide Coordination for procurement of necessary equipment, supplies, and materials.
 - b) Provide information regarding the dollar value of property damaged as a result of the disaster.
 - c) Provide information (name, telephone number, etc.) regarding the owners of property which has been damaged/destroyed as a result of the disaster.

CITY FINANCE DIRECTOR

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE CITY FINANCE DIRECTOR AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED.

The City Finance Director is responsible for their assigned activities in the City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

CITY FINANCE DIRECTOR SHOULD:

1. Report to the City EOC.
2. Maintain records indicating City expenses incurred due to the disaster.
3. Delegate authority to department directors to permit acquisition of equipment and supplies needed following a disaster.
4. Increase credit card limits if necessary.
5. Assign department directors account numbers to which emergency expenditures may be charged.
6. Indicate what hours need to be tracked for payroll (ie. straight-time, overtime, salary time) for each potential FEMA category or insurance reimbursement.
7. Provide forms to departments to track City equipment used.
8. Provide forms for volunteers and donations to Volunteer coordinator and Resource Manager.
9. Assist with volunteer tracking (hours, tasks, etc) and log equipment being used and issued.
10. Assist with assessing city properties for damages using insurance policy as reference.

HOUSING AND COMMUNITY DEVELOPMENT DIRECTOR

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE CITY HOUSING AND COMMUNITY DEVELOPMENT DIRECTOR AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS EMERGENCY OPERATIONS PLAN IS ACTIVATED.

The City Housing and Community Development Director is responsible for their assigned activities in the City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

HOUSING AND COMMUNITY DEVELOPMENT DIRECTOR SHOULD:

1. Report to the City EOC.
2. Catalog available resources.
3. Identifying housing relocation opportunities.
4. Working with rental property owners to determine damages sustained and availability.
5. Coordinate repair efforts, permitting requirements, emergency contractor approvals with assistance from City Clerk.
6. Managing property data/statuses.
7. Assigning staff as needed to assist with site monitoring, property assessments and repairs.

HUMAN RESOURCE DIRECTOR

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE PERSON IN THE CITY RESPONSIBLE FOR VOLUNTEER ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS PERSON WILL CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Human Resources Department will serve as Coordinator in the City of Marshalltown for volunteers. The Human Resources Director will:

1. Report to the emergency operations center.
2. Working with outside organizations to identify individuals with skills to help aid the City staff.
3. Coordinate with Red Cross/Salvation Army in providing volunteer assistance to disaster victims and emergency assistance to persons with special needs.

PUBLIC WORKS DIRECTOR

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE CITY RESPONSIBLE FOR PUBLIC WORKS ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT/AGENCY SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED. THIS DEPARTMENT UPON NOTIFICATION MAY RESPOND DIRECTLY TO THE EOC.

The Public Works Department is responsible for public works activities in the City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all department personnel have been alerted and that they report as the situation directs.
2. Report to the City EOC.
3. Review the disaster situation with field personnel and report situation to the Director of Disaster Services.
4. Maintain transportation routes.
5. If necessary, coordinate flood fighting activities, including sandbagging, emergency diking, and pumping operations.
6. Coordinate with Law Enforcement travel restrictions/road closures within the City.
7. Assist with traffic control and access to the affected area.
8. Assist with urban search and rescue activities as may be requested.
9. Assist private utilities with the shutdown of gas and electric services.
10. As necessary, establish a staging area for public works.
11. Report public facility damage information to the Damage Assessment Team.
12. If the County EOC is activated, establish and maintain contact with the County Highway Engineer.

PUBLIC HEALTH SERVICES/EMERGENCY MEDICAL SERVICES

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE PERSON IN THE CITY RESPONSIBLE FOR PUBLIC HEALTH SERVICES AND EMERGENCY MEDICAL SERVICES (EMS) ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS PERSON SHOULD CONSIDER WHEN THIS CITY PLAN IS ACTIVATED.

A LIAISON FROM THE CITY FIRE DEPARTMENT IS APPOINTED TO ASSIST WITH IMPLEMENTING TASKS ASSIGNED IN THE CITY EOP. THIS PERSON WILL WORK CLOSELY WITH CITY/COUNTY HEALTH RESOURCES TO PRIORITIZE AND COORDINATE SERVICES. AMBULANCE EMS DISTRICTS ARE TRAINED IN TRIAGE AND ARE INVOLVED IN PATIENT TRANSPORTATION. THE PUBLIC HEALTH LIAISON NEEDS TO BE AWARE OF THE NECESSITY OF COORDINATING AMBULANCE ACTIVITIES.

The City Fire Chief will serve as the Public Health and Emergency Medical Services Liaison in Marshalltown and is responsible for public health and emergency medical services activities in the City. They will coordinate health services activities with a representative from the Marshall County Public Health Department and Marshalltown Emergency Medical Services. The following tasks represent a checklist of actions this person should consider in an emergency or disaster situation.

1. Assist in evacuating nursing homes, hospitals, and other medical facilities as needed.
2. Coordinate emergency medical care to victims (hospitals and ambulances).
3. Assure that public health needs of disaster victims are met.
4. Assume primary operational control for health-related emergencies such as pollution, contaminations, diseases and epidemics.
5. Establish a triage area for victims.
6. Coordinate medical transportation for victims.
7. Establish a staging area in the City.

PUBLIC INFORMATION OFFICER

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE PUBLIC INFORMATION OFFICER IN THE CITY RESPONSIBLE FOR PUBLIC INFORMATION ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS OFFICER SHOULD CONSIDER WHEN THIS CITY PLAN IS ACTIVATED.

The Chief of Police is designated as the Public Information Officer (PIO) and is responsible for public information activities in Marshalltown. The PIO will coordinate with the Director of Disaster Services, Fire Department, and County Emergency Management Coordinator as necessary. The following tasks represent a checklist of actions the PIO should consider in an emergency or disaster situation.

1. The Public Information Officer will function as the sole point of contact for the news media and public officials.
2. Maintain liaison with the EOC in order to stay abreast of situation.
3. Establish news media briefing room and brief the media at periodic intervals.
4. If the situation escalates and the county EOC is activated, coordinate with the County PIO to prepare news releases.
5. Conduct press tours of disaster areas within the City as the situation stabilizes.
6. Assist the County in establishing a Joint Public Information Center.
7. Assist the County with establishing a Rumor Control Center.
8. Issue protective action recommendations or public service advisories as directed by the Mayor.

DAMAGE ASSESSMENT

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT IN THE CITY RESPONSIBLE FOR COLLECTING DAMAGE ASSESSMENT INFORMATION AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Public Works Department and Housing Department will be responsible for damage assessment activities in the City of Marshalltown. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Report to the City EOC.
2. Record initial information from first responders such as law enforcement, public works or fire services.
3. Activate the damage assessment team responsible for public damage assessment and those responsible for individual damage assessment.
 - a) Within first 2-3 hours: Complete preliminary Uniform Disaster Situation Report (UDSR:
 - 1) Number of fatalities.
 - 2) Number of critical/minor injuries.
 - 3) Number of home/businesses damaged/destroyed.
 - 4) Number of power/telephone lines, poles damaged.
 - 5) Number of public facilities such as highways, roads, bridges, etc. Damaged.
 - 6) Number of people who are homeless or in shelters.
 - b) Within 8 hours:
 - 1) Recount items 1-6 above.
 - 2) Complete another UDSR, estimating public and private damage.
 - 3) Video tape and/or take photos of major damage.
 - c) Within 24 hours:
 - 1) Update items 1-6 above.
 - 2) Complete updated UDSR.
4. Provide damage assessment information to the appropriate city officials and county emergency management director to assist in the preparation of the UDSR.
5. If the situation warrants, assist the Director of Disaster Services with the preparation of a local state of emergency declaration and forward to the County Emergency Management Coordinator.

6. Plot damage assessment information on status boards in the City EOC and locate damaged sites on a map.
7. Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
8. Prepare reports for the Public Information Officer.

APPENDIX D - CHAPTER 34: CIVIL EMERGENCIES

Section

34.001	Purpose and declaration of policy
34.002	Mayor's power during emergency
34.003	Effective date and termination of emergency powers
34.004	City Administrator as Director of Disaster Services
34.005	Emergency operations plan
34.006	Operational organization
34.007	Emergency procurements
34.999	Penalty

§ 34.001 PURPOSE AND DECLARATION OF POLICY.

This chapter is enacted to set out and clarify the authority of the city and its officers and employees with regard to emergency and disaster situations. It is intended to grant as broad a power as permitted by statutory and constitutional authority. This chapter does not preclude joint or cooperative planning and response efforts with other city, county, state, regional, national and international authorities and bodies.

(2013 Code, § 9-1) (Ord. 14622, passed 3-22-1999)

§ 34.002 MAYOR'S POWER DURING EMERGENCY.

Notwithstanding any provisions of this code to the contrary, when the Mayor determines, in the Mayor's sole discretion, that a state of public emergency exists within the city, the Mayor, pursuant to I.C.A. § 372.14, may by proclamation declare a state of emergency, govern the city by proclamation, and exercise through the assistance of the City Administrator and in consultation with the City Attorney all emergency powers, including, but not limited to, all of the following:

(A) The power to direct emergency response activities by city departments, including, but not limited to, the Police and Fire Departments, and by such emergency services personnel as the Mayor may designate or appoint;

(B) The power to execute contracts for the emergency construction or repair of public improvements, when the delay of advertising and public letting might cause serious loss or injury to the city, upon following the procedures of § 34.007 of this chapter;

(C) The power to purchase or lease goods and services the Mayor deems necessary to the city's emergency response or for the repair of city facilities, or both, upon following the procedures of § 34.007 of this chapter;

(D) The power to lease real property, structures or both, that the Mayor deems necessary for the continued operation of city government;

(E) The power to promulgate rules and orders to implement and clarify the Mayoral proclamation exercising emergency power; and

(F) The power to delegate any or all of these duties to the City Administrator, who may in turn delegate any or all of the duties.

(2013 Code, § 9-2) (Ord. 14622, passed 3-22-1999)

§ 34.003 EFFECTIVE DATE AND TERMINATION OF EMERGENCY POWERS.

Proclamations, rules and orders issued pursuant to § 34.002 of this chapter shall be effective upon issuance and shall remain in effect until withdrawn by the Mayor or issuing authority. However, these proclamations, rules and orders shall be withdrawn by the Mayor or issuing authority, and those acting pursuant to § 34.002 of this chapter shall cease to exercise emergency powers, at such times as the conditions giving rise to the emergency cease and emergency conditions resulting from the initial condition cease.

(2013 Code, § 9-4) (Ord. 14622, passed 3-22-1999)

§ 34.004 CITY ADMINISTRATOR AS DIRECTOR OF DISASTER SERVICES.

(A) (1) The City Administrator shall be responsible for the performance and supervision of performance of all duties in connection with coordinating and carrying out the city's part in furnishing services in the event of major natural or human-made disasters, including, but not limited to, floods, fire, drought, earthquakes, tornadoes, windstorms, epidemics, hazardous substance or nuclear power plant accidents or incidents, insurrections, riots, looting and persistent violent civil disobedience, which threaten the public peace, health and safety, or which damage and destroy public or private property of the city. Depending on the nature and scope of the disaster and nature and scope of agreements with other public entities, the City Administrator may coordinate or delegate, or both, the responsibility for the performance and supervision or performance for such duties to other such entities.

(2) The City Administrator shall assist the Mayor in the exercise of emergency powers under § 34.002 of this chapter.

(3) The City Administrator, or the City Administrator's designee, shall act in coordination with the state, county and other governmental agencies as may be necessary to plan and implement a joint jurisdiction emergency planning and disaster services plan and mutual aid arrangements.

(4) The City Administrator shall consult with the City Attorney and the county's Emergency Management Director in the planning and exercise of emergency powers.

(2013 Code, § 9-5)

(B) The City Administrator, when acting as Director of Disaster Services, shall:

(1) Request the Mayor, when appropriate, to declare a state of emergency as provided in § 34.002 of this chapter;

(2) Control and direct emergency training activities in coordination with the county's Emergency Management Director;

(3) Maintain a liaison with other municipal, county, state, regional and federal disaster services agencies, including, but not limited to, coordination through the county's Emergency Management Commission and the Iowa Homeland Security and Emergency Management Department;

(4) Marshal, after the declaration of a state of emergency, all necessary personnel, equipment and supplies from any department of the city to aid in carrying out the emergency operations plan;

(5) Prepare, under the direction of the Mayor and in consultation with the City Attorney, all necessary emergency proclamations, rules and orders, pursuant to §34.002 of this chapter, and implement the emergency operations plan;

(6) Coordinate in consultation with the city attorney the drafting of proposed mutual aid agreements;

(7) Serve as an operations officer for any joint or mutual emergency operation administration; and

(8) Assume other emergency responsibilities as assigned by the Mayor or City Council.

(2013 Code, § 9-7)

(Ord. 14622, passed 3-22-1999)

§ 34.005 EMERGENCY OPERATIONS PLAN.

The City Administrator, or the City Administrator's designee, shall recommend an emergency operations plan for the city and recommend for adoption by the City Council mutual aid plans and agreements which are deemed essential for the plan in cooperation with the county's Emergency Management Commission and the Iowa Homeland Security and Emergency Management Department. The City Administrator, or the City Administrator's designee, shall make continuing studies of the need for amendments and improvements in such plans.

(2013 Code, § 9-6) (Ord. 14622, passed 3-22-1999)

§ 34.006 OPERATIONAL ORGANIZATION.

The Operational Disaster Services Organization of the city shall consist of municipal officers and employees who may be designated by the City Administrator and all volunteer workers. Plans of the Organization shall substantially conform to recommendations of the federal government and the Iowa Homeland Security and Emergency Management Department. The Organization shall coordinate with the county's Emergency Management Commission when appropriate.

(2013 Code, § 9-8) (Ord. 14622, passed 3-22-1999)

§ 34.007 EMERGENCY PROCUREMENTS.

Notwithstanding any provision of this code to the contrary, the Mayor, upon declaration of a state of emergency by proclamation as provided in § 34.002 of this chapter, may authorize the City Administrator, or the City Administrator's designee, to procure, by purchase or lease, such goods and services as are deemed necessary for the city's emergency response effort. This emergency procurement of goods or services may be made in the open market without filing a requisition or estimate and without advertisement for immediate delivery or furnishing. A full written account of all emergency procurements made during this emergency, together with a requisition for the required materials, supplies, equipment or services, shall be submitted to or provided by the City Administrator within 30 days after their procurement, and shall be open to public inspection for a period of at least one year subsequent to the date of the emergency purchases. The City Administrator shall, within three months of the conclusion of the emergency, formally communicate these emergency expenditures in a full written account to the City Council.

(2013 Code, § 9-9) (Ord. 14622, passed 3-22-1999)

§ 34.999 PENALTY.

The violation of a proclamation of emergency, a subsequent proclamation exercising emergency powers, a rule or order, which proclamation, rule or order is issued pursuant to § 34.002 of this chapter, or the violation of any order or directive given by a peace officer or designated emergency services personnel pursuant to authority resulting from § 34.002 of this chapter is a misdemeanor and punishable as provided in § 10.999(A) of this code of ordinances.

(2013 Code, § 9-4) (Ord. 14622, passed 3-22-1999)