

1. Agenda

Documents:

[AGENDA.PDF](#)

2. Supporting Meeting Documents

Documents:

[BILL LIST.PDF](#)
[FEBRUARY 2016 FINANCIALS.PDF](#)
[MINUTES.PDF](#)
[PACKET.PDF](#)
[PD ANNUAL REPORT 2015.PDF](#)



COUNCIL AGENDA

CITY HALL COUNCIL CHAMBERS, 10 W STATE STREET

MARCH 28, 2016, at 5:30 PM

NOTICE TO PUBLIC: The Mayor and City Council welcome comment from the public during discussion. 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 in order that others may be given the opportunity to speak.

CALL TO ORDER: Mayor James L. Lowrance

PLEDGE OF ALLEGIANCE:

ROLL CALL: Gowdy, Greer, Hoop, Lamer, Martin, Schubert, Wirin.

MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS:

Years of Service:

25 years: Teresa Lang

20 years: Chris Jones

10 years: Kraig Lageschulte

APPROVAL OF AGENDA:

CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.

1. Approve Council meeting Minutes of March 14, 2016.
2. Approve Bill List in the amount of \$881,588.58
3. Approve Purchases between \$10,000 and \$35,000 and Vertical Public Improvements below \$36,000 Approved by City Administrator: WPCP tuckpointing, KARR Tuckpointing, \$ 10,581.00.
4. Reappoint Mary Stevens to the Civil Service Commission, term expires April 1, 2020: Reappoint Kenn Vinson to the Water Board, term expires May 1, 2022; Reappoint Al Hoop to Convention and Visitor's Bureau, term expires 12/31/2019, Reappoint Stephen Valbracht to Planning and Zoning Commission, term expires 4/1/2020; Reappoint Mike Gowdy and Bob Schubert to Solid Waste Commission, terms expire 12/31/2020.
5. Resolution 2016-041 Adopting Investment Policy.
6. Resolution 2016-042 Adopting Depository Amounts.

(end of consent agenda items)

REPORT:

7. Police Department Annual Report
8. Director Steve Sincox, Waterworks Report
9. Jenny Etter, Executive Director, Marshalltown Central Business District, Quarterly Report.

MOTIONS:

10. Approve February Financials
11. Approve New liquor licenses:
 - a) Hall of Fame Concessions
 - b) Depot Liquor and Grocery

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Please refer to the previous Council packet for attachments not included with this agenda packet. Complete agenda packets are available for inspection for the public at the City Clerk's Office, the Marshalltown Public Library and the city's website.



RESOLUTIONS:

12. Resolution 2016-043 Accepting Bid and Authorizing the Purchase of one 2016 Dodge Ram 4x4 Truck police package vehicle for the MPD Canine Unit, Stew Hansen Dodge, \$18,691.00.
13. Resolution 2016-044 Accepting Bids for the 2015 Oil Mix Street Repair project 76015005, OMG Midwest, Inc., \$425,460.00.
14. Resolution 2016-045 Accepting Bids for the 2016 Sanitary Sewer Televising project 59015011A, HydroKlean, LLC, \$71,327.93.
15. Resolution 2016-046 Approving Engineering Services Agreement for the Iowa River Trails Project 40115012A, Snyder & Associates, \$36,000. (12th Street to Wilson Circle Trail Connection)
16. Resolution 2016-047 Ordering Construction of the 2016 Craig Circle Rebuild Project 76016005A
17. Resolution 2016-048 Ordering Construction of the 2016 PCC Patch Repair Project 76016006A
18. Resolution 2016-049 Appointing Parks and Recreation Director Annemarie Selness.
19. Resolution 2016-052 Approving Reimbursement to the Developer, Downtown Leases & Lofts, LLC, for the public portion of a private project, described as the Kibbey Building, Alley and City Parking Lot O Stormwater Detention System, not to exceed \$44,000.
20. Resolution 2016-053 Setting public hearing for easement, relating to Kibbey Building / Lot O Stormwater Detention System.

PUBLIC HEARING

21. Resolution 2016-050 Approving Plans & Specifications, 2016 Mill and Overlay Project 76016004A

PUBLIC HEARING

22. Resolution 2016-051 Approving Plans & Specifications, 2015 MicroSurfacing Project 76015003A.

ORDINANCES:

PUBLIC HEARING.

19. Ordinance 14948 Amending the Marshalltown Zoning Ordinance Amending the Wandering Creek Planned Unit Development Generally Located on the South Side of 233rd Street West of Campbell Drive, hereafter known as Eagle View at Wandering Creek Planned Unit Development, third reading.

DISCUSSION:

20. (no items)

PUBLIC COMMENTS:

ADJOURNMENT:

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COUNCIL DATE: March 28, 2016

VISA	\$0.00	VISA
ACH'S	\$164,140.36	ACH'S
CHECKS	\$145,615.34	CHECKS
PAYROLL#5	\$571,832.88	PERIODS ENDING
\$881,588.58 TOTAL FOR COUNCIL		

101420.5600.450	ADLAND ENGRAVING CO INC	VOLLEYBALLY SHIRTS	119.60
101420.5600.450	ADLAND ENGRAVING CO INC	10 SOCCER SHIRTS	59.80
101421.5600.450	ADLAND ENGRAVING CO INC	VOLLEYBALL	5.98
206710.5600.000	AIRGAS USA, LLC	OP SUPPLIES	76.93
206710.5600.000	AIRGAS USA, LLC	OP SUPPLIES	74.97
206710.5600.000	AIRGAS USA, LLC	OP SUPPLIES	52.79
101310.5732.320	ALEXANDER POST	LOST BOOKS	19.95
101410.5600.080	ALL INCLUSIVE REC	6' PICNIC T	567.00
101410.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	169.28
101410.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	121.74
101410.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	33.94
101410.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	99.08
101410.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	18.63
101410.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	56.26
101410.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	27.56
206120.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	16.52
206710.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	2,128.78
206710.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	1,943.95
281690.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	39.98
281690.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	42.05
281690.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	21.58
281690.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	47.84
281690.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	17.67
281690.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	50.07
510531.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	365.87
520520.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	17.56
520520.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	19.31
520590.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	226.16
520590.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	122.28
550780.5480.010	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	109.93
550780.5480.020	ALLIANT UTILITIES IES	2/5-3/9 GAS &OR ELECTRIC	1,295.97
283210.5430.000	AMANDA CARTER	MEALS	52.09

290113.5460.000	APCO INTL INC	CONF REGISTION	398.00
101110.5570.000	ARNOLD MOTOR SUPPLY	OIL FILTER/OIL	109.29
101110.5570.000	ARNOLD MOTOR SUPPLY	RADIATOR	161.21
101110.5570.000	ARNOLD MOTOR SUPPLY	OIL FILTERS	19.11
101170.5480.010	ALLIANT UTILITIES IES	2/10-3/10 EMG SIRENS	18.05
101410.5570.000	ARNOLD MOTOR SUPPLY	OIL FILTER	7.45
101410.5570.000	ARNOLD MOTOR SUPPLY	AIR FILTER	10.67
206710.5570.000	ARNOLD MOTOR SUPPLY	OP SUPPLIES	63.04
206710.5570.000	ARNOLD MOTOR SUPPLY	OP PARTS	90.26
206710.5570.000	ARNOLD MOTOR SUPPLY	OP PARTS	44.48
206710.5600.000	ARNOLD MOTOR SUPPLY	OP SUPPLIES	55.69
206710.5600.000	ARNOLD MOTOR SUPPLY	OP SUPPLIES	87.88
206710.5600.000	ARNOLD MOTOR SUPPLY	OP SUPPLIES	330.75
206710.5600.000	ARNOLD MOTOR SUPPLY	FLOOR DRY	547.58
206710.5600.000	ARNOLD MOTOR SUPPLY	OP SUPPLIES	27.23
550780.5570.000	ARNOLD MOTOR SUPPLY	MISC LABOR	62.29
206710.5600.000	AUS DES MOINES MC LOCKBOX	MAT SERVICE	38.00
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	CREDIT	(16.80)
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	DVDS	25.73
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	DVDS	245.81
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	DVD	14.57
101310.5732.250	BAKER & TAYLOR INCORP	REFERENCE BOOKS	118.86
101310.5732.250	BAKER & TAYLOR INCORP	REFERENCE BOOK	14.99
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	95.72
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	14.56
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	34.28
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	20.77
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	238.34
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	208.64
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	4.79
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	72.78
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	19.16
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	36.15
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	21.99
101310.5732.320	BAKER & TAYLOR INCORP	LOST/MEMORIAL BOOKS	34.09
101310.5732.320	BAKER & TAYLOR INCORP	LOST/MEMORIAL BOOKS	15.11
101310.5732.320	BAKER & TAYLOR INCORP	MEMORIAL BOOK	8.97
101310.5732.320	BAKER & TAYLOR INCORP	MEMORIAL BOOK	15.11
101000.4520.000	BARRY KAPLAN	OVERPAID PARKINGTICKETS	15.00
101310.5600.100	BDH INFORMATION TECHNOLOGY LLC	COMPUTER MODEM	218.99
206710.5410.000	BENS TIRE & AUTO	REPAIR	80.00
681110.5230.000	BERNIE LOWE & ASSOCIATES, INC	MEDICAL CLAIMS	70.06
681110.5339.000	BERNIE LOWE & ASSOCIATES, INC	MEDICAL CLAIMS	467.78
101310.5732.300	BLACKSTONE AUDIO, INC.	AUDIO BOOKS	90.00

101310.5732.300	BLACKSTONE AUDIO, INC.	AUDIO BOOKS	270.00
101310.5732.300	BLACKSTONE AUDIO, INC.	AUDIO BOOKS	86.99
101310.5732.300	BLACKSTONE AUDIO, INC.	AUDIO BOOK	45.00
101310.5732.300	BRODART INC	JUVENILE BO	31.11
101310.5732.300	BRODART INC	JUVENILE BO	58.52
101310.5732.300	BRODART INC	GRAPHIC/JUVENILE	57.30
101310.5732.300	BRODART INC	GRAPHIC/JUVENILE	134.31
101310.5732.300	BRODART INC	JUVENILE/LO	349.53
101310.5732.300	BRODART INC	GRAPHIC/JUVENILE	99.89
101310.5732.300	BRODART INC	GRAPHIC/JUVENILE	143.66
101310.5732.300	BRODART INC	JUVENILE BOOKS	19.22
101310.5732.300	BRODART INC	JUVENILE BOOKS	140.51
101310.5732.300	BRODART INC	JUVENILE BOOKS	9.89
101310.5732.300	BRODART INC	JUVENILE BOOKS	170.25
101310.5732.300	BRODART INC	JUVENILE BOOKS	78.43
101310.5732.300	BRODART INC	JUVENILE BOOKS	381.76
101310.5732.320	BRODART INC	JUVENILE/LOST	166.24
101310.5732.320	BRODART INC	LOST BOOK	5.57
101110.5132.000	CARPENTER UNIFORM COMPANY	RESERVES UNIFORMS	422.96
101310.5732.300	CENGAGE LEARNING INC	BOOK	19.46
242310.5732.300	CENGAGE LEARNING INC	LARGE TYPE	80.96
101310.5600.000	CENTRAL IOWA DISTRIBUTING INC	RING HANGER	111.60
206710.5600.000	CENTRAL IOWA MACHINE SHOP INC	KICK STAND	85.44
101110.5600.000	CENTRAL OFFICE SUPPLY	OFFICE SUPP	27.40
101560.5600.000	CENTRAL OFFICE SUPPLY	TAB LABELS	19.31
550780.5132.000	CENTRAL OFFICE SUPPLY	PAPER	6.30
550780.5703.000	CENTRAL OFFICE SUPPLY	INK CARTRID	14.93
206710.5610.510	CESSFORD CONSTRUCTION CO	COLD MIX	220.80
206710.5610.510	CESSFORD CONSTRUCTION CO	COLD MIX	2,092.80
206710.5610.510	CESSFORD CONSTRUCTION CO	COLD MIX	1,323.60
206750.5340.230	CESSFORD CONSTRUCTION CO	2014 PATCHING	3,500.00
291710.5340.230	CESSFORD CONSTRUCTION CO	2011 RESURFING	36,583.72
101110.5430.000	CHRIS FEAGAN	INTERPRETATION	90.00
550780.5132.000	CITY LAUNDERING COMPANY	TRANSIT DEPT	9.45
550780.5132.000	CITY LAUNDERING COMPANY	TRANSIT DEPT	9.45
550780.5132.000	CITY LAUNDERING COMPANY	TRANSIT DEPT	9.45
550780.5132.000	CITY LAUNDERING COMPANY	TRANSIT DEPT	9.45
291530.5230.030	CLAPSADDLE GARBER ASSOC INC	INGELDUE ST	1,204.75
152451.5600.450	COCA COLA ENTERPRISES INC	CONCESSION	402.31
101310.5600.000	CoLibri Systems	BOOK COVERS	1,015.00
101310.5732.320	COLIN SCHMIT	RETURNED LOST BOOK	7.99
510531.5600.000	CONCRETE INC	106 W CHURCH	132.07
520520.5600.000	CONSOLIDATED WATER SOLUTIONS	POLYMER CP1	3,974.59
101460.5331.500	CONVENTION & TOURISM BUREAU	HOTEL/MOTEL	79,381.11

550780.5280.000	CUMMINS CENTRAL POWER, LLC	DAMPER CRED	(549.03)
550780.5280.000	CUMMINS CENTRAL POWER, LLC	DAMPER/GASK	674.21
101141.5460.000	DENNIS BACHMAN	HEALTHCARE	500.00
101110.5132.000	DENNIS SHETLER	8 DEPT HATS	180.00
206750.5340.240	DONALD W PRESTON JR	2806 S 2ND	300.00
101420.5340.640	EMILY GALE-HAZEN	3/7-3/20 CL	120.00
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	LEAD WIPE	94.25
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	LEAD WIPE	95.50
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	LEAD WIPE	18.00
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	LEAD WIPE	84.00
283210.5600.032	ENVIRONMENTAL HAZARDS SERV	LEAD WIPE	6.00
283210.5600.032	ENVIRONMENTAL HAZARDS SERV	LEAD WIPE	18.00
101310.5732.320	ERIN HATCHER	RETURNED LOST BOOK	13.95
206710.5600.000	FASTENAL COMPANY	OP SUPPLIES	25.96
206710.5600.000	FASTENAL COMPANY	OP SUPPLIES	130.94
206710.5600.000	FASTENAL COMPANY	OP SUPPLIES	9.19
520520.5230.030	FOX ENGINEERING ASSOCIATES INC	NPDES PERMIT	693.00
520520.5230.030	FOX ENGINEERING ASSOCIATES INC	WPCP BIO GAS	8,500.00
101110.5132.000	GALLS LLC	BOOTS	93.00
283210.5410.000	GARY BOWEN	118 N CENTER	5,900.00
101561.5231.000	GRIMES BUCK SCHOELL & BEACH	5/26-3/14 SERVICES	345.00
101860.5231.000	GRIMES BUCK SCHOELL & BEACH	5/26-3/14 SERVICES	2,430.00
478581.5231.000	GRIMES BUCK SCHOELL & BEACH	5/26-3/14 SERVICES	75.00
491750.5231.000	GRIMES BUCK SCHOELL & BEACH	5/26-3/14 SERVICES	300.00
101141.5460.000	GUEST SERVICES	FIRE ACADEMY	300.48
101000.4477.000	HEATHER HANEY	DADDY/DAUGHTER DANCE	20.00
101421.5600.010	HEAVENLY BREAD	DINNER FOR DANCE	191.00
206710.5340.290	HIBBS FORESTRY LLC	TREE ASSESSMENT	350.00
152451.5600.450	HY-VEE ACCOUNTS RECEIVABLE	CONCESSION	39.97
152451.5600.450	HY-VEE ACCOUNTS RECEIVABLE	CONCESSION	18.80
150891.5340.150	IMAGETEK	DEC/JAN SUB	1,174.56
101110.5290.000	INDEPENDENT INSURANCE	VOLUNTEER INSURANCE	191.00
101310.5732.250	INGRAM LIBRARY SERVICES	REFERENCE M	17.99
278690.5251.000	IOWA DEPT OF PUBLIC HEALTH	TECH RENEWAL	60.00
206710.5570.000	IOWA DEPT OF TRANSPORTATION	SANDER STAND	109.28
101310.5280.000	IOWA LIBRARY ASSOCIATION	DUES	90.00
510531.5230.000	IOWA ONE CALL	UNDGROUND LINES	26.88
520590.5230.000	IOWA ONE CALL	UNDGROUND LINES	40.32
206710.5610.910	IOWA PRISON INDUSTRIES	STREET SIGN	19.00
206710.5610.910	IOWA PRISON INDUSTRIES	STREET SIGN	2,155.50
101110.5460.000	IOWA VALLEY COMM COLLEGE DIST	JOB FAIR	75.00
510531.5340.010	JAY E. HANSEN	MARCH CLEANING	20.00
520520.5340.010	JAY E. HANSEN	MARCH CLEANING	567.00
520590.5340.010	JAY E. HANSEN	MARCH CLEANING	30.00

101310.5980.000	JAYDA PERKINS	RETURNED LOST BOOK	40.97
101110.5570.000	JENSEN INC	HANDLE	25.70
101310.5340.050	JOA M LAVILLE	MALL EVENT	10.00
101310.5600.000	JOA M LAVILLE	OFFICE&YOUTH	17.96
101310.5600.010	JOA M LAVILLE	OFFICE&YOUTH	35.16
101420.5340.640	KAREN GALE	3/7-3/20 CLASSES	210.00
101421.5340.640	KAREN GALE	3/7-3/20 CLASSES	15.00
101110.5570.010	KATHERINE, HERMSEN	ILEA TRAINING	227.29
520520.5600.030	KEYSTONE LAB INC	DIGESTER	29.00
101110.5370.000	KOCH BROTHERS	12/3-3/2 COLLECTS	217.93
206710.5600.000	LAWSON PRODUCTS INC	OP SUPPLIES	46.00
206710.5600.000	LAWSON PRODUCTS INC	OP SUPPLIES	84.52
206710.5600.000	M GERVICH & SONS INC	OP SUPPLIES	61.66
206710.5600.000	M GERVICH & SONS INC	OP SUPPLIES	49.00
206710.5600.000	M GERVICH & SONS INC	OP SUPPLIES	15.80
206710.5600.000	M GERVICH & SONS INC	OP SUPPLIES	98.00
101561.5360.000	MAIL SERVICES	RENTAL INSP	12.52
101561.5360.000	MAIL SERVICES	RENTAL INSP	7.83
101840.5360.000	MAIL SERVICES	CITY ADMINI	90.61
101840.5360.000	MAIL SERVICES	CITY ADMINI	213.25
278690.5340.010	MAIL SERVICES	RENT ASSIST	79.24
278690.5360.000	MAIL SERVICES	RENT ASSIST	92.04
283210.5360.000	MAIL SERVICES	LEAD ABATEM	47.12
283210.5360.000	MAIL SERVICES	LEAD ABATEM	8.97
101410.5600.080	MARSHALL COUNTY EXTENSION	CONTINUING ED	58.00
101410.5340.010	MARSHALL COUNTY LANDFILL	RESIDENTIAL	56.65
101770.5340.070	MARSHALLTOWN AVIATION INC	MANAGERS FEE	642.00
101770.5410.000	MARSHALLTOWN AVIATION INC	GROUND MAINT	2,329.34
101770.5600.000	MARSHALLTOWN AVIATION INC	INTERNET	30.05
281690.5480.030	MARSHALLTOWN WATER WORKS	1/6-3/3 LEAD HOUSE	123.72
283210.5480.030	MARSHALLTOWN WATER WORKS	1/6-3/3 LEAD HOUSE	73.68
283210.5480.030	MARSHALLTOWN WATER WORKS	1/6-3/3 LEAD HOUSE	73.68
101110.5460.000	MARSHALLTOWN YMCA-YWCA	REGISTRATION	15.00
520520.5600.000	MC2 INC	CANISTERS	382.47
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	SWITCH SNOW	77.80
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	SWITCH SNOW	38.90
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	SWITCH SNOW	77.80
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	SWITCH SNOW	19.00
206710.5410.000	MCATEE TIRE SALES & SERVICE INC	LABOR SERVI	241.70
101140.5151.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	497.20
101410.5151.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	116.84
101410.5338.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	23.76
101850.5151.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	128.96
283210.5151.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	23.76

510531.5338.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	19.01
520590.5338.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	28.51
686710.5338.000	MCFARLAND CLINIC PC	PRE-EMPLOYMENT/RANDOM	23.76
520520.5450.000	MEDIACOM	3/15-4/14 F	44.87
101000.4520.000	MICHAEL TAYLOR	OVERPAID PARKINGTICKETS	40.00
101310.5732.300	MICROMARKETING LLC	DVDS	21.59
101310.5732.300	MICROMARKETING LLC	DVDS	23.18
101310.5732.300	MICROMARKETING LLC	ADULT AUDIO	34.99
101310.5732.300	MICROMARKETING LLC	ADULT AUDIO	174.96
101310.5732.300	MICROMARKETING LLC	JUVENILE AU	25.99
101310.5732.300	MICROMARKETING LLC	JUVENILE AU	14.99
101310.5732.300	MICROMARKETING LLC	JUVENILE AU	19.95
101310.5732.300	MICROMARKETING LLC	JUVENILE AU	6.00
101310.5732.300	MICROMARKETING LLC	JUVENILE AU	129.89
101310.5732.300	MICROMARKETING LLC	ADULT AUDIO	39.99
550780.5570.000	MID IOWA SALES COMPANY	5 GALLONS	60.46
520520.5600.030	MIDLAND SCIENTIFIC INC	2 DESICCATO	135.58
520520.5600.030	MIDLAND SCIENTIFIC INC	LAB SUPPLIES	211.53
520520.5600.030	MIDLAND SCIENTIFIC INC	COD STANDARD	20.45
101770.5410.000	MIDWEST LIQUID SYSTEMS INC	JET FUEL PUMP	593.50
101110.5570.000	NAPA	LAMPS	252.06
206710.5570.000	NAPA	OP PARTS	51.39
206710.5570.000	NAPA	OP PARTS	28.13
206710.5600.000	NAPA	WET WIPES	4.10
206710.5600.000	NAPA	OP SUPPLIES	7.14
206710.5600.000	NAPA	OP SUPPLIES	51.39
101110.5570.000	MPH INDUSTRIES INC	2 TUNING FORKS	69.95
101421.5600.010	MUSIC UNLIMITED	DADDY/DAUGHTER DANCE	225.00
101310.5732.250	NADA APPRAISAL GUIDES	OLDER USED	75.00
101310.5732.250	NADA USED CAR GUIDE	USED CAR GUIDE	105.00
520520.5410.000	NIKKEL & ASSOCIATES	FIBER LOOP	950.74
152451.5600.450	NORTHERN LIGHTS DISTRIBUTING, INC	CONCESSION	230.19
101310.5340.070	OCLC, INC	CATALOGING&	832.10
101310.5600.000	OFFICE EXPRESS	LABELS, TISSUE	121.90
206710.5570.000	O'HALLORAN INTERNATIONAL, INC.	TRAY BATTER	502.75
101110.5600.000	OMG NATIONAL	PENCILS	162.29
101310.5732.300	OVERDRIVE, INC.	DONATION	7.99
101310.5732.300	OVERDRIVE, INC.	EBOOKS	85.00
101310.5732.300	OVERDRIVE, INC.	EBOOKS	111.84
101310.5732.300	OVERDRIVE, INC.	UNAUTHORIZED	0.56
101310.5732.300	OVERDRIVE, INC.	UNAUTHORIZED	2.40
242310.5732.300	OVERDRIVE, INC.	EBOOKS	18.99
242310.5732.300	OVERDRIVE, INC.	DONATION EB	7.59
242310.5732.300	OVERDRIVE, INC.	DONATION/EB	22.38

290113.5450.000	PARTNER COMMUNICATIONS CO-OP	MARCH 911 S	451.94
290113.5450.000	PARTNER COMMUNICATIONS CO-OP	MARCH COUNT	1,033.43
283210.5410.000	PETTENGILL CONSTRUCTION	108 N 10TH	13,405.00
283210.5410.000	PETTENGILL CONSTRUCTION	102 N 10TH	670.00
101310.5600.000	PREMIER OFFICE EQUIPMENT	COPIES OVER	62.40
471110.5230.030	PROCHASKA & ASSOC INC	ARCHITECTUR	9,113.72
520520.5600.000	QUILL CORPORATION	CHAIRS	385.68
520520.5600.000	QUILL CORPORATION	TABLE	214.28
101110.5570.000	RACOM CORPORATION	#511 TROUBL	112.50
101110.5570.000	RACOM CORPORATION	503 INSTALL	65.00
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	60.28
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	31.49
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	36.00
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	36.00
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	19.99
520520.5340.010	RID-R-BUG PEST CONTROL	QTRYLY PEST	70.00
206710.5570.000	ROAD MACHINERY & SUPPLIES CO	CYLINDER	1,041.40
238110.5410.000	S&S AUTOBODY AND FRAME	510 FRONT B	1,020.00
101110.5132.000	SADIE WEEKLEY	CLOTHING	107.94
101310.5460.000	SARAH ROSENBLUM	AIRLINE TIC	461.96
101410.5340.010	SCHENDEL PEST CONTROL COMPANY	REUNIONHALL	40.00
152451.5340.010	SCHENDEL PEST CONTROL COMPANY	COLISEUM	22.50
101480.5340.070	SCHUMACHER ELEVATOR COMPANY	SENIOR CENT	187.82
101880.5340.070	SCHUMACHER ELEVATOR COMPANY	CITY HALL	198.73
101881.5340.070	SCHUMACHER ELEVATOR COMPANY	CARNEGIE BL	202.77
206120.5600.000	SENSYS NETWORKS	REPLACEMENT	227.61
101310.5340.010	SERVICEMASTER OF M'TOWN INC	CLEANING SE	1,369.33
101310.5600.000	SHOWCASES	DVD CASES	309.96
230110.5460.000	SMOKIN' G'S BBQ CATERING	CITIZENS AC	400.00
206710.5610.910	SPAHN & ROSE LUMBER CO	TREATED WOO	17.39
101310.5340.010	STONE SANITATION	GARBAGE SER	99.07
101110.5570.010	TANNER, HUNT	ILEA CONFER	87.83
101880.5340.070	TELE DIFFERENCE	REBOOT/BATT	254.00
684990.5337.000	THE HARTFORD-PRIORITY ACCTS	APRIL INSUR	6,302.07
242310.5732.300	THE PENWORTHY COMPANY	ALLIANT GRA	276.23
000844.1520.010	TREASURER ST OF IOWA	FEBRUARY SA	28.00
000844.1520.020	TREASURER ST OF IOWA	FEBRUARY SA	5.00
520520.5440.000	TREASURER ST OF IOWA	FEBRUARY SA	11,438.00
520520.5441.000	TREASURER ST OF IOWA	FEBRUARY SA	1,907.00
101141.5460.000	TREASURERS OFFICE	3 CERTIFICA	150.00
150850.5734.000	TYLER TECHNOLOGIES INC	20% DWN ACC	22,295.00
101310.5340.010	UNIQUE MANAGEMENT SERVICES, INC	COLLECTS ON	134.25
150310.5380.000	US BANK EQUIPMENT FINANCE	COPIER CONT	336.50
520520.5600.000	VAN METER INDUSTRIAL INC	POWER SUPPL	454.89

150110.5733.000	WATCH GUARD VIDEO	SERVER	9,375.00
101310.5600.000	WEBER PAPER CO	COPY PAPER	335.00
684990.5339.000	WELLMARK INC	2/12-2/18 M	41,523.84
101310.5410.000	WESTMUSIC PERCUSSION SOURCE	SOUND MACHI	136.60
101110.5570.010	WYATT, SHELANGOSKI	ILEA TRAINI	46.96
			309,755.70



James L. Lowrance, Mayor
Randy Wetmore, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

March 7, 2016

**To: Mayor James L. Lowrance
Members of the City Council**

From: Finance Department

Re: February 2016 Monthly Financial Statements

Policy Issue: N/A

Recommendation: Staff recommends approving the February 2016 monthly financial statements.

Background: The finance department has prepared and reconciled the February 2016 financial statements for your review. During February the City collected 1,943,701 in revenue across all funds and expended 2,536,570 across all funds. See summary by fund report for individual fund details.

Budget Impact: N/A

Attachment: February 2016 FS

cc: Randy Wetmore, City Administrator

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



CITY OF MARSHALLTOWN
MONTHLY BALANCE SHEET
FOR THE MAYOR AND CITY COUNCIL
As of February 29, 20161
03/22/16
12:13:28

FUND NUMBER & NAME	--ASSETS--		LIABILITIES & NET ASSETS	NET (INCOME) / EXPENSE
	CASH AND INVESTMENTS	ACCOUNTS RECEIVABLE		
101 - GENERAL	<589,033.30>	268,251.32	<1,493,059.63>	1,813,841.61
150 - CAPITAL RESERVE FUND	145,280.03	.00	<157,973.65>	12,693.62
151 - CASH FLOW RESERVE FUND	1,836,253.57	.00	<1,832,069.64>	<4,183.93>
152 - COLISEUM ACTIVITY	17,472.35	.00	<25,755.19>	8,282.84
153 - BLDG MAINT FUND	462,922.13	.00	<479,721.78>	16,799.65
201 - GRANTS FRM STATE AGENCY	3,749.70	.00	<3,742.98>	<6.72>
204 - HERSHEY RECREATION	7,175.09	.00	<7,199.96>	24.87
205 - EMERGENCY FUND	113,051.04	.00	.00	<113,051.04>
206 - ROAD USE TAX	3,043,853.69	.00	<2,360,097.78>	<683,755.91>
218 - COPS FAST GRANT	<3,381.21>	.00	3,550.00	<168.79>
219 - DEPT OF JUSTICE GRANTS	<2,379.21>	2,724.40	2,462.95	<2,808.14>
220 - POLICE UNDESNTD GRANTS	<13,136.07>	530.40	8,542.56	4,063.11
221 - EMPLOYEE BENEFIT FUND	2,056,552.24	.00	<1,781,247.69>	<275,304.55>
223 - POLICE/FIRE RETIREMENT	463,979.05	.00	<363,156.10>	<100,822.95>
230 - POLICE DONATION FUND	36,881.64	.00	<32,540.19>	<4,341.45>
233 - SOFTBALL ASSOCIATION	21,992.11	<155.00>	<38,732.48>	16,895.37
235 - FIRE DEPT DONATION FUND	2,241.42	.00	<3,379.15>	1,137.73
236 - M' TOWN TENNIS ASSOC	1,654.16	.00	<1,820.11>	165.95
238 - CITY TORT LIABILITY	127,731.97	177.80	<127,458.74>	<451.03>
242 - LIBRARY DONATION FUND	82,095.97	.00	<68,097.06>	<13,998.91>
246 - SEIZED ASSETS FUND	24,287.89	.00	<33,063.27>	8,775.38
247 - P & R DONATION FUND	55,443.22	.00	<50,880.86>	<4,562.36>
248 - ECONOMIC DEVELOPMENT	49,053.83	.00	<48,964.52>	<89.31>
249 - SUBDIVIDER ESCROW	10,233.95	.00	<10,215.26>	<18.69>
250 - TAX INCREMT FINANCING	904,412.90	.00	<227,900.97>	<676,511.93>
271 - HOUSING GRANTS	36,697.66	.00	<35,992.28>	<705.38>
276 - LEAD GRANT #4	9,267.11	1,043.95	86,239.80	<96,550.86>
277 - HUD EDI GRANTS	<10,016.50>	.00	9,016.50	1,000.00
278 - LOW RENT VOUCHER PROGRAM	61,479.90	97,160.80	<207,072.92>	48,432.22
281 - CBDG NSP HSG	<96,890.98>	.00	92,033.16	4,857.82
282 - HUD LEAD MATCH	40,262.42	.00	<40,262.42>	.00
283 - LEAD GRANT #5	<81,515.19>	.00	53,716.05	27,799.14
290 - E911 SURCHARGE	359,267.68	.00	<291,919.60>	<67,348.08>
291 - LOCAL OPTION SALES TAX	3,256,297.41	.00	<2,470,384.26>	<785,913.15>
311 - GO BONDS DEBT FUND	1,320,672.58	.00	<22,040.74>	<1,298,631.84>
401 - BIKE PATH - PHASE II	67,157.49	.00	<97,727.04>	30,569.55
416 - FEDERAL STREET GRANTS	<28,712.44>	.00	18,437.11	10,275.33
417 - RISE STREET GRANTS	<149,948.26>	.00	.00	149,948.26
450 - CIP COLLECTION FUND	570,160.84	.00	<539,457.38>	<30,703.46>
460 - AIRPORT PROJECT	<53,540.99>	.00	<423.04>	53,964.03
462 - SPEC ASSMNT PROJECTS	<61,573.95>	49,422.50	28,532.45	<16,381.00>
471 - POLICE AND FIRE BUILD	75,351.47	.00	<109,429.67>	34,078.20
473 - 2014 GO BONDS	1,023,830.07	.00	<1,996,772.64>	972,942.57
477 - TREES FOREVER PROJECT	3,310.56	.00	<3,415.42>	104.86
478 - 2015 GO BONDS	2,055,165.59	.00	.00	<2,055,165.59>
484 - 2013 BONDS CAP PRJ FUND	<177,984.33>	.00	.00	177,984.33

CITY OF MARSHALLTOWN
MONTHLY BALANCE SHEET
FOR THE MAYOR AND CITY COUNCIL
As of February 29, 20162
03/22/16
12:13:28

DESCRIPTION	--ASSETS--		LIABILITIES & NET ASSETS	NET (INCOME) / EXPENSE
	CASH AND INVESTMENTS	ACCOUNTS RECEIVABLE		
489 - CAPITAL STREET PROJECTS	178,765.62	.00	<178,440.15>	<325.47>
490 - GO BOND CAPITAL PRJS	<54,378.90>	3,690.00	<8,467.00>	59,155.90
491 - TIF DISTRICT II CAP PRJ	<76,057.87>	.00	444,707.26	<368,649.39>
492 - TIF DISTRICT 3 CAP PRJS	3,252.61	.00	<7,798.45>	4,545.84
494 - PUBLIC WORKS FACILITY	9,713.61	.00	<17,741.30>	8,027.69
510 - STORM SEWER	867,841.28	.00	<12,771,420.79>	<362,723.79>
520 - WPCP OPERATING FUND	200.00	.00	<30,538,465.91>	<4,564.11>
521 - WPCP REVENUE FUND	7,990,761.07	574,531.43	<7,237,739.17>	<1,327,553.33>
522 - WPCP SEW REV FUND	5,901,754.76	.00	.00	<5,901,754.76>
526 - WPCP CAP IMPR RESERVE	1,000,791.78	.00	<1,134,665.04>	133,873.26
528 - SANITARY SEWER REHAB	<472,781.85>	.00	<574,472.41>	1,047,254.26
529 - SEWER NEW CONSTRUCTION	27,723.61	.00	<12,800.00>	<14,923.61>
530 - COMPOSTING	183,589.90	1,133.56	<249,818.06>	<19,177.98>
540 - P&R CONCESSIONS	12,159.80	.00	<25,949.09>	13,789.29
550 - TRANSIT OPERATING	95,415.52	395.00	<1,739,952.67>	94,831.73
681 - OCCUP INSUR ESCROW	126,304.81	.00	<146,858.03>	20,553.22
684 - GRP HEALTH INS ESCROW	2,644,231.59	26,455.43	<2,773,956.06>	103,269.04
686 - W.C. DEDUCTIBLE	37,614.00	.00	<37,545.61>	<68.39>
801 - POLICE PENSION	<1,457.70>	.00	.00	1,457.70
844 - SALES TAX	100.38	.00	<100.38>	.00
870 - SURETY BONDS/DEPOSITS	1,183.99	.00	<1,183.99>	.00
871 - IA STATE SLEUTH	14,881.68	.00	<14,881.68>	.00
991 - CAPITAL ASSET FUND	.00	.00	<44,865,056.30>	.00
999 - PAYROLL LIABILITY ACCTS	151,217.39	.00	<151,217.39>	.00
GRAND TOTAL	35,719,953.38	1,066,365.59	<116,703,266.06>	<9,349,821.53>

83410	CITY OF MARSHALLTOWN	1
COUNCIL	INVESTMENT BALANCES	03/22/16
INV_LOCFND	By Location & Fund	12:14:12

Enter Information to Graph for Council
As of February 29, 2016

DESCRIPTION	INVESTMNTS
0214.000 WELLS FARGO MONEY MARKET	
00999 CITY-MARSHALLTWN POOLED CASH	
	.15 12,553,973.31
0214.000 WELLS FARGO MONEY MARKET	12,553,973.31
0215.000 IPAIT MONEY MARKET	
00478 2015 GO BONDS	
00031134 2015B GO BONDS - STREET, DIP/DANG BUIL	.036 2,094,487.29
00522 (D) WPCP REVENUE BOND FUND	
00059007 2015 SEWER REVENUE BONDS	.036 3,000,245.67
0215.000 IPAIT MONEY MARKET	5,094,732.96
0228.000 HOME FED CD(0-90 DAYS)	
00059007 2015 SEWER REVENUE BONDS	.15 1,000,369.86
0228.000 HOME FED CD(0-90 DAYS)	1,000,369.86
0247.000 FRMRS SVGS BK CD (91-365)	
00059007 2015 SEWER REVENUE BONDS	.44 1,001,085.32
0247.000 FRMRS SVGS BK CD (91-365)	1,001,085.32
0248.000 HOME FEDERAL CD (91-365DY	
00059007 2015 SEWER REVENUE BONDS	.25 1,000,616.44
0248.000 HOME FEDERAL CD (91-365DY	1,000,616.44
0265.000 IPAIT CD (> 1 YR)	
00521 WPCP REVENUE	.43 1,000,000.00
0265.000 IPAIT CD (> 1 YR)	1,000,000.00
0266.000 CENTRAL STATE BANK CD (> 1 YR)	
00291 LOCAL OPTION SALES TAX	
89099012 LOST - Storm Sewer/Street Improvements	.45 1,002,268.49
0266.000 CENTRAL STATE BANK CD (> 1 YR)	1,002,268.49
0267.000 FARMERS CD (> 1 YR)	
00151 CASH FLOW RESERVE FUND	.36 1,002,666.17
00684 GROUP HEALTH INSURANCE ESCROW	.36 1,002,666.17

83410
COUNCIL
INV_LOCFND

CITY OF MARSHALLTOWN
INVESTMENT BALANCES
By Location & Fund

2
03/22/16
12:14:12

Enter Information to Graph for Council
As of February 29, 2016

DESCRIPTION	INVESTMNTS
0267.000 FARMERS CD (> 1 YR)	
0267.000 FARMERS CD (> 1 YR)	2,005,332.34
	<u>58</u> 1,000,000.00
0268.000 PINNACLE CD (> 1 YR)	1,000,000.00
0273.000 IPAIT GOV SEC(> 1 YR)	
00521 WPCP REVENUE	<u>.41</u> 1,005,004.00
0273.000 IPAIT GOV SEC(> 1 YR)	1,005,004.00
	<u>26,663,382.72</u>

CITY OF MARSHALLTOWN
BUDGET REPORT BY CATEGORY
EXCLUDES NON-BUDGETED FUNDS 681-686,
801-878 and 999

For the Eight Months Ending February 29, 2016

DESCRIPTION	THIS MONTH ACTUAL	ORIGINAL BUDGET	Y-T-D ACTUAL	REMAINING BUDGET	% USED

REVENUES					
4010 PROPERTY TAXES	48,895.53	10,329,114	5,206,587.99	5,122,526.01	49.59 %
4090 TIF TAXES	9,369.91	1,408,940	701,691.88	707,248.12	50.20 %
4100 OTHER CITY TAXES	343,504.62	4,601,695	3,435,550.86	1,166,144.14	25.34 %
4200 LICENSES & PERMITS	13,145.42	242,350	196,228.92	46,121.08	19.03 %
4600 USE OF MONEY & PROPERTY	14,014.09	152,120	95,662.94	56,457.06	37.11 %
4300 INTERGOVERNMENTAL REVENUE	529,445.34	8,165,205	5,322,838.77	2,842,366.23	34.81 %
4400 CHARGES FOR SERVICES	733,856.12	8,503,124	5,248,193.93	3,254,930.07	38.28 %
4500 FINES & FORFEITURES	10,331.69	168,500	78,775.89	89,724.11	53.25 %
4700 SPECIAL ASSESSMENTS	.00	26,678	12,883.00	13,795.00	51.71 %
4800 MISCELLANEOUS REVENUES	29,894.61	748,100	729,452.72	18,647.28	2.49 %
4900 OTHER FINANCING SOURCES	<.05>	22,500,000	8,094,421.75	14,405,578.25	64.02 %

**TOTAL REVENUES	1,732,457.28	56,845,826	29,122,288.65	27,723,537.35	48.77 %
EXPENDITURES					
PUBLIC SAFETY					
5005 SALARIES	424,088.03	5,636,071	3,720,247.74	1,915,823.26	66.01 %
5100 BENEFITS	196,678.32	2,609,600	1,669,027.49	940,572.51	63.96 %
5205 OPERATING	55,252.87	767,878	566,803.32	201,074.68	73.81 %
5700 CAPITAL OUTLAY	9,488.45	481,791	397,302.00	84,489.00	82.46 %

**TOTAL PUBLIC SAFETY	685,507.67	9,495,340	6,353,380.55	3,141,959.45	66.91 %
PUBLIC WORKS					
5005 SALARIES	86,603.75	1,095,095	745,445.11	349,649.89	68.07 %
5100 BENEFITS	38,157.88	506,312	306,548.24	199,763.76	60.55 %
5205 OPERATING	56,392.41	1,895,212	815,288.49	1,079,923.51	43.02 %
5700 CAPITAL OUTLAY	160,932.77	488,000	488,593.54	<593.54>	100.12 %
5800 DEBT SERVICE	.00	0	187.50	<187.50>	.00 %

**TOTAL PUBLIC WORKS	342,086.81	3,984,619	2,356,062.88	1,628,556.12	59.13 %
HEALTH AND SOCIAL SERVICES					
5005 SALARIES	36,512.00	492,860	320,087.51	172,772.49	64.94 %
5100 BENEFITS	11,280.64	155,608	93,536.83	62,071.17	60.11 %
5205 OPERATING	18,370.85	1,058,532	464,754.69	593,777.31	43.91 %
5700 CAPITAL OUTLAY	.00	150	25.96	124.04	17.31 %

**TOTAL HEALTH & SOCIAL SERVS	66,163.49	1,707,150	878,404.99	828,745.01	51.45 %

CITY OF MARSHALLTOWN
BUDGET REPORT BY CATEGORY
EXCLUDES NON-BUDGETED FUNDS 681-686,
801-878 and 999

For the Eight Months Ending February 29, 2016

DESCRIPTION	THIS MONTH ACTUAL	ORIGINAL BUDGET	Y-T-D ACTUAL	REMAINING BUDGET	% USED

CULTURE AND RECREATION					
5005 SALARIES	95,236.45	1,208,557	802,280.93	406,276.07	66.38 %
5100 BENEFITS	25,997.55	410,118	236,451.90	173,666.10	57.65 %
5205 OPERATING	37,210.21	1,081,910	602,522.85	479,387.15	55.69 %
5700 CAPITAL OUTLAY	6,209.54	194,378	130,779.50	63,598.50	67.28 %
5865 OTHER EXPENDITURES	.00	0	60.06	<60.06>	.00 %

**TOTAL CULTURE & RECREATION	164,653.75	2,894,963	1,772,095.24	1,122,867.76	61.21 %
COMMUNITY & ECONOMIC DEVELMNT					
5005 SALARIES	14,254.62	246,688	119,540.97	127,147.03	48.46 %
5100 BENEFITS	4,522.51	79,548	38,339.80	41,208.20	48.20 %
5205 OPERATING	97,720.20	1,136,343	782,218.61	354,124.39	68.84 %
5700 CAPITAL OUTLAY	.00	2,000	.00	2,000.00	.00 %
5800 DEBT SERVICE PAYMENTS	.00	0	62.50	<62.50>	.00 %

**TOTAL COMM & ECONOMIC DV	116,497.33	1,464,579	940,161.88	524,417.12	64.19 %
GENERAL GOVERNMENT					
5005 SALARIES	44,613.41	835,638	382,753.32	452,884.68	45.80 %
5100 BENEFITS	15,220.94	224,914	176,780.39	48,133.61	78.60 %
5205 OPERATING	37,527.48	349,648	267,276.15	82,371.85	76.44 %
5700 CAPITAL OUTLAY	1,666.96	236,665	8,678.08	227,986.92	3.67 %
5865 OTHER EXPENDITURES	20.92	0	1,325.08	<1,325.08>	.00 %

**TOTAL GENERAL GOVERNMENT	99,049.71	1,646,865	836,813.02	810,051.98	50.81 %
ENTERPRISES					
5005 SALARIES	119,352.47	1,779,582	1,100,914.78	678,667.22	61.86 %
5100 BENEFITS	45,872.64	635,238	369,638.02	265,599.98	58.19 %
5205 OPERATING	627,754.76	4,120,603	2,611,091.39	1,509,511.61	63.37 %
5700 CAPITAL OUTLAY	28,794.44	5,885,300	109,173.70	5,776,126.30	1.86 %
5800 DEBT SERVICE PAYMENTS	8,707.57	1,842,640	503,874.86	1,338,765.14	27.35 %
5865 OTHER EXPENDITURES	58.86	4,000	1,648.94	2,351.06	41.22 %

**TOTAL ENTERPRISES	830,540.74	14,267,363	4,696,341.69	9,571,021.31	32.92 %
5000 **DEBT SERVICE	.00	3,467,146	205,940.00	3,261,206.00	5.94 %

83500
COUNCIL
CNCLRVEXPB

CITY OF MARSHALLTOWN
BUDGET REPORT BY CATEGORY
EXCLUDES NON-BUDGETED FUNDS 681-686,
801-878 and 999

3
03/22/16
12:26:49

For the Eight Months Ending February 29, 2016

DESCRIPTION	THIS MONTH ACTUAL	ORIGINAL BUDGET	Y-T-D ACTUAL	REMAINING BUDGET	% USED
5000 **CAPITAL PROJECTS	40,896.86	17,985,051	1,608,055.30	16,376,995.70	8.94 %
***TOTAL EXPENDITURES	2,345,396.36	56,913,076	19,647,255.55	37,265,820.45	34.52 %
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<612,939.08>	<67,250>	9,475,033.10	<9,542,283.10>	14,089.27 %

844, 999

For the Eight Months Ending February 29, 2016

DESCRIPTION		PERSONAL SERVICES	OPERATING	CAPITAL OUTLAY	DEBT/OTHER COSTS	TOTAL EXPENSES	ORIGINAL BUDGET	% USED

2015								
100	PUBLIC SAFETY							
110	Police Administratio	2,934,895	245,764	152,016	0	3,332,675	5,255,242	63.42 %
113	Police Dispatch	606,766	132,021	5,674	0	744,461	1,218,494	61.10 %
140	Fire Protection	1,764,134	40,305	239,611	0	2,044,050	2,797,006	73.08 %
141	Fire Training Divisi	83,480	3,238	0	0	86,718	138,124	62.78 %
142	Fire Prevention Bure	0	3,473	0	0	3,473	4,500	77.18 %
170	Civil Defense	0	22,598	0	0	22,598	29,580	76.40 %
180	Flood Control	0	83,404	0	0	83,404	394	21,168.53 %
240	Animal Control	0	36,000	0	0	36,000	52,000	69.23 %

100	PUBLIC SAFETY	5,389,275	566,803	397,301	0	6,353,379	9,495,340	66.91 %

200	PUBLIC WORKS							
120	Traffic Safety	96,266	27,657	0	0	123,923	237,158	52.25 %
160	Street Lighting	15,773	135,095	0	0	150,868	250,972	60.11 %
540	Solid Waste	0	57,530	0	0	57,530	113,708	50.59 %
710	Street Maintenance	571,228	248,023	322,337	188	1,141,776	1,737,509	65.71 %
711	Street Cleaning	0	1,650	160,720	0	162,370	7,500	2,164.93 %
712	Snow Removal	87,446	119,715	0	0	207,161	250,728	82.62 %
740	Sidewalks	0	89,326	0	0	89,326	55,000	162.41 %
750	Street Construction	0	48,314	0	0	48,314	711,000	6.80 %
760	Engineering	252,435	27,315	5,537	0	285,287	490,437	58.17 %
770	Airport	0	59,471	0	0	59,471	70,490	84.37 %
790	Parking System	28,846	1,193	0	0	30,039	60,117	49.97 %

200	PUBLIC WORKS	1,051,994	815,289	488,594	188	2,356,065	3,984,619	59.13 %

300	HEALTH AND SOCIAL SER							
210	Community Health	181,147	424,255	0	0	605,402	1,167,344	51.86 %
480	Senior Citizens Prog	0	23,327	0	0	23,327	137,732	16.94 %
550	Electrical Inspectio	47,334	174	26	0	47,534	76,174	62.40 %
560	Building Inspection	120,215	2,154	0	0	122,369	188,728	64.84 %
561	Rental Inspection	64,928	6,217	0	0	71,145	93,877	75.79 %
581	Nuisance Cleanup	0	8,627	0	0	8,627	43,295	19.93 %

300	HEALTH AND SOCIAL SER	413,624	464,754	26	0	878,404	1,707,150	51.45 %

400	CULTURE AND RECREATIO							
310	Library	502,480	101,724	103,973	60	708,237	1,039,050	68.16 %
330	City Band	6,253	441	0	0	6,694	9,688	69.10 %
340	Fisher Community Cen	0	57,570	0	0	57,570	76,760	75.00 %
410	Parks	341,688	89,296	26,627	0	457,611	827,476	55.30 %
420	Recreation	25,440	24,615	0	0	50,055	171,154	29.25 %
421	Playgrounds/School	100,746	20,422	0	0	121,168	189,440	63.96 %
440	Swimming Pools	20,173	95,329	0	0	115,502	219,183	52.70 %
451	Coliseum	13,941	17,395	180	0	31,516	50,202	62.78 %
460	Convention & Tourism	0	185,000	0	0	185,000	260,390	71.05 %
545	Cable TV	28,013	10,732	0	0	38,745	51,620	75.06 %

For the Eight Months Ending February 29, 2016

DESCRIPTION	PERSONAL SERVICES	OPERATING	CAPITAL OUTLAY	DEBT/OTHER COSTS	TOTAL EXPENSES	ORIGINAL BUDGET	% USED	
400	CULTURE AND RECREATIO							
400	CULTURE AND RECREATIO	1,038,734	602,524	130,780	60	1,772,098	2,894,963	61.21 %
580	Community Beautifica	5,145	6,572	0	0	11,717	20,796	56.34 %
581	Nuisance Cleanup	0	12,237	0	63	12,300	0	.00 %
660	Economic Development	0	98,417	0	0	98,417	94,000	104.70 %
690	Housing	117,604	651,510	0	0	769,114	1,146,769	67.07 %
715	Tree Removal/Maint	5,973	0	0	0	5,973	0	.00 %
870	Planning & Zoning	29,159	13,482	0	0	42,641	203,014	21.00 %
500	COMMUNITY AND ECONOMI	157,881	782,218	0	63	940,162	1,464,579	64.19 %
600	GENERAL GOVERNMENT							
810	City Council	15,995	0	0	0	15,995	25,407	62.96 %
820	Technical Services	72,158	1,797	0	0	73,955	115,622	63.96 %
830	Mayor	5,743	287	0	0	6,030	13,867	43.48 %
831	City Administrator	82,130	1,517	0	0	83,647	132,532	63.11 %
840	City Clerk	62,182	19,142	0	18	81,342	147,906	55.00 %
850	Finance	290,955	78,027	0	441	369,423	675,826	54.66 %
860	Legal	0	70,364	0	0	70,364	90,000	78.18 %
880	City Hall	7,471	36,392	0	0	43,863	56,400	77.77 %
889	Elections	0	7,779	0	0	7,779	8,900	87.40 %
890	General Government	0	7,958	0	867	8,825	168,063	5.25 %
891	Data Processing	22,900	44,012	8,678	0	75,590	212,342	35.60 %
600	GENERAL GOVERNMENT	559,534	267,275	8,678	1,326	836,813	1,646,865	50.81 %
700	BUSINESS TYPE							
180	Flood Control	0	0	0	0	0	1,380,000	.00 %
430	Pool Concessions	10,293	9,535	200	0	20,028	42,656	46.95 %
440	Swimming Pools	0	10,520	0	0	10,520	0	.00 %
520	Sewage Treatment	765,333	956,031	59,943	191,427	1,972,734	4,536,169	43.49 %
531	Storm Sewer - WPCP	156,025	39,118	14,269	444	209,856	616,965	34.01 %
532	Dike Maintenance	11,868	9,913	0	0	21,781	42,643	51.08 %
533	Storm Sewer - Permit	0	0	0	0	0	8,000	.00 %
540	Solid Waste	16,772	8,803	0	100	25,675	55,561	46.21 %
590	Sanitary Sewers	207,092	1,450,974	24,655	313,553	1,996,274	6,811,865	29.31 %
780	Bus	303,171	126,197	10,107	0	439,475	773,504	56.82 %
700	BUSINESS TYPE	1,470,554	2,611,091	109,174	505,524	4,696,343	14,267,363	32.92 %
800	DEBT SERVICE							
990	Intragovernmental Se	0	0	0	205,940	205,940	3,467,146	5.94 %
800	DEBT SERVICE	0	0	0	205,940	205,940	3,467,146	5.94 %

844, 999

For the Eight Months Ending February 29, 2016

DESCRIPTION	PERSONAL SERVICES	OPERATING	CAPITAL OUTLAY	DEBT/OTHER COSTS	TOTAL EXPENSES	ORIGINAL BUDGET	% USED
900 CAPITAL PROJECTS	0	5,213	0	0	5,213	0	.00 %
110 Police Administratio	0	34,204	0	0	34,204	16,500,000	.21 %
140 Fire Protection	0	46	0	0	46	0	.00 %
410 Parks	0	30,731	0	0	30,731	427,051	7.20 %
530 Storm Sewer - Engine	0	517	0	0	517	550,000	.09 %
580 Community Beautifica	0	111	799	0	910	3,000	30.33 %
710 Street Maintenance	0	1,153,521	0	0	1,153,521	0	.00 %
750 Street Construction	0	301,298	0	0	301,298	500,000	60.26 %
770 Airport	0	78,775	0	0	78,775	5,000	1,575.50 %
990 Intragovernmental Se	0	0	2,840	0	2,840	0	.00 %
900 CAPITAL PROJECTS	0	1,604,416	3,639	0	1,608,055	17,985,051	8.94 %
2015	10,081,596	7,714,370	1,138,192	713,101	19,647,259	56,913,076	34.52 %

For the Period Ending February 29, 2016

DESCRIPTION	REVENUE	EXPENSES
101 - GENERAL	120,839	1,064,707
150 - CAPITAL RESERVE FUND	40	2,667
151 - CASH FLOW RESERVE FUND	228	0
152 - COLISEUM ACTIVITY	1,965	5,483
153 - BLDG MAINT FUND	127	0
201 - GRANTS FRM STATE AGENCY	1	0
204 - HERSHEY RECREATION	2	0
205 - EMERGENCY FUND	883	0
206 - ROAD USE TAX	284,778	207,583
218 - COPS FAST GRANT	8,285	3,404
219 - DEPT OF JUSTICE GRANTS	0	342
220 - POLICE UNDESGNTD GRANTS	32,044	12,796
221 - EMPLOYEE BENEFIT FUND	920	0
223 - POLICE/FIRE RETIREMENT	5,103	0
230 - POLICE DONATION FUND	1,280	405
233 - SOFTBALL ASSOCIATION	6	154
235 - FIRE DEPT DONATION FUND	1	365
236 - M'TOWN TENNIS ASSOC	0	0
238 - CITY TORT LIABILITY	35	0
240 - FIRE DEPT GRANTS	0	0
242 - LIBRARY DONATION FUND	243	104
246 - SEIZED ASSETS FUND	22	0
247 - P & R DONATION FUND	551	70
248 - ECONOMIC DEVELOPMENT	13	0
249 - SUBDIVIDER ESCROW	3	0
250 - TAX INCREMNT FINANCING	9,618	6,000
271 - HOUSING GRANTS	10	0
276 - LEAD GRANT #4	0	0
277 - HUD EDI GRANTS	0	100
278 - LOW RENT VOUCHER PROGRM	100,402	101,939
281 - CDBG NSP HSNQ	0	585
282 - HUD LEAD MATCH	0	0
283 - LEAD GRANT #5	65,513	35,686
290 - E911 SURCHARGE	68,922	16,277
291 - LOCAL OPTION SALES TAX	277,291	14,841
311 - GO BONDS DEBT FUND	12,331	0
401 - BIKE PATH - PHASE II	18	17,416
416 - FEDERAL STREET GRANTS	0	4,745
417 - RISE STREET GRANTS	0	0
450 - CIP COLLECTION FUND	2,189	0
460 - AIRPORT PROJECT	0	0
462 - SPEC ASSMNT PROJECTS	0	0
471 - POLICE AND FIRE BUILD	21	0
473 - 2014 GO BONDS	280	0
477 - TREES FOREVER PROJECT	1	0
478 - 2015 GO BONDS	43	450
484 - 2013 BOND PROJECTS	0	0
489 - CAPITAL STREET PROJECTS	49	0
490 - GO BOND CAPITAL PRJS	0	0
491 - TIF DISTRICT II CAP PRJ	0	18,736
492 - TIF DISTRICT 3 CAP PRJS	1	0

For the Period Ending February 29, 2016

DESCRIPTION	REVENUE	EXPENSES
494 - PUBLIC WORKS FACILITY	3	0
510 - STORM SEWER	69,007	19,617
520 - WPCP OPERATING FUND	0	240,494
521 - WPCP REVENUE FUND	647,268	0
522 - WPCP SEW REV FUND	424	1,628
526 - WPCP CAP IMPR RESERVE	274	0
528 - SANITARY SEWER REHAB	0	517,184
529 - SEWER NEW CONSTRUCTION	0	0
530 - COMPOSTING	414	1,759
540 - P&R CONCESSIONS	3	405
550 - TRANSIT OPERATING	21,009	49,454
681 - OCCUP INSUR ESCROW	35	1,521
684 - GRP HEALTH INS ESCROW	211,196	188,925
686 - W.C. DEDUCTIBLE	10	0
801 - POLICE PENSION	0	729
844 - SALES TAX	0	0
870 - SURETY BONDS/DEPOSITS	0	0
871 - IA STATE SLEUTH	0	0
991 - CAPITAL ASSET FUND	0	0
999 - PAYROLL LIABILITY ACCTS	0	0
GRAND TOTAL	1,943,701.00	2,536,571.00

COUNCIL PROCEEDINGS
March 28, 2016

The Marshalltown City Council met in regular session on March 28, 2016, at 5:30 PM, in the Council Chambers at City Hall. Mayor Lowrance called the meeting to order and members of Boy Scout Troop #317 led the Pledge of Allegiance. A moment of silence was held in respect for the fallen Des Moines police officers. Mayor Lowrance recognized Teresa Lang for 25 years of service, Chris Jones for 20 years, and Kraig Lageschulte for 10 years of service. Present: Gowdy, Greer, Hoop, Lamer, Martin, Schubert, Wirin. Schubert moved to approve the agenda, second by Gowdy. Motion approved 7-0.

CONSENT AGENDA:

Greer moved to approve the Consent Agenda: Approve Council meeting Minutes of March 14, 2016; Approve Bill List in the amount of \$881,588.58; Approve Purchases between \$10,000 and \$35,000 and Vertical Public Improvements below \$36,000 Approved by City Administrator: WPCP tuckpointing, KARR Tuckpointing, \$ 10,581.00; Reappoint Mary Stevens to the Civil Service Commission, term expires April 1, 2020; Reappoint Kenn Vinson to the Water Board, term expires May 1, 2022; Reappoint Al Hoop to Convention and Visitor's Bureau, term expires 12/31/2019, Reappoint Stephen Valbracht to Planning and Zoning Commission, term expires 4/1/2020; Reappoint Mike Gowdy and Bob Schubert to Solid Waste Commission, terms expire 12/31/2020; Resolution 2016-041 Adopting Investment Policy; Resolution 2016-042 Adopting Depository Amounts; second by Lamer. Consent agenda adopted 7-0.

REPORT:

Police Chief Tupper presented the Police Department Annual Report for 2016, Director Steve Sincos presented the Waterworks Report and Executive Director, Jenny Etter, presented the quarterly report for the Marshalltown Central Business District.

MOTIONS:

Greer moved to approve February Financials, second by Wirin. Motion carried 7-0.

Lamer moved to approve new liquor license for Hall of Fame Concessions and The Depot Liquor and Grocery, second by Schubert. Motion carried 7-0.

RESOLUTIONS:

Schubert moved to adopt Resolution 2016-043 Accepting Bid and Authorizing the Purchase of one 2016 Dodge Ram 4x4 Truck police package vehicle for the MPD Canine Unit, Stew Hansen Dodge, \$18,691.00, second by Gowdy. The unit will replace the 2010 Ford Explorer. The bid includes trade in value. Resolution adopted 7-0.

Lamer moved to adopt Resolution 2016-044 Accepting Bids for the 2015 Oil Mix Street Repair project 76015005, OMG Midwest, Inc., \$425,460.00, second by Martin. Only one bid was received. The bid is over the engineers' estimate by \$102,000. Resolution adopted 6-1, Hoop dissenting.

Greer moved to adopt Resolution 2016-045 Accepting Bids for the 2016 Sanitary Sewer Televising project 59015011A, HydroKlean, LLC, \$71,327.93, second by Wirin. Four bids were received. The lowest bid was below engineers' estimate by \$9,000. Resolution adopted 7-0.

Martin moved to adopt Resolution 2016-046 Approving Engineering Services Agreement for the Iowa River Trails Project 40115012A, Snyder & Associates, \$36,000. (12th Street to Wilson Circle Trail Connection), second by Lamer. The cost of the agreement will be 100% reimbursed by TRAILS, Inc. Resolution adopted 6-0, with Greer abstaining due to his relationship with TRAILS INC.

Lamer moved to adopt Resolution 2016-047 Ordering Construction of the 2016 Craig Circle Rebuild Project 76016005A, second by Martin. The project will correct the erosion under the pavement and add drainage. Resolution adopted 7-0.

Wirin moved to adopt Resolution 2016-048 Ordering Construction of the 2016 PCC Patch Repair Project 76016006A, second by Schubert. Project general areas include East Southridge Road and West Anson. Resolution adopted 7-0.

Martin moved to adopt Resolution 2016-049 Appointing Parks and Recreation Director Annemarie Selness, second by Hoop. Twenty applications were received, four candidates were interviewed. Selness comes to the city with 25 years of experience. Resolution adopted 7-0.

Greer moved to adopt Resolution 2016-052 Approving Reimbursement to the Developer, Downtown Leases & Lofts, LLC, for the public portion of a private project, described as the Kibbey Building, Alley and City Parking Lot O Stormwater Detention System, not to exceed \$44,000, second by Schubert. Lamer said he was in favor of only paying for public portion of the project as identified in the plans. The detention system is not designed to hold all the rain water and transfer excess to the street. Greer said he thought the city was duty bound to pay for half of the expense. Wirin moved to amend the reimbursement not to exceed \$55,000, second by Greer. Amendment passed 5-2, with Lamer and Martin dissenting. Resolution adopted 6-1, with Lamer dissenting.

Greer moved to adopt Resolution 2016-053 Setting public hearing for easement, relating to Kibbey Building / Lot O Stormwater Detention System, second by Gowdy. Resolution adopted 6-1, with Lamer dissenting.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open at Plans & Specifications, 2016 Mill and Overlay Project 76016004A. There were no public or written comments. Mayor Lowrance closed the public hearing.

COUNCIL PROCEEDINGS

March 28, 2016

Hoop moved to adopt Resolution 2016-050 Approving Plans & Specifications, 2016 Mill and Overlay Project 76016004A, second by Schubert. Resolution adopted 7-0.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open at Plans & Specifications, 2015 MicroSurfacing Project 76015003A. There were no public or written comments. Mayor Lowrance closed the public hearing.

Gowdy moved to adopt Resolution 2016-051 Approving Plans & Specifications, 2015 MicroSurfacing Project 76015003A, second by Greer. Resolution adopted 7-0.

ORDINANCES

PUBLIC HEARING

Mayor Lowrance declared the public hearing open for the Planned Unit Development change regarding Eagle View at Wandering Creek Planned Unit Development. There were no public or written comment. Mayor Lowrance declared the public hearing closed.

Greer moved to adopt the third reading and Ordinance 14948 Amending the Marshalltown Zoning Ordinance Amending the Wandering Creek Planned Unit Development Generally Located on the South Side of 233rd Street West of Campbell Drive, hereafter known as Eagle View at Wandering Creek Planned Unit Development, second by Schubert. Third reading and ordinance adopted 7-0.

DISCUSSION

There were no items for discussion on the agenda.

PUBLIC COMMENT

Chief Tupper announced three officers graduate April 8.

ADJOURNMENT

The meeting adjourned at 6:49 PM.

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

ATTEST:

James L. Lowrance, Mayor

Shari L. Coughenour, CMC, City Clerk



COUNCIL AGENDA

CITY HALL COUNCIL CHAMBERS, 10 W STATE STREET

MARCH 28, 2016, at 5:30 PM

NOTICE TO PUBLIC: The Mayor and City Council welcome comment from the public during discussion. 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 in order that others may be given the opportunity to speak.

CALL TO ORDER: Mayor James L. Lowrance

PLEDGE OF ALLEGIANCE:

ROLL CALL: Gowdy, Greer, Hoop, Lamer, Martin, Schubert, Wirin.

MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS:

Years of Service:

25 years: Teresa Lang

20 years: Chris Jones

10 years: Kraig Lageschulte

APPROVAL OF AGENDA:

CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.

1. Approve Council meeting Minutes of March 14, 2016.
2. Approve Bill List in the amount of \$881,588.58
3. Approve Purchases between \$10,000 and \$35,000 and Vertical Public Improvements below \$36,000 Approved by City Administrator: WPCP tuckpointing, KARR Tuckpointing, \$ 10,581.00.
4. Reappoint Mary Stevens to the Civil Service Commission, term expires April 1, 2020; Reappoint Kenn Vinson to the Water Board, term expires May 1, 2022; Reappoint Al Hoop to Convention and Visitor's Bureau, term expires 12/31/2019, Reappoint Stephen Valbracht to Planning and Zoning Commission, term expires 4/1/2020; Reappoint Mike Gowdy and Bob Schubert to Solid Waste Commission, terms expire 12/31/2020.
5. Resolution 2016-041 Adopting Investment Policy.
6. Resolution 2016-042 Adopting Depository Amounts.

(end of consent agenda items)

REPORT:

7. Police Department Annual Report
8. Director Steve Sincox, Waterworks Report
9. Jenny Etter, Executive Director, Marshalltown Central Business District, Quarterly Report.

MOTIONS:

10. Approve February Financials
11. Approve New liquor licenses:
 - a) Hall of Fame Concessions
 - b) Depot Liquor and Grocery

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Please refer to the previous Council packet for attachments not included with this agenda packet. Complete agenda packets are available for inspection for the public at the City Clerk's Office, the Marshalltown Public Library and the city's website.

Marshalltown



RESOLUTIONS:

12. Resolution 2016-043 Accepting Bid and Authorizing the Purchase of one 2016 Dodge Ram 4x4 Truck police package vehicle for the MPD Canine Unit, Stew Hansen Dodge, \$18,691.00.
13. Resolution 2016-044 Accepting Bids for the 2015 Oil Mix Street Repair project 76015005, OMG Midwest, Inc., \$425,460.00.
14. Resolution 2016-045 Accepting Bids for the 2016 Sanitary Sewer Televising project 59015011A, HydroKlean, LLC, \$71,327.93.
15. Resolution 2016-046 Approving Engineering Services Agreement for the Iowa River Trails Project 40115012A, Snyder & Associates, \$36,000. (12th Street to Wilson Circle Trail Connection)
16. Resolution 2016-047 Ordering Construction of the 2016 Craig Circle Rebuild Project 76016005A
17. Resolution 2016-048 Ordering Construction of the 2016 PCC Patch Repair Project 76016006A
18. Resolution 2016-049 Appointing Parks and Recreation Director Annemarie Selness.
19. Resolution 2016-052 Approving Reimbursement to the Developer, Downtown Leases & Lofts, LLC, for the public portion of a private project, described as the Kibbey Building, Alley and City Parking Lot O Stormwater Detention System, not to exceed \$44,000.
20. Resolution 2016-053 Setting public hearing for easement, relating to Kibbey Building / Lot O Stormwater Detention System.

PUBLIC HEARING

21. Resolution 2016-050 Approving Plans & Specifications, 2016 Mill and Overlay Project 76016004A

PUBLIC HEARING

22. Resolution 2016-051 Approving Plans & Specifications, 2015 MicroSurfacing Project 76015003A.

ORDINANCES:

PUBLIC HEARING.

19. Ordinance 14948 Amending the Marshalltown Zoning Ordinance Amending the Wandering Creek Planned Unit Development Generally Located on the South Side of 233rd Street West of Campbell Drive, hereafter known as Eagle View at Wandering Creek Planned Unit Development, third reading.

DISCUSSION:

20. (no items)

PUBLIC COMMENTS:

ADJOURNMENT:

Visit www.ci.marshalltown.ia.us

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COUNCIL PROCEEDINGS
March 14, 2016

The Marshalltown City Council met in regular session on March 14, 2016, at 5:30 PM, in the Council Chambers at City Hall. Mayor Lowrance called the meeting to order and led the Pledge of Allegiance. Mayor Lowrance congratulated the Fraternal Order of Police on raising \$8200 to assist their community projects, including the holiday Shop with a Cop. Present: Gowdy, Greer, Hoop, Lamer, Martin, Schubert, Wirin. Schubert moved to approve the agenda, second by Greer. Motion approved 7-0.

CONSENT AGENDA:

Martin moved to approve the Consent Agenda: Approve Council meeting Minutes of February 22, 2016, and Special Meeting minutes of March 7, 2016; Approve Bill List in the amount of \$1,968,376.38; Purchases between \$10,000 and \$35,000 and Vertical Public Improvements below \$36,000 Approved by City Administrator: Airport Farm Lease, \$20,738.80; Receipt of Civil Service New Hire List, Street Mechanic; Receipt of Building Report for February 2016; Renewal Liquor licenses: Wandering Creek Golf Course, Grocery Store Y Tortilleria La Vecindad, Golden Land, Elmwood Country Club, The Spot; second by Wirin. Consent agenda adopted 7-0.

REPORT:

Kenn Vinson updated the council on the Alliant project, with the project about 70% complete, estimating mechanical completion in the fall of 2016, and start up in the spring of 2017.

Michelle Spohnheimer, Housing & Community Development Director, reviewed progress on the MHS Roundhouse Public Art Project. The 15 person selection committee narrowed the field to four artists and have asked for site specific concept drawings. Grant funding is for public art, landscaping and ground seating. City funds will not be used on the project.

MOTIONS:

Wirin moved to approve HyVee Party Room transfers to Elmwood Country Club for wine club, Thursday nights: - March 17, 2016, July 21, 2016 August 11, September 15th, October 20th, November 17th, January 19, 2017, February 16th, March 16th, April 20th, May 18th, June 15th, second by Greer. Greer amended the motion to include March 24, 2016, second by Wirin. Motion carried 7-0.

Hoop moved to accept Recommendations of Citizens Police and Fire Advisory Committee, provide staff direction to begin environmental and other property analysis and develop costs for council to consider, second by Greer. Motion carried 7-0.

Lamer moved to approve January Financials, second by Wirin. Motion carried 7-0.

RESOLUTIONS:

Lamer moved to adopt Resolution 2016-034 Approving Contract with Tyler Technologies, Inc., for accounting software and implementation, second by Schubert. Resolution adopted 7-0.

Schubert moved to adopt Resolution 2016-035 Approving Umpire Agreement for 2016 Adult Softball Program Season, second by Wirin. Resolution adopted 7-0.

Gowdy moved to adopt Resolution 2016-036 Approving Loan Application through the Firefighting Equipment Revolving Loan Fund, second by Martin. Resolution adopted 7-0.

Lamer moved to adopt Resolution 2016-037 Ordering Construction of the 2016 Mill and Overlay Project 76016004A, second by Greer. Resolution adopted 7-0.

Gowdy moved to adopt Resolution 2016-038 Ordering Construction of the 2015 MicroSurfacing Project 76015003A, second by Schubert. Resolution adopted 7-0.

Lamer moved to adopt Resolution 2016-039 Approving Agreement with the Iowa Department of Transportation for a City Highway Bridge Program, North Center Street Bridge Replacement Project 76016001A, second by Wirin. Resolution adopted 7-0.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open at 6:19 pm. Public Works Director Nickel reviewed the project, being required by the Iowa DNR Consent Order. This project identifies segments of the utility needing repair. Linda Clark, 306 S 2nd Ave, asked questions about the pipe lining project currently underway. Bill Egleston noted his approval. There were no written comments. Mayor Lowrance closed the public hearing at 6:22 pm.

Greer moved to adopt Resolution 2016-040 Approving Plans, Specifications, Form of Contract and Cost for the 2016 Sanitary Sewer Televising Project 59015011A, second by Lamer.

ORDINANCES

Greer moved to adopt the third reading of and Ordinance 14947 Amending Chapter 27 "Vegetation" relating to planting and maintenance of terrace trees and prohibited tree species on or adjacent to any street, terrace, avenue of highway in the city, second by Hoop. Section 27-20 will be corrected to replace the word "compiled" with "complied". Third reading and Ordinance adopted 7-0.

Wirin moved to adopt the second reading of Ordinance 14948 Amending the Marshalltown Zoning Ordinance Amending the Wandering Creek Planned Unit Development Generally Located on the South Side of 233rd Street West of Campbell Drive, hereafter known as Eagle View at Wandering Creek Planned Unit Development, second by Greer. Second reading adopted 7-0.

COUNCIL PROCEEDINGS
March 14, 2016

Lamer moved to adopt the first reading of Revised Ordinance 14945 Amending Sanitary Sewer Rates, second by Greer. The revision is required to correct a typographical error. The surcharge rate for contributors greater than domestic strength waste water (2016 TKN charge) is listed as \$.035 and should be \$0.35. Greer moved to waive the second and third readings and adopt the Revised Ordinance, second by Martin. Ordinance adopted 7-0.

DISCUSSION

Request for storm water detention pond funding, city parking lot / alley / Kibbey building, 50% reimbursement of estimated total costs of \$110,000, not to exceed \$55,000. Public Works Director Nickel reviewed submitted plans and determined the city share of the work is \$44,000. The project requires an inspection fee, estimated at \$4,840. Other storm water projects are ahead of this one in city priority and need to be rescheduled if the council orders construction of this project. Councilor Lamer said the project should move forward, limiting the city contribution to the public benefit and not use public funds for the private portion of the project. Councilors Greer, Hoop and Schubert indicated they'd like to move forward with the project. A representative from the adjacent business spoke to the alley water drainage issue that presents a problem with their alternate exit in the alley.

Finance Director Steiner reviewed the changes to the Investment policy, last revised in 2010. The depository resolution is also being updated.

Public Works Director Nickel announced the bids for the 2015 Oil Mix Streets project (Hilltop, S 8th Street, Maytag Road, Highland Acres Road areas) came in \$102,000 over the engineer's estimate, even though the engineer's estimate was developed with assistance from the bidder. The council discussed reducing the scope of the project to meet the budget target, possibly reducing the quantity by 25%, resulting in eliminating Maytag Road improvement. The council agreed the project should move forward and at least get the Hilltop area improved and to bring back for discussion to see if funds are available for full cost of the bid amount.

PUBLIC COMMENT

Chief Tupper applauded Alliant staffing regarding the intersection at Nevada and S 18th Avenue, as the number of people using the intersection have increased without many accidents. Crimestoppers has been active for six months, receiving 65 tips resulting in several arrests, and publicly thanked Clark Wideman for chairing the organization. Police Citizens Academy starts March 15. City Administrator Wetmore informed the council the demolition of dilapidated projects will be bidding soon. The compost area will open Monday, March 28 for the season. Linda Clark, 306 S 2nd Ave, commented on city issues.

ADJOURNMENT

The meeting adjourned at 7:14 PM.

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

ATTEST:

James L. Lowrance, Mayor

Shari L. Coughenour, CMC, City Clerk

Approved by City Administrator
For Informational Purposes Only

[illegible]

City of Marshalltown Sewer Plant

Our project pricing required to meet these objectives for your building(s) is:

BUILDING	COST AS PROPOSED
Work Area # 1:	\$10,581.00

Payment

No down payment or payments during the course of the project are required. After the project has been inspected and accepted by the Owner, an invoice will be mailed and payment shall be made within 10 days of the invoice date unless other arrangements have been made.

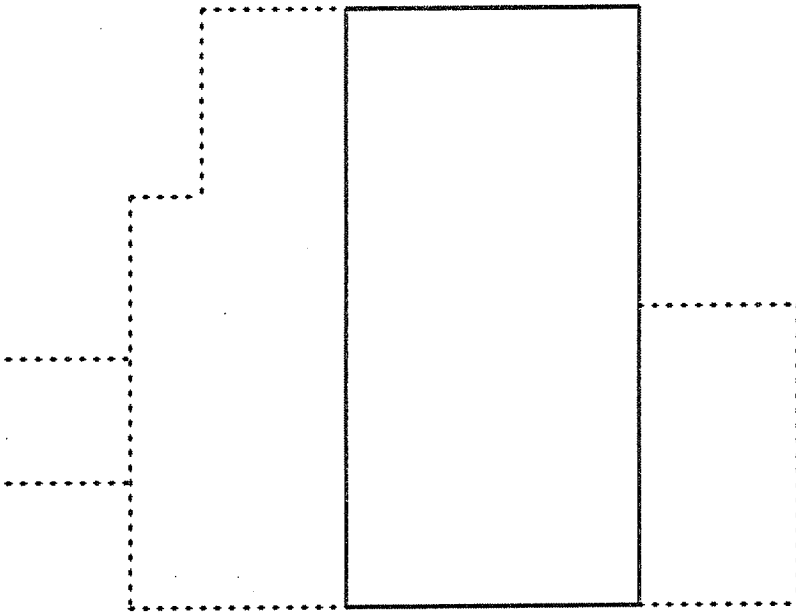
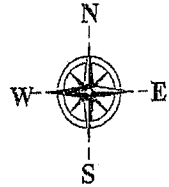
Guarantee

Upon substantial completion of the work, the Contractor's project supervisor will conduct a thorough inspection with the Owner's representative for acceptance of the work. Karr Tuckpointing LLC guarantees all materials and workmanship for a period of two years from date of final acceptance.

City of Marshalltown Sewer Plant

Work Area # 1: Cost As Proposed = \$10,581.00

All brick masonry and precast concrete trim on the north, south east and west elevations of the City of Marshalltown Sewer Plant. The work area extends from the grade to coping and roof to coping. The work area is outlined in red below.



POWER WASHING ALL BRICK MASONRY AND PRECAST CONCRETE TRIM TO REMOVE SURFACE DIRT AND EXPOSE DEFECTIVE JOINTS

PRODUCTS

Clean, potable water

EQUIPMENT

Power wash sprayer with 25 degree nozzle

EXECUTION

1. Pressure spray equipment shall not exceed 2,000 psi and a 25 degree nozzle for diffusion of the spray stream shall be used.
2. Exterior brick masonry and precast concrete trim surfaces will be washed with pressurized water spray.
3. Power Washing is specified to remove surface dirt and foreign materials from brick masonry and precast concrete trim surfaces. The intent of this specification is not to substantially change the appearance of the masonry, but to remove such surface staining as can be removed without use of chemicals or abrasives.
4. All necessary shields, barriers, glass protection or other precautions to properly execute this work without damage to the surrounding area will be supplied.

REASON FOR RECOMMENDATION

The purpose of power washing is not to change the general appearance of the building but to remove the surface dirt from the masonry and masonry joints. Removing the surface dirt will be beneficial so that all the defective joints will be exposed and repaired which makes for a more waterproof building. Also, the masonry joints will be clean so that the color selected for the repair of the defective joints will more closely match the original color of the joints.



Board and Commission Roster

Civil Service Commission

Department: Mayor

Dept. Phone: (641) 754-5712

Three members appointed by the Mayor with approval of City Council for a term of four years. Original entrance and promotion examination for city employment, within civil service regulations, are given by the Commission and appointments are made from the qualified civil service list. The Commission hears appeals from aggrieved persons holding civil service rights upon their removal, demotion, and/or suspension.

<u>Term End</u> <u>Date</u>	<u>Member Contact Information</u>	
9/1/2015	Gregg Davison 505 Friendly Drive Marshalltown, IA 50158	(641) 752-0231 gdavison@tlc-elca.org (641) 691-6897 <i>Ex-Officio</i>
4/1/2017	Nancy A. Harris 310 N 8th St Marshalltown, IA 50158	(641) 751-5977 nancy.harris@fsb-iowa.com (641) 844-5494 <i>replaces vacancy</i>
4/1/2018	Paul Peglow 118 E Main St Marshalltown, IA 50158	(641) 352-2417 pcpeglow@pegglaw.com <i>Replaces Steven Kloberdanz</i>
4/1/2020	Mary Stevens 2406 New Salem Road Marshalltown, IA 50158	(319) 273-8272 mstevens@aea267.k12.ia.us (641) 750-2007 <i>Chair</i>

State of Iowa gender equality statistics

Males - Count / %	2	50.00%
Females - Count / %	2	50.00%
Total Members	4	

Thursday, March 24, 2016



Board and Commission Roster

Water Board

Department: Mayor

Dept. Phone: (641) 754-5712

The Marshalltown Water Works Board of Trustees is in charge of setting the Policy and Regulations by which the Utility operates considering all Federal and State regulations. The Treatment Plant can treat 12 million gallons per day to 147 miles of water mains to 10127 customers who are billed bi-monthly except larger users who are billed monthly. The utility contracts with CIRWA to provide treated water to parts of 13 counties and 30 other small communities in central Iowa. Three members are appointed by the Mayor for six-year terms without City Council approval. Each member of the water board receives \$300 quarterly, per City Code Section 2-169.

<u>Term End</u> <u>Date</u>	<u>Member Contact Information</u>	
5/1/2018	Laura Eilers Marshalltown, IA 50158	Need email
5/1/2022	Kenn Vinson Marshalltown, IA 50158	Need email Chair
5/1/2017	Jerry Young 2375 H - 186th Street Marshalltown, IA 50158	Need email

State of Iowa gender equality statistics

Males - Count / %	2	66.67%
Females - Count / %	1	33.33%
Total Members	3	



Board and Commission Roster

Planning and Zoning Commission

Department: Housing

Dept. Phone: (641) 754-5756

Seven members appointed by the Mayor subject to approval of the City Council; 5 year terms. The Commission shall recommend the boundaries of the various original district and appropriate regulations and restrictions to be enforced therein. In addition, the Commission shall make recommendations for amendments, supplements, changes and modifications of said regulations, restrictions, and boundaries of districts. Meetings will be held the Thursday following the first Council meeting of the month at 5:00 PM.

<u>Term End</u> <u>Date</u>	<u>Member Contact Information</u>
4/1/2015	Keith E. Bloomquist (641) 751-5075 knollway@mchsi.com 2313 Knollway Drive (641) 753-4020 replaces Jay Carollo Marshalltown, IA 50158
4/1/2018	Jon Boston (641) 752-2594 jcbost50@yahoo.com 1710 Rainbow Drive Marshalltown, IA 50158
4/1/2019	Sharon Greer sharon@cdrilaw.com 112 W Church Street (641) 752-5467 Marshalltown, IA 50158
4/1/2017	Tammy Lawson (641) 351-1096 email@tammylawson.com 807 S 3rd Avenue Marshalltown, IA 50158
4/1/2018	Angela Lins-Eich (641) 351-9469 a.lins-eich@lifeconnections4u.net 410 W Main Street (351) 652-7000 Marshalltown, IA 50158
4/1/2018	Fauna Nord (641) 751-2748 fauna.nord@coldwellbanker.com 1705 W Lincoln Way (641) 751-2748 Marshalltown, IA 50158
4/1/2020	Stephen Valbracht stevevalbracht@gmail.com 307 Thunderbird Drive Marshalltown, IA 50158

Thursday, March 24, 2016

State of Iowa gender equality statistics

Males - Count / %	3	42.86%
Females - Count / %	4	57.14%
Total Members	7	



Board and Commission Roster

Solid Waste Commission

Department: Mayor

Dept. Phone: (641) 754-5712

City has two representatives on their board. 28E Agreement.

<u>Term End</u> <u>Date</u>	<u>Member Contact Information</u>
3/1/2018	John Cooper (641) 752-6983 Need email 205 Meadow Lane Marshalltown, IA 50158
9/11/2016	Robert Forbes (641) 753-1357 Need email 505 South 13th Street Marshalltown, IA 50158
12/31/2020	Mike Gowdy (641) 751-3708 hawk1_1951@yahoo.com 404 W Meadow Ln Marshalltown, IA 50158 <i>City Council Representative</i>
9/11/2019	Merrill Price (641) 753-3631 MPlowa@mchsi.com 103 Santa Barbara Marshalltown, IA 50158
12/31/2020	Robert Schubert (641) 753-8959 grumpypappy2003@yahoo.com 701 Lee Street Marshalltown, IA 50158 (641) 751-2406 <i>City Council Representative</i>

State of Iowa gender equality statistics

Males - Count / %	4	100.00%
Females - Count / %	0	0.00%
Total Members	4	

Thursday, March 24, 2016



James L. Lowrance, Mayor
Randy Wetmore, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

March 16, 2016

**To: Mayor James L. Lowrance
Members of the City Council**

From: Diana Steiner, Finance Director

Re: Updating City's investment policy and depository resolution.

Policy Issue: Financial policy updates and changes must be approved by the City Council. Also, the City's depository resolution must be approved by Council.

Recommendation: Staff and the investment committee recommend approving the updated investment policy and depository resolution.

Background: At the March 14, 2016 Council meeting, I presented the proposed changes that the Finance Department and Investment Committee suggested. The depository resolution names depositories, and establishes maximum deposits at each depository.

Budget Impact: At this time no direct budget impact is noted but the updated policy will allow for additional investment types to be made, thus leading to the possibility of higher investment earnings.

Attachment: Updated Investment Policy and Depository Resolution

cc: Randy Wetmore, City Administrator

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



RESOLUTION TO NAME DEPOSITORIES, ESTABLISH MAXIMUM DEPOSIT
AMOUNTS, AND IDENTIFY POSITIONS AUTHORIZED TO CONDUCT BUSINESS ON
BEHALF OF THE CITY OF MARSHALLTOWN

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

Section 1. That the City Council of Marshalltown, Iowa does hereby name the following as official depositories for City funds and sets the maximum amount of deposit opposite the name of each institution:

DEPOSITORY NAME	MAXIMUM DEPOSIT
Great Western Bank Marshalltown, IA	\$25,000,000
Home Federal Savings Bank Marshalltown, IA	\$25,000,000
US Bank Marshalltown, IA	\$25,000,000
Wells Fargo Marshalltown, IA	\$25,000,000
Pinnacle Bank Marshalltown, IA	\$25,000,000
Farmers Savings Bank Marshalltown, IA	\$25,000,000
United Bank & Trust Marshalltown, IA	\$25,000,000
Citizens Savings Bank Marshalltown, IA	\$25,000,000
Central State Bank State Center, IA	\$25,000,000
GNB Bank Marshalltown, IA	\$25,000,000

Section 2. That the City Council of Marshalltown, Iowa does hereby name the following positions as having authority to invest funds: City Administrator, City Treasurer, City Accounting Manager.

Passed this ____ day _____, 2016, and signed this ____ day of _____, 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

2016-__

RESOLUTION APPROVING AMENDMENT
TO THE INVESTMENT POLICY

WHEREAS, the City Council for the City of Marshalltown, Iowa has previously approved a policy concerning the investment and safety of City funds; and

WHEREAS, the Council desires to update this policy.

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

Section 1. That the Investment Policy be amended in accordance with the above listed provisions.

Passed this ____ day of ____, 2016, and signed this ____ day of ____, 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

INVESTMENT POLICY OF THE CITY OF MARSHALLTOWN

PURPOSE

It is the purpose of this investment policy to not only make a clear and unequivocal statement concerning policies and procedures relative to Marshalltown investments, but to be in compliance with the Code of Iowa Chapter 12B.10B for investment of public funds..

SECTION 1 - SCOPE OF INVESTMENT POLICY

The Investment Policy of Marshalltown shall apply to all checking and savings accounts, operating funds, bond proceeds and other funds accounted for in the financial statements of Marshalltown. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this investment policy, but also be consistent with any applicable bond resolution and bond covenants.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The governing body (Council and Mayor), City Treasurer, City Accounting Manager, and City Administrator of Marshalltown to which the Investment Policy applies.
2. All depository institutions or fiduciaries for public funds of Marshalltown.
3. The auditor engaged to audit any fund of Marshalltown.
4. Investment Committee - Marshalltown.

SECTION 2 - DELEGATION OF AUTHORITY

The responsibility for conducting investment transactions resides with the City Treasurer and City Administrator of Marshalltown. Only the City Treasurer and City Administrator and others authorized by ordinance or resolution may invest public funds. A copy of any empowering ordinance or resolution shall be attached to this Investment Policy.

The records of investment transactions made by or on behalf of Marshalltown are public records and are the property of Marshalltown, whether in the custody of Marshalltown or in the custody of a fiduciary or other third party.

The City Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of Marshalltown responsible for elements of the investment process, and to address

the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for this public body:

1. Investing public funds.
2. Advising on the investment of public funds.
3. Directing the deposit or investment of public funds.
4. Acting in a fiduciary capacity for this public body.

A bank providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

The City Treasurer and City Administrator of Marshalltown and all employees authorized to place investments shall be bonded in the amount of \$1,000,000.00.

SECTION 3 - OBJECTIVES OF INVESTMENT POLICY

The primary objectives, in order of priority, of all investment activities involving the financial assets of Marshalltown shall be the following:

1. *Safety* - Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. *Liquidity* - Maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. *Return* - Obtaining a reasonable return is the third investment objective.

SECTION 4 - PRUDENCE

The City Treasurer and City Administrator of Marshalltown, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the Section 3 investment objectives. This standard requires that when making investment decisions, the City Treasurer and City Administrator shall consider the role that the investment or deposit plays within the portfolio of assets of Marshalltown and the investment objectives stated in Section 3.

When investing operating and reserve funds, the City Treasurer and City Administrator shall request competitive bids for specified period(s) and amount(s). Operating and reserve funds do not include checking or savings funds.

SECTION 5 - INSTRUMENTS ELIGIBLE FOR INVESTMENT

Assets of Marshalltown may be invested in the following:

1. Interest bearing savings accounts, interest bearing money market accounts, and interest bearing checking accounts at any bank properly declared as a depository by

the governing body of Marshalltown and not exceeding the amount allowed by Council resolution. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa, or as amended as necessary by notice inserted in the monthly mailing by the Rate Setting Committee.

2. Obligations of the United States Government, its agencies and instrumentalities, either an implicit or explicit backing of the full faith of the United States Government.
3. Certificates of deposit and other evidences of deposit at federally insured depository institutions approved pursuant to Iowa Code Chapter 12C.6(3) shall draw rates not less than the minimum rate set under Iowa Code section 12.C.6 for state funds.
4. Iowa Public Agency Investment Trust (IPAIT) or Iowa Schools Joint Investment Trust (SJIT) as appropriate.
5. Repurchase agreements, whose underlying collateral consists of obligations of the United States Government, its agencies and instrumentalities and Marshalltown takes delivery of the collateral either directly or through an authorized custodian.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including Section 7- Investment Maturity Limitations and Section 8 - Diversification Requirements.

Upon the departure of the City Treasurer or City Administrator from office, only the following instruments authorized as eligible for investment in Section 5 shall be authorized for investment until further action is taken by the governing body of Marshalltown:

1. Interest bearing savings accounts, interest bearing money market accounts and interest bearing checking accounts at any bank properly declared as a depository by the governing body of Marshalltown and not exceeding the amount allowed by Council resolution. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa, or as amended as necessary by notice inserted in the monthly mailing by the Rate Setting Committee.
2. Obligations of the United States Government, its agencies and instrumentalities, either an implicit or explicit backing of the full faith of the United States Government..
3. Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Iowa Code Chapter 12C.6(3) shall draw rates not less than the minimum rate set under section 12C.6 for state funds.

Upon departure of the City Treasurer, an acting City Treasurer or replacement shall be appointed immediately. The City Administrator may be appointed acting City Treasurer or another person.

SECTION 6 - PROHIBITED INVESTMENTS AND INVESTMENT PRACTICES

Assets of Marshalltown shall not be invested in the following, according to Code of Iowa 12B.10 (5) and 12B.10 (9):

1. Reverse repurchase agreements.
2. Futures and options contracts.

All assets, of every kind and character, owned by the City of Marshalltown shall be owned or registered in the name of the City of Marshalltown as owner and not a third party, including an investment adviser or custodian.

Assets of Marshalltown shall not be invested pursuant to the following investment practices:

1. Trading of securities for speculation or the realization of short-term trading gains.
2. A contract providing for the investment or deposit of public funds shall not provide for compensation of an agent or fiduciary based upon investment performance.
3. If a fiduciary or other third party with custody of public investment transaction records of Marshalltown fails to produce requested records when requested by this public body within a reasonable time, Marshalltown shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.
4. Contrary to existing bond covenants or investment resolutions and policy statements.

SECTION 7 - INVESTMENT MATURITY LIMITATIONS

Operating funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt.

All investments authorized in Section 5 are further subject to the following investment maturity limitations:

1. Operating funds may only be invested in instruments authorized in Section 5 of this Investment Policy that mature within three hundred ninety-seven (397) days.
2. The City Treasurer and City Administrator may invest funds of Marshalltown that are not identified as Operating Funds in investments with maturities longer than three hundred ninety-seven (397) days. However, all investments of Marshalltown shall have maturities that are consistent with the needs and use of Marshalltown.

SECTION 8 - DIVERSIFICATION

Where possible, it is the policy of Marshalltown to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issue, or a specific class of securities. In establishing specific diversification strategies, the following general policies and contracts shall apply:

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.

2. Liquidity practices to ensure that the next disbursement date and payroll date are covered through maturing investments, marketable U.S. Treasury bills or cash on hand shall be used at all times.

SECTION 9 - COLLATERALIZATION OF CERTAIN OF MONIES

- A. Collateralization of deposits in banks which deposits are in excess of the insurance of a federal agency or instrumentality, shall be collateralized pursuant to the provisions of Section 12C, Subsection 22 of the Code of Iowa, related sections, and any future amendments thereto.

SECTION 10 - SAFEKEEPING AND CUSTODY

All invested assets of Marshalltown involving the use of public funds custodial agreement as defined in Iowa Code Section 12C, shall comply with all rules adopted pursuant to Iowa Code Section 12C. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the State of Iowa.

SECTION 11 - INVESTMENT COMMITTEE

There has been established an investment committee composed of three persons, who are not City officers or employees, to be appointed by the Mayor, with Council approval, and possessing financial and investment backgrounds. The committee shall meet on a timely basis, not less than quarterly, to review the City investments and their compliance with this policy.

Appointments to the committee shall be for four years and the appointees shall serve without pay.

SECTION 12 - REPORTING

The City Treasurer shall submit quarterly an investment report that summarizes balances and any changes in activity since the last investment report to the Investment Committee referred to in Section 11. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with the budgetary expectations.

SECTION 13 - INVESTMENT POLICY REVIEW AND AMENDMENT

The Investment Policy shall be reviewed every four years or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in Section 1.

SECTION 14 - AUDIT AND REPORTING

There shall be an annual audit performed by an independent public accounting firm or auditors of the State of Iowa. Auditing services shall include unannounced investment verifications at least once annually as established by the City Council and the auditors.

SECTION 15 - DEFERRED COMPENSATION

The Marshalltown Investment Policy shall not apply to deferred compensation held by the City of Marshalltown for individual employees.

Marshalltown Central Business District CITY COUNCIL REPORT



MCBD, "A Main Street Community" March 14th, 2016

Update Report Prepared by: Jenny Etter, Executive Director

2016 PROJECTS

Promotion Committee, Events Planning: Dorie Tammen, Chair

- Linn Creek Art Festival- Downtown Door Art Project- July 16th (new event)
- Treasures Tour- October 1st
- 24th Annual Holiday Stroll/Tiny Tim Tree Festival- Nov21
- Adopt A Vet Party- Feb.15, Dec 18th

Design Committee: Jerrod Leffler, Chair

- Flower Berms- Pat Williams, Dan Engesser
- Banners- Vic Hellberg, new banner discussion for 2016
- Floral Basket Program- Jerrod Leffler
- Pedestrian Walkway- Nate McCormick, planning for phase II in the works

Business Improvement Committee: vacant, Chair

- Building Inventory- quarterly update, complete 2nd story inventory
- Business Visitation- Recruit/maintain members
- Business Expansion- recruitment, fill empty stores, attract wider variety of businesses, collaborate with MEDIC, Regional Partnership
- Downtown Rehab Projects:
 - Kibbey Building/ Green Space 135 E. Main St.
 - Dan Kester, 119 E. Main St.
 - Scott Carnahan, Woodbury Bldg 32-36 E. Main St.
 - Zamora's, 4 E. Main St.
 - B & G HVAC 14 N. 1st St.

Organization Committee: Cass Gerstandt, Chair

- Membership drive 2016
- Communications – Newsletters
- Website, now mcbd logo
- MSI regional roundtable- Marshalltown hosted MSI directors

7/10/16

2016-

RESOLUTION ACCEPTING BID AND AUTHORIZING THE PURCHASE OF ONE 2016 DODGE RAM 4X4 TRUCK POLICE PACKAGE VEHICLE FOR THE POLICE DEPARTMENT CANINE UNIT, STEW HANSEN DODGE \$18,691.00.

WHEREAS the City of Marshalltown, Iowa desires to procure t one 2016 Dodge Ram 4x4 truck police package vehicle and let bids for this purpose; and

WHEREAS Stew Hansen Dodge in Waukee, Iowa submitted a bid for \$25,191.00 and offered to credit the City of Marshalltown \$6,500.00 in trade value on a 2010 Ford Explorer being retired from the police department fleet which will reduce the purchase price of this new vehicle to \$18,691.00, and

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

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

Section 1. That the City of Marshalltown accepts the bid from Stew Hansen Dodge for said police vehicle in the amount of \$18,691.00.

Section 2. The Chief of Police of the City of Marshalltown is hereby authorized to enter into agreements on behalf of the City of Marshalltown to purchase said vehicle at the above referenced price and conditions.

Passed this 28th day of March, 2016, and signed this 28th day of March, 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



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

TO: Mayor James L. Lowrance
Members of the Marshalltown City Council
Randy Wetmore, City Administrator

FROM: Michael W. Tupper
Chief of Police

DATE: March 21, 2016

RE: Marshalltown Police Department K9 Vehicle Purchase FY 16-17

Policy Issue: City policy requires governing body approval of all vehicle purchases.

Recommendation: Staff recommends approving purchase of a 2016 Dodge Ram 4x4 truck from Stew Hansen Dodge (Waukeg, Iowa). This vehicle will be used by the police department's police canine unit. As part of this purchase, staff recommends approval of a trade-in involving a 2010 Ford Explorer which is currently owned by the City of Marshalltown and is being retired from the police department's police canine unit.

Background: The police department has two vehicles allocated to the police canine unit designated as canine police vehicles. One of the vehicles currently utilized by the department's police canine unit is a 2010 Ford Explorer. This vehicle has in excess of 80,000 miles. The 2010 Ford Explorer is not a typical police package vehicle and has had maintenance and durability problems. The department has planned to replace this vehicle as part of the Capital Improvements Program (CIP) budget. The police department has budgeted \$46,000.00 for this vehicle purchase in the CIP budget for FY 16-17. This budget includes the purchase of the vehicle, emergency vehicle equipment and installation of necessary emergency equipment.

Police department staff contacted three vendors seeking quotes for police SUV and truck vehicle packages. These vendors were also asked to provide quotes for trade value on the 2010 Ford Explorer. Police department staff researched and test drove various vehicle options for this purchase. Stew Hansen Dodge subsequently had the most economical proposal. Stew Hansen Dodge has a police package 2016 Dodge Ram truck available for a purchase price of \$25,191.00. Stew Hansen Dodge also offered \$6500.00 in trade value for the 2010 Ford Explorer. Less the trade value the purchase price for this vehicle is \$18,691.00. This purchase price does not include the purchase and installation of necessary emergency vehicle equipment.

Budget Impact: The Capital Improvements Program budget for FY 16-17 has sufficient funds for this law enforcement vehicle purchase.

Attachment: None.

Misc: Captain Christopher Jones will be present at the March 28, 2016, meeting of the Marshalltown City Council to answer questions regarding this proposed purchase.

CITY COUNCIL

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

7/24/15

RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT
FOR 2015 OIL MIX STREETS IN THE CITY OF MARSHALLTOWN, IOWA BEING
PROJECT NO. 76015005
IN THE AMOUNT OF \$425,460.00

WHEREAS notice to bidders has been duly given as required by law publication in the Marshalltown Times-Republican for the 2015 Oil Mix Streets, being Project No. 76015005, in the City of Marshalltown, as described in the plans and specifications therefore, and

WHEREAS, there has been filed with the City Clerk in response to the published notice to the bidders referred to above, certain proposals for the construction of the above designated improvement with the required certified checks or bid bond accompanying each proposal from the following bidders, to-wit:

<u>Name and Address of Bidders</u>	<u>Amount of Bid</u>
OMG Midwest Inc. DBA Cessford Construction Le Grand, IA	\$425,460.00

After consideration of all bids filed, there was determined by the Council that the bid of OMG Midwest Inc. is the best and lowest responsible bid for the public improvement as is herein outlined.

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

Section 1. That the bid of OMG Midwest Inc. , and the same is hereby accepted for the construction of the improvement as described in the plans and specifications therefore, as previously ordered by the Council, and that the contract for the construction of same is now awarded to said contractor in the total amount four hundred twenty five thousand four hundred sixty and 00/100=====\$425,460.00) Dollars.

Section 2. The Mayor and Clerk of the City of Marshalltown, Iowa are hereby authorized and directed to execute the contract with the contractor for the public improvement as is herein referred to, and that upon the contractor filing the required bond that the said bond and contract be then submitted to this Council for final approval as provided by law.

Section 3. The final settlement upon the contract, as referred to herein with said contractor, shall be upon the basis of the unit prices as are set forth in the bid of said contractor and for the actual quantities for each item of materials furnished or work performed in the construction of this public improvement. The said contract is subject to all of the conditions as are contained in the resolution ordering construction of this improvement, the notice to bidders as published, the terms of the bidders written proposal, the plans and specifications as are provided

therefore, all of which are made a part of this resolution and the said bidders contract by reference as though the same were set out herein verbatim and in specific detail.

Section 4. This resolution as now adopted shall be in full force and binding effect upon the City of Marshalltown, Iowa, upon the final approval of the completed contract with the successful bidder and the approval of the contractor's surety bond by resolution of this Council.

Passed this 28th day of March 2016, and signed this _____ day of March 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

BID TAB
PRJ NO. 76015005

2015 OIL MIX STREETS OVERLAY PROJECT

BIDDER:
 OMG Midwest, Inc.
 dba Cessford Construction

NO.	ITEM	EST. UNIT COST	EST. QUANTITY	UNIT	ITEM COST	UNIT COST	ITEM COST
1	12" Reclamation w/ Class C Fly Ash & Shaping	\$ 6.75	22,512	SY	\$ 151,956.00	\$ 9.50	\$ 213,864.00
2	Double Chip Seal w/ Fog Seal	\$ 5.00	22,512	SY	\$ 112,560.00	\$ 8.00	\$ 180,096.00
3	Traffic Control	\$ 10,000.00	1	LS	\$ 10,000.00	\$ 6,500.00	\$ 6,500.00
4	Mobilization	\$ 20,000.00	1	LS	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
Totals					\$ 294,516.00	Bid Total	\$ 425,460.00
Contingency, 10%					\$ 29,451.60	Over Eng Est.	\$ 101,492.40
					\$ 323,967.60	Increase of	24%

Raw

RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT
FOR THE 2016 SANITARY SEWER TELEVISIONING PROJECT IN THE CITY OF
MARSHALLTOWN, IOWA BEING PROJECT NO. 59015011
IN THE AMOUNT OF \$71,327.93

WHEREAS notice to bidders has been duly given as required by law publication in the Marshalltown Times-Republican for the 2016 Sanitary Sewer Televisioning, being Project No.59015011, in the City of Marshalltown, as described in the plans and specifications therefore, and

WHEREAS, there has been filed with the City Clerk in response to the published notice to the bidders referred to above, certain proposals for the construction of the above designated improvement with the required certified checks or bid bond accompanying each proposal from the following bidders, to-wit:

<u>Name and Address of Bidders</u>	<u>Amount of Bid</u>
Hydro-Klean, LLC. 333 NW 49 th Place Des Moines, IA 50313	\$ 71,327.93
Accujet LLC 12155 J Ave Perry, IA 50220	\$ 92,760.25
Spray Com Utilities, Inc 1157 NE 10 Knob Noster, MO 65336	\$ 97,916.75
Visu-Sewer Inc. W 230 N4855 Betker Dr Pewaukee, WI 53072	\$190,047.70

After consideration of all bids filed, there was determined by the Council that the bid of Hydro-Klean, LLC., is the best and lowest responsible bid for the public improvement as is herein outlined.

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

Section 1. That the bid of Hydro-Klean, LLC., and the same is hereby accepted for the construction of the improvement as described in the plans and specifications therefore, as previously ordered by the Council, and that the contract for the construction of same is now awarded to said contractor in the total amount Seventy one thousand three hundred twenty seven and .93/100=====\$71,327.93) Dollars.

Section 2. The Mayor and Clerk of the City of Marshalltown, Iowa are hereby authorized and directed to execute the contract with the contractor for the public improvement as is herein referred to, and that upon the contractor filing the required bond that the said bond and contract be then submitted to this Council for final approval as provided by law.

Section 3. The final settlement upon the contract, as referred to herein with said contractor, shall be upon the basis of the unit prices as are set forth in the bid of said contractor and for the actual quantities for each item of materials furnished or work performed in the construction of this public improvement. The said contract is subject to all of the conditions as are contained in the resolution ordering construction of this improvement, the notice to bidders as published, the terms of the bidders written proposal, the plans and specifications as are provided therefore, all of which are made a part of this resolution and the said bidders contract by reference as though the same were set out herein verbatim and in specific detail.

Section 4. This resolution as now adopted shall be in full force and binding effect upon the City of Marshalltown, Iowa, upon the final approval of the completed contract with the successful bidder and the approval of the contractor's surety bond by resolution of this Council.

Passed this 28th day of March 2016, and signed this _____ day of March 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

BID TABULATION

BID DATE: March 17, 2016 @ 11:00 AM
FOX PN 2407-148

**2016 Sanitary Sewer Televising Project
Marshalltown Project No. 590015011**

CONTRACTORS:																	
CHECK OR BID BOND				Engineer's Opinion Probable Cost				Hydro-Klean, LLC 333 NW 49th Place Des Moines, IA 50313				Accujet, LLC 12155 J Ave Perry, IA 50220		Spray Con Utilities, Inc 1157 NE 10 Knob Noster, MO 65336		Visu-Sewer Inc W 230 M4655 Belker Drive Pewaukee, WI 53072	
ITEM NO.	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE		
1	Mobilization & Demolition	1	LS	\$2,500.00	\$2,500.00	\$1,301.00	\$1,301.00	\$500.00	\$500.00	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00				
2	Inspect 6"-10" Sanitary Sewer w/Report, Hard Surface	37,652	LF	\$0.75	\$28,239.00	\$0.57	\$21,461.64	\$0.93	\$35,016.36	\$1.30	\$48,947.60	\$2.15	\$80,951.80				
3	Inspect 6"-10" Sanitary Sewer w/Report, Off Hard Surface	2,769	LF	\$1.10	\$3,045.90	\$0.66	\$1,827.54	\$1.00	\$2,769.00	\$1.50	\$4,153.50	\$3.90	\$10,799.10				
4	Inspect 12" Sanitary Sewer w/Report, Hard Surface	2,393	LF	\$0.95	\$2,273.35	\$0.57	\$1,364.01	\$0.93	\$2,225.49	\$1.30	\$3,110.90	\$3.30	\$7,696.90				
5	Inspect 12" Sanitary Sewer w/Report, Off Hard Surface	447	LF	\$1.15	\$514.05	\$0.66	\$295.02	\$1.00	\$447.00	\$1.50	\$670.50	\$4.40	\$1,966.80				
6	Inspect 21"-30" Sanitary Sewer w/Report, Hard Surface	78	LF	\$1.50	\$117.00	\$0.57	\$44.46	\$1.00	\$78.00	\$1.50	\$117.00	\$3.70	\$288.60				
7	Inspect 21"-30" Sanitary Sewer w/Report, Off Hard Surface	349	LF	\$2.00	\$698.00	\$0.66	\$230.34	\$1.15	\$401.35	\$2.00	\$698.00	\$5.00	\$1,745.00				
8	Inspect 33"-42" Sanitary Sewer w/Report, Hard Surface	1,370	LF	\$1.50	\$2,055.00	\$0.77	\$1,054.90	\$1.00	\$1,370.00	\$2.50	\$3,425.00	\$4.20	\$5,754.00				
9	Inspect 33"-42" Sanitary Sewer w/Report, Off Hard Surface	1,307	LF	\$1.50	\$1,960.50	\$0.86	\$1,124.02	\$1.15	\$1,503.05	\$2.75	\$3,594.25	\$6.50	\$8,495.50				
10	Inspection Reversal	50	EA	\$50.00	\$2,500.00	\$100.00	\$5,000.00	\$25.00	\$1,250.00	\$50.00	\$2,500.00	\$250.00	\$12,500.00				
11	Normal Cleaning - Additional Time	20	HR	\$200.00	\$4,000.00	\$285.00	\$5,700.00	\$260.00	\$5,200.00	\$200.00	\$4,000.00	\$335.00	\$6,700.00				
12	Heavy Cleaning	10	HR	\$250.00	\$2,500.00	\$285.00	\$2,850.00	\$260.00	\$2,600.00	\$150.00	\$1,500.00	\$350.00	\$3,500.00				
13	Removal of Heavy Roots in Sanitary Sewer	40	HR	\$250.00	\$10,000.00	\$225.00	\$9,000.00	\$260.00	\$10,400.00	\$200.00	\$8,000.00	\$320.00	\$12,800.00				
14	Removal of Heavy Scale in Sanitary Sewer	35	HR	\$250.00	\$8,750.00	\$225.00	\$7,875.00	\$260.00	\$9,100.00	\$200.00	\$7,000.00	\$350.00	\$12,250.00				
15	Protruding Tap Cut	36	EA	\$250.00	\$9,000.00	\$200.00	\$7,200.00	\$375.00	\$13,500.00	\$200.00	\$7,200.00	\$400.00	\$14,400.00				
16	Traffic Control	1	LS	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$6,400.00	\$6,400.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00				
TOTAL					\$80,652.80		\$71,327.93		\$92,760.25		\$97,916.75		\$190,047.70				

PREPARED BY:
FOX ENGINEERING ASSOCIATES, INC.
AMES, IOWA

Row

RESOLUTION APPROVING ENGINEERING SERVICES CONTRACT WITH
SNYDER AND ASSOCIATES, INC., AND THE CITY OF MARSHALLTOWN FOR
THE IOWA RIVER TRAILS PROJECT IN THE CITY OF MARSHALLTOWN,
IOWA, BEING PROJECT NUMBER 40115012 IN THE AMOUNT OF \$36,000.00

WHEREAS the contract with Snyder and Associates, Inc., for Engineering
Services for the Iowa River Trails Project and that the said contract is now before this
Council for final approval.

WHEREAS Snyder and Associates, Inc., of Cedar Rapids, IA, has executed a contract for
Engineering Services and has filed its insurance certificate covering the full amount of
said engineering services and that the said contract is now before this Council for final
approval

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

Section 1. That the contract for Engineering Services for the Iowa River Trails Project in
the amount of \$36,000.00, be accepted and approved.

Passed this 28th day of March 2016, and signed this ____ day of March 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



James L. Lowrance, Mayor
Randy Wetmore, 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 21, 2016

**To: Mayor James L. Lowrance
Members of the City Council**

From: Justin Nickel
Director of Public Works

Re: Agreement – Snyder and Associates, Inc. for engineering services for Iowa River Trail Connection – 12th Street to Wilson Circle

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

Recommendation: Staff recommends approving the Agreement with Snyder for design and survey for the Iowa River Trail Connection – 12th Street to Wilson Circle for a fee not to exceed \$36,000.

Background: Snyder was selected to perform design services on the Iowa River Trail – Phase I, 12th Street to Summit Street. They will serve as design consultants for this phase connecting that project to central Marshalltown.

Budget Impact: This cost is 100% reimbursable by Trails, Inc.

Attachment: Agreement.

cc: Randy Wetmore, City Administrator

City Council

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

Marshalltown





SNYDER & ASSOCIATES, INC.
Engineers and Planners

STANDARD PROFESSIONAL SERVICES AGREEMENT

(Short Form)

NOW ON THIS ____ day of _____, 2016, **Snyder & Associates, Inc.**,
5005 Bowling Street S.W., Suite A, Cedar Rapids, IA 52404 (hereinafter, Professional), and
The City of Marshalltown, 24 N. Center St., Marshalltown, IA 50158
(hereinafter, Client) do hereby agree as follows:

1. **PROJECT:** Professional agrees to provide Professional Services (Services) for Client's project known and identified as: Iowa River Trail Connection - 12th Street to Wilson Circle
2. **SCOPE AND FEES:** The Scope of and the fees to be paid for said Services are set forth on Exhibit A attached hereto and by this reference made a part of this Agreement. Any Services not shown on Exhibit A shall be considered Additional Services. Additional Services may only be added by written change order, amendment or supplement to this agreement signed by both parties.
3. **TIMELINESS:** Professional will perform its services with reasonable diligence and expediency consistent with sound professional practices and within the time period(s), if any, set forth in Exhibit A.
4. **STANDARD OF CARE:** In providing Services under this Agreement, the Professional shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same professional discipline currently practicing under similar circumstances at the same time and in the same or similar locality. Professional makes no warranty, express or implied, as to its professional services rendered under this Agreement. Client shall promptly report to Professional any defects or suspected defects in the Professional's Services of which Client becomes aware. Withholdings, deductions or offsets shall not be made from the Professional's compensation for any reason unless the professional has been found to be legally liable for such amounts by a court of competent jurisdiction.
5. **INVOICE, PAYMENT, INTEREST, SUSPENSION:** Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoice(s) to Client on a monthly basis. Client agrees to timely pay each invoice within 30 days of the invoice date. Payments not paid within said 30 days shall accrue interest on unpaid balances at the rate of 1.5% per month (or the maximum rate of interest permitted by law, if less) from said 30th day. In addition, Professional may, after giving 7 days written notice to Client, suspend services under this Agreement until Professional has been paid in full for Services, interest, expenses and other related charges rendered, accrued, advanced and/or incurred by Professional to the date of suspension. Client waives any and all claims against Professional arising out of or resulting from said suspension. Payments will be credited first to interest, then to expenses, then to principal.
6. **RELIANCE:** The Client shall furnish, at its expense, all information, requirements, reports, data, surveys and instructions required by this Agreement and Professional may use such furnished information and material in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Professional shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Client and/or the Client's consultants and contractors.
7. **ASSIGNMENT:** Client shall not transfer, sublet or assign any rights or duties under or interest in this Agreement, without the prior written consent of Professional.
8. **OWNERSHIP OF INSTRUMENTS OF SERVICE:** All reports, drawings, specifications, electronic and hard copy files, field data, notes and other documents and instruments prepared by Professional for the Project are acknowledged to be instruments of service and shall remain the property of the Professional. The Professional shall retain all common law, statutory and other reserved rights, including, without limitation, the copyrights thereto. If Professional agrees to allow transfer of its electronic media file(s), Client understands and agrees that as a condition precedent, it will sign the Professional's "Electronic Media Transfer Agreement" form prior to the transfer of an electronic media file.

ADDITIONAL TERMS AND CONDITIONS

9. **MUTUAL INDEMNIFICATION:** The Professional and the Client mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts, errors or omissions, or willful misconduct in the performance of their services, duties and responsibilities under this Agreement, to the extent that each party is responsible for such damages, liabilities and costs on a comparative basis of fault.
10. **MUTUAL WAIVERS:** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Professional, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement.
11. **LIMITATION:** In allocating the risks of this Project and notwithstanding any other provision of this Agreement, the Client agrees to limit, to the maximum extent permitted by law, the Professional's liability for the Client's damages to the aggregate sum of the Professional's fee for this Project. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.
12. **DISPUTE RESOLUTION:** Any disputes that arise during the Project or following the completion of the Project will be resolved by representatives from each party who have authority to settle. Those issues not resolved shall be submitted to formal nonbinding mediation prior to submission to a court of competent jurisdiction. Each party shall endeavor to include a similar dispute resolution in all agreements with other consultants, contractors and subcontractors of any tier who are retained for the project so that formal mediation is required as the primary form of dispute resolution.
13. **SEVERABILITY:** If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.
14. **SURVIVAL:** Notwithstanding completion or termination of this Agreement for any reason, all rights duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.
15. **GOVERNING LAW AND JURISDICTION:** The Client and the Professional agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Iowa, without regard to any conflict of laws provisions, which may apply the laws of other jurisdictions. It is further agreed that any legal action between the Client and the Professional arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.
16. **ATTORNEYS FEES, COSTS:** In the event legal action is necessary to enforce the payment terms of this Agreement, Professional shall be entitled to collect from Client and Client agrees to pay to Professional any judgment or settlement sum(s) due, plus reasonable attorneys' fees, court costs and other expenses incurred by Professional for such collection action and, in addition, the reasonable value of the Professional's time and expenses spent for such collection action, computed according to the Professional's prevailing fee schedule and expense policy.
17. **INCORPORATION BY REFERENCE:** It is understood and agreed that the provisions of the following attached Exhibits are incorporated herein and by this reference made a part of this Agreement:

Exhibit A Scope of Services

Exhibit

CITY OF MARSHALLTOWN (Client)

By: _____
(Authorized agent)

(Printed or typed signature)

Exhibit B Location Map

Exhibit

SNYDER & ASSOCIATES, INC. (Professional)

By: _____
(Authorized agent)

Troy A. Culver, P.E.
(Printed or typed signature)

Route executed copy to: BLF

Exhibit A

Scope of Services

The Iowa River Trail will be a 10-ft wide paved recreational trail on former railroad grade in Marshall and Hardin Counties. This project includes an extension of the Iowa River Trail from 12th Street to Wilson Circle to connect the Iowa River Trail to the local pedestrian network in Marshalltown.

Snyder & Associates, Inc. will provide engineering services in connection with the survey, planning, design, and preparation of plans, specifications and estimate for the 12th Street to Wilson Circle Trail Connection Project.

Scope of Work

The scope of services to be provided by Snyder & Associates, Inc. includes survey and design for the trail. Topographic and boundary survey will be performed to ascertain the physical characteristics and right of way limits of the trail corridor. The survey information will be utilized to determine the feasibility of a trail alignment under the 3rd Street Bridge and through the Wilson Circle area.

A basemap will be created from the survey information and will be used to identify potential alignment options. Snyder & Associates, Inc. will coordinate with the City of Marshalltown to determine the preferred alignment. Final design of the preferred alignment will then be completed. Work also includes the preparation of construction plans, specifications, and construction cost opinion. It is assumed that the project will utilize SUDAS Specifications. Complete bidding documents will be prepared as required for a local letting.

It is assumed that the City of Marshalltown will administer a local letting for the project. Snyder & Associates, Inc. will provide electronic copy of the bidding documents so that they may be reproduced by the City of Marshalltown. If desired as additional services, Snyder & Associates, Inc. is available to administer the letting and perform construction engineering services.

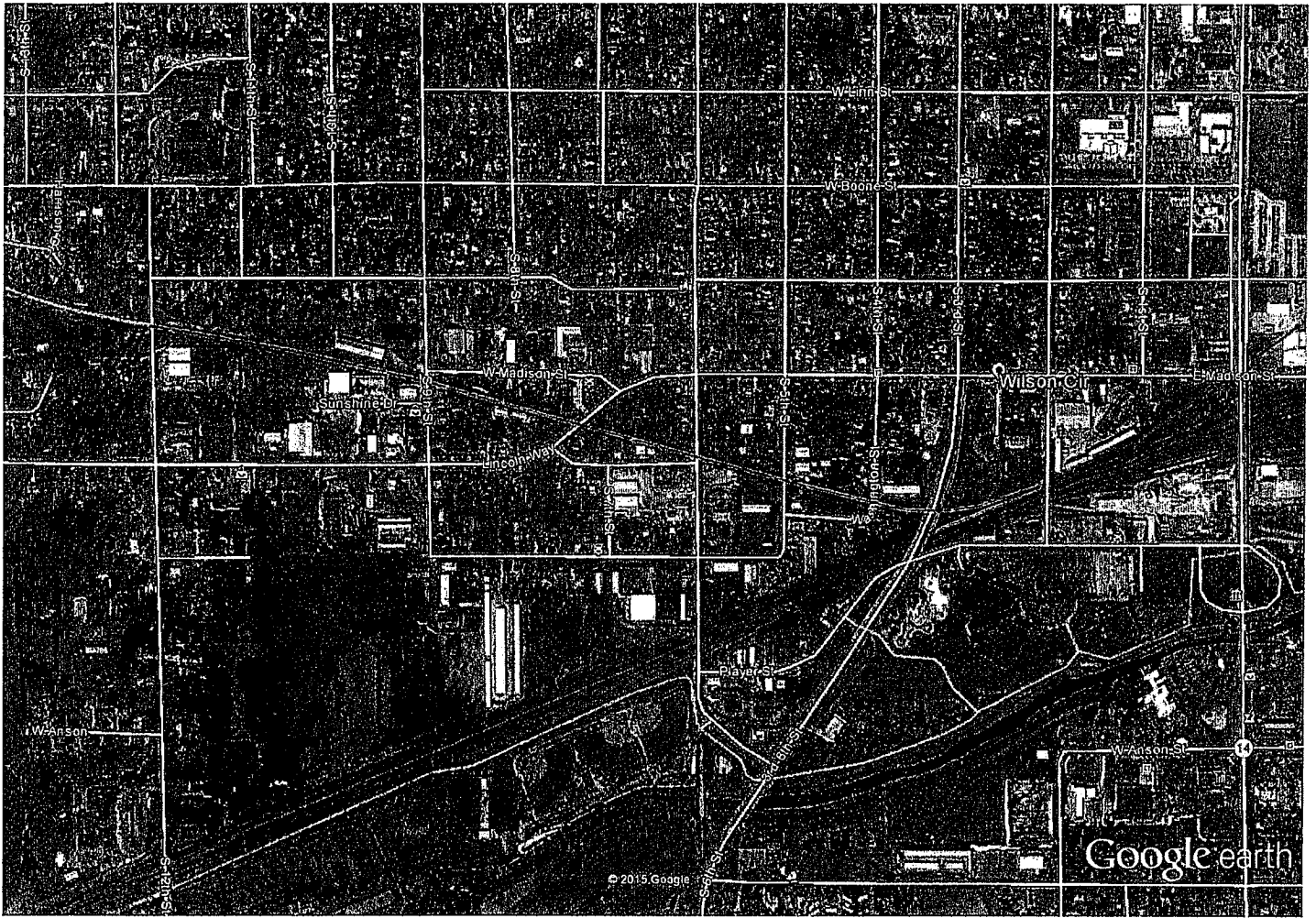
Schedule

The engineering services included in this scope of work are scheduled for completion to allow for a summer 2016 local letting.

Compensation

For full and complete compensation for the work, materials, and services furnished under the terms of this Agreement, Snyder & Associates, Inc. shall be paid the following fees on a lump sum basis in the amount of \$36,000.00. The lump sum amount will not be changed unless there is a substantial change in the magnitude, scope, character, or complexity of the services from those covered in this Agreement. Any change in the lump sum amount will be by Supplemental Agreement. Monthly payments for work completed shall be based on the percentage of work completed and substantiated by monthly progress reports.

Exhibit B - Location Map



Google earth

feet
km

4000



Row

RESOLUTION ORDERING CONSTRUCTION OF 2016 CRAIG'S CIRCLE REBUILD
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
BEING PROJECT NUMBER 76016005

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 2016 Craig's Circle Rebuild , Project No. 76016005, in the City of Marshalltown, Iowa, as is fully set forth in the plans and specifications for Project No. 76016005, 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 2016 Craig's Circle Rebuild in the City of Marshalltown, Iowa, which public improvement is fully and particularly described in the plans and specifications for Project No. 76016005 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 2016 Craig's Circle Rebuild 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 o'clock P.M., local time on the 11th day of April 2016, 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 19th day of April 2016. 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 9th day of May 2016, 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 28th day of March 2016, and signed this _____ day of March 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



James L. Lowrance, Mayor
Randy Wetmore, 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 21, 2016

**To: Mayor James L. Lowrance
Members of the City Council**

From: Justin Nickel
Director of Public Works

Re: Order Construction – Craig Circle Rebuild Project (76016005)

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

Recommendation: Staff recommends approving the Resolution ordering construction of the Craig Circle Rebuild Project.

Background: Engineering staff has prepared plans, specifications and contract documents for the Craig Circle rebuild project. The project includes total reconstruction of Craig Circle to eliminate undermining concerns. A new, drainable base layer and additional sub drains will be installed.

Budget Impact: This project will be funded with bond sale proceeds.

Attachment: None

cc: Randy Wetmore, City Administrator

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



PROJECT TIMELINE FOR RESOLUTIONS AND PUBLICATIONS

1	Project Name:	2016 Craig Circle Rebuild Project - G.O. Bond	(most public hearing notice dealines are minimum publication 4 days clear)		
2	Project Number:	76016005	<u>PUBLICATION DATES</u>		
3	TIF funds used? (yes/no) NO No - go to line 6				
4	Public hearing date:	Public Hearing Notice to TR before 5PM on date: #####			
5	Resolution Approving TIF / Internal Loan Fund	not before 20 days ##### within 4 days #####			
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"><u>RESOLUTIONS:</u></td> <td style="width: 70%;"><u>DATES:</u></td> </tr> </table>				<u>RESOLUTIONS:</u>	<u>DATES:</u>
<u>RESOLUTIONS:</u>	<u>DATES:</u>				
6	Order Construction	3/28/2016			
7	Plans & Specs w/ hearing & Notice to Bidders	4/11/2016	Plans Spec Notice to TR before date: Friday, April 01, 2016 not before 20 days Tuesday, March 22, 2016 within 4 days Wednesday, April 06, 2016		
8	Bids Due 10 AM	Tuesday, April 19, 2016	Bid Notice to TR before date: Monday, April 11, 2016 not before 20 days Wednesday, March 30, 2016 within 4 days Thursday, April 14, 2016		
9	Accept Bid	5/9/2016			
10	Award Contract	5/9/2016			

T/R	PUBLICATION DATE	DEADLINE BY 5:00 PM
	MONDAY	WEDNESDAY
	TUESDAY	THURSDAY
	WEDNESDAY	FRIDAY
	THURSDAY	MONDAY
	FRIDAY	TUESDAY
	SATURDAY	WEDNESDAY
	SUNDAY	WEDNESDAY

Row

RESOLUTION ORDERING CONSTRUCTION OF 2016 PCC PATCH REPAIR
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
BEING PROJECT NUMBER 76016006

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 2016 PCC Patch Repair, Project No. 76016006 in the City of Marshalltown, Iowa, as is fully set forth in the plans and specifications for Project No. 76016006, 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 2016 PCC Patch Repair in the City of Marshalltown, Iowa, which public improvement is fully and particularly described in the plans and specifications for Project No. 76016006 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 2016 PCC Patch Repair 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 o'clock P.M., local time on the 11th day of April 2016, 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 19th day of April 2016. 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 9th day of May 2016, 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 28th day of March 2016, and signed this _____ day of March 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



James L. Lowrance, Mayor
Randy Wetmore, 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 21, 2016

**To: Mayor James L. Lowrance
Members of the City Council**

From: Justin Nickel
Director of Public Works

Re: Order Construction – 2016 PCC Patch Repair Project (76016006)

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

Recommendation: Staff recommends approving the Resolution ordering construction of the 2016 PCC Patch Repair Project.

Background: Engineering staff has prepared plans, specifications and contract documents for the 2016 PCC Patch Repair project. The project includes concrete repairs in two areas: W Anson Street and E Southridge Street, from Dubois Circle to S 3rd Avenue.

Budget Impact: This project will be funded with bond sale proceeds.

Attachment: None

cc: Randy Wetmore, City Administrator

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



PROJECT TIMELINE FOR RESOLUTIONS AND PUBLICATIONS

1	Project Name: <u>2016 PCC Patch Repair Project - G.O. Bond</u>	(most public hearing notice deadlines are minimum publication 4 days clear)
2	Project Number: <u>76016006</u>	PUBLICATION DATES
3	TIF funds used? (yes/no) <u>NO</u> No - go to line 6	
4	Public hearing date: _____	Public Hearing Notice to TR before 5PM on date: <u>#####</u>
5	Resolution Approving TIF / Internal Loan Fund _____	not before 20 days <u>#####</u> within 4 days <u>#####</u>
RESOLUTIONS: DATES:		
6	Order Construction	<u>3/28/2016</u>
7	Plans & Specs w/ hearing & Notice to Bidders <u>4/11/2016</u>	Plans Spec Notice to TR before date: <u>Friday, April 01, 2016</u> not before 20 days <u>Tuesday, March 22, 2016</u> within 4 days <u>Wednesday, April 06, 2016</u>
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10	Award Contract	<u>5/9/2016</u>

T/R	PUBLICATION DATE	DEADLINE BY 5:00 PM
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	WEDNESDAY	FRIDAY
	THURSDAY	MONDAY
	FRIDAY	TUESDAY
	SATURDAY	WEDNESDAY
	SUNDAY	WEDNESDAY

**RESOLUTION CONFIRMING APPOINTMENT OF ANNEMARIE SELNESS AS
MARSHALLTOWN PARKS AND RECREATION DIRECTOR**

WHEREAS the City Administrator of the City of Marshalltown has nominated Annemarie Selness to serve as Parks and Recreation Director.

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

1. The appointment of Annemarie Selness as Parks and Recreation Director for the City of Marshalltown, Iowa, is hereby confirmed and ratified.
2. This appointment is conditioned upon passing the required physical examination, background checks and signature of the attached memorandum reducing to writing salary and terms of employment.

Passed this 28th day of March, 2016, and signed this ____ day of March, 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

RESOLUTION APPROVING REIMBURSEMENT TO THE DEVELOPER, DOWNTOWN
LEASES & LOFTS, LLC, FOR THE PUBLIC PORTION OF A PRIVATE PROJECT,
DESCRIBED AS THE KIBBEY BUILDING, ALLEY AND CITY PARKING LOT O
STORMWATER DETENTION SYSTEM, IN AN AMOUNT NOT TO EXCEED \$44,000.

WHEREAS the City of Marshalltown has received plans for a private storm water retention project; and

WHEREAS following review of the plans by the City Engineer, it was determined there is a public benefit of not to exceed \$44,000 for potential storm water improvements; and

WHEREAS the improvements include the installation of a pump and an underground structure to house the pump located with Parking Lot O, owned by the City of Marshalltown; and

WHEREAS the Developer (DOWNTOWN LEASES & LOFTS, LLC) requires an easement from the City (City of Marshalltown) for access, installation and for maintenance of the water collection system, structure and the pump, which must be recorded with the Marshall County Recorder; and

WHEREAS the Developer should be reimbursed upon completion of the project for the public portion of the improved storm water condition in the area.

WHEREAS the City Council of the City of Marshalltown finds that this reimbursement is in the best interests of the City of Marshalltown.

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

Section 1. The Reimbursement is conditional upon the following:

- a) Project completion.
- b) Recording of the easement by the Developer describing the public area required for the water collection system and structure, which provides for:
 - i) Maintenance of the water collection system and structure by the Developer and Developer's successors in interest.
 - ii) Maintenance of the pump within the structure by the Developer and Developer's successors in interest.

Section 2. This Resolution shall be in full force and effect from and after its passage and signature as by law required.

Passed on this ___ day of March 2016, and signed on this ___ day of March 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Kibbey CDBG Stormwater Project
Marshalltown, IA 50158

3-8-16

Re: Public Parking Lot O and Alley Improvements

Project cost per drawings dated 8-18-15

Cut 300' 6" asphalt and concrete remove and haul away
Assumes no greater than 8" in depth
Short's Concrete Cutting Company

\$ 6,000.00 ✓ Public ①

Replace 2,780sf 6" PCC
360 Concrete Services LLC

\$18,000.00 ✓ Public ②

Excavation For storm sewer

Includes 114LF 8" Perforated PVC with cleanouts Private

Includes 135LF 12" RCP W/ intakes Public (\$20,000?) ③

Kriens Plumbing and Mechanical

\$25,808.00 Public/Private

Stormwater pump station w/ underground detention per plans
and specs

Underground detention/rock chamber

Kriens Plumbing and Mechanical

\$24,940.00
\$28,900.00 > Private

General contracting services/inspections/ permits/coordination/
barricades. Includes \$3,500 for City required inspections, above
general contractor inspections.
Westbrooke Construction Company

\$14,352.00

Public System
1 + 2 + 3 =
\$44,000

Total

\$118,000.00

* City code
requires
11 % inspect
fee = \$4840

7113 Douglas Avenue
Urbandale, Iowa 50322

(515) 278-6197 phone
(515) 278-8254 fax
kconway@westbrookecc.com

TENTATIVE RESOLUTION SETTING PUBLIC HEARING PROVIDING FOR THE
EASEMENT AGREEMENT DESCRIBED FROM THE CITY OF MARSHALLTOWN, IOWA
TO DOWNTOWN LEASES & LOFTS, LLC, FOR A STORM WATER DETENTION
PROJECT

WHEREAS the Council of the City of Marshalltown, Iowa finds it is in the best interest of the City and proposes enter into an easement agreement for the purpose of storm water detention as described in Section 1 hereof to, DOWNTOWN LEASES & LOFTS, LLC., of MARSHALLTOWN, IOWA; and

WHEREAS the consideration for the easement agreement of real estate to DOWNTOWN LEASES & LOFTS, LLC, as set forth in Section 1, is the completion of the Storm Water Detention Project; and

WHEREAS the easement to be granted by the City of Marshalltown, Iowa to DOWNTOWN LEASES & LOFTS, LLC, involves real estate which is being used as a City Parking Lot, specifically, "Lot O", and is not required for any other public purpose, and no rights of private persons will be adversely affected; and

WHEREAS the City of Marshalltown hereby proposes the grant of easement shall be subject to existing, rights of way of utilities, and continuing access to and maintenance of said utilities. Said easements, rights of way and access will be retained until such time as the City or any utility no longer utilizes or needs facilities in this location.

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

Section 1. The City of Marshalltown, Iowa, by this Tentative Resolution, proposes to enter into an easement agreement for the purpose of a storm water detention project to the following described property to DOWNTOWN LEASES & LOFTS, LLC, and said property is described as follows, to-wit:

THE NORTH 10.00 FEET OF THE WEST 24.00 FEET OF THE EAST 48.00 FEET OF THE SOUTH 70.00 FEET OF LOT 1, BLOCK 14, ORIGINAL TOWN OF MARSHALL, MARSHALL COUNTY, IOWA.

Section 2. That the consideration for the above-referred to easement being granted in Section 1 to DOWNTOWN LEASES & LOFTS, LLC, shall be the benefit to the City of Marshalltown arising out of said Development Agreement.

Section 3. The City of Marshalltown hereby proposes the easement agreement shall be subject to existing easements being retained and rights of way of utilities, and access to and maintenance of said utilities. Said easements, rights of way and access will be retained until such time as the City or any utility no longer utilizes or needs facilities in this location.

Section 4. The City Clerk shall cause to be published the notice required by law, by publication once in the Marshalltown Times-Republican, a newspaper having general circulation in the City of Marshalltown, Iowa, the publication to be not less than four (4) days nor more than twenty (20) days prior to the date hereinafter fixed in the City Hall, 24 North Center Street, Marshalltown, Iowa, on the 11th day of April, 2016, to consider any and all comments filed with the City Clerk or made in open council to the proposal for conveyance as herein contained and to take final action thereon.

Passed this 28th day of March, 2016, and signed this __ day of March, 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

NOTICE OF PUBLIC HEARING

PUBLIC NOTICE is hereby given that there is now on file in the Office of the Clerk of the CITY OF MARSHALLTOWN, IOWA, a Tentative Resolution wherein it is proposed to enter into an easement agreement for the purpose of constructing storm water detention project the following described properties in Marshalltown, Marshall County, Iowa, legally described as:

STORM SEWER EASEMENT DESCRIPTION:

THE NORTH 10.00 FEET OF THE WEST 24.00 FEET OF THE EAST 48.00 FEET OF THE SOUTH 70.00 FEET OF LOT 1, BLOCK 14, ORIGINAL TOWN OF MARSHALL, MARSHALL COUNTY, IOWA.

From the City Of Marshalltown to DOWNTOWN LEASES & LOFTS, LLC, of MARSHALLTOWN, IOWA.

The consideration for such conveyance is construction of storm water detention project.

The final action on the Tentative Resolution now on file will be taken at a meeting of the City Council to be held in the City Council Chambers, City Hall, 10 W State Street, on the 11th day of April, 2016 at 5:30 PM, Central Standard Time, at which time and place hearing will be had on any bids or comments made in writing or orally at said hearing to the proposed conveyance and the Council will take final action on the resolution now on file.

This notice is given as required by Section 364.7 of the Code of Iowa.

Shari L. Coughenour, City Clerk of Marshalltown Iowa.

RESOLUTION ADOPTING TENTATIVE RESOLUTION
 PROVIDING FOR THE EASEMENT AGREEMENT DESCRIBED FROM THE CITY OF MARSHALLTOWN,
 IOWA TO DOWNTOWN LEASES & LOFTS, LLC, OF MARSHALLTOWN, IOWA, FOR THE PURPOSE OF
 CONSTRUCTING A STORM WATER DETENTION PROJECT

WHEREAS the Council of the City of Marshalltown, Iowa did, on the 28th day of March, 2016, place on file a Tentative Resolution whereby it proposed to enter into an easement agreement for the purpose of constructing a storm water detention project as described in Section 1 hereof to, DOWNTOWN LEASES & LOFTS, LLC, OF MARSHALLTOWN, IOWA, the property, located in Marshalltown, Iowa, herein after described; and

WHEREAS published notice as required by law of the intended easement agreement by the CITY OF MARSHALLTOWN, IOWA, of the real estate owned by it and described hereinafter has all been duly published and no objections to the proposed easement have been filed in writing with the City Clerk and no objections thereto are made in open Council meeting to the proposed easement for the consideration as therein described and as heretofore set forth and that this is the time and place provided for in said Tentative Resolution and in the published notice for this Council to take final action upon said Tentative Resolution; and

WHEREAS the purpose of this Resolution is to authorize grant of an easement by the CITY OF MARSHALLTOWN, IOWA, TO DOWNTOWN LEASES & LOFTS, LLC, OF MARSHALLTOWN, IOWA, of the real estate hereinafter described subject to easements for public utilities and sewers,

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

Section 1. The Tentative Resolution placed on file in the office of the Clerk of the CITY OF MARSHALLTOWN, IOWA, on the 28th day of March, 2016, whereby it is proposed to sell and dispose of and convey an easement from the CITY MARSHALLTOWN, IOWA, subject to easements as set out in Section 2, over the real estate located in the City of Marshalltown described as:

THE NORTH 10.00 FEET OF THE WEST 24.00 FEET OF THE EAST 48.00 FEET OF THE SOUTH 70.00 FEET OF LOT 1, BLOCK 14, ORIGINAL TOWN OF MARSHALL, MARSHALL COUNTY, IOWA.

to DOWNTOWN LEASES & LOFTS, LLC, OF MARSHALLTOWN, IOWA, is hereby approved and adopted.

Section 2. The easement of the real estate as is described in Section 1 of this Resolution shall be from the CITY OF MARSHALLTOWN, subject to other existing easements, rights of ways and access being retained for said property for utilities, access and maintenance of utilities, and for such other municipal easement as presently exists. Said easements, rights of way and access will be retained until such time as their retention is no longer desired by the City of Marshalltown, Iowa.

Section 3. The Mayor and Clerk are hereby authorized to execute the easement agreement, as referred to herein and upon receipt of the consideration therein, deliver the deed to the Buyer and to do all things necessary to carry out said sale.

Passed this 11th day of April, 2016, and signed this ____ day of April, 2016.

CITY OF MARSHALLTOWN, IOWA

 James L. Lowrance, Mayor
 ATTEST:

 Shari L. Coughenour, CMC, City Clerk

7/10/16

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST FOR THE 2015 MICRO-SURFACING PROJECT, IN THE
CITY OF MARSHALLTOWN, IOWA, BEING PROJECT NO. 76015003

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 2015 Micro-Surfacing, Project No. 76015003 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. 76015003, being the 2015 Micro-Surfacing Project in the city of Marshalltown, Iowa.

Passed this 28th day of March 2016, and signed this ____ day of March 2016.

CITY OF MARSHALLTOWN

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN, IOWA
OFFICIAL NOTICE OF HEARING AND LETTING

2015 MICROSURFACING PROJECT

PROJECT NO. 76015003

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATED COST FOR THE 2015 MICROSURFACING PROJECT IN THE CITY OF MARSHALLTOWN, IOWA, AND THE TAKING OF BIDS FOR SUCH IMPROVEMENTS.

A public hearing will be held at 5:30 p.m. local time on the **28th day of March, 2016**, in the Council Chambers, Second Floor of 10 West State Street, Marshalltown, Iowa, on the proposed plans, specifications, proposed form of contract, and the estimated cost of improvements proposed to be constructed under Project No. 7601503 , the 2015 Microsurfacing Project now on file in the office of the City Clerk and at said hearing any interested person may appear and file objection thereto or to the bidding process.

Sealed proposals based upon the proposed plans, specifications, proposed form of contract, estimated costs of improvement, will be received until **10:00 a.m.** local time, on the **12th day of April, 2016**, for the construction of the 2015 Microsurfacing Project as described in the plans and specifications for Project No.76015003, and which will be opened, read, and tabulated by the City Engineer or his designate at that time, will be acted upon by the City Council of said City at a meeting to be held in the Council Chambers on the **25th day of April, 2016**, or at such later time and place as may then be fixed.

The proposed work will involve furnishing the labor, equipment, and materials necessary for constructing the 2015 Microsurfacing Project in Marshalltown, Iowa as shown in the plans and specifications for Project No. 76015003, the 2015 Microsurfacing Project.

The estimated quantities of materials and labor to be furnished in the construction of said improvements and on which bids will be received are as follows:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY
1	CLEANING AND FILLING CRACKS FOR HMA	MILE	2.4
2	HOT MIX ASPHALT FOR CRACK FILLING	TON	2.0
3	FILLER MATERIAL (HMA SURFACES)	GAL	1,550.0
4	PREPARATION OF SURFACE FOR MICROSURFACING	MILE	2.4
5	AGGREGATE FOR MICROSURFACING	TON	500.0
6	EMULSIFIED ASPHALT FOR MICROSURFACING	GAL	14,700.0
7	PAINTED PAVEMENT MARKINGS	STA	378.1
8	PAINTED PAVEMENT SYMBOLS	EA	88
9	TRAFFIC CONTROL	LS	1
10	MOBILIZATION	LS	1

All work is to be done in strict compliance with the Plans and Specifications for said Project No. 76015003 as proposed by the City Engineer.

The work shall begin without unnecessary delay and shall be completed by **August 13th 2016**. The City and Contractor recognize that time is of the essence of this Agreement and that City will suffer financial loss if the Work

is not completed within the times specified in paragraph above, plus any extensions thereof allowed. They also recognize the delays, expense and difficulties involved in proving in a legal proceeding the actual loss suffered by City if the Work is not completed on time.

Accordingly, instead of requiring any such proof, City and Contractor agree that as liquidated damages for delay (but not as a penalty) the Contractor shall pay the City according to the following schedule:

Final Completion Liquidated Damages
\$1,000.00

For each day that expires after the time specified for Final Completion, if Contractor neglects, refuses or fails to complete the Work within the contract time for Final Completion, the City shall deduct the accrued liquidated damages from the final payment due to the Contractor.

All proposals shall be made upon the official bidding blanks furnished by the City and any alteration in the Official Form of Proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each said proposal shall be sealed and plainly identified.

Each proposal shall be accompanied by a certified check in an amount equal to ten percent (10%) of the total amount of the bid, in a separate sealed envelope, drawn on and certified payable by a solvent bank to the City Treasurer of the City as security that, if awarded the contract by resolution of the City Council, the bidder will enter into contract at the prices bid and will furnish the required corporate surety bond. Any bidder may, in lieu of the certified check provided for herein, file with such bid a bid bond executed by a corporation authorized to contract as surety in Iowa and satisfactory to the City on the form included in the specifications. The certified check may be cashed and the proceeds retained by the City, or the bid bond forfeited to the City, as agreed liquidated damages if the bidder fails to execute a contract or file an acceptable bond for faithful performance thereof within ten (10) days after acceptance of his proposal by resolution of the City Council. Said security shall be returned to the bidder upon execution of the formal contract to complete said work and approval of performance bond by the Council.

The successful bidder shall furnish the City a surety bond, acceptable to said City, for one hundred percent of the bid guaranteeing his faithful performance of the contract. All bonds called for in this notice shall contain no other conditions except as provided in Chapter 384.97(5) of the Iowa Code.

The Contractor will be paid in cash from the General Fund of said City or from the proceeds of the issuance of such bonds as may be legally issued for such purposes or from any combination of the above methods as may be used for such payments. Said payment to the Contractor will be made by the City in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the contract value of the work completed during the preceding calendar month, and will be based upon an estimate prepared by the Contractor and submitted at least 15 days before a regularly scheduled City Council meeting, subject to the approval of the City Engineer, who will certify to the City for payment of each approved estimate. Final payment will be made on or before thirty (30) days after completion and acceptance by resolution of the City Council of the completed contract. No such partial or final payment will be due until the Contractor has certified to the City Clerk that materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications. Such partial payment shall in no way be construed as an act of acceptance for any part of the work partially or totally completed.

Preference will be given to products and provisions grown and coal produced within the State of Iowa, by virtue of statutory authority, and to Iowa domestic labor in constructing said improvements.

The Contractor shall file with the contract a corporate surety bond acceptable to the City and providing for maintenance of the improvements for not less than four years from and after acceptance of the project.

Plans, specifications and proposed contract documents may be examined at the office of the City Engineer, Marshalltown, Iowa, and at the office of the City Clerk, Marshalltown, Iowa.

A deposit of \$25 per paper set of Bidding Requirements and Contract Documents will be charged, all of which will be refunded if the paper documents are returned in reusable condition within 14 days of the Award of Contract. If all paper documents are not returned in reusable condition and within 14 days, the deposit will be forfeited.

Title VI Assurances. The City of Marshalltown in accordance with Title VI of the Civil Rights Act of 1964, Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, or disability in consideration for award.

The City Council reserves the right to reject any and all bids and to waive technicalities and irregularities and all bids must remain effective for a period of 30 days of opening same.

This Notice to Bidders is hereby published by authority of resolution duly adopted by the Council of the City of Marshalltown on the ____ day of _____.

CITY OF MARSHALLTOWN, IOWA

By _____
Shari L. Coughenour, CMC, City Clerk

Row

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST FOR THE 2016 MILL AND OVERLAY PROJECT, IN THE
CITY OF MARSHALLTOWN, IOWA, BEING PROJECT NO. 76016004

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 2016 Mill and Overlay, Project No. 76016004, 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. 76016004, being the 2016 Mill and Overlay Project in the city of Marshalltown, Iowa.

Passed this 28th day of March 2016, and signed this _____ day of March 2016.

CITY OF MARSHALLTOWN

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

**CITY OF MARSHALLTOWN, IOWA
OFFICIAL NOTICE OF HEARING AND LETTING**

2016 MILL AND OVERLAY PROJECT

PROJECT NO. 76016004

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATED COST FOR THE 2016 MILL AND OVERLAY PROJECT IN THE CITY OF MARSHALLTOWN, IOWA, AND THE TAKING OF BIDS FOR SUCH IMPROVEMENTS.

A public hearing will be held at 5:30 p.m. local time on the **28th day of March, 2016** in the Council Chambers, Second Floor, 10 West State Street, Marshalltown, Iowa, on the proposed plans, specifications, proposed form of contract, and the estimated cost of improvements proposed to be constructed under Project No. 76016004, the Mill and Overlay Project now on file in the office of the City Clerk and at said hearing any interested person may appear and file objection thereto or to the bidding process.

Sealed proposals based upon the proposed plans, specifications, proposed form of contract, estimated costs of improvement, will be received until **10:00 a.m.** local time, on the **12th day of April, 2016** for the construction of the 2016 Mill and Overlay Project as described in the plans and specifications for Project No 76016004, and which will be opened, read, and tabulated by the City Engineer or his designate at that time, will be acted upon by the City Council of said City at a meeting to be held in the Council Chambers on the **25th day of April, 2016** or at such later time and place as may then be fixed.

The proposed work will involve furnishing the labor, equipment, and materials necessary for constructing the 2016 Mill and Overlay Project in Marshalltown, Iowa as shown in the plans and specifications for Project No. 76016004, the Mill and Overlay Project.

The estimated quantities of materials and labor to be furnished in the construction of said improvements and on which bids will be received are as follows:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY
1	Pavement Scarification	SY	36,865.0
2	Cleaning and Preparation of Base	MILE	3.4
3	HMA Surface Course, 1/2" Mix (1,000,000 ESAL, Type A)	TON	6,930.0
4	HMA Leveling and Strengthening Course, 1/2" Mix	TON	300.0
5	Asphalt Binder, PG-64-22	TON	416.0
6	HMA Patch, 3/4" Mix, 6" Depth, includes Binder	TON	75.0
7	Painted Pavement Markings & Symbols	LS	1
8	Traffic Control	LS	1
9	Mobilization	LS	1

All work is to be done in strict compliance with the Plans and Specifications for said Project No. 76016004 as proposed by the City Engineer.

The work shall begin without unnecessary delay and shall be completed by **August 31st 2016**. The City and Contractor recognize that time is of the essence of this Agreement and that City will suffer financial loss if the Work is not completed within the times specified in paragraph above, plus any extensions thereof allowed. They also recognize the delays, expense and difficulties involved in proving in a legal proceeding the actual loss suffered by City if the Work is not completed on time.

Accordingly, instead of requiring any such proof, City and Contractor agree that as liquidated damages for delay (but not as a penalty) the Contractor shall pay the City according to the following schedule:

Final Completion Liquidated Damages
\$1,200.00

For each day that expires after the time specified for Final Completion, if Contractor neglects, refuses or fails to complete the Work within the contract time for Final Completion, the City shall deduct the accrued liquidated damages from the final payment due to the Contractor.

All proposals shall be made upon the official bidding blanks furnished by the City and any alteration in the Official Form of Proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each said proposal shall be sealed and plainly identified.

Each proposal shall be accompanied by a certified check in an amount equal to ten percent (10%) of the total amount of the bid, in a separate sealed envelope, drawn on and certified payable by a solvent bank to the City Treasurer of the City as security that, if awarded the contract by resolution of the City Council, the bidder will enter into contract at the prices bid and will furnish the required corporate surety bond. Any bidder may, in lieu of the certified check provided for herein, file with such bid a bid bond executed by a corporation authorized to contract as surety in Iowa and satisfactory to the City on the form included in the specifications. The certified check may be cashed and the proceeds retained by the City, or the bid bond forfeited to the City, as agreed liquidated damages if the bidder fails to execute a contract or file an acceptable bond for faithful performance thereof within ten (10) days after acceptance of his proposal by resolution of the City Council. Said security shall be returned to the bidder upon execution of the formal contract to complete said work and approval of performance bond by the Council.

The successful bidder shall furnish the City a surety bond, acceptable to said City, for one hundred percent of the bid guaranteeing his faithful performance of the contract. All bonds called for in this notice shall contain no other conditions except as provided in Chapter 384.97(5) of the Iowa Code.

The Contractor will be paid in cash from the General Fund of said City or from the proceeds of the issuance of such bonds as may be legally issued for such purposes or from any combination of the above methods as may be used for such payments. Said payment to the Contractor will be made by the City in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the contract value of the work completed during the preceding calendar month, and will be based upon an estimate prepared by the Contractor and submitted at least 15 days before a regularly scheduled City Council meeting, subject to the approval of the City Engineer, who will certify to the City for payment of each approved estimate. Final payment will be made on or before thirty (30) days after completion and acceptance by resolution of the City Council of the completed contract. No such partial or final payment will be due until the Contractor has certified to the City Clerk that materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications. Such partial payment shall in no way be construed as an act of acceptance for any part of the work partially or totally completed.

Preference will be given to products and provisions grown and coal produced within the State of Iowa, by virtue of statutory authority, and to Iowa domestic labor in constructing said improvements.

The Contractor shall file with the contract a corporate surety bond acceptable to the City and providing for maintenance of the improvements for not less than four years from and after acceptance of the project.

Plans, specifications and proposed contract documents may be examined at the office of the City Engineer, Marshalltown, Iowa, and at the office of the City Clerk, Marshalltown, Iowa.

A deposit of \$25 per paper set of Bidding Requirements and Contract Documents will be charged, all of which will be refunded if the paper documents are returned in reusable condition within 14 days of the Award of Contract. If all paper documents are not returned in reusable condition and within 14 days, the deposit will be forfeited.

Title VI Assurances. The City of Marshalltown in accordance with Title VI of the Civil Rights Act of 1964, Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, or disability in consideration for award.

The City Council reserves the right to reject any and all bids and to waive technicalities and irregularities and all bids must remain effective for a period of 30 days of opening same.

This Notice to Bidders is hereby published by authority of resolution duly adopted by the Council of the City of Marshalltown on the ____ day of ____, ____.

CITY OF MARSHALLTOWN, IOWA

By _____
Shari L. Coughenour, CMC, City Clerk

Row

the City of
Marshalltown
Housing & Community Development

James L. Lowrance, Mayor
Randy A. Wetmore, City Administrator
36 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5756
Fax - (641) 754-5742

February 18, 2016

To: Mayor James L. Lowrance
Members of the City Council

From: Michelle Spohnheimer
Housing & Community Development Director

Re: Eagle View at Wandering Creek PUD Amendment

Policy Issue: Planned Unit Developments are a zoning classification allowed under the zoning ordinance. When a previously approved PUD increases in density by more than 10% from the latest version we must follow the rezoning procedures. The Plan Zoning Commission reviewed the request and held a public hearing. The Council must now review the request in the form of an ordinance having three readings and a public hearing scheduled for March 28, 2016.

Recommendation: Staff recommends approving the request to amend the PUD. The Plan Zoning Commission also recommended approval of the request. We received one public comment requesting some additional fencing on the east property line which was agreeable to the owner. Copies of the new plan and supporting documentation presented to the Plan Zoning Commission are attached.

Background: Wandering Creek PUD was first approved in 2007 by the City of Marshalltown. The development was scheduled to include 70 townhome units at that point in time. After the first two buildings were constructed the project failed to continue and ultimately transferred ownership and was amended in 2011 to include a combination of 45 single-family and townhome units. Today we have a request from the new ownership to return back to a plan most similar to the original allowing an additional 54 units to be constructed and to change the name to Eagle View at Wandering Creek PUD.

Budget Impact: n/a

Attachment: Amended concept plan, letter from the developer, elevation drawings.

cc: Randy Wetmore, City Administrator

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

Marshalltown



2012

ORDINANCE NO _____

AN ORDINANCE AMENDING THE MARSHALLTOWN ZONING ORDINANCE AMENDING THE WANDERING CREEK PLANNED UNIT DEVELOPMENT GENERALLY LOCATED ON THE SOUTH SIDE OF 233RD STREET WEST OF CAMPBELL DRIVE, HEREAFTER KNOWN AS EAGLE VIEW AT WANDERING CREEK PLANNED UNIT DEVELOPMENT

WHEREAS, the Wandering Creek PUD was initially approved in 2007 by the City Council and amended in 2011; and

WHEREAS, an amendment has been submitted by the new owners of the property to the Plan Zoning Commission requesting a change in the name of the development to Eagle View at Wandering Creek PUD and to allow an increase in density compared to the 2011 amendment; and

WHEREAS, the Plan Zoning Commission reviewed the request January 14, 2016, held a public hearing on February 11, 2016 and recommended approval to the City Council at their meeting on February 11, 2016.

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

Section 1. The Eagle View at Wandering Creek PUD amendment has been reviewed and is in the best interest of the City.

Section 2. The public hearing required on this zoning amendment shall be held in the Council Chambers at 10 W. State Street, Marshalltown, Iowa at 5:30 P.M., local time on the 28th day of March 2016 and the City Clerk is directed to cause a publication of the notice of the public hearing in one issue of the Marshalltown Times-Republican, a newspaper published in Marshalltown, Marshall County, Iowa, not less than 7 days nor more than 20 days prior to the date of the public hearing fixed herein.

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

Passed this _____ day of _____, 2016, and signed this _____ day of _____, 2016.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Affidavit of Publication

STATE OF IOWA,
Marshall County, ss.

City of Marshalltown

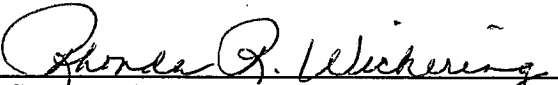
Notive of Public Hearing for an amendment to a Planned Unit Development now known as Eagle View at Wondering Creek

I, Rhonda R Wickerling, being first duly sworn, on oath depose and say that Marshalltown Newspaper, LLC is a corporation for pecuniary profit organization under the law of the State of Iowa, with its principal place of business in Marshalltown, Iowa; that the "Times-Republican" is a daily newspaper of general circulation printed wholly in the English language and published by said corporation at the city of Marshalltown, in Marshall County, Iowa; that I am the Accounting Manager of said corporation and a full time employee of the said newspaper, and have personal knowledge of the facts stated herein; that the Notice hereto attached in the above entitled action was published in the regular daily edition of the said "Times-Republican" once each week for:

One

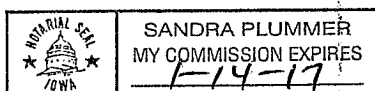
consecutive weeks on the days and dates as follows, to-wit:
March 17, 2016

Statutory fees for publishing said notice are:
20.60


Sworn to before me and subscribed in my
presence by the said Rhonda R Wickerling this
Seventeenth Day of March, 2016


Sandra Plummer, Notary Public
Marshall County, Iowa
Commission No. 766297
Commission Expires January 14, 2017

Account No. and Account Name
L02000 City of Marshalltown



PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

You are hereby notified that the City Council has received a request for an amendment to a Planned Unit Development now known as Eagle View at Wondering Creek for the property on 233rd Street East of Wondering Creek golf course.

The request is made amend the plan to construct up to 54 new townhome housing units. The most recent plan allows for 45 units and the original plan allowed for 70 units in 2007.

You are hereby notified that the City Council has fixed March 28, 2016 at 5:30 p.m. in the City Council Chambers, 10 W. State Street, Marshalltown, Iowa, as the time when and the place where said request will be heard by the Council, a public hearing will be held, and action taken by the City Council. Any and all objections may be made in writing and filed with the City Clerk prior to the time fixed for hearing on said request or may be made orally or in writing before the Council at the time fixed herein.

To all of which take due notice and be governed accordingly.
Dated at Marshalltown, Iowa, this
17th day of March 2016.

Shari Coughenour
City Clerk
Marshalltown, Iowa 50158
----- 20856

Index

Chief's Message	Page 3 – 5
Personnel	Page 6 – 8
Special Services Division	Page 9 – 13
Administrative Services Division	Page 14 – 20
Operations Division	Page 21 – 28

MISSION STATEMENT

The Marshalltown Police Department in partnership with the community will work to enhance public safety to reduce the fear and incident of crime and to serve the citizens of Marshalltown with respect and dignity and to do so with honor and integrity.

VISION STATEMENT

- A culturally diversified department of sufficient strength to be responsive to the needs of the community incorporating community policing concepts and functioning in a proactive rather than a reactive manner.
- A department whose employees are happy with their jobs working in a community that is safe and secure due to a positive police influence.
- A department with adequate equipment to perform their duties.
- A department committed to crime prevention.
- A department whose employees treat everyone with dignity and respect.
- A department not only professionally trained but a model for professionalism.

Chief's Message

Dear Citizens of Marshalltown,

We are pleased to present the 2015 Annual Report, which details the activities and accomplishments of the Marshalltown Police Department. I hope this report thoroughly explains the efforts the police department makes to deliver quality and professional police services in Marshalltown.

The Marshalltown Police Department serves a community of approximately 27,500 residents. The department consists of an authorized strength of forty-three sworn police officers and seventeen civilian employees. The department is supported in its duties by a group of citizen volunteers and a growing reserve police unit. The police will work in the fiscal year 2016-2017 with one less police officer as a result of budget challenges.

The MPD is responsible for the preservation of human life, public peace, protection of the rights of persons and property, prevention of crime, and the enforcement of all federal, state and local laws within the boundaries of the City of Marshalltown. The department also operates an emergency communications center for all public safety services in Marshall County.

In 2015, the Marshalltown Police Department responded to over 12,000 calls for service and filed over 3,300 police reports. In 2015, the MPD made over 3,100 arrests, issued just over 1,300 traffic citations and made over 3,800 traffic stops. The Marshall County E911 Center answered over 16,000 911 telephone calls and over 63,000 non-emergency telephone calls.

Toward the end of 2014 and the beginning of 2015, violent crime concerns were a topic of discussion in Marshalltown. Marshalltown continues to be a safe community in which to live and work. Violent crime is not a significant problem in Marshalltown and our community saw a leveling out of these types of calls as the calendar year 2015 wrapped up and remains relatively rare in our community. The police department is always concerned when violent crime occurs. We continue to closely monitor these issues and are committed to working with the community to solve these problems. These issues require partnerships between the police department, community members and community organizations as we all have a shared obligation for the policing of our community. The members of the police department embrace the tremendous public support and the daily opportunities we have to serve the public and address community concerns. Community outreach efforts in 2015 and a commitment to community policing have helped us overcome the problems we faced during late 2014 and early 2015.

As a result of community discussions regarding crime in Marshalltown and Marshall County, a devoted group of community advocates united and implemented a Crime Stoppers program for Marshall County. The Marshall County Crime Stoppers program went live in September of 2015 and has already led to over 60 tips and 2 arrests. This program has received exemplary community support and will be a tremendous asset for public safety agencies in Marshall County moving forward for many years to come.

In 2015, the police department continued crime prevention efforts. Code enforcement, nuisance abatement and quality of life issues are important to our community and are priorities for our police staff. A sworn police officer was assigned to these duties in 2015.

Chief's Message

This has led to enhanced investigative efficiencies and effectiveness. Working in partnership with City Hall, the police department will be assisting with a new dangerous and dilapidated building program in 2016. The City has identified ten properties which are in extreme and dangerous conditions of disrepair. It is still early in the process but the goal of this program is improve the image of our community and to address dangerous buildings.

The police department building continues to be a topic of discussion in our community. The current police building lacks the safety and technology infrastructure necessary to provide 21st Century law enforcement services. Our police building no longer meets the needs of our staff or community. Basement flooding, roof leaks, structural deficiencies, work space needs, a lack of security and confidential spaces are all significant problems in our police building. Our ability to provide quality police service is diminished due to the poor condition of the police building. These critically important problems need to be addressed so our department can provide the modern police services our community expects.

A bond referendum election was held on May 5, 2015, regarding a police building project proposal. The community overwhelmingly voted down the original police building proposal. Consequently, the Marshalltown City Council is investigating new options involving both police and fire building projects. Mayor James L. Lowrance has appointed a new Police & Fire Building Advisory Committee. Work continues on these critically important public safety building projects. It is possible a second bond referendum election will be held later in 2016. If this election is held, it will require 60% of the voters to vote yes to pass the bond referendum. The council and advisory committee continue to investigate potential building sites. Proposed building designs and potential project costs have not yet been examined. The public will continue to have opportunities to voice opinions and participate in the process.

In 2015 the police department kicked off the *Coffee with a Cop* program, an initiative supported by The United States Department of Justice, Office of Community Oriented Policing Services. *Coffee with a Cop* provides a unique opportunity for community members to ask questions and learn more about the police department's work in Marshalltown neighborhoods. Similar events are being held across the county, as local police departments strive to make lasting connections with the communities they serve.

The majority of contacts law enforcement has with the public happen during emergencies or emotional situations. Those situations are not always the most effective times for relationship building with the community, and some community members may feel that officers are unapproachable on the street. *Coffee with a Cop* breaks down barriers and allows for a relaxed, one-on-one interaction. We hope that community members will feel comfortable to ask questions, bring up concerns, or simply get to know our officers. These interactions are the foundation of community partnerships. We look forward to this program growing in 2016.

In 2016, the police department will continue to investigate body worn camera technology. We anticipate a body worn camera program will be implemented sometime during 2016. Funding is still being sought. Initially, the department will have to start small since we will not be able to afford to equip all police officers with this equipment. Ultimately the police department needs to purchase 40 camera systems. Questions still remain about how the video data collected by these cameras will be stored. Data storage is the most expensive part of this project and will become a significant on-going expense once this program is implemented.

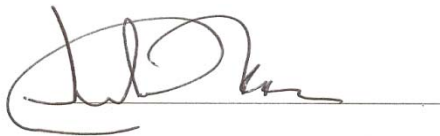
Chief's Message

In 2015, the Marshall County E911 Communications Center switched from an 8-hour work schedule to a 12-hour work schedule. The new schedule was initially experimented with and was ultimately fully implemented at the request of E911 staff. During the first 6 months of 2016, the Marshalltown Police Department will be conducting a trial 12-hour shift for uniform patrol officers. We will be evaluating the overall effectiveness of this work schedule as it is imperative that it not only work for department staff but also meets the needs of the community we are serving. We will not implement this new work schedule permanently if we are not able to provide a high level of professional and quality service to the citizens of Marshalltown.

The men and women working in the police department continue to embrace the philosophy and goals of the Marshalltown City Council. We deliver service to our community with pride and professionalism, recognizing we are always ambassadors of the city. Despite budget challenges and ever changing technology needs, we understand our objective remains to serve the residents and guests of our community in a superior manner. Average is not acceptable and we recognize this high standard of professionalism is an expectation of our customers. We are privileged to deliver law enforcement services for the City of Marshalltown.

I am very proud of the Marshalltown Police Department and the great group of employees serving our community. I have asked our staff members to serve the community with *Passion & Compassion*. We will continue to open up and maintain lines of communication with all citizens and will work to address and solve problems. Marshalltown is an outstanding community and the employees of the Marshalltown Police Department will partner with the community throughout the coming year to make Marshalltown the best that it can be.

Best Regards,



Michael W. Tupper
Chief of Police



Personnel

ADMINISTRATION

Michael W. Tupper, Chief of Police

Alicia Hunter, Administrative Assistant

OPERATIONS DIVISION

11:00 PM-7:00 AM

Lt Ryan Goecke

Sgt Richard Lang

Sgt Kiel Stevenson,
K9 Raji

Of. Casee Veren

Of. David Danielson

Of. Ramon Maxey

Of. Jerad Hoyt

Of. Paul Heitman

Of. Stephen Sheets

7:00 AM-3:00 PM

Lt Ronald Ohrt

Sgt Tricia Thein

Sgt Tom Watson,
K9 Jordy

Of. Rodney Whitmore

Of. Rick Stamp

Of. David Powell

Of. Vern Jefferson

Of. Ryan Dehl

Of. Justin Allen

3:00 PM-11:00 PM

Lt Christopher Roush

Sgt Todd Tuttle

Sgt Melinda Ruopp

Of. Dawn Brooke

Of. Andrew Cole

Of. Juan Tejada

Of. AJ Accola

Of. Eric Siemens

Of. Dane Bowermaster

Of. Stephanie Deutmeyer

RESERVE UNIT

Lt Aaron Polley

Of. Todd Frye

Of. Chris Mayer

Personnel

SPECIAL SERVICES DIVISION

Michael Hanken Captain	
Randy Kessler Detective	Bradley Mauseth Community Outreach Officer
Brian Siegert Detective	Kraig Lageschulte School Resource Officer
Sadie Weekley Detective	Cortney Watson Crime Scene Technician
Mid-Iowa Drug Task Force Officer	Code Enforcement Officer

ADMINISTRATIVE SERVICES DIVISION

Christopher Jones Captain	
Rick Bellile Training Sergeant	Rhonda Allen Records Clerk
Anne Davis Records Supervisor	Sarah Lewis Records Clerk/Parking

MARSHALL COUNTY COMMUNICATION CENTER

Teresa Lang, Supervisor	Stacy Roads, Lead Operator
Kathy Kroeger, Operator	Allie Erickson, Operator
Vicky Otto, Operator	Jessica Airey, Operator
Angie Duffy, Operator	Tiffany Eibs, Operator
Haley Nichols, Operator	Casandra Andrade, Operator
Tamra Bowman, Operator	Caitlin Nemechek, Operator
Daniel McCready, Operator	Vacancy, Operator

Personnel

EMPLOYEE OF THE YEAR

Officer Paul Heitman



NEW EMPLOYEES

Caitlin Nemechek, Dispatcher

Logan Wolf, Officer

Tanner Hunt, Officer

Katherine Hermsen, Officer

Wyatt Shelangoski, Officer

Christopher Mayer, Reserve

RETIREMENTS

Vicky Otto, Dispatcher

Over 32 years of service

EMPLOYEE MILESTONES

Lt Ronald Ohrt	30 yrs of service
Officer Rick Stamp	25 yrs of service
Sgt Rick Bellile	25 yrs of service
Sgt Melinda Ruopp	20 yrs of service
Lt Christopher Roush	15 yrs of service
Tamra Bowman, dispatcher	10 yrs of service
Sgt Kiel Stevenson	10 yrs of service
Officer Bradley Mauseth	10 yrs of service
Officer Eric Siemens	5 yrs of service

Special Services

CAPTAIN MICHAEL HANKEN

The Special Services Division is staffed by officers and civilian personnel who are dedicated to providing essential and specialized services that supplement and support the other divisions of the department, as well as the community in which we serve. The division is made up of the following segments, Investigations, Crime Scene and Property Management, Community Outreach, School Resource and Code Enforcement-Nuisance Abatement.

The officers and civilian staff assigned to the division work very closely with our partners in local, state and federal law enforcement on all types of investigations. These collaborative efforts have lead to the successful resolution of several high profile cases that have impacted our community. Several high profile criminal investigations took place within days of each other in 2015. These investigations required many long hours of intensive investigation.

INVESTIGATIONS

Detective Weekley, Domestic Violence and Sexual Assault Investigator, coordinated 121 Sex Offender Registry Checks this last year. All but 5 persons required to be on the registry were found to be in compliance and living where they were registered. The five who were found not to be in compliance faced additional criminal charges.

The investigator assigned to the Mid Iowa Drug Task Force worked 39, time and labor intensive cases within Marshalltown this last year, in addition to numerous other narcotics cases in the jurisdictions of Marshall, Grundy, Hardin and Tama Counties.

Detective Kessler continues his work with the Internet Crimes Against Children Task Force. On February 19, 2015, John Vivian Sims of Marshalltown, the suspect in a child pornography case, was sentenced to 210 months or 17.5 years in Federal Prison on charges of Transportation of Child Pornography.

The Drug Drop-Off Box, located in the Police Department lobby, has been very successful in it's second year collecting a total of 378.26 lbs of prescription drugs. The Drug Drop Off Box is available 24 hrs a day, 7 days a week, for the collecting and safe disposal of unwanted prescription drugs.

MPD SEIZURES	2012	2013	2014	2015
Cocaine	4 grams	5.6 grams	20 grams	2 grams
Methamphetamine	75.5 grams	77 grams	159 grams	881 grams
Marijuana	296 grams	352 grams	1081 grams	443 grams
Prescription	215 pills	195 pills	318 pills	611 pills

(Stats do not contain MIDTF Seizures)

Special Services

SIGNIFICANT CASES

Attempted Murder Investigation 01/04/15

On January 4, staff responded to the Flamingo Motel to investigate the shooting of a female occupant. The female victim was taken by ambulance to Central Iowa Health Care, then transported to Iowa Methodist Hospital in Des Moines. A suspect was identified as Jean Carlos Martinez-Velazquez, of Marshalltown, and was arrested after questioning and charged with Attempted, Murder, Possession of a Schedule II Controlled Substance (Methamphetamine) with the Intent to Deliver, and Aggravated Domestic Assault.

On June 9, 2015, Martinez-Velazquez was sentenced in Marshall County District Court to 41 years in prison after pleading guilty to Willful Injury, Possession of a Controlled Substance, Possession of a Firearm as a Felon, and Domestic Abuse Causing Injury.

Homicide Investigation 01/17/15

On January 17, MPD personnel and agents with the Iowa Division of Criminal Investigation began an investigation into the shooting death of Dedrikk Fisher. Fisher was found shot in the chest on the front porch at 1203 W Church St in Marshalltown. Fisher was transported to Central Iowa Health Care by ambulance where he was pronounced dead a short time later.

Jose Enrique Morales as identified as being the person responsible for Fisher's death. Morales evaded arrest for several days and was finally arrested without incident 4 days later on January 21. Morales was found hiding in an apartment at 402 Plaza Heights Rd in Marshalltown. Morales was arrested and charged with First Degree Murder and Going Armed with Intent. On April 10, 2015 Morales was found guilty of 2nd Degree Murder by a Webster County Jury. On May 26, 2015 Morales was sentenced to 50 yrs in prison in Marshall County District Court.

Two others were arrested on January 21 for their part in assisting Morales after the homicide. Bethany Brant, of Marshalltown, was charged with Accessory After the Fact and Neglect of a Dependant Person. On April 6, Brant plead guilty to both charges in Marshall County District Court and was sentenced to 2 yrs in prison. Francisco Padilla-Galvez, of Nevada, Iowa, was charged with Accessory After the Fact. On March 30, Padilla-Galvez plead guilty in Marshall County District Court and was sentenced to 2 yrs in prison.

Kidnapping/Sexual Assault Suspect Apprehended After Foot Pursuit

On August 16, at 12:26 am the MPD began an investigation into the sexual assault of a juvenile female who was with her family attending a reception at the Impala Ballroom. At the time of the incident all that was known of the suspect was that he was a Hispanic male with a thin beard wearing a cowboy hat, pink shirt and jeans.

Special Services

As the investigation progressed, Detective Siegert was able to locate and identify a possible suspect. Evidence gathered at the time of the assault was submitted to the DCI lab to be compared with evidence collected during a search warrant of the suspect and his home that was conducted on Sept 10, 2015.

On Friday, October 16, the MPD received confirmation from the DCI lab that the DNA sample taken from the suspect matched evidence collected from the victim's clothing. Marshalltown detectives began searching for the suspect, identified as Victor Manuel Angel-Garcia. On October 23, with the assistance of the DCI, Angel-Garcia was spotted by agents in a vehicle on Vance Ave. Angel-Garcia stopped his vehicle and fled on foot. Additional officers with the MPD, K9 team, and Deputies from the Marshall and Tama County Sheriff's Offices responded to assist. At 4:22 pm Angel-Garcia was located hiding in a ditch to the west of Vine & Twinkle Hill Rd and taken into custody without incident. Victor Manuel Angel-Garcia, 25 yrs old of Marshalltown, was arrested and charged with Kidnapping 1st Degree, Sexual Abuse 2nd Degree, and Harassment 1st Degree. Angel-Garcia is currently being held in the Marshall County Jail awaiting trial on \$100,000.00 cash bond.

2014 CASE RESOLUTION



Jiffy and Kum & Go Convenience Store Armed Robberies 12/16/14 & 12/20/14

On 12/16/14 the Jiffy Convenience Store at 111 S 3rd Ave was robbed by a male armed with a large knife. On 12/20/14 the Kum & Go Convenience Store was robbed by a male suspect who was again armed with a large knife. Cash and other items were taken in both robberies.

On 04/15/15, Devante Hines & Cedano Thomas were sentenced in Marshall County District Court after pleading guilty in these two robberies. Devante Hines plead guilty to 2 counts of Robbery 2nd degree and 2 counts of Going Armed w/ Intent and was sentenced to prison for 10 & 5 yrs respectively. Cedano Thomas plead guilty to 1 count of Conspiracy to Commit a Forceable Felony, 2 counts of Accessory After the Fact, 1 count of Theft 4th and was sentenced to prison for 10 yrs, 2 yrs & 1 yr. respectively. Sadie Baxter plead guilty to Conspiracy to Commit a Forceable Felony, Accessory After the Fact and Theft 4th and received a deferred sentence and a fine.

Homicide Investigation 08/22/14

On 08/20/14 paramedics with MMSC and the Marshalltown Fire Department responded to 907 S 11th Ave in Marshalltown for an unresponsive child. The child, Jossilyn Starn was initially taken to MMSC by ambulance and then by Air Ambulance to Blank Children's Hospital in DSM. On 08/22/14 Jossilyn Starn died at Blank Children's Hospital from injuries she received. The investigation into Starn's death, lead to the arrest of her mother's boyfriend Branden Michael Collins.

Special Services

Collins was charged with 1st Degree Murder, Child Endangerment, Possession, of a Schedule I Controlled Substance & Possession of Drug Paraphernalia. On 10/09/15 Collins plead guilty in Marshall County District Court to an amended charge of, Child Endangerment Causing Death. Collins was sentenced to 50 yrs in prison.

Homicide Investigation 12/06/14

On 12/06/14 the MPD discovered a deceased, adult male, identified as Adam Paul Garrent, age 32 of Tama, at a private residence located at 3202 South 12th Street, Marshalltown. An autopsy was performed at the Iowa Office of the State Medical Examiner and the manner of death was certified as a Homicide.

On 12/11/14 James Robert Head, age 18, of Marshalltown was arrested on charges of Murder 1st degree and Conspiracy to Commit a Forcible Felony. On 11/16/15 Head plead guilty in Marshall County District Court to Robbery 1st Degree, Burglary 2nd Degree, and Voluntary Manslaughter. On 01/22/16 Head was sentenced to 45 years in prison in Marshall County District Court.

CODE ENFORCEMENT

The Code Enforcement-Nuisance Abatement Officer left employment with the city in January of this year. As a result of her departure her duties were absorbed by other members of the Special Services Division who responded to complaints called into the department by concerned members of the community.

During 2015, 181 cases of tall grass and weeds, trash and junk were investigated and brought into compliance. As always it is the goal of the Code Enforcement-Nuisance Abatement office to work with community members to obtain voluntary compliance in resolving these issues.

During the latter part of 2015 the city began working on the Dangerous & Dilapidated Housing Project. The Code Enforcement-Nuisance Abatement office provided a list of 10 properties that met the requirements for this program. These properties were submitted to City Officials for their consideration. Work on this project will continue into 2016.



Special Services

Community Outreach Officer Brad Mauseth received the Citizen of the Year Award by the Marshalltown Elks Club on June 18, 2015 for his volunteer work with kids. Officer Mauseth in addition to his other duties, teaches the Friday Evening Diversion program that is designed to work with first time juvenile offenders on ways to correct inappropriate behaviors as well as teaching them coping skills so that they can make better decisions in their lives.



Officer Kraig Lageschulte is the School Resource Officer for the department and is assigned to work out of the Marshalltown High School. This last year was a busy year for Officer Lageschulte as noted in his end of the year report. Officer Lageschulte also conducted summer student academies for students at Lenihan and Miller schools as well as the Sea Cadet program that were once again well received by all who took part in the programs.

SRO MHS CONTACTS

Disorderly/Assault	42	Number of Reports	41
Gang/Hate	0	Total Arrests	40
Drugs	14	Problem Solving Contacts	130
Alcohol	2	Parking Lot Checks	64
Theft	44	Parent Contacts	197
Harassment	36	Training & Presentation Hrs	78
Tobacco	4	Emergency Response	9
Criminal Mischief	19	Mental Health Contact	27
Accidents/Traffic	6	Office Referrals	222
Weapons	3	Other Student Contacts	337
Trespass	20	PD Assists	102

Administrative Services

CAPTAIN CHRISTOPHER JONES

The Administrative Service Division is comprised of a team of dedicated professionals who provide essential support for the everyday operation of the department. The major components of the division include the Training Sergeant, the records section, Marshalltown Police Citizen Volunteer program, grants, internal affairs and the Marshall County Communication Center.

During 2015, the department continued to utilize grant funds to enhance our effectiveness and efficiency. The department received \$9,652 from the Department of Justice for the purchase of police body-worn cameras. In addition to this grant funding, our agency receives funding to offset the salaries of our Mid-Iowa Drug Task Force Detective, our Domestic Violence Detective and a School Resource Officer assigned full-time to the Marshalltown High School. The Office of Justice programs continues its long history of providing our agency, as well as agencies across the country, with funding for bulletproof vests. Because of this, every officer is issued a vest and is required to wear it. In 2015 we continued to partner with the Governor's Traffic Safety Bureau on enforcement efforts.

Each spring, the department holds a Citizen Police Academy, which is designed to familiarize participants with department operations. Many academy graduates go on to become members of the Marshalltown Police Citizen Volunteers. In 2015, the Citizen Academy was made up of 35 community members from varied backgrounds. During the ten-week program the participants learned about several programs and divisions within the department such as the K9 Unit, precision driving, weapons, crime scene processing & evidence, traffic stops, building searches and many more. Class instruction consists of lecture, hands-on, or question and answer sessions about department operations.



Administrative Services

TRAINING REPORT

The Training Sergeant is responsible for managing and providing training to all department employees. The department has a group of well-trained instructors who teach a variety of topics to department employees to maintain, update and expand employee's knowledge and skills.

In 2015 employees participated in 2,253 hours of in-house and outside training. In addition, one new officers graduated from ILEA with 560 hours of training. Our agency also began an online training program with the help of the Police One Academy, that provides monthly customized training that meets current agency needs, such as, off-duty safety, hazardous material awareness, preparing for challenging situations and report writing techniques.

MPD Hosted Training:

- Human Trafficking
- Homicide Investigation
- Crisis Negotiations II
- Physical Conflict Resolutions
- Drug Recognition Expert Recert
- LE Admin Professionals Conference
- Iowa State Police Association Conference

Departmental Training:

- Firearms, Patrol Rifle
- TASER
- Defensive Tactics
- Mental Health
- Human Trafficking
- Ketch All Pole

Outside Agency Training (Employee)

- Active Shooter/Crisis Management
- K-9 Certifications
- Arson/Fire Fighter
- Butane Honey Oil Investigation
- Mindset Boot Camp
- Internal Affairs
- Street Survival
- Disorder Control Training
- Female Enforcers
- Iowa IAI Crime Scene Instructor
- Iowa Valley Leadership
- Interview/Interrogation
- Challenges of Modern Police Supervision
- Basic Peer Support
- ARIDE
- Why Teens Kill
- Iowa Sex Crimes
- Tactical Medicine for Patrol & High Response Teams
- Animal Investigation for Patrol
- FBI Instructor Development

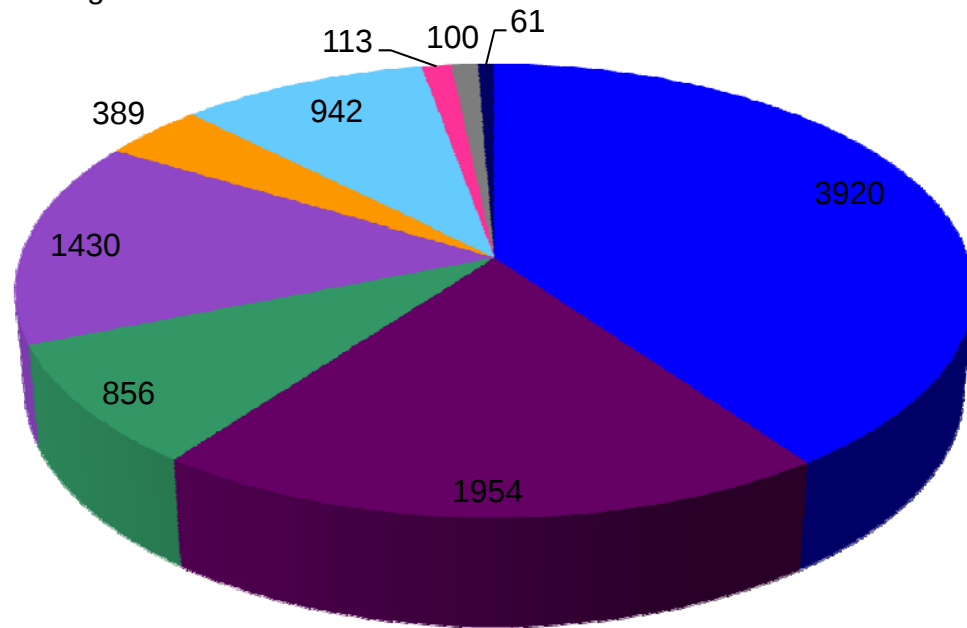


In 2015 100 child seat inspections were completed & 42 new seats were installed. The car seats were purchased through donations given by Al Hoop in memory of his wife, Donna Hoop, who advocated for child safety.

Administrative Services

PUBLIC RECORDS

The records section serves as the official repository for all criminal records and documents of the department. The records section is responsible for data entry, maintaining all police reports, arrest records and statistics. This section is also the point of contact for citizens and other agencies requesting records under Iowa's open records laws. Records personnel provide quality customer service to all citizens and visitors seeking information or assistance.



- Reports Processed
- UCR-Class A
- UCR-Class B
- Traffic Cites Processed
- Accidents Processed
- Mug & Print Files
- Fingerprints-Employment
- Records Checks
- Bike Licenses

PARKING STATISTICS

Police Officers	1120 citations
Enforcement Officer	1885 citations
Scoff	1 tows
48 hr Overtime	8 tows
Snow Ordinance	16 tows

Administrative Services

POLICE CITIZEN VOLUNTEERS

In 2015, the Marshalltown Police Citizen Volunteer group graciously gave over 771 hours of their time, knowledge, talent, and services to the department in excess of \$15,000.. The MPCV program creates valuable ties between the citizens of Marshalltown and their police department. Below are some of the tasks and events the MPCV's assisted with.



**MARSHALLTOWN
POLICE
CITIZEN
VOLUNTEER**

Administrative Services:

- Citizen's Academy BBQ
- Kid's at the Park Day
- New officer testing
- CBD flower watering
- Central Iowa Fair
- Child Safety Seat event
- Healthy Family Fair
- Property disposition
- Surplus auction
- Code Enforcement entry
- Records data entry
- Monthly volunteer & reserve time entry

Field Services:

- Setup of command trailer
- Oktoberfest car show
- Oktoberfest runs & parade
- Maintenance of 66 squad car
- Police Citizen Academy Training
- Walk in Your Shoes event
- Bike Path Monitoring

MARSHALL COUNTY CRIME STOPPERS

641 - 753 - 1234



www.marshallcountycs.com

On September 1, the MPD joined forces with the newly established Marshall County Crime Stoppers Program to launch a telephone, text and online service to solicit anonymous crime tips from the general public. Within the remaining months of 2015, Marshall County Crime Stoppers was able to solicit over 44 tips regarding potential criminal activity ranging from Theft, Warranted Persons, Drug Information and incidents of Child Welfare.

Due to the programs overwhelmingly positive community reception Marshall County Crime Stoppers quickly gained the full support of all area law enforcement agencies and has been an extremely valuable tool for the Marshalltown Police Department in obtaining timely information on a variety of public safety concerns. More information on the program is available on their website at www.marshallcountycs.com.

Administrative Services

DRUG FREE COMMUNITIES SUPPORT PROGRAM

In 2014-2015, the MPD partnered with SATUCI with the Drug Free Communities Support Program Grant to perform alcohol compliance checks, increased patrols & enforcement for underage parties, .02 violations/OWI contacts, underage consumption, monitor for minors in bars, & assist merchants with identifying fake ID's.

CONTACTS	2013	2014	2015
Overtime Hours	560	527	424
Alcohol & Drug	202	266	118
Other Misdemeanor	43	56	39
Moving Violation	84	60	91
ID Check	275	376	247
Police Checks	595	647	688
Public Info Events	9	4	2

Officers conducted 133 compliance checks on 4 separate dates resulting in 11 citations for selling alcohol to persons under legal age. We also had several officers go through training with the ABD office and conducted numerous checks at bars to ensure proper labeling of mixing, permits and licenses. This was our 5th and final year of our grant partnership with SATUCI. The MPD has enjoyed working with SATUCI over the past 5 years in an effort to keep alcohol away from minors.

GOVERNOR'S TRAFFIC SAFETY BUREAU

- The 2014-2015 Governor's Traffic Safety Bureau Program was a success in reaching its goals and educating the motoring public through 204 hours of overtime enforcement & education.
- The seat belt average was up this year with 94.7% usage.
- There were 14 public information releases issued.



CONTACT	OBJECTIVE	ACHIEVED
Impaired Driving	35	38
Occupant Restraint	115	91
Moving/Speed	200	545

Nearly all the objectives were met during the year. Educating the motoring public and citizen's of this community continue to be our top priority with this grant. We held 5 multi-agency projects, 2 of them being car seat safety events, which were very well attended. We were able to obtain a new Lidar and 2 new PBT's to assist with OWI enforcement. The partnership between GTSB and the MPD will continue in 2015-2016 to provide traffic safety for Marshall County motorists to change driving behavior to help keep the roads and highways safe for all.

Administrative Services

MARSHALL COUNTY COMMUNICATION CENTER

The Marshalltown/Marshall County E911 Communications Center is committed to serving as the critical link between the citizens of our county and responding public safety agencies. We strive to efficiently collect and disseminate the information needed to protect life, property and the environment, thereby making our county a safer place in which to live, work and visit. Our primary goal is to dispatch the appropriate police, fire, ambulance, and rescue services with the least possible delay. We strive to provide consistent quality service with a constant regard to the safety of the public and the agencies we serve.

The E911 Communications Center located at the Marshalltown Police Department is the primary dispatch center for all of Marshall County. In addition to processing thousands of 911 and administrative calls each year the Communications Center maintains all active warrants and protective orders in our county. Currently active are 1,271 arrest warrants and 1,104 orders of protection. Last year alone the center processed 1,711 new warrants and over 329 new protection orders. In addition to these responsibilities we communicate on over 14 radio talk groups to 30 emergency response agencies in our county alone.

CALL STATISTICS

MONTH	911	ADMIN
January	1231	5137
February	1129	4341
March	1308	5207
April	1204	5521
May	1354	5659
June	1475	5069
July	1520	5654
August	1501	5512
September	1415	5716
October	1327	5409
November	1288	4768
December	1281	5074
TOTAL	16,033	63,067

The Communications Center maintains thirteen full time positions including eleven operators, one lead operator and one supervisor. The operators switched to a twelve hour shift schedule after a six month trial period. One dispatcher retired in the fall after serving over thirty-two years in our center.



Administrative Services

SWAT - SPECIAL WEAPONS AND TACTICS



The Marshalltown Police Department SWAT team has continued to grow and evolve over time. Two new team members were added at the end of this year to fill vacant positions. The SWAT team currently has 12 tactical operators and 1 sniper/observer team. The SWAT team works in conjunction with the department's Negotiation Team which consists of 4 negotiators.



The use of seized assets from MPD officers and the Mid Iowa Drug Task Force have allowed the SWAT team to maintain a high level of modern police and tactical training as well as equipment.

Tactical operators are required to attend one 12-hour training day per month and one 40-hour week of training annually. Individual team members often attend additional specialized training, which they can pass on to the rest of the team. The SWAT team continued efforts to train in conjunction with the Marshalltown Fire Department and Marshalltown Area Paramedic Service for citizen and officer rescue incidents.



In 2015 the SWAT team was activated 9 times to handle a variety of situations. The 9 deployments included high risk warrant service and surveillance operations. These incidents resulted in the seizure of drugs, firearms and stolen property and the arrests of multiple individuals. The individuals arrested were charged with crimes including possession of controlled substances with intent to deliver, possession of firearms by a felon, theft 1st and child endangerment.

Operations Division

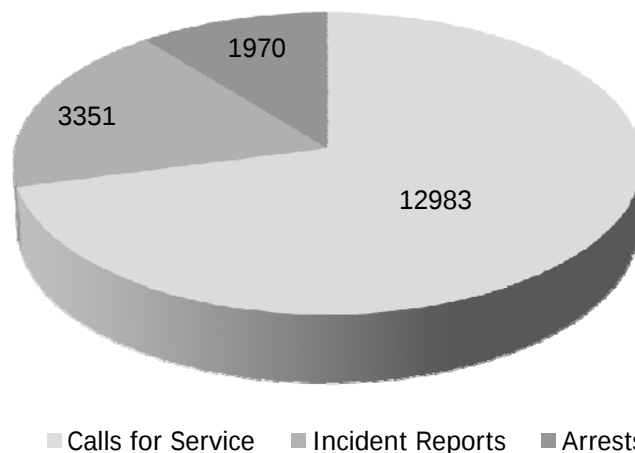
CAPTAIN BRIAN BATTERSON

The Operations Division, the largest of the three department divisions, is commanded by Captain Brian Batterson, who reports to the Chief of Police. Captain Batterson is responsible for the overall management and administration of uniform patrol, including the Reserve Police Officer Unit. The primary goal of the Operations Division is the prevention of crime and disorder by adhering to community policing principles, which have been adopted by the Marshalltown Police Department.

The Operations Division is organized into three patrol shifts, 7:00 am-3:00 pm, 3:00 pm-11:00 pm, and 11:00 pm-7:00 am. Each shift is commanded by a Lieutenant who reports directly to the Operations Captain. The three patrol shifts consist of a lieutenant, two sergeants approximately six patrol officers. The Operations Division primary responsibility is to protect life and property through a timely response to calls for service, preventative patrol, crime prevention, investigation of crimes and vehicular crashes, traffic direction and control, and apprehension of offenders. In addition to providing these services, officers work to strengthen relations between the community and their police department, which allows the public an opportunity to have a say in how their community is policed.

During the first six months of 2016, the Operations Division will be conducting a trial run of 12 hour work days instead of the standard 8 hour work day. The compressed work week trial run provides advantages to the department as well as the individual officer, but the overall evaluation of the trial will center on whether we can provide the same, or enhanced, quality service to the public.

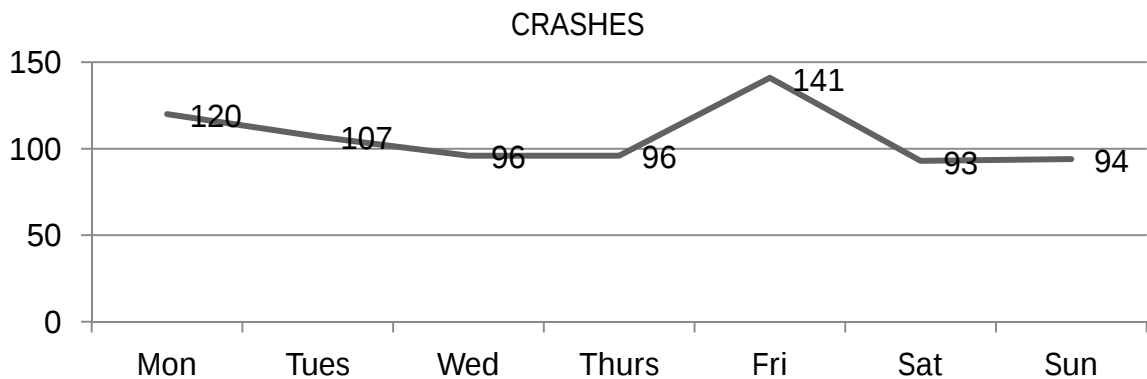
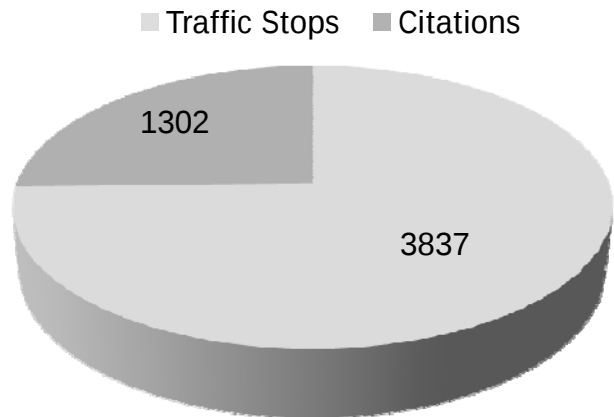
During 2015, the Operations Division responded to 12,983 public-initiated calls for service, which required the presence of a police officer to investigate a complaint. Those calls for service resulted in 3351 incident reports and 1970 arrests.



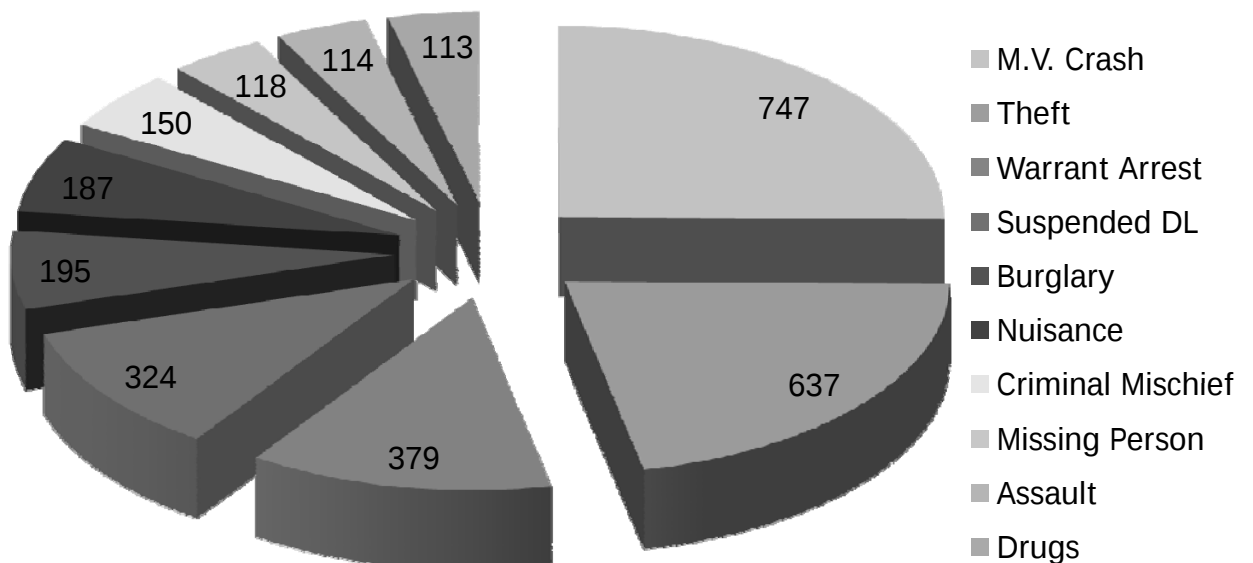
Operations Division

STATISTICS

In an effort to educate the motoring public and make our roadways safer, the Operations Division completed 3878 traffic stops in 2015 resulting in 1302 traffic citations. Although we did stop nearly 4000 cars, the city still experienced 747 motor vehicle crashes.



In 2015, the Operations Division remained busy responding to calls for service, but for the most part the majority of the top ten crimes reported in Marshalltown are non-violent property type crimes.



Operations Division

USE OF FORCE

Circumstances do arise when officers need to use force to effectively bring an incident under control while protecting the lives of the officer or another. Use of force levels vary from verbal direction, physical re-direction, empty hand control, intermediate weapons to lethal force.

	2011	2012	2013	2014	2015
Use of Force Incidents	66	64	65	69	60
TASER Deploy	10	11	17	12	11
Assault on Officer	17	11	25	15	7

After extensive department training, TASER usage began in late 2009. Before allowing TASER usage officers were required to attend TASER certification, Excited Delirium training and Verbal Judo training. Training was provided by department instructors who had previously received certification from TASER, Verbal Judo and the Institute for the Prevention of In-Custody Deaths (IPICD). New officers receive TASER and Verbal Judo training at the Iowa Law Enforcement Academy.

MARSHALLTOWN POLICE RESERVES

In 2015 the department started with two Reserve Officers. In November one new reserve became State certified. We have an additional three candidates working on their module training.

This year the Marshalltown Police Department Reserve Police Officer program contributed 260.25 hours of work to the community at no cost. The Reserve Officers worked 14 community events as well as providing patrol functions while riding with a certified officer. The Reserve Officer program has been an integral, and vitally important, part of the Marshalltown Police Department for decades and we hope to continue the program for many more years into the future.

Operations Division

7:00 AM – 3:00 PM Shift with Lt Ronald Ohrt

The year 2015 saw the Day Shift staffed with law enforcement experience ranging from eleven to thirty years of service. The Day Shift is tasked with many responsibilities to included vehicle maintenance, computer technician, scheduling, case management, K-9 team, tobacco compliance checks, verbal judo instruction, advanced accident investigation, defensive tactics instruction, police vehicle operation instruction, bicycle patrol, crisis negotiation, and SWAT.

Calls for service dominated the daily workload, many involving individuals experiencing emergency mental healthcare needs which take an inordinate amount of staff time. Also, several calls for service started out as single citizen complaints, but quickly morphed into multiagency investigations; leading to multiple search warrants, arrests, and removal of children and animals. Cases like these left staff with limited time for officer initiated activities such as traffic and parking enforcement. When available, officers spent extra time patrolling the 18th Avenue & East Nevada Street area for continued traffic complaints. Personnel continued contacts with school officials, staff, and students to educate and cultivate relationships in the neighborhoods.

Several times throughout the year staff presented to civic groups and organizations, and participated in community events. Officer Dehl and

Officer Stamp taught at the Iowa Law Enforcement Academy (ILEA).

Sergeant Thein developed a special needs questionnaire that allowed citizens to voluntarily submit information concerning loved ones with special needs. The information from the questionnaire allows officers to access specific information to better serve individuals with special needs when the two groups come into contact. The form is available on the City of Marshalltown's website on the Police Department page.

Officer Whitmore began a pilot program spending additional time at Lenihan Intermediate School and B.R. Miller Middle School. Although not a full-time position, the program is similar to the School Resource Officer (SRO) at the Marshalltown High School. The goal of the program is to research the need for a SRO at the other two schools, while also attempting different methods to meet the staff and student's needs at the two schools.

The Day Shift team continues to demonstrate the ability to respond to the universal needs of our community with a high degree of professionalism. Officers continue to look for means of meeting the expanding needs of our community with our limited resources, while maintaining the sense of safety our citizens expect.

Operations Division

K-9 UNIT

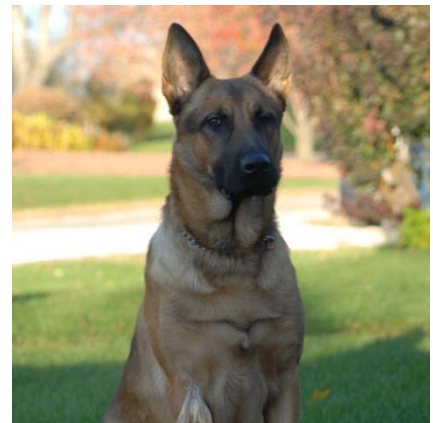
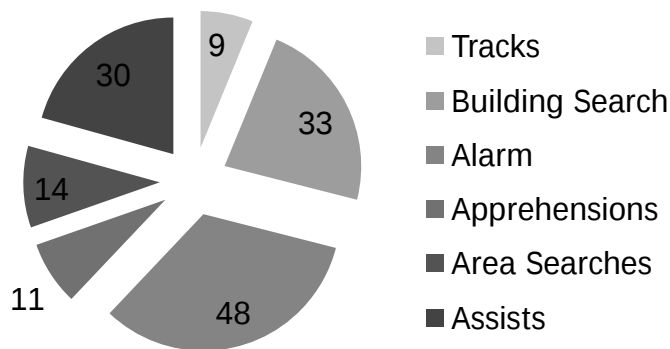
The MPD K-9 Unit consists of two dual purpose, K-9's. K-9 Raji, handled by Sgt Kiel Stevenson and K-9 Jordy, handled by Sgt Thomas Watson. Both dogs were acquired from the St. Paul Police Department K-9 Training Center. They are both German Shepherd, Belgium Malinois crosses.

Both dogs are trained in patrol skills, which includes everything from obedience to evidence recovery, tracking and handler protection. They are also both trained in narcotic detection, with the ability to locate and alert to illegal narcotics ranging from marijuana to methamphetamines to cocaine and heroin.

For the year 2015, the two K-9 units completed 41 total narcotic searches, resulting in the seizure of over 200 grams of Ice, nearly 200 grams of marijuana and dozens of seizures of drug related paraphernalia.

Both dogs maintain certifications through the United States Police Canine Association in Patrol work, Narcotic Detection and Tracking. Both dogs have received awards during these certification events. In addition, the unit logged over 1100 hours of training in 2015 to maintain their high level of skill.

K-9 Patrol Use



K-9 Jordy

Seized (grams)	2012	2013	2014	2015
ICE/Meth	154	9,338	113.7	200
Marijuana	3,980	271	2714	200
Paraphernalia	11	26	43	12
Money	\$6,389	\$85,310	\$3,475	\$0

Operations Division

3:00 PM – 11:00 PM Shift

2015 was a busy year for the 3-11 shift. Generally, the shift is made up of younger officers, which makes it the ideal place to shape and mold the next generation of police officers. It has been my experience that repetition is the best way to learn any task and the 3-11 shift is high on repetition. The following percentages represent the work load for the 3-11 shift. While the 3-11 shift only takes up 33% of the 24-hour day, it clearly has the highest work load.

Activity	Total %
Calls for service	46%
Incident reports	45%
Arrests	51%

The amount of downtime on the shift is limited, however, the 3-11 shift managed to find time to better the department and the community in several different ways. The following is only a sampling of the good work the 3-11 shift does on a yearly basis.

Officer Cole is a very active Drug Recognition Expert and instructor with the state. He helps instruct classes all over Iowa and conducts training as necessary with the department and citizen's academy. This year he also went on local radio to raise awareness of the effects of drinking on driving.

Officer Tejada is a bilingual member of the department and a certified child car seat inspector. He participated in 2 child seat inspection events to



inspect child safety seats, distribute new seats as needed, educate the public and develop a rapport with the community.



Officer Accola setup the first Coffee with a Cop event for our department. The event, which is becoming more popular around the nation, is an opportunity for police to interact with the public in a positive setting. The feedback was very positive and we look forward to events like this in the future.

Sgt. Ruopp is the supervisor in charge of the MPD K-9 program. She helps train the current K-9 officers and their partners on a bi-weekly basis. Our K9 unit training program is top notch by evidence of one or more other agencies training with our officers on a regular basis.

Many officers also spent much of their downtime following up leads on active arrest warrants, which is another reason they lead the department in arrests.

The 3-11 shift was also very active in conducting business checks around the community. These business checks can vary from getting a coffee at a convenience store to a walk through at the public library or local business. These checks help build relationships and are a positive part of any officer's day.

Operations Division

11:00 PM – 7:00 AM Shift with Lt Ryan Goecke

The year 2015 saw the Night Shift staffed with law enforcement experience ranging from three to thirty years of service. Shift officers have been trained in specialized fields including K9 Officer, Drug Recognition Experts, Sobriety Test Instructors, Driving Instructors, Firearms Instructors, SWAT Members, and Field Training Officers. Night Shift FTO's trained 2 new officers in 2015. Officers balanced a busy work schedule with staying current with updated training.

The 11-7 Shift responded to or initiated 7,036 incidents, ranging from 911 Calls, Traffic Stops, Arrest Incidents, OWI Enforcements, Drug Arrests, Domestic Violence Calls, Officer Initiated Activity, Business and Liquor License Establishment Checks, and Public Events.

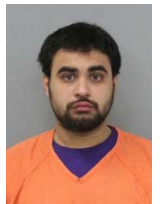
ACTIVITY	7-3	3-11	11-7
Officer Initiated	10%	32%	58%
CFS	32%	45%	23%
Traffic Stops	17%	40%	43%

The Night Shift has the fewest calls for service among the three shifts, receiving 23% of the department CFS. Therefore, officers must be proficient at self-initiated activities in identifying and enforcing laws and ordinances. The 11-7 Shift did this in 2015, conducting 58% of Officer Initiated Activity and 43% of Traffic Stops.



2015 started where 2014 ended, busy with high profile incidents. Some notable calls for service on the Night Shift included a call to the Flamingo Motel on January 4, 2015 for a medical issue. Officers arrived to find a female had been shot. Jean Carlos Martinez-Velazquez was charged with Domestic Abuse, Attempted Murder, and Intent to Deliver Narcotics.

One of the most gruesome incidents even the most seasoned officers have witnessed in their careers occurred on January 14. Officers were dispatched to a domestic incident at 106 1/2 N 4th St. Simultaneously the Marshalltown Fire Department was called to the same area for a report of a house fire. Arriving officers were horrified to witness two female victims running from the apartment still on fire. Esperidion De Los Santos was arrested and charged with Arson, Attempted Murder, Domestic Abuse, and Willful Injury.



Just after shift change on January 17 officers were dispatched to 1203 W Church St for a report of a male victim of a gunshot wound. The suspect fled the scene and a lengthy search ensued for the next few days until the arrest of Jose Enrique Morales. He was charged with Going Armed with Intent and First Degree Murder. Several friends and relatives assisted Morales in evading capture, some of whom were arrested as an Accessory to a Felony.

Steven Thomas Marson was named in numerous reports throughout 2015, on each shift. On August 18 a subject reported to the Night Shift that he was shot at by Marson. Warrants were issued for numerous felonies as a result. On September 8 Night Shift Officers located Marson at the Super 8 and were attempting to take him into custody for several outstanding warrants when he brandished a large machete toward officers and refused orders to disarm. Night Shift Officers were able to take him into custody.



The calls for service did not end after these incidents and the officers of the 11-7 Shift, continued to provide professional service to the citizens of our city. In addition, our officers participated in many community events outside of their normal assignments throughout the year. Officers of the Night Shift are ready to do their part to maintain a safe Marshalltown in 2016.



MARSHALLTOWN POLICE DEPARTMENT
22 NORTH CENTER STREET
MARSHALLTOWN, IA 50158

NON-EMERGENCY 641-754-5725

CRIME STOPPERS 641-753-1234

WWW.CI.MARSHALLTOWN.IA.US

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GOVERNMENT